

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

MINUTES – REGULAR MEETING

November 17, 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 7:05 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, Ned Panfile

Absent: Cathy Wiedwald

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; RoseMary Perrotti, Mathematics Supervisor K-12; Dr. James Brunn, Manville High School Principal; Mr. Michael Magliacano, ABIS Principal; Mrs. Melissa Keiser, Weston School 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.

A moment of silence was held for Mrs. Barbara Demchak.

Ms. Alles moved the following:

V. APPROVAL OF MINUTES – RESOLVED, the Board of Education approves the minutes of the following meetings: October 13, 2015; and October 20, 2015.

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

VI. PUBLIC COMMENT – At 7:07 p.m., Ms. Alles moved that the meeting be opened to the public. The motion was seconded by Mr. Panfile. 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 7:08 p.m., Ms. Alles moved to close the public session. The motion was seconded by Mrs. Lukac and approved by unanimous voice vote.

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

- HIB Report - There was no HIB Report.
- Manville School District Logo and Slogan Contest Winners
- Congratulations to Re-Elected Board of Education Members
- Introduction of Homecoming King and Queen 2015/Manville High School Marching Band
- PARCC Overview - RoseMary Perrotti gave the presentation on PARCC.

VIII. COMMITTEE REPORTS:

A. Policy Committee: Sharon Liszczak, Chairperson

A Policy Committee meeting will be scheduled soon.

Mrs. Liszczak moved Items A-1 and A-2:

A-1 RESOLVED, the Board of Education approves for second reading the abolishment of the following regulation:

Regulation 8540	Free and Reduced Rate Meals
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A-2 RESOLVED, the Board of Education approves for second reading the adoption of the following policies and regulations:

Policy 3221	Evaluation of Teachers
Regulation 3221	Evaluation of Teachers

Policy 5330	Administration of Medicine
Regulation 5330	Administration of Medicine

Policy 5615	Suspected Gang Activity
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Policy 8540	School Nutrition Program
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Policy 8550	Outstanding Food Service Charges
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Policy 8820	Opening Exercises/Ceremonies
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The motion was seconded by Mr. Cornelson and approved by roll call vote as follows:

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

ABSENT: Mrs. Wiedwald

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-3 and B-5:

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	Extension of Unpaid Maternity Leave of Absence	January 9, 2016 – June 30, 2016
Nicole Segal	Social Worker Manville High School	Extension of Leave of Absence, Unpaid in accordance with FMLA	November 1, 2015 – November 30, 2015 December 1, 2015 – December 31, 2015 <i>Modified Schedule</i>
Catarina Tavares	Kindergarten Instructional Assistant Part-Time	Resignation	November 20, 2015
Sarah Helwig	Special Education Instructional Assistant Part-Time	Resignation	November 25, 2015

B-2 RESOLVED, the Board of Education abolishes the following position and establishes the following position for the period effective November 1, 2015 – December 31, 2015 as stated:

Abolished Position	Established Position
School Psychologist, <i>Part Time</i> Manville School District	School Psychologist, <i>Full Time</i> Manville School District

B-3 RESOLVED, the Board of Education approves the following staff transfers effective as noted below:

Name	From	To	Effective Dates
Cristina Zuniga	Grade 5 Teacher Roosevelt School	Grade 2 Teacher Weston School	November 8, 2015 – June 30, 2016
Janine Guerra-DaSilva	Grade 2 Teacher Weston School	Grade 5 Teacher Roosevelt School	November 8, 2015 – June 30, 2016

Ms. Alles moved Item B-4 with the exception of Louis Tempesta:

B-4 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
Ifat Sade	Social Worker, .6 Position <i>Leave Replacement for Nicole Segal</i> Manville School District	Standard School Psychologist	MA + 30 – Step 2 Salary as per ratified contract <i>Pro-Rated</i>	September 1, 2015 – October 31, 2015
Ifat Sade	School Psychologist Full Time Manville School District	Standard School Psychologist	MA + 30 – Step 2 Salary as per ratified contract <i>Pro-Rated</i>	November 1, 2015 – December 31, 2015

