

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

MINUTES – REGULAR MEETING

April 19, 2016 – 7:00 PM – ABIS Cafeteria

A meeting of the Board of Education was held this day in the ABIS Cafeteria. 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 7:00 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 6, 2016, 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, Cathy Wiedwald

Also Present: Anne R. Facendo, Superintendent of Schools; Kimberly A. Clelland, Business Administrator/Board Secretary; Dr. James Brunn, MHS Principal; Steve Venuto, MHS Vice Principal/Athletic Director; RoseMary Perrotti, Mathematics Supervisor K-12

IV. **PLEDGE OF ALLEGIANCE, MOMENT OF REFLECTION AND READING OF MISSION STATEMENT**

We believe in the potential of our students, the ability of our teachers and administrators, and the support of our parents and community. Every child. Every day.

At 7:02 p.m., Ms. Alles made a motion to approve the following minutes:

V. **APPROVAL OF MINUTES** – RESOLVED, the Board of