

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

AGENDA – REGULAR MEETING

March 17, 2015 – 7:00 PM – MHS Media Center

A meeting of the Board of Education will be held this day in the MHS 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: February 10, 2015; February 17, 2015; and February 26, 2015.

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

VIII. COMMITTEE REPORTS:

A. Policy Committee: Sharon Liszczak, Chairperson

B. Personnel

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
Marie Stainken	Speech Language Specialist Manville School District	Retirement	July 1, 2015
Patricia Poto	Special Education Instructional Assistant Roosevelt School	Paid Leave of Absence	March 12, 2015 – April 13, 2015
Larisa Donis-Jeppson	Social Studies Teacher Manville High School	Leave of Absence, Unpaid In accordance with FMLA	March 6, 2015 – June 1, 2015

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
Kaitlyn Jones	Kindergarten Instructional Assistant, Part-Time Weston School	Provisional Teacher of Pre-School – Grade 3	Instructional Asst, <i>Part-Time</i> Step 1 Salary tbd upon completion of negotiations	April 1, 2015– June 30, 2015
Kristina DiNardo	Language Arts Teacher/ Reading Specialist Roosevelt School <i>Maternity Leave Replacement</i> For Robin Carver	CEAS Elementary Teacher, Grades K - 5	BA, Step 1 <i>Salary to be</i> <i>determined upon</i> <i>completion of</i> <i>negotiations</i>	2014 – 2015 School Year March 23, 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
Kevin McManus	Advisor, <i>Unpaid</i> Video Game Group After-School Club ABIS	N/A Unpaid Advisor Club Meets: Mondays after-school	March 23, 2015 – June 30, 2015

William Kurzius	Volunteer Baseball Coach Manville High School	N/A Volunteer	2014 – 2015 School Year Spring 2015
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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
Alyssa Silcox	Teacher Substitute	\$95 Per Day	2014 – 2015 School Year
Alexis Weikel	Teacher Substitute	\$95 Per Day	2014 – 2015 School Year
Joseph Peardon	Custodian Substitute	\$15 Per Hour	2014 – 2015 School Year

B-5 RESOLVED, the Board of Education approves the student listed below as a Student Observer in the Manville School District during the 2014-2015 School Year

Name	College/University	Observation Period	School
Audriana Formanowski	Bloomsburg University	Eight (8) Hours Observation with a Speech Therapist March 18, 2015 – May 31, 2015	Weston 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
Lisa Harrity Melissa Karpinski Robin Carver Kristina DiNardo	Online Google Workshops Working Toward Certified Google Educator	Online	2014 - 2015 School Year	Exam Costs: \$15 per exam x 5 exams = \$75 total per each staff member	Title IIA
Stephen Venuto	Directors of Athletics Association of New Jersey Annual Workshop	Golden Nugget Hotel Atlantic City, NJ	3/24 – 26 2015	Registration: \$350 Mileage: \$72.23	11-402-100-500-410 11-402-100-580-410

Keith Gardner Mark Manderski	Integrated Pest Management Training Course	Somerset Vo-Tech Bridgewater, NJ	4/10/15	Registration: \$0 Each Participant	N/A
Keith Gardner Mark Manderski	Indoor Air Quality Training Course	Somerset Vo-Tech Bridgewater, NJ	4/24/15	Registration: \$0 Each Participant	N/A
Ellie Wolf Kenneth Eckles Julia Bowie	NJ Teachers of English to Speakers of Other Languages/NJBE Spring Conference	Hyatt Regency New Brunswick, NJ	5/27 & 28 20/15	Registration: \$219 Each Participant Mileage: \$12.00 Each Participant	Title III
Kimberly Clelland	NJ Association of School Business Officials Annual Conference	Borgata Hotel Atlantic City, NJ	6/3 – 6/5 2015	Registration: \$150 Mileage: \$73.08	11-000-100-251-890 11-000-100-251-890

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
Manville High School			
April 15, 2015	Weston School Manville, NJ Transportation: Walking Trip	Grades 9 - 12 12 Students Total Students selected from Story Writing Activity	MHS students will deliver messages of respect and anti-bullying to the younger students of Weston School. These messages were created during the Week of Respect.
April 21, 2015	Reading Cinema Manville, NJ Transportation: Walking Trip	Mrs. Persing's Class Grades 9-12 4 Students Total	This theater tour is part of the transition program with ARC. Students will identify different jobs and job duties in a movie theater as well as develop work preferences.
Weston School			
June 2, 2015	Fosterfields Living Historical Farms Morristown, NJ Transportation: Valcheck Bus Co.	Grade 2 Students 106 Students Total	Students will be able to compare life in the past to life now as well as explore real life farming experiences.