Dana Mortensen	Extension of Maternity Leave Replacement for Natalia Hughes Special Education Teacher Roosevelt School	Provisional Elementary Teacher Grades K – 6 Provisional Teacher of Students with Disabilities	BA – Step 1 Salary as per ratified contract <i>Pro-Rated</i>	January 14, 2015 – June 30, 2016
Tiffany Kesolitz	Special Education Instructional Assistant, Part-Time Position Weston School	Substitute Certificate	Instructional Asst, Part-Time Step 1 <i>As Per Ratified Contract</i>	October 22, 2015 – June 30, 2016
Danielle Basilone	Special Education Instructional Assistant, Part-Time Position Weston School	Standard Elementary School Teacher	Instructional Asst, Part-Time Step 1 <i>As Per Ratified Contract</i>	November 2, 2015 – June 30, 2016
Rick Gathen	Extension of Maternity Leave Position Grade 4 Teacher Roosevelt School	Provisional Elementary School Teacher, K-6	MA - Step 1 Salary as per ratified contract <i>Pro-Rated</i>	December 5, 2015 – June 30, 2016
Megan Sloan	Grade 5 Teacher Tenure Track Position Roosevelt School	Provisional Elementary School Teacher, K-6	BA - Step 1 Salary as per ratified contract <i>Pro-Rated</i>	November 9, 2015 – June 30, 2016
Lauren Spencer	Extension of Maternity Leave Position Grade 2 Teacher Weston School	Provisional Elementary School Teacher, K-6	BA - Step 1 Salary as per ratified contract <i>Pro-Rated</i>	November 9, 2015 – June 30, 2016
Louis Tempesta	Grade 3 Teacher Tenure Track Position Weston School	Standard Elementary School Teacher	BA - Step 1 Salary as per ratified contract <i>Pro-Rated</i>	November 25, 2015 – June 30, 2016
Melissa Massar	Kindergarten Instructional Assistant Part Time	Provisional Elementary School Teacher, K-6	Instructional Asst, Part-Time Step 1 <i>As Per Ratified Contract</i>	December 10, 2015 – June 30, 2016
Ashley Allegra	Kindergarten Instructional Assistant Part Time	Bachelor of Science University of Scranton	Instructional Asst, Part-Time Step 1 <i>As Per Ratified Contract</i>	December 10, 2015 – June 30, 2016
Alexis Weikel	Special Education Instructional Assistant Part Time	Substitute Certificate	Instructional Asst, Part-Time Step 1 <i>As Per Ratified Contract</i>	November 30, 2015 – June 30, 2016
Valerie Zuza	Special Education Instructional Assistant Part Time	Substitute Certificate	Instructional Asst, Part-Time Step 1 <i>As Per Ratified Contract</i>	November 18, 2015 – June 30, 2016

The motion was seconded by Mr. Cornelson and approved by roll call vote as follows:

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

ABSENT: Mrs. Wiedwald

B-5 RESOLVED, the Board of Education approves the following staff member in the position with terms as stated:

Name	Position	Compensation	Effective Dates
Lauren Colfer	One (1) Grade 3 Teacher for the Before Hours Program for Title I Students	45 Minutes/Day – 3 Days/Week @ \$25/Hour plus 45 Minutes/Day – 1 Day/Week for Data Entry @ \$25/hour for up to 70 Hours	September 28, 2015 – March 24, 2016
Phylamina Germano Erika Barney	Newspaper Club Advisors ABIS (Shared Position)	Stipend as per Ratified Contract (Shared Stipend)	2015 – 2016 School Year

The motion was seconded by Mr. Panfile and approved by roll call vote as follows:

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

ABSENT: Mrs. Wiedwald

C. Negotiations Committee: *Cathy Wiedwald, Chairperson*

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

A Curriculum and Instruction Committee meeting was held on November 10, 2015.

