

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

**AGENDA – REGULAR MEETING**

January 20, 2015 – 7:00 PM – ABIS Media Center

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

**I. CALL TO ORDER –** Board of Education President Heidi Alles

**II. OPEN PUBLIC MEETING STATEMENT –** Ms. Alles

According to provisions of C231, P.L. of 1975, proper notice of this meeting was made on January 7, 2015, by mail to the Borough Clerk and official newspapers and was posted in the Board of Education office.

**III. ROLL CALL** Branden Agans, Heidi Alles, Thomas Cornelson, Kelly Harabin, Sharon Liszczak  
Jeanne Lombardino, Sharon Lukac, Ned Panfile, Cathy Wiedwald

**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/Common Core State Standards, and the development of the child as a life-long learner and a respectful, contributing member of a democratic society.*

**V. APPROVAL OF MINUTES – RESOLVED,** the Board of Education approves the minutes of the following meetings: December 9, 2014 and December 16, 2014.

**VI. PUBLIC COMMENT –** Ms. Alles will invite questions and comments from the public on agenda items. Comments are limited to three minutes per speaker. Individuals wishing to speak must state their name and address. All statements and/or questions shall be directed to the presiding officer and no participant may address or question Board members individually. All speakers are requested to express themselves in a civil manner, with due respect, for the dignity and privacy rights of others whose legal rights may be affected.

**VII. SUPERINTENDENT’S REPORT & PRESENTATIONS –** Mrs. Anne R. Facendo

- HIB Report
- Student Recognition: Manville High School and ABIS

**VIII. COMMITTEE REPORTS:**

**A. Policy Committee:** Sharon Liszczak, Chairperson

**A-1** RESOLVED, the Board of Education approves for second reading the adoption of the following policies/regulations:

- Policy 2412 Home Instruction Due to Health Condition
- Regulation 2412 Home Instruction Due to Health Condition
  
- Policy 2417 Student Intervention and Referral Services
- Regulation 2417 Student Intervention and Referral Services
  
- Policy 2468 Independent Educational Evaluations
  
- Policy 2481 Home or Out-of-School Instruction for a General Education Student For Reasons Other than a Temporary or Chronic Health Condition
- Regulation 2481 Home or Out-of-School Instruction for a General Education Student For Reasons Other than a Temporary or Chronic Health Condition
  
- Policy 3283 Electronic Communications Between Teaching Staff Members & Students
  
- Policy 4283 Electronic Communications Between Teaching Staff Members & Students
  
- Policy 5200 Attendance
- Regulation 5200 Attendance
  
- Policy 5610 Suspension
- Regulation 5610 Suspension Procedures
  
- Policy 5611 Removal of Students for Firearms Offenses
- Regulation 5611 Removal of Students for Firearms Offenses
  
- Policy 5612 Assaults on District Board of Education Members or Employees
- Regulation 5612 Assaults on District Board of Education Members or Employees
  
- Policy 5613 Removal of Students for Assaults with Weapons Offenses
- Regulation 5613 Removal of Students for Assaults with Weapons Offenses
  
- Policy 5620 Expulsion
  
- Policy 8462 Reporting Potentially Missing or Abused Children
- Regulation 8462 Reporting Potentially Missing or Abused Children

**B. Personnel Committee:** Jeanne Lombardino, Chairperson

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

**B-1** RESOLVED, the Board of Education approves the following Leaves of Absence, Resignations and Retirements:

Name	Position	Action	Effective Dates
Natalia Hughes	Special Education Teacher Roosevelt School	Maternity Disability Paid Leave of Absence  Followed by an Unpaid Leave of Absence in Accordance with the NJFLA	On or about April 13, 2015 through November 30, 2015

Peter Hrebik	Custodian Manville School District	Paid Medical Leave of Absence	December 27, 2014 – January 23, 2015
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**B-2 RESOLVED**, the Board of Education employs the following persons in the positions and with terms as stated pending satisfactory completion of employment requirements:

Name	Position	Certificate	Compensation	Effective Dates
Dana Biffen	Kindergarten Instructional Assistant Weston School Part-Time	CEAS Teacher of Pre-School – Grade 3	Instructional Asst – Step 1 Salary tbd upon completion of negotiations <i>Pro-Rated</i>	January 12, 2015 – June 30, 2015

