

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

MINUTES – REGULAR MEETING

December 15, 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 Lukac, Ned Panfile

Absent: Sharon Liszczak, Jeanne Lombardino, 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, Supervisor of Mathematics K-12; Dr. James Brunn, MHS Principal; Stephen Venuto, MHS Vice Principal; Michael Magliacano, ABIS Principal; Shawn Kelly, Roosevelt Principal; Melissa Keiser, Weston Principal; Audrey Press, Director of Special Services

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: November 10, 2015; and November 17, 2015.

The motion was seconded by Mr. Panfile 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. Lukac. 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. Harabin and approved by unanimous voice vote.

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

- Annual Audit Report: Suplee, Clooney & Company - Mr. Wayne Miller gave an overview of the district audit.
- Manville School District PARCC Data Report: Ms. RoseMary Perrotti - Ms. Perrotti gave the district data report.
- MHS Course Selection Overview for the 2016-2017 School Year: Dr. Barbara Popp -
- Active Learning Showcase: ABIS Students - Mr. Magliacano introduced Mrs. Germano and 7th grade students. They explained a STEM lesson on bridges.
- 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

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
Alexis Weikel	Special Education Instructional Assistant, Part-Time	Resignation	December 23, 2015
Rebecca Fosbre	Literacy Coach Grades 3 – 5 Elementary	Maternity Disability Paid Leave of Absence Followed by an Unpaid Leave of Absence in Accordance with the NJFLA	On or about February 18, 2016 through June 30, 2016
Mirtha Bianchi	MSD Custodian Full Time	Leave of Absence	December 15, 2015 - February 14, 2016
Jaclyn Jankowy	Special Education Instructional Assistant, Part-Time	Resignation	December 31, 2015

B-2 RESOLVED, the Board of Education approves the following staff member in the position with terms as stated:

Name	Position	Compensation	Effective Dates
Erin Bolte	One (1) Grade 4/5 Teacher to teach the Roosevelt After Hours Program focusing on Supplemental 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
Kristen Lonsdorf	One (1) Grade 4/5 Teacher to teach the Roosevelt After Hours Program focusing on Supplemental Math	1 Hour / Day 2 days per week @ \$25 / Hour for up to 53 days = \$1325	Mid-November 2015 to End of May 2016
Kathleen Hughes	Girls Running Club Advisor, Roosevelt School <i>Resignation</i>	N/A	2015 – 2016 School Year
Sylvia Sekula	Girls Running Club Advisor, Roosevelt School	Stipend as Per Ratified Contract	2015 – 2016 School Year
Ian DeFalco	Volunteer Assistant Wrestling Coach, MHS	N/A	2015 – 2016 School Year

B-3 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
Francine Wierzbinski	Substitute Teacher	\$95 Per Day	2015 – 2016 School Year

B-4 RESOLVED, the Board of Education approves the student listed below as a Student Teacher in the Manville School District at ABIS during the 2015 – 2016 school year as follows:

Student Name	College University	Observation Period	School
Alexis Weikel	Kean University	Spring Semester January – May 2016	Alexander Batcho Intermediate School

B-5 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
Dayna Smith	Grade 3 Teacher Weston School	CEAS Elementary Teacher, Grades K-6	BA, Step 1 \$50,512 <i>Pro-Rated</i>	December 21, 2015 – June 30, 2016

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

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

C. Negotiations Committee: Cathy Wiedwald, Chairperson

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

Mr. Panfile asked that if there are any questions regarding the Course of Studies, Dr. Popp would be the contact person. The HIB Breakfast will be held on December 23 at 8:30 am in the ABIS Cafeteria. The Weston School Concert will be held on Thursday.

