

**MANVILLE BOARD OF EDUCATION
MANVILLE, NEW JERSEY**

MINUTES – REGULAR MEETING

November 15, 2011 – 7:00 PM – ABIS Media Center

A meeting of the Board of Education was held this day in the ABIS Media Center. The order of business and agenda for the meeting were:

I. CALL TO ORDER – Board of Education Vice President Mrs. Wiedwald called the meeting to order at 7:00 pm.

II. OPEN PUBLIC MEETING STATEMENT – Mrs. Wiedwald read the following:

According to provisions of C231, P.L. of 1975, proper notice of this meeting was made on May 3, 2011 by mail to the Borough Clerk and official newspapers and was posted in the Board of Education office.

III. ROLL CALL:

Present: Stephanie Cornelson, Valerie Frank, Kelly Harabin, Jeanne Lombardino, Ned Panfile, Cathy Wiedwald, Andrew Zangara

Absent: Heidi Alles, Trish Rodzinak

Also Present: Dr. Johanna Ruberto, Superintendent of Schools; Kimberly Clelland, Business Administrator/Board Secretary

IV. PLEDGE OF ALLEGIANCE, MOMENT OF REFLECTION AND READING OF MISSION STATEMENT

The mission of the Manville School District, in partnership with the entire Manville community, is to provide our students with a student-centered and nurturing educational environment focused upon the academic expectations as identified by the New Jersey Core Curriculum Content Standards, and the development of the child as a life-long learner and a respectful, contributing member of a democratic society.

Mrs. Lombardino moved the following:

V. APPROVAL OF MINUTES – RESOLVED, the Board of Education approved the minutes of the following meetings: October 11, 2011 and October 18, 2011.

Mrs. Frank seconded the motion and was approved by a unanimous voice vote.

VI. PUBLIC COMMENT – At 7:03 pm, Mr. Panfile moved that the meeting be opened to the public. A motion was seconded by Mrs. Cornelson. Mrs. Wiedwald invited questions and comments from the public on agenda items. There were no questions or comments. A motion to close the public session at 7:04 pm was made by Mr Panfile. The motion was seconded by Mrs. Cornelson and approved by unanimous voice vote.

VII. SUPERINTENDENT’S REPORT & PRESENTATIONS – Dr. Johanna S. Ruberto

- HIB Report – will go into executive session during the meeting.
- 2012 – 2013 Calendar - may have the calendar from the county this week.
- Dr. Ruberto thanked the PTA for raising funds for over 67 families who were affected by the flood. The funds were distributed to all families today.
- Dr. Ruberto commended the Band for placing 4th last weekend in the Band Competition in Pennsylvania.

- The National Honor Society induction will be conducted Thursday night at 7:00 pm. The Board of Education is invited.
- Dr. Ruberto would like to set up a committee to look at start times for all schools.
- Dr. Ruberto reported on the status of Naviance and its use in the district.

VIII. COMMITTEE REPORTS:

A. Policy Committee: *Trish Rodzinak, Chairperson – no report.*

B. Personnel Committee: *Jeanne Lombardino, Chairperson*

WHEREAS the Superintendent of Schools has recommended certain appointments, payments, and leaves of absence, now, therefore be it

Items B1, B2, B3 and B4 were moved by Mrs. Lombardino.

B-1 RESOLVED, the Board of Education employs the following staff members in the positions and with terms as stated:

The motion was seconded by Mrs. Cornelson and approved as follows: **AYES:** Mrs. Cornelson, Mrs. Frank, Mrs. Harabin, Mrs. Lombardino, Mr. Panfile, Mrs. Wiedwald, and Mr. Zangara. **ABSENT:** Ms. Alles, Mrs. Rodzinak.