**B-3 RESOLVED**, the Board of Education approves the following staff members for the in the positions with terms as stated:

Name	Position	Compensation	Effective Dates
Lorraine Acebo	Assistant Softball Coach Manville High School	Stipend to be determined upon completion of negotiations	2014 – 2015 School Year
Desiree Luszczyk	Art Club, MHS Co-Advisor <i>Change from Full Advisor to Shared Advisor with Christine Zarnowski</i>	Stipend to be determined upon completion of negotiations <i>Shared Stipend, Pro-Rated</i>	January 1, 2015 – June 30, 2015
Christine Zarnowski	Art Club, MHS Co-Advisor <i>with Desiree Luszczyk</i>	Stipend to be determined upon completion of negotiations <i>Shared Stipend, Pro-Rated</i>	January 1, 2015 – June 30, 2015
David Giantisco	Track Coach, MHS <i>Resignation</i>	N/A	2014 – 2015 School Year <i>Spring 2015</i>
Laura D'Amato	Social Worker Increased Referrals and Evaluations	Additional Five Days Total Per Diem Rate	January 1, 2015 – June 30, 2015

**B-4 RESOLVED**, the Board of Education approves the following substitutes for the 2014-2015 school year with compensation as stated:

Name	Position	Compensation	Effective Dates
Keegan Forke	Teacher Substitute	\$95 Per Day	2014 – 2015 School Year

Michael LaCosta	Teacher Substitute	\$95 Per Day	2014 – 2015 School Year
Robert Ostroff	Teacher Substitute	\$95 Per Day	2014 – 2015 School Year
Larry Van Cleef	Teacher Substitute	\$95 Per Day	2014 – 2015 School Year

**B-5 RESOLVED**, the Board of Education approves the following staff member to complete their Practicum in Teaching English as a Second Language for the 2014-2015 school as stated below:

Name	College/University	Observation Period	School
Kenneth Eckles ESL Teacher ABIS/Roosevelt School	Rowan University	Practicum Completion January – May 2015	Alexander Batcho Intermediate School

**C. Negotiations Committee:** *Cathy Wiedwald, Chairperson*

**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

**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:

Employee	Event(s)	Location	Date(s)	Estimated Cost	Budget Source
Joseph Reid	2015 NJAHPERD Annual Convention	Ocean Place Resort Long Branch, NJ	2/23/15	Registration: \$110	11-110-100-101-100
Lauren Kurzius	Using the Eagle Cam in your Classroom	Duke Farms Hillsborough, NJ	1/17/15	Registration: \$25	11-130-100-101-300
Audrey Press	Bullying/ Harassment and Students with Disabilities Workshop	Morris Union Jointure New Providence, NJ	1/30/15	Registration: \$150 Mileage: \$11.34	IDEA B
Jacqueline Miller Jamee Bush Christine Bachorik Ilana Kurtin	Bullying/ Harassment and Students with Disabilities Workshop	Morris Union Jointure New Providence, NJ	1/30/15	Registration: \$150 <i>Each Participant</i> Mileage: \$11.34 <i>Each Participant</i>	11-000-218-320-500  11-000-223-580
Barbara Popp Michael Magliacano Melissa Keiser	Writing Curricula in ELA, Science and Social Studies for the PARCC Workshop	FEA Training Center Monroe Twp, NJ	2/19/15	Registration: \$149 <i>Each Participant</i> Mileage: \$12.27 <i>Each Participant</i>	Title IIA

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

Date(s)	Destination/Travel Mode	Grade Level	Subject Matter
<b>Manville High School</b>			
February 26 & 27, 2015	FBLA State Leadership Conference Pines Manor Edison, NJ Transportation: Hager Bus Co.	FBLA Members Grades 9 - 12 40 Students Total	Future Business Leaders of America (FBLA) State Conference for students qualifying to compete at the State Level in business events.

**D-3 RESOLVED**, the Board of Education approves the biannual New Jersey Department of Education Statement of Assurance regarding the use of Paraprofessional Staff for the Manville School District for the 2014 – 2015 School Year, January – June 2015.

**D-4 RESOLVED**, the Board of Education approves the 2014 – 2015 Harassment, Intimidation, and Bullying Semi-Annual Report for the Manville School District for the period covering September 1, 2014 through December 31, 2014, as submitted to the NJDOE and shown on attached Addendum I.