D-3 RESOLVED, the Board of Education approves the following Extended School Year Programs for twenty-five (25) days, from July 1, 2015 to August 5, 2015, with no school on July 3, 2015, with staffing as indicated:

Position	Program	Compensation	Dates	Source
One (1) Teacher Two (2) Instructional Assts.	Pre-School Disabled Weston	Teacher: 125 Hours Instructional Assts: 112.5 Hours	7/1 to 8/5/2015 8:30 am – 10:30 am 11:00 am – 1:00 pm	IDEA

One (1) Teacher Three (3) Instructional Assts.	Pre-School Disabilities, ABA Weston	Teacher: 112.5 Hours Instructional Assts: 100 Hours	7/1 to 8/5/2015 9:00 am – 1:00 pm	IDEA
One (1) Teacher Three (3) Instructional Assts.	Multiple Disabilities Ages 6 – 9 Weston	Teacher: 112.5 Hours Instructional Assts: 100 Hours	7/1 to 8/5/2015 9:00 am – 1:00 pm	IDEA
One (1) Teacher Two (2) Instructional Assts.	LLD/MD Ages 6 – 9 Weston	Teacher: 112.5 Hours Instructional Assts: 100 Hours	7/1 to 8/5/2015 9:00 am – 1:00 pm	IDEA
One (1) Teacher Two (2) Instructional Assts	Multiple Disabilities Ages 10 –14 Weston	Teacher: 112.5 Hours Instructional Assts: 100 Hours	7/1 to 8/5/2015 9:00 am – 1:00 pm	IDEA
One (1) Teacher One (1) Instructional Asst	Multiple Disabilities Ages 14 –18 Weston	Teacher: 112.5 Hours Instructional Assts: 100 Hours	7/1 to 8/5/2015 9:00 am – 1:00 pm	IDEA
Two (2) Speech Teachers	For Programs Above As Per IEP	As Needed Per IEP	7/1 to 8/5/2015	IDEA
One (1) Occupational Therapist	For Programs Above As Per IEP	As Needed Per IEP	7/1 to 8/5/2015	IDEA
One (1) Physical Therapist	For Programs Above As Per IEP	As Needed Per IEP	7/1 to 8/5/2015	IDEA
One (1) School Nurse	For Programs Above As Per IEP	112.5 Hours	7/1 to 8/5/2015	IDEA

D-4 RESOLVED, the Board of Education approves the following positions for the Child Study Team members to conduct summer evaluations with staffing as follows:

Position	Program	Compensation	Dates	Source
LDT-C	Child Study Team Summer 2015 Evaluations	Per Diem Rate	Up to Ten (10) Days During Summer 2015	IDEA
School Psychologist	Child Study Team Summer 2015 Evaluations	Per Diem Rate	Up to Ten (10) Days During Summer 2015	IDEA

Social Worker	Child Study Team Summer 2015 Evaluations	Per Diem Rate	Up to Ten (10) Days During Summer 2015	IDEA
Speech Therapist	Child Study Team Summer 2015 Evaluations	Per Diem Rate	Up to Ten (10) Days During Summer 2015	IDEA

D-5 RESOLVED, the Board of Education approves the Manville High School Program of Studies for the 2015 – 2016 School Year.