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-5:

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
Elizabeth Stoddard Carol McGinley James Horton	Special Education and Mathematics Conference: Assessing the Common Core	St. Peter's University Jersey City, NJ	1/6/16	Registration: \$179 (Each Participant) Mileage: \$22.37 (Each Participant)	20-250-200-500 11-000-223-580
Debra Joy Kristen Lonsdorf Jennifer Guydos	Special Education and Mathematics Conference: Assessing the Common Core	St. Peter's University Jersey City, NJ	1/6/16	Registration: \$179 (Each Participant) Mileage: \$22.37 (Each Participant)	11-000-240-610 11-000-223-580
Michael Magliacano James Brunn Stephen Venuto	Workshop on PARCC Assessment Revisions, Utilizing PARCC Score Reports, Using PARCC data to Inform Instruction	Morris County Public Safety Academy Parsippany, NJ	12/18/15	Registration: \$0 Mileage: \$17.79 (Each Participant)	11-000-223-580
Travis Zimmerman Rachel Gottfried	Googles Apps for Educators Workshop	High Point High School Wantage, NJ	1/18/16	Registration: \$0 (Each Participant) Mileage: \$33.17 (Each Participant)	11-000-223-580
Audrey Press Heather Gibbons Nancy Kessler Laura D'Amato Sandy Peckhardt Jeanne LoPiano Ifat Sade Nicole Segal	Responding to Students' Needs: Writing Compliant IEPs	Manville High School	1/21/16	Registration: \$30 (Each Participant) Note - Registration: \$0 for Ms. Press as workshop is included in her membership dues.	20-250-200-500
Robert Snyder	"Inside Baseball" Coaches Clinic	Crowne Plaza Cherry Hill, NJ	1/14-16 2016	Registration: \$199	11-402-100-390
William Wright	NJASA TECHSPO 2016 Conference	Harrah's Atlantic City, NJ	1/28-29 2016	Registration: \$420 Hotel: \$99 (State Waiver Granted) Mileage: \$73.08	11-000-223-320 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
Manville High School			
November 21, 2015 <i>Saturday</i> December 1, 2015 <i>Tuesday</i> December 12, 2015 <i>Saturday</i>	Manville Public Library Manville, NJ Transportation: On Own	MHS Leadership Class Members Grades 10 - 11 50 Students Total	Community Service Projects Community Service is essential to the development of character and communication skills for those students enrolled in the Leadership Classes.
Manville High School/Alexander Batcho Intermediate School			
May 11, 2016	Raritan Valley Community College Branchburg, NJ Transportation: Kensington Bus Co.	MHS/ABIS Art Classes Grades 7 - 12 80 Students Total	Somerset County Teen Arts Festival Students will be showcasing their work and performing for a panel of trained professionals and judges in the areas of visual art, creative writing, drama, vocal/ instrumental music and videography at the middle and high school levels.
Alexander Batcho Intermediate School			
May 18, 2016	Rutgers University Livingston, NJ Campus Transportation: First Group Bus Co.	Three STEM Classes Grade 7 Students 47 Students Total	Students will visit "The Beast" (Bridge Evaluation and Accelerated Structural Testing lab), a massive, revolutionary new testing facility, which gives answers regarding bridge deterioration. This lab measures the stresses and deterioration caused by traffic and the environment. Data allows projections for future performance and longevity.

D-3 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
#16	Piscataway Regional Day School	November 15, 2015 - June 2016	Services described in IEP	\$35,550.00

D-4 RESOLVED, the Board of Education approves the Manville High School Program of Studies for the 2016 – 2017 School Year.

D-5 RESOLVED, the Board of Education approves the Manville School District Board of Education and District Goals for the 2015 – 2016 school year as identified on Addendum I.

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. Lukac, Mr. Panfile

ABSENT: Mrs. Liszczak, Mrs. Lombardino, Mrs. Wiedwald

E. Finance and Facilities Committee: Kelly Harabin, Chairperson

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

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 October 2015

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

FUND	CASH BALANCE	APPROPRIATION BALANCE	FUND BALANCE
(10) General Current Expense Fund	\$2,990,036.42		\$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	(\$247,970.85)	\$776,815.00	\$0.00
(30) Capital Projects Fund	(\$614,131.46)	\$456,661.17	
(40) Debt Service Fund	(\$75,606.71)	\$7,444.50	\$0.00
TOTAL	\$2,052,327.40	\$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		\$ 3,271,815.27
Special Revenue Fund #20		155,407.61
Capital Projects Fund #30		
Debt Service Fund #40		
TOTAL		\$ 3,427,222.88

