

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

**MINUTES – REGULAR MEETING**

October 20, 2015 – 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 President Heidi Alles called the meeting to order at 7:02 p.m.

**II. OPEN PUBLIC MEETING STATEMENT** – Ms. Alles read the following:

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**

**Present:** Branden Agans, Heidi Alles, Thomas Cornelson, Kelly Harabin, Sharon Liszczak  
Jeanne Lombardino, Sharon Lukac, Cathy Wiedwald

**Absent:** Ned Panfile

**Also Present:** Anne R. Facendo, Superintendent of Schools; Kimberly A. Clelland, Business Administrator/Board Secretary; Dr. Barbara Popp, Director of Curriculum, Instruction and Professional Development; Audrey Press, Director of Special Services, Dr. James Brunn, MHS Principal; Stephen Venuto, MHS Vice Principal/Athletic Director; Michael Magliacano, ABIS Principal; Shawn Kelly, Roosevelt Principal; Melissa Keiser, Weston Principal

**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.*

Ms. Alles moved the following:

**V. APPROVAL OF MINUTES – RESOLVED**, the Board of Education approves the minutes of the following meetings: September 8, 2015; and September 15, 2015.

The motion was seconded by Mrs. Lombardino and approved by unanimous voice vote.

**VI. PUBLIC COMMENT** – At 7:03 p.m., Ms. Alles moved that the meeting be opened to the public. The motion was seconded by Mrs. Liszczak. Ms. Alles invited questions and comments from the public on agenda items. There were no questions or comments from the public regarding the agenda. At 7:04 p.m., Ms. Alles moved to close the public session. The motion was seconded by Mrs. Wiedwald and approved by unanimous voice vote.

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

- HIB Report - One HIB was reported but not found to be HIB.
- Manville Public Library Volunteer Program with Roosevelt School - Mrs. Facendo discussed the volunteer program.

- Manville School District Communications Plan for the 2015 – 2016 School Year - The Communications Plan will be approved this evening.
- MHS National Honor Society Tutors for Roosevelt School - Mr. Kelly started program for Roosevelt School. Students who volunteered will receive community service hours.
- Girls Softball: Grades 7/8
- Introduction of MHS Student Council Officers for the 2015 – 2016 School Year - Mrs. Facendo introduced Mr. Forte. Mr. Forte spoke about the club and students. Stephan Nash, Student Council President, introduced officers. Stephan Nash gave an overview of upcoming events.
- Staff Service Recognition Awards - Mrs. Facendo read a quote and thanked the employees for their years of service. Principals and Administrators thanked their employees.

**VIII. COMMITTEE REPORTS:**

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

A meeting is scheduled for Wednesday, October 21, 2015 at 10:00 a.m. in the Superintendent's Office.

**B. Personnel**

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

Ms. Alles moved Items B-1 through B-5:

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

Name	Position	Action	Effective Dates
Jennifer Griffiths	Grade 3 Teacher Weston School	Resignation	November 24, 2015* <i>or sooner pending approval of replacement</i>
Cristina Zuniga	Grade 5 Teacher Roosevelt School	Extension of Unpaid Maternity Leave of Absence	January 8, 2016 – June 30, 2016
Robin Carver	Reading Specialist Roosevelt School	Extension of Unpaid Maternity Leave of Absence	December 1, 2015 – June 30, 2016
Kathryn Creighton	Special Education Instructional Assistant, Part-Time	Unpaid Leave of Absence	October 19, 2015 – December 31, 2015
Sarah Lubachevsky	Special Education Instructional Assistant, Part-Time	Resignation	September 21, 2015
Melissa Lundell	Special Education Instructional Assistant, Part-Time	Resignation	October 23, 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
Travis Anthony	Special Education Instructional Assistant, Part-Time	Standard Teacher of Math	Instructional Asst, Part-Time Step 1 <i>As Per Ratified Contract</i>	October 5, 2015 – December 31, 2015
Joseph Peardon	Custodian – Night Shift Full Time Position Manville School District	N/A	Custodial Schedule Category B, Step 1 <i>As Per Ratified Contract</i>	October 21, 2015 – June 30, 2016