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

Mr. Panfile moved Items D-1 through D-6:

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
Christine Bachorik	Means Girls Seminar	Marriott Saddlebrook, NJ	11/9/15	Registration: \$159 Mileage: \$30.82	11-000-218-890 11-000-218-580
Michael Magliacano	Demystifying PARCC Data Reports Workshop	FEA Monroe Twp, NJ	11/10/15	Registration: \$149 Mileage: \$16.24	11-000-230-590 11-000-240-500
Jacqueline Miller	Anxiety Disorders in Children and Adolescents	Westin Princeton Princeton, NJ	11/19/15	Registration: \$219.99	11-000-218-890
Shawn Kelly Paul Gallagher	PARCC Math Assessment Updates	Morris Cty Public Safety Academy Parsippany, NJ	11/23/15	Registration: \$0 (Each Participant) Mileage: \$17.98 (Each Participant)	11-000-240-500 11-000-223-580

Kim Clelland Dottie Jones	Affordable Care Act Reporting Requirements	NJASBO Offices Robbinsville, NJ	12/3/15	Registration: \$50 (Each Participant) Mileage: \$25.04 (Each Participant)	11-000-223-320 11-000-223-580
Melissa Keiser Shawn Kelly	Demystifying PARCC Data Reports Workshop	FEA Monroe Twp, NJ	12/3/15	Registration: \$149 (Each Participant) Mileage: \$16.24 (Each Participant)	11-000-230-590 11-000-240-500
Anne Facendo	ELL Superintendent Institute	NJPSA Monroe Twp, NJ	12/7/15	Registration: \$0 Mileage: \$16.25	11-000-240-500
Michael Magliacano Melissa Keiser Shawn Kelly	Legal One Mandatory Legal Training Workshop	Morris Union Jointure New Providence, NJ	12/11/15	Registration: \$150 (Each Participant) Mileage: \$11.72 (Each Participant)	11-000-230-590 11-000-240-500
Jonathan McVeigh Rachel Gottfried	Translating the Chemistry Model Into Local Curriculum	LRC Trenton, NJ	1/4/16	Registration: \$0 (Each Participant) Mileage: \$23.00 (Each Participant)	11-000-223-580

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
Alexander Batcho Intermediate School			
December 2, 2015 Wednesday 3:00 – 6:00 pm	Immaculata High School Somerville, NJ Transportation: On own	Grade 7 & 8 Students Total: 6 Students	Six ABIS student representatives will participate in the "Immaculata Scholastica", an academic competition for area elementary/middle schools.

D-3 Resolved, the Board of Education approves the revised 2015 – 2016 Manville School District academic calendar to reflect a modification to the Manville High School Concert date, as per attached Addendum I, due to the revised schedule of PARCC testing dates.

D-4 RESOLVED, the Board of Education approves the new NJDOE Approved Waiver-Based Observation Walkthrough Instrument for Manville School District.

D-5 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
#8	Douglass Developmental Disabilities Center	November 9, 2015 - June 2016	Services described in IEP	\$78,483.58

D-6 RESOLVED, the Board of Education approves the After Hours Rewards programs for the 2015-2016 School Year with staffing as indicated:

Position	Program	Compensation	Dates	Source
One (1) Grade 4 Teacher to teach the After Hours Program	Grade 4 After Hours Program focusing on Supplemental Math and Language Arts	1 Hour / Day 2 days per week @ \$25 / Hour for up to 53 days = \$1325	Mid-November 2015 to End of May 2016	11-120-100-101
One (1) Grade 5 Teacher to teach the After Hours Program	Grade 5 After Hours Program focusing on Supplemental Math and Language Arts	1 Hour / Day 2 days per week @ \$25 / Hour for up to 53 days = \$1325	Mid-November 2015 to End of May 2016	11-120-100-101

The motion was seconded by Mr. Agans and approved by roll call vote as follows:

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

ABSENT: Mrs. Wiedwald

E. Finance and Facilities Committee: Kelly Harabin, Chairperson

There was a Finance and Facilities Committee meeting this evening. Pat Seiwell from DRG Architects gave a presentation on LRFP and will present at the Board of Education Retreat on December 9. The next Finance and Facilities meeting is scheduled for December 1, 2015 at 6:00 p.m.