Name	Position	Compensation	Effective Dates
Jennifer Kohl	Sixth Period Instruction .5 Position Art - MHS	Stipend tbd upon completion of contract negotiations	2011 – 2012 School Year
Patrick DeNapoli	Softball, Head Coach MHS	Stipend tbd upon completion of contract negotiations	2011 – 2012 School Year
Christine Zarnowski	Softball, Assistant Coach MHS	Stipend tbd upon completion of contract negotiations	2011 – 2012 School Year
William Kurzius	Baseball, Assistant Coach MHS	Stipend tbd upon completion of contract negotiations	2011 – 2012 School Year
Robert Snyder	Baseball, 7/8 Coach ABIS	Stipend tbd upon completion of contract negotiations	2011 – 2012 School Year
Larissa Mattei	ABIS Sports Coordinator	Resignation	2011 – 2012 School Year

Items B1.1, B3.1 and B5 were moved by Mrs. Lombardino.

B-1.1 RESOLVED, the Board of Education employs the following staff member at Weston School in the position and with terms as stated:

The motion was seconded by Mrs. Cornelson and approved as follows: AYES: Mrs. Cornelson, Mrs. Harabin, Mrs. Lombardino, Mr. Panfile, Mr. Zangara. ABSTAIN: Mrs. Frank, Mrs. Wiedwald; ABSENT: Ms. Alles, Mrs. Rodzinak.

Name	Position	Compensation	Effective Dates
Katherine Montanelli	After Hours Program: Highly Qualified Language Arts Teachers to instruct students in Grade 2 in the area of Language Arts	Stipend tbd upon completion of negotiations	2011 – 2012 School Year

B-2 RESOLVED, the Board of Education approves the following substitutes for the 2011-2012 school year:

Name	Position	Compensation	Effective Dates
Jaelyn Jankowy	Teacher Substitute	\$85 per day	2011 – 2012 School Year
Emily Rothschild	Teacher Substitute	\$85 per day	2011 – 2012 School Year
Zubia Masood	Teacher Substitute	\$85 per day	2011 – 2012 School Year
Melody Bonfiglio	Teacher Substitute	\$85 per day	2011 – 2012 School Year
Marisa Proietto	Teacher Substitute	\$85 per day	2011 – 2012 School Year

B-3 RESOLVED, the Board of Education approves the student listed below as Student Observers in the Manville School District:

Student Name	College University	Observation Period	School
Ademar Ballestero	Raritan Valley Community College	10 Service Learning Hours November – December 2011	Manville High School
Gilda Gutierrez	Raritan Valley Community College	10 Service Learning Hours November – December 2011	Alexander Batcho Intermediate School

B-3.1 RESOLVED, the Board of Education approves the student listed below as a Student Teacher in the Manville School District at Weston School:

Student Name	College University	Observation Period	School
Kimberly Story	Caldwell College	Student Teaching: Special Education Spring Semester January – June 2012	Weston School

B-4 RESOLVED, the Board of Education employs the following person in the position and with terms as stated:

Name	Position	Certificate	Compensation	Effective Dates
Diane Walters	.5 Special Education Teacher, Part-Time Roosevelt School	CEAS – Elementary School Teacher, Grades K-5 CEAS – Teacher of Students with Disabilities	MA – Step 1, Part-Time (.5) No Benefits <i>Salary tbd upon completion of negotiations</i>	November 17, 2011 through June 30, 2011

B-5 RESOLVED, the Board of Education approves the following transfer effective November 17, 2011:

Name	Position	From	To
Patricia Poto	Instructional Assistant Special Education	Roosevelt	Weston/Roosevelt

C. **Negotiations Committee:** *Cathy Wiedwald, Chairperson – no report.*

D. **Curriculum and Instruction Committee (Student Activities):** *Ned Panfile, Chairperson*

Whereas the Superintendent of Schools has recommended certain changes in the district’s curriculum, instruction, and student activity programs, now, therefore be it

Items D1, D2, D3 and D4 were moved by Mr. Panfile.