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

Name	Position	Compensation	Effective Dates
Kelly Zeigler	ESL Teacher for Grades K – 3 After Hours Program for ESL Students	45 Minutes/Day – 3 Days/Week @ \$25/Hour Plus Minutes/Day – 1 Day/Week for data entry @ \$25/Hour For up to 70 Hours Per Teacher	September 28, 2015 – March 24, 2016
William Kurzius	Technology Technician District <i>On an "as needed" basis Not to exceed 50 hours total</i>	\$21.38 Per Hour <i>On an "as needed" basis Not to exceed 50 hours total</i>	October 21, 2015 - June 30, 2016
Katrina DeLaCruz	Special Education Teacher to attend after-school activity with student, as per IEP <i>On an "as needed" basis</i>	\$30.00 Per Hour <i>On an "as needed" basis</i>	2015 – 2016 School Year
Erin Bolte	Home Instruction Teacher All Grades/Subjects - <i>On an "as needed" basis</i>	Home Instruction Teacher All Grades/Subjects - <i>On an "as needed" basis</i>	2015 – 2016 School Year
Jamee Bush	Grade 7/8 Girls Basketball Coach <i>Resignation</i>	N/A	2015 – 2016 School Year
Dana Mortensen	Grade 7/8 Girls Basketball Coach	Stipend to be determined upon completion of contract ratification	2015 – 2016 School Year
Patrick DeNapoli	Strength/Conditioning Coach <i>Shared Position, As Needed</i>	\$20 Per Hour Nine (9) – Sixteen (16) Hours Per Week Total <i>For Shared Position, As Needed</i>	October 21, 2015 - June 30, 2016
Henry Johnson	Assistant Boys Basketball Coach Manville High School <i>Resignation</i>	N/A	2015 – 2016 School Year
Kevin Smart-Abbey	Assistant Boys Basketball Coach Manville High School	Stipend to be determined upon completion of contract ratification	2015 – 2016 School Year

**B-4 RESOLVED**, the Board of Education approves the student listed below as a Student Observer in the Manville School District:

Name	College/University	Observation Period	School
Kelsey Palmer	Temple University	One School Day Between October 21, 2015 – December 23, 2015	Weston School

**B-5 RESOLVED**, the Board of Education approves the following substitute for the 2015-2016 school year with compensation as stated, pending satisfactory completion of employment requirements:

Name	Position	Compensation	Effective Dates
Bozena Dziwak	Substitute Custodian	\$15 Per Hour	2015 – 2016 School Year

The motion was seconded by Mrs. Lukac and approved by roll call vote as follows:

**AYES:** Mr. Agans, Ms. Alles, Mr. Cornelson, Mrs. Harabin, Mrs. Liszczak, Mrs. Lombardino, Mrs. Lukac, Mrs. Wiedwald

**ABSENT:** Mr. Panfile

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

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

Mrs. Liszczak reported that a Curriculum and Instruction Committee meeting was held October 15, 2015. Mrs. Perrotti gave the progress report to the committee on Genesis. The next meeting is scheduled for November 10, 2015 at 6:00 p.m.

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

Mrs. Liszczak moved Items D-1 through D-10 and D-12 through D-16:

**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
Angele Palmer	Adolescent Health Conference Fall 2015	Hunterdon Medical Center Flemington, NJ	10/20/15	Registration: \$50 Mileage: \$5.80	11-000-213-800
Frederick McCarrick	N.J. Council of Social Studies Annual Conference	Rutgers University Piscataway, NJ	10/21/15	Registration: \$80 Mileage: \$6.82	11-190-100-590
Christina Sulewski	Harassment, Intimidation and Bullying Prevention Training Program	Strauss Esmay Toms River, NJ	10/22/15	Registration: \$125 Mileage: \$37.57	11-000-218-580
Phylamina Germano	N.J. Association of School Librarians 2015 Fall Conference	Ocean Place Resort Long Branch, NJ	11/16-17 2015	Registration: \$125 Mileage: \$33.26	11-000-223-580