Mrs. Harabin moved Items E-1 through E-6:

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 September 2015

WHEREAS, these reports show the following balances on September 30, 2015:

FUND	CASH BALANCE	APPROPRIATION BALANCE	FUND BALANCE
(10) General Current Expense Fund	\$2,891,925.80		\$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	(\$202,208.17)	\$776,815.00	\$0.00
(30) Capital Projects Fund	(\$297,547.19)	\$456,661.17	
(40) Debt Service Fund	(\$86,201.71)	\$7,444.50	\$0.00
TOTAL	\$2,305,968.73	\$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		\$ 2,038,647.82
Special Revenue Fund #20		73,527.61
Capital Projects Fund #30		314,260.00
Debt Service Fund #40		
TOTAL		\$ 2,426,435.43

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
Summit Speech School	Proprietary Service	Itinerant Teacher Services per Student IEP	2015-2016 School Year	\$150 Per Hour	11-000-270-500
EMC2, LLC	Proprietary Service	Technology Services	2015-2016 School Year	\$75 Per hour <i>On an "as needed" basis</i>	11-000-230-340
Anthony LaMarco	Proprietary Service	Accounting Services	2015-2016 School Year	\$1,050	11-000-230-340
Edvocate	Proprietary Service	Food Service RFP Process	2015-2016 School Year	\$6,700	Cafeteria Account

E-4 CAFETERIA CLAIMS

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

Check #	Date	Vendor	Amount
2831	10/06/2015	Edvocate	\$2,135.00
2832	10/12/2015	Service Plus	\$ 293.00
2833	11/02/2015	Edvocate	\$1,078.00
2834	11/02/2015	Breakdown Products	\$ 255.00
		TOTAL	\$3,761.00

E-5 DONATIONS

RESOLVED, The Board of Education accepts an anonymous donation in the amount of \$300 to be used as prizes for the Manville School District Slogan and Logo Contest Winners.

E-6 APPROVAL OF SHARED SERVICES AGREEMENT

RESOLVED, the Board of Education approves the Shared Services Agreement with the Manville Borough for the period from November 25, 2015 through June 30, 2016.

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, Mr. Panfile

ABSENT: Mrs. Wiedwald

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

A Communications/Public Relations Committee meeting will be scheduled soon.

IX. OLD BUSINESS/NEW BUSINESS

Old Business: There was no Old Business to report.

New Business: Mrs. Liszczak, NJSBA delegate, will attend the NJSBA meeting. Five new resolutions will be voted on. One resolution is on the table for Saturday with regard to Charter School funding.

X. PUBLIC COMMENT – At 7:37 p.m., Ms. Alles moved that the meeting be opened to the public. The motion was seconded by Mrs. Lombardino. Ms. Alles invited questions and comments from the public.

Marquell Jackson-Clark, MHS Student Council - Mr. Jackson spoke to the board about upcoming events: Food Drive and PTSA Volleyball Tournament. Class competitions start next week.

At 7:39 p.m., Ms. Alles moved to close the public session. The motion was seconded by Mrs. Harabin and approved by unanimous voice vote.

At 7:40 p.m., Mrs. Facendo talked about the students and their artwork. Mrs. Facendo presented the students that won the logo and slogan contest with awards. Mrs. Facendo introduced the Homecoming King and Queen, Connor Faleski and Nicolle Dzuba. She also congratulated the reelected board members and asked everyone to join together in the gym for a performance by the MHS Band.

At 8:09 p.m., Ms. Alles moved to close the public session and enter into Executive Session. The motion was seconded by Mrs. Liszczak 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)

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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, Mr. Panfile

ABSENT: Mrs. Wiedwald

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

A Communications/Public Relations Committee meeting will be scheduled soon.

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RESOLVED, the Board of Education adjourns to closed session to discuss: (select one or more)

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.

XII. ADJOURNMENT

At 8:25 p.m., Ms. Alles made a motion to close the Executive Session and adjourn the meeting. The motion was seconded by Mrs. Lukac and approved by unanimous voice vote.

Respectfully submitted,



Kimberly A. Clelland
Board Secretary