D-1 RESOLVED, the Board of Education approves the following travel by school district employees pursuant to N.J.S.A. 18A:11-12, N.J.A.C. 6A:23A-7, and Board of Education Policy 6471:

The motion was seconded by Mrs. Cornelson and approved as follows: AYES: Mrs. Cornelson, Mrs. Frank, Mrs. Harabin, Mrs. Lombardino, Mr. Panfile, Mrs. Wiedwald, Mr. Zangara; ABSENT: Ms. Alles, Mrs. Rodzinak.

Employee	Event(s)	Location	Date(s)	Estimated Cost	Budget Source
Erin Shannon	Training for Dynavox	P.G. Chambers School Cedar Knolls, NJ	11/16/11	\$8.23 <i>Mileage</i>	IDEA B
Michael Magliacano Nicole Zullo Deborah Joy	Using Data to Inspire & Improve Student Achievement	Crowne Plaza Jamesburg, NJ	11/29/11 and 11/30/11	\$21.74 <i>Mileage</i>	11-000-223-580-300 IDEA B IDEA B

Katherine Griffith Kelly Stabile Dorothy Raymondi	Using Data to Inspire & Improve Student Achievement	Crowne Plaza Jamesburg, NJ	11/29/11 and 11/30/11	\$21.74 <i>Mileage</i>	11-000-223-580-200
Audrey Press Heather Gibbons Sandra Peckhardt	Using Data to Inspire & Improve Student Achievement	Crowne Plaza Jamesburg, NJ	11/29/11 and 11/30/11	\$21.74 <i>Mileage</i>	IDEA B
James Brunn Stephen Venuto James Horton Ashley Wollesen	Using Data to Inspire & Improve Student Achievement	Crowne Plaza Jamesburg, NJ	2/8/12 and 2/9/12	\$21.74 <i>Mileage</i>	11-000-223-580-400
Phylamina Germano	NJ Association of School Librarians Fall Conference	Ocean Place Resort Long Branch, NJ	12/2/11 & 12/3/11	\$110 <i>Registration Mileage</i>	Title II A
Irene Hayden	NJ Association of School Librarians Fall Conference	Ocean Place Resort Long Branch, NJ	12/2/11 & 12/3/11	\$110 <i>Registration Mileage</i>	Title II A
Heather Gibbons	IEP's: Required Components & Considerations	LRC North Morris Plains, NJ	12/14/11	\$11.00 <i>Regis</i> \$16.57 <i>Mileage</i>	IDEA B
Sandra Peckhardt	IEP's: Required Components & Considerations	LRC North Morris Plains, NJ	12/14/11	\$11.00 <i>Regis</i> \$17.05 <i>Mileage</i>	IDEA B
Michael Forte	International Economic Summit: Training Next Generation of Global Leaders	Gillette Stadium Foxboro, MA	12/14/11	\$157.50 <i>Mileage</i>	11-000-223-580-400
Nicole Zullo	Topics/Strategies to Improve Student Performance on the NJ ASK, Grades 7 & 8	Rutgers University New Brunswick, NJ	12/16/11	\$165 <i>Registration</i>	Title I
Kathy Malinowski	Topics/Strategies to Improve Student Performance on the NJ ASK, Grades 7 & 8	Rutgers University New Brunswick, NJ	12/16/11	\$165 <i>Registration</i>	Title I
Jennifer Weber	Topics/Strategies to Improve Student Performance on the NJ ASK, Grades 7 & 8	Rutgers University New Brunswick, NJ	12/16/11	\$165 <i>Registration</i>	Title I

Cathie Miskov	Topics/Strategies to Improve Student Performance on the NJ ASK, Grades 7 & 8	Rutgers University New Brunswick, NJ	12/16/11	\$165 <i>Registration</i>	Title I
Debra Joy	Topics/Strategies to Improve Student Performance on the NJ ASK, Grades 7 & 8	Rutgers University New Brunswick, NJ	12/16/11	\$165 <i>Registration</i>	Title I
Barbara Popp	FEA/NJPSA Leadership Training Work Groups: Pre-K - Grade 3	FEA/NJPSA Monroe Twp, NJ	1/26/12 3/23/12 5/24/12	\$36.63 <i>Mileage</i>	11-000-240-580-500

D1.1 was moved by Mr. Panfile.