Ilana Kurtin	12 <sup>th</sup> Annual Suicide Prevention Conference	Radisson Hotel Piscataway, NJ	12/3/15	Registration: \$65 Mileage: \$4.74	11-000-218-580
Randi Sullivan	PECS Level 2 Training	New Brunswick, NJ	11/12-13 2015	Registration: \$399	20-250-200-500
Audrey Press	Addressing Staff Mental Health Workshop	FEA Monroe, NJ	11/16/15	Registration: \$150 Mileage: \$8.19	20-250-200-500

**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>			
October 31, 2015	Phillipsburg High School	MHS Forensics Team Grades 9 – 12 30 Students Total	MHS Forensics Team will compete in an NJ Forensics League tournament and apply critical thinking and problem solving strategies during structured learning.
November 12, 2015	Randolph High School		
January 16, 2016	Freehold High School		
January 31, 2016	Ridge High School		
February 6, 2016	Elizabeth High School		
February 27, 2016	Montville High School		
Transportation: Somerset County ESC			
December 7 – 11, 2015 Three Shifts; 6:00 – 8:00 pm	Manville Walmart Entrance Bell Ringing for Salvation Army	MHS Key Club Members Grades 9 – 12 12 Students Total	Selfless Service: Students will volunteer for Holiday Bell Ringing to collect donations for the Salvation Army.
<b>Alexander Batcho Intermediate School</b>			
October 22, 2015 5:10 – 7:00 pm	Weston School Manville, NJ	Math Classes Grades 6, 7, 8 100 Students Total	ABIS students will learn to be experts and role models for 2 <sup>nd</sup> and 3 <sup>rd</sup> grade students as they teach different math skills and interact with the Weston students.
November 2, 2015	Pax Amicus Castle Theater Budd Lake, NJ Transportation: First Student Charter Bus	Grade 7 Language Arts Classes 85-90 Students Total	Compare and contrast a written story, drama, or poem to its staged version. Analyze the effects of techniques unique to each medium.
November 12, 2015 5:10 – 7:00 pm	Weston School Manville, NJ	Language Arts Classes Grades 6, 7, 8 150 Students Total	ABIS students will learn to be experts and role models for 2 <sup>nd</sup> and 3 <sup>rd</sup> grade students as they teach different language arts skills and interact with the Weston students.

**D-3 RESOLVED**, the Board of Education approves the alignment of district curricula with the State Board adopted Standards for implementation effective September 1, 2015 in the following content areas revising the following Units of Study:

Social Studies – Advanced Placement European History	
	Unit 1 – Renaissance, Reformation, and European Society
	Unit 2 – Scientific Revolution and its Impact on Society
	Unit 3 – Rise of Nation States
	Unit 4 – Age of Exploration
	Unit 5 – Industrial Revolution: Origins and Impact
	Unit 6 – Nationalism and Imperialism
	Unit 7 – 19 <sup>th</sup> Century European Thought
	Unit 8 – World Wars to Cold War
	Unit 9 – Modern European Thought
	Unit 10 – Contemporary European Economy and Society

**D-4 RESOLVED**, the Board of Education approves the following positions with terms as stated for the Special Education Parent Evening Programs for the 2015 – 2016 school year:

Position	Program	Compensation	Effective Dates	Source
Two (2) Special Services Staff Members for each evening date as indicated	"Transition Planning" Evening Meetings for Special Education Parents	Two (2) Hours Per Each Evening Meeting @ \$25 Per Hour Per Each Staff Member	November 12, 2015 December 10, 2015 January 14, 2016 February 11, 2016 March 10, 2016	IDEA Grant

**D-5 RESOLVED**, the Board of Education approves the Memorandum of Agreement between the Manville School District and the Manville Police Department for the 2015 – 2016 school year.

**D-6 RESOLVED**, the Board of Education approves the Quality Single Accountability Continuum (QSAC) Statement of Assurance (SOA) for the Manville School District for the 2015 – 2016 school year.