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
Preform Care Future Projects	Proprietary Services	Provide therapy services to special needs students	2015-2016	No Cost to District	N/A
Hobbie Heat	Proprietary Service	Emergency repairs to district heating systems	2015-2016	Not to exceed \$40,000	11-000-261-420
Hertz Furniture	State Contract	Furniture	2015-2016	Not to exceed \$40,000	11-000-261-420

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>
2835	11/23/2015	Service Plus	\$ 189.00
2836	11/23/2015	Aramark	52,742.95
TOTAL			\$52,931.95

E-5 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 2015

AMOUNT	FROM	TO	REASON
\$131,000	11-000-213-330-500 11-000-291-241-500 11-000-291-290-500 11-190-100-590-400 11-190-100-610-400 11-000-291-250-500	11-140-100-101-500	Negotiations settlement

E-6 APPROVAL OF ANNUAL AUDIT

ACCEPTANCE OF AUDIT FOR THE SCHOOL YEAR 2014-2015

WHEREAS, the Board of Education has engaged the firm Suplee, Clooney & Company to audit the district's Comprehensive Annual Financial Report (CAFR) for the fiscal year ended June 30, 2015 in compliance with N.J.S.A. 18A:23-1 and,

WHEREAS, this audit has been completed and the CAFR filed with the State Department of Education and submitted to the Manville Board of Education along with a synopsis of the audit report and recommendations, which synopsis and recommendations are available for public review and,

WHEREAS, pertinent results for operations during the 2014-2015 school year are:

GENERAL FUND	Original Budget	Actual
Revenues	19,250,830	21,226,256
Expenditures	19,858,161	20,896,376
Excess (Deficiency)		329,880
FUND BALANCE		
Beginning of Year		2,200,316
END OF YEAR		2,031,467
FUND BALANCE		
Capital Reserve		711,008
Capital Reserve Designated		21,037
Encumbrances		696,285
Designated for subsequent years		262,616
Unassigned Fund Balance		340,521
TOTAL		2,031,467

Now therefore be it,

RESOLVED, the Board of Education hereby accepts the report, notes the following recommendations, and directs the appropriate corrective action be taken:

RECOMMENDATIONS	CORRECTIVE ACTION
NONE	NONE

E-7 DONATIONS

RESOLVED, the Board of Education accepts a donation of a Casio Electronic Keyboard (Model #CTK 591) valued at \$120 from Randi Gelbard and Shari Miller for the Manville Music Department.

The motion was seconded by Mrs. Harabin and approved by roll call vote as follows:
 AYES: Mr. Agans, Ms. Alles, Mr. Cornelson, Mrs. Harabin, Mrs. Lukac, Mr. Panfile
 ABSENT: Mrs. Liszczak, Mrs. Lombardino, Mrs. Wiedwald

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

The Communications/Public Relations Committee Meeting Minutes will be sent out soon. The Facebook page is scheduled to be launched in January. The questionnaire for the Seniors will be sent out soon. A new Mission Statement has been reframed.

IX. OLD BUSINESS/NEW BUSINESS

Old Business: There is no old business to report.
New Business: There is no new business to report.

- X. **PUBLIC COMMENT** – At 8:26 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.

Tajuana Allen, 16 Cooper Street, Manville, NJ - Ms. Allen expressed concern regarding District Policy and Code of Conduct with the Board of Education and an incident that concerned her child.

Richard Onderko, 921 Louis Street, Manville, NJ - Mr. Onderko presented a scholarship in honor of Dr. Brunn's father for academic excellence. Mr. Herman Brunn was an influence on Mr. Onderko as a child. Mr. Onderko presented the check to Ms. Alles.

At 8:37 p.m., Ms. Alles moved to close the public session. The motion was seconded by Mrs. Lukac and approved by unanimous voice vote.

At 8:38 p.m., Ms. Alles made a motion to enter into Executive Session. The motion was seconded by Mr. Agans 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)

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 8:56 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