D-6 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
#27	Somerset Academy	3/6/15	45 day in-county suspension	\$15,030 (\$334 per day)

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 January 2015

WHEREAS, these reports show the following balances on January 31, 2015:

FUND	CASH BALANCE	APPROPRIATION BALANCE	FUND BALANCE
(10) General Current Expense Fund	\$1,007,472.58		\$327,056.72
(11) Current Expense	\$ -	\$751,850.86	
(12) Capital Outlay		\$511,571.00	
(13) Special Schools		\$500.00	
(20) Special Revenue Fund	\$155,804.21	\$360,320.08	\$0.00
(30) Capital Projects Fund	(\$372,858.28)	\$546,003.00	
(40) Debt Service Fund	(\$61,545.63)	\$0.00	\$0.00
TOTAL	\$728,872.88	\$2,170,244.94	\$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		
Special Revenue Fund #20		
Capital Projects Fund #30		
Debt Service Fund #40		
TOTAL		

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 December 2014:

AMOUNT	FROM	TO	REASON
\$8,000	11-000-291-290-500	11-000-213-330-500	Bayada Nurse

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>
2796	02/03/2015	Edvocate	1,057.00
2797	02/09/2015	Noemi Nunez	85.85
2798	03/02/2015	Edvocate	4,228.00
2799	03/02/2015	Service Plus	1,711.87
2800	03/02/2015	NJ Dept of Agriculture	91.45
2801	03/02/2015	Breakdown Products	765.00
		TOTAL	\$7,939.17

E-5 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
Luigi Laugelli	Proprietary Service	Course Scheduling Consulting	2014-2015	\$750 per day as needed not to exceed 5 days	11-000-252-330
Integrity Roofing	Bid	Payment Roof Partial Roof Project MHS	2014-2015	\$23,128.00	Capital Reserve
Integrity Roofing	Bid	Final Payment Roof Partial Roof Project MHS	2014-2015	\$10,752.00	Capital Reserve

E-6 CONTRACT FOR SIDEWALK REPAIR

RESOLVED, the Board of Education enters into an agreement with the Manville Borough for paving repairs to the Weston School, Roosevelt School, ABIS School and Manville High School. Funding for this agreement will be from the Manville Board of Education’s Capital Reserve Account. All bids and contract awards will be completed by the Manville Borough through Cooperative Purchasing Contract with Somerset County.

E-7 APPROVAL OF ADOPTION OF TENTATIVE BUDGET 2015-2016

BE IT RESOLVED that the tentative budget be approved for the 2015-2016 School Year using the 2015-2016 state aid figures and the Secretary to the Board of Education be authorized to submit the following tentative budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline:

	<u>GENERAL FUND</u>	<u>SPECIAL REVENUES</u>	<u>DEBT SERVICE</u>	<u>TOTAL</u>
2015-16 Total Expenditures	21,010,159	605,000	127,144	21,742,303
Less: Anticipated Revenues	<u>6,873,678</u>	<u>605,000</u>	<u>0</u>	<u>7,478,678</u>
Taxes to be Raised	<u>14,136,481</u>	<u>0</u>	<u>127,144</u>	<u>14,263,625</u>

And to advertise said tentative budget in the Courier News in accordance with the form suggested by the State Department of Education and according to law; and

BE IT FURTHER RESOLVED, that a public hearing be held (at the Alexander Batcho Intermediate School Media Center 100 North 13th Avenue, Manville, New Jersey May 5, 2015 at 6:00pm for the purpose of conducting a public hearing on the budget for the 2015-2016 School Year.

E-8 APPROVAL OF TRAVEL AND RELATED EXPENSE REIMBURSEMENT 2015-2016

WHEREAS, the Manville Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

WHEREAS, N.J.A.C. 6A:23B-1.1 et seq. requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

WHEREAS, a Board of Education may establish, for regular district business travel only, an annual school year threshold of \$5,000 per staff member where prior Board approval shall not be required unless this annual threshold for a staff member is exceeded in a given school year (July 1 through June 30); and WHEREAS, travel and related expenses not in compliance with N.J.A.C. 6A:23B-1.1 et seq., but deemed by the Board of Education to be necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; now

THEREFORE, BE IT RESOLVED, the Board of Education approves all travel not in compliance with N.J.A.C. 6A:23B-1.1 et seq. as being necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; and

BE IT FURTHER RESOLVED, the Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A:23B-1.2(b), to a maximum expenditure of \$30,000 for all staff and board members.

E-9 APPROVAL OF SEMI ACTION PLAN

RESOLVED, the Board of Education approves the SEMI Action Plan as shown on attached Addendum I and authorizes the Business Administrator to submit the action plan to the Executive County Superintendent as required by N.J.A.C.6A:23A-5.3 (e).

F. Communications/Public Relations Committee: *Thomas Cornelson, Chairperson*

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