**D-7 RESOLVED**, the Board of Education approves the Quality Single Accountability Continuum (QSAC) District Performance Review (DPR) for the Manville School District for the 2015 – 2016 school year.

**D-8 RESOLVED**, the Board of Education approves the Manville School District Nursing Services Plan for the 2015 – 2016 School Year.

**D-9 RESOLVED**, the Board of Education approves the Rutgers Master Gardeners of Somerset County to work with the Manville High School and ABIS MD Classes for two classes per month, leading a transitional gardening program with a minimal cost for seeds, plants and soil (IDEA Grant), for the 2015-2016 school year.

**D-10 RESOLVED**, the Board of Education approves the ARC of New Jersey to host Prep Club 'Transition Planning' meetings for Special Education Student Parents in the MHS Media Center at 5:00 p.m. on November 12, 2015; December 10, 2015; January 14, 2016; February 22, 2016; and March 10, 2016, at no cost to the Manville School District, for the 2015-2016 school year.

Mrs. Liszczak moved Item D-11:

**D-11 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
#9	Somerset Secondary Academy	2015-2016 School Year	Services described in IEP	\$45,970.00
#15	Piscataway Regional Day School	2015-2016 School Year	Services described in IEP	\$40,500.00
#15	Piscataway Regional Day School	One to One Aide for 2015-2015 School Year	Services described in IEP	\$35,460.00
#11	Bright Beginnings Learning Center	2015-2016 School Year + 30 min. OT	Services described in IEP	\$54,664.00
#12	Bright Beginnings Learning Center	2015-2016 School Year	Services described in IEP	\$52,740.00
#19	Bright Beginnings Learning Center	2015-2016 School Year	Services described in IEP	\$52,740.00

The motion was seconded by Mrs. Lukac and approved by roll call vote as follows:

**AYES:** Mr. Agans, Ms. Alles, Mr. Cornelson, Mrs. Liszczak, Mrs. Lombardino, Mrs. Lukac, Mrs. Wiedwald

**ABSTAIN:** Mrs. Harabin

**ABSENT:** Mr. Panfile

**D-12 RESOLVED**, the Board of Education abolishes the Alexander Batcho Intermediate School Video Game Club and Video Game Club Advisor position as listed on Schedule C of the current Collective Bargaining Agreement (CBA) effective October 20, 2015.

**D-13 RESOLVED**, the Board of Education approves the formation of a Girls Softball Team at the Alexander Batcho Intermediate School for the 2015 – 2016 school year.

**D-14 RESOLVED**, the Board of Education approves a Girls Softball Coach position to replace the Video Game Club Advisor position as listed on Schedule C of the current Collective Bargaining Agreement (CBA).

**D-15 RESOLVED**, the Board of Education approves the Manville School District Communications Plan for the 2015 – 2016 school year as per attached Addendum I.

**D-16 RESOLVED**, the Board of Education approves the Manville Public Library to work collaboratively with Roosevelt School to establish a volunteer program incorporating a monthly book exchange.

The motion was seconded by Mrs. Lombardino and approved by roll call vote as follows:

**AYES:** Mr. Agans, Ms. Alles, Mr. Cornelson, Mrs. Harabin, Mrs. Liszczak, Mrs. Lombardino, Mrs. Lukac, Mrs. Wiedwald

**ABSENT:** Mr. Panfile

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

A Finance and Facilities Committee meeting is scheduled for November 17, 2015 at 6:00 p.m.