**E. Finance and Facilities Committee: Kelly Harabin, Chairperson**

**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 November 2014

WHEREAS, these reports show the following balances on November 30, 2014:

FUND	CASH BALANCE	APPROPRIATION BALANCE	FUND BALANCE
(10) General Current Expense Fund	\$2,435,192.38		\$327,056.72
(11) Current Expense	\$ -	\$1,186,593.46	
(12) Capital Outlay		\$511,571.00	
(13) Special Schools		\$500.00	
(20) Special Revenue Fund	\$13,907.15	\$447,974.00	\$0.00
(30) Capital Projects Fund	(\$240,195.05)	\$500,130.00	
(40) Debt Service Fund	(\$62,387.80)	\$0.00	\$0.00
TOTAL	\$2,146,516.68	\$2,646,768.46	\$327,056.72

and

WHEREAS, in compliance with N.J.A.C.6:20-2A.1(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**

RESOLVED, the Board of Education approves 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		\$1,911,849.86
Special Revenue Fund #20		41,399.93
Capital Projects Fund #30		127,107.77
Debt Service Fund #40		
<b>TOTAL</b>		<b>\$2,080,357.56</b>

**E-3 BUDGET TRANSFERS RESOLUTION**

RESOLVED, the Board of Education ratifies the following transfers between budget line items that have been approved by the Superintendent of Schools and reported them to the Board of Education pursuant to Policy 3160 for the month ending November 2014:

AMOUNT	FROM	TO	REASON
\$20,000	11-000-222-890-500	11-000-230-820-500	Lawsuit Settlement
\$10,000	11-000-230-895-500	11-000-230-820-500	Lawsuit Settlement
\$10,000	11-000-252-330-500	11-000-230-820-500	Lawsuit Settlement
\$10,000	11-000-261-420-400	11-000-230-820-500	Lawsuit Settlement
\$30,000	11-000-262-621-500	11-000-230-820-500	Lawsuit Settlement
\$40,000	11-000-291-290-500	11-000-230-820-500	Lawsuit Settlement
\$10,000	11-000-213-330-500	11-000-230-820-500	Lawsuit Settlement
\$31,000	11-000-213-330-500	11-000-100-562-800	Tuition
\$150	11-000-240-890-100	11-110-100-101-100	Professional Dev.

**E-4 CAFETERIA CLAIMS**

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

<u>Check #</u>	<u>Date</u>	<u>Vendor</u>	<u>Amount</u>
2788	12/11/2014	Aramark, Inc	\$69,249.50
2789	12/11/2014	Service Plus	2,324.00
2790	12/11/2014	NJ Dept of Agriculture	142.50
		<b>TOTAL</b>	<b>\$71,716.00</b>

**E-5 MANDATED EMERGENCY BUS EVACUATION DRILLS**

RESOLVED, the Board of Education accepts that the emergency bus drills for 2014-2015 were performed at Manville High School on September 4, 2014 and January 5, 2015 for the Somerset County Vocational School.

**E-6 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
Dr. Rajeswari Muthuswamy	Proprietary Service	Psychiatric Evaluations for Manville School District	2014-2015	\$500 per evaluation	IDEA B
Dr. Saranga Bahlla	Proprietary Service	Psychiatric Evaluations for Manville School District	2014-2015	\$650 per evaluation	IDEA B

**IX. OLD BUSINESS/NEW BUSINESS**

**X. PUBLIC COMMENT** – Ms. Alles will invite questions and comments from the public.

**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 to discuss: (select one or more)

- 1) a matter rendered confidential by federal or state law
- 2) a matter in which release of information would impair the right to receive government funds
- 3) material the disclosure of which constitutes an unwarranted invasion of individual privacy
- 4) a collective bargaining agreement and/or negotiations related to it
- 5) a matter involving the purchase, lease, or acquisition of real property with public funds
- 6) protection of public safety and property and/or investigations of possible violations or violations of law
- 7) pending or anticipated litigation or contract negotiation and/or matters of attorney-client privilege
- 8) specific prospective or current employees unless all who could be adversely affected request an open session
- 9) deliberation after a public hearing that could result in a civil penalty or other loss, and be it

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

**XII. ADJOURNMENT**