D-1.1 RESOLVED, the Board of Education approves the following travel by school district employees at Weston School pursuant to N.J.S.A. 18A:11-12, N.J.A.C. 6A:23A-7, and Board of Education Policy 6471:

The motion was seconded by Mrs. Lombardino and approved as follows: AYES: Mrs. Cornelson, Mrs. Harabin, Mrs. Lombardino, Mr. Panfile, Mrs. Wiedwald, Mr. Zangara; ABSTAIN: Mrs. Frank; ABSENT: Ms. Alles, Mrs. Rodzinak.

Employee	Event(s)	Location	Date(s)	Estimated Cost	Budget Source
Heather Robustelli	Children's Feeding Program	St. Joseph's Hospital Paterson, NJ	11/9/11	\$27.88	IDEA B
Sandra Romano	NJ Association of School Librarians Fall Conference	Ocean Place Resort Long Branch, NJ	12/2/11 & 12/3/11	\$110 <i>Registration</i> <i>Mileage</i>	Title II A
Don Frank Rebecca Fosbre Jennifer Griffiths Laina Boyer Maureen Brown	Using Data to Inspire & Improve Student Achievement	Crowne Plaza Jamesburg, NJ	2/8/12 and 2/9/12	\$21.74 <i>Mileage</i>	11-000-223-580-100

D-2 RESOLVED, the Board of Education approves the following Field Trips pursuant to Board of Education Policy 2340:

Date(s)	Destination/Travel Mode	Grade Level	Subject Matter
Manville High School			

November 12, 2011 & November 19, 2011 (Saturdays)	Various Manville Residences Manville, NJ Students provide own transportation	National Honor Society & Key Club Members Grades 9 – 12 25 Students Total	Assist Manville Senior Citizens with raking leaves via Somerset County Office of Aging
November 19, 2011 (Saturday)	NJ Forensic League Tournament Randolph High School Randolph, NJ Transportation: Hager Bus	MHS Debate Team Grades 9 – 12 10 – 15 Students Total	Observe and gain an understanding of the procedures and competition involved in preparing for a Debate Tournament.
December 7, 2011 & December 14, 2011 (After School)	Eastern Star Nursing Home Bridgewater, NJ Students provide own transportation	National Honor Society Grades 11 & 12 10 Students Total	Playing bingo with nursing home residents after school hours.
February 22, 2012	Gershwin Theater New York, New York Transportation: Hager Bus	MHS Music Theory & Choir Class Grades 9 – 12 42 Students Total	Students will get a look at a professional production of the Broadway musical “Wicked”.
May 21, 2012	Weston, Roosevelt and ABIS/MHS Manville, NJ Walking Trip	MHS Jazz Band, Colorguard and Drumline Grades 7 – 12 30 Students Total	Students will have the opportunity to perform, answer audience questions and recruit students for district-wide band expansion
Alexander Batcho Intermediate School			
April 4 & 5, 2012	Camp Mason Hardwick, NJ Transportation: Hager Bus	Grade 7 Students 60 Students Total	Team Building/ Develop Leadership
May 4, 2012	American Museum of Natural History New York, New York Transportation: SCEESC Bus	Grade 6 Students 94 Students Total	Explore Science & Social Studies programs relating to the Grade 6 Curriculum
Weston School			
December 16, 2011	Manville Theater Manville, NJ Transportation: Bus (Company TBD)	Grade 3 Students 100 Students Total	“Arthur Christmas” Collect, organize and display relevant data to formulated questions; unify concepts and processes.