Mrs. Harabin moved Items E-1 through E-7:

**E-1 BOARD SECRETARY & TREASURER REPORTS AND BOARD CERTIFICATION**

WHEREAS, the Board of Education has received the reports of the treasurer and secretary for the month of August 2015

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

FUND	CASH BALANCE	APPROPRIATION BALANCE	FUND BALANCE
(10) General Current Expense Fund	\$2,906,115.31		\$327,056.72
(11) Current Expense	\$ -	\$2,505,988.49	
(12) Capital Outlay		\$526,571.00	
(13) Special Schools		\$500.00	
(20) Special Revenue Fund	(\$159,278.44)	\$776,815.00	\$0.00
(30) Capital Projects Fund	(\$266,813.52)	\$456,661.17	
(40) Debt Service Fund	(\$96,796.71)	\$7,444.50	\$0.00
TOTAL	\$2,383,226.64	\$4,273,980.16	\$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		\$ 1,793,102.77
Special Revenue Fund #20		46,060.64
Capital Projects Fund #30		2,325.00
Debt Service Fund #40		
TOTAL		\$ 1,841,488.41

**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
Hunterdon Central Regional High School	Proprietary Service	School Choice Transportation	2015-2016	\$846	11-000-270-500



**E-4 CAFETERIA CLAIMS**

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

<u>Check #</u>	<u>Date</u>	<u>Vendor</u>	<u>Amount</u>
2821	09/04/2015	Griffith Electric	\$ 201.49
2822	09/04/2015	Service Plus	\$ 475.90
2823	09/04/2015	Edvocate	\$ 1,078.00
2824	09/04/2015	NJ Dept Agriculture	\$ 89.30
2825	09/04/2015	Lanette Riggins	\$ 7.20
2826	09/18/2015	Breakdown Products	\$ 255.00
2827	09/18/2015	Service Plus	\$ 289.75
2828	09/18/2015	Service Plus	\$ 189.00
2829	09/18/2015	Aramark	\$49,178.87
2830	09/24/2015	Annetti Abreu	\$ 64.35
<b>TOTAL</b>			<b>\$51,828.86</b>

**E-5 DONATIONS**

RESOLVED, The Board of Education accepts an anonymous donation in the amount of \$350 to be used to assist students with attending the 8<sup>th</sup> grade trip for the Alexander Batcho Intermediate School

**E-6 APPROVAL OF ANNUAL COMPREHENSIVE MAINTENANCE PLAN**

RESOLVED, the Board of Education approves the Comprehensive Maintenance Plan and Schedule M-1 as shown on attached Addendum II and authorizes the School Business Administrator to submit the schedules to the County Superintendent as required by law.

**E-7 NCLB 2015 FINAL REPORT**

TITLE I:	\$32,204
TITLE IIA:	\$47,159
TITLE III:	\$ 5,598
TITLE III IMMIGRANT:	\$ 189
<b>TOTAL:</b>	<b>\$85,150</b>

The motion was seconded by Mrs. Wiedwald and approved by roll call vote as follows:

AYES: Mr. Agans, Ms. Alles, Mr. Cornelson, Mrs. Harabin, Mrs. Liszczak, Mrs. Lombardino,  
Mrs. Lukac, Mrs. Wiedwald

ABSENT: Mr. Panfile

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

There was a Communications/Public Relations meeting held last week. A discussion took place regarding the survey that is to go out to students and seniors.

**IX. OLD BUSINESS/NEW BUSINESS**

**Old Business:** The emails from the Mayor regarding Shared Services have been forwarded. We have not heard from the Mayor but will reach out tomorrow. Those that will be present if a meeting takes place will be Kimberly Clelland, Anne Facendo, Heidi Alles, Councilwoman Asher, Councilwoman Camacho, Mayor, Vince LoMedico, DPW and Borough Administrator. Members of the Board of Education attended the Somerset County SBA meeting on Social Media last week. The meeting was given by North Plainfield School District and was well received.

**New Business:** There was no new business to report.

**X. PUBLIC COMMENT** – At 7:21 p.m., Ms. Alles moved that the meeting be opened to the public. The motion was seconded by Mr. Agans. Ms. Alles invited questions and comments from the public.

There were no questions or comments from the public.

At 7:22 p.m., Ms. Alles moved to close the public session. The motion was seconded by Mrs. Lukac and approved by unanimous voice vote.

**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**

At 7:40 p.m., Ms. Alles made a motion to adjourn the meeting. The motion was seconded by Mrs. Liszczak and approved by unanimous voice vote.

Respectfully submitted,



Kimberly A. Clelland  
Board Secretary