D-3 RESOLVED, the Board of Education approves the following After Hours Programs for the 2011 – 2012 School Year with staffing positions as indicated:

Position	Program	Compensation	Effective Dates	Budget Source
Six (6) Language Arts Teachers Grades K – 5	Revise Language Arts Curriculum for Grades K – 5	20 Hours Per Teacher \$28.50 Per Hour Per Teacher	November 2011 – June 2012	Title II A
Two (2) Certified Language Arts Teachers Grades 9 - 12	Revise Language Arts Curriculum for Grades 9 - 12	20 Hours Per Teacher \$28.50 Per Hour Per Teacher	November 2011 – June 2012	Title II A
One (1) Lead Certified Language Arts Teachers	Coordinate and Finalize the Revised Language Arts Curriculum Grades K - 12	40 Hours Per Teacher \$28.50 Per Hour Per Teacher	November 2011 – June 2012	Title II A

D-4 RESOLVED, the Board of Education approves the following out of district placements and authorizes the president and secretary to sign the appropriate contract(s) on behalf of the Board:

Student	Placement	Effective Dates	Nature of Class	Tuition
	East Mountain	November 2011 – June 2012	Services Described In IEP	\$45,359.22

E. Finance and Facilities Committee: *Heidi Alles, Chairperson*

Items E1 – E5 were moved by Mrs. Wiedwald.

E-1 BOARD SECRETARY & TREASURER REPORTS AND BOARD CERTIFICATION

RESOLUTION

WHEREAS, the Board of Education has received the reports of the treasurer and secretary for the month of August 2011

WHEREAS, these reports show the following balances on September 30, 2011:

FUND	CASH BALANCE	APPROPRIATION BALANCE	FUND BALANCE
(10) General Current Expense Fund	\$4,291,555.90		\$327,056.72
(11) Current Expense	\$ -	\$2,786,112.74	
(12) Capital Outlay		\$794,403.00	
(13) Special Schools		\$0.00	
(20) Special Revenue Fund	\$90,779.43	\$839,666.96	\$0.00
(30) Capital Projects Fund	(\$378,420.90)	\$794,403.00	
(40) Debt Service Fund	\$98,894.85	\$0.00	\$0.00
TOTAL	\$4,102,809.28	\$5,214,585.70	\$327,056.72

and

WHEREAS, in compliance with N.J.A.C.6:20-2A.10(d) the secretary has certified that, as of the date of the reports, no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the district board of education, now, therefore, be it

RESOLVED, the Board of Education accepts the above referenced reports and certifications and orders that they be attached to and made part of the record of this meeting, and be it

FURTHER RESOLVED, in compliance with N.J.A.C.6:20-2A.10(e), the Board of education certifies that, after review of the secretary’s monthly financial report (appropriation section) and upon consultation with the appropriate district officials, to the best of its knowledge, no ,major account or fund has been over-expended in violation of N.J.A.C.6:20-2A.10(a)(1), and that sufficient funds are available to meet the district’s financial obligations for the remainder of the year.

E-2 CLAIMS FOR PAYMENT

RESOLUTION

RESOLVED, the Board of Education approve payment of the following bills and direct that a complete list of these bills be attached to and made part of these minutes:

Fund	Check Numbers	Amount
General Fund #10		\$ 1,369,917.10
Special Revenue Fund #20		82,075.33
Capital Projects Fund #30		218.72
Debt Service Fund #40		
TOTAL		\$ 1,452,211.15

E-3 APPROVAL – CONTRACTS FOR GOODS OR SERVICES

RESOLVED, the Board of Education approves the following contracts for goods or services and authorizes the President and Secretary to sign the appropriate contracts on behalf of the Board:

Vendor	Purchasing Authority	Description of Goods or Services	Effective Date(s)	Amount	Budget Source
Standard Solution	Proprietary Services	Professional Development, Product Review Math & LA & Lessons	November 2011- June 2012	\$10,800	Title I & Title IIA
OnCourse	Proprietary Services	Training, Support on Grade Book	October 2011- October 2012	\$2,715.00	11-000-240-320
NWEA	Proprietary Services	MAP Science License Renewal	October 2011- October 2012	\$1,925.00	11-000-218-390
IXL	Proprietary Services	Student Licenses	November 2011 - November 2012	\$1,650.00	11-230-100-610
Lifetouch	Proprietary Service	MHS	2011-2013	No cost to district	N/A

American Tutor, Inc	Proprietary Services	Supplemental Educational Services to Students at Roosevelt and Alexander Batcho Intermediate School	2011-2012	\$60.00 per hour up to \$821. per student	Title I
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E-4 CAFETERIA CLAIMS

RESOLUTION

RESOLVED, the Board of Education approves the following Cafeteria Claims for payment:

<u>Check #</u>	<u>Date</u>	<u>Vendor</u>	<u>Amount</u>
2637	10-03-2011	Edvocate	\$ 1,000.00
2638	10-03-2011	Aramark	5,914.54
2639	10-03-2011	Breakdown Products	255.00
2640		VOID	0.0000
2641	10-10-2011	Service Plus	620.09
2642	10-10-2011	State Dept of Agriculture	80.00
2643	10-10-2011	Griffith Electric	353.66
		TOTAL	\$8,223.29

E-5 ALLIANCE FOR COMPETITIVE TELECOMMUNICATIONS (ACT)

RESOLVED, the Manville Board of Education approves the participation in the Alliance for Competitive Telecommunications (ACT) with the Middlesex Regional Educational Services Commission (MRESC) and the New Jersey Association of School Business Officials (NJASBO) for the period July 1, 2012 to June 30, 2017.

The motion was seconded by Mr. Panfile and approved as follows: AYES: Mrs. Cornelson, Mrs. Frank, Mrs. Harabin, Mrs. Lombardino, Mr. Panfile, Mrs. Wiedwald, Mr. Zangara. ABSENT: Ms. Alles, Mrs. Rodzinak.

IX. OLD BUSINESS/NEW BUSINESS

Old Business – Alert Now Test went well last week. Residency officers were trained in district on Monday on residency procedures.

New Business

- Mr. Panfile mentioned the home football game Wednesday night. JV lost last night. Mr. Panfile wanted to recognize the girls and Boys Soccer Teams.
- Administrators will be having a reception for the band to celebrate their placement in the band competition last weekend.

X. PUBLIC COMMENT – Ms. Wiedwald invited questions and comments from the public.

At 7:18 pm, Mr. Panfile moved to open the meeting to the public. The motion was seconded by Mrs. Wiedwald and approved by unanimous voice vote. Mrs. Wiedwald invited questions and comments from the public. There were no questions and comments from the public.

At 7:20 Mr. Panfile made a motion to end the public comment and Mrs. Cornelson seconded the motion. Mrs. Wiedwald made a motion to go into Closed Session.

XI. CLOSED SESSION (If necessary - use this resolution to identify the qualified matters to be discussed)

WHEREAS, the Open Public Meetings Act, N.J.S.A.10:4-11, permits the Board of Education to meet in closed session to discuss certain matters, now, therefore be it

RESOLVED, the Board of Education adjourns to closed session for the following reason:

3 material the disclosure of which constitutes an unwarranted invasion of individual privacy

FURTHER RESOLVED, the minutes of this closed session be made public when the need for confidentiality no longer exists.

Mrs. Cornelson seconded the motion and it was approved by unanimous voice vote

XII. ADJOURNMENT – At 7:25 pm, Mrs. Wiedwald moved to close the closed session and adjourn the meeting. The motion was seconded by Mrs. Cornelson and approved by unanimous voice vote.

Respectfully submitted,

Kimberly A. Clelland
Board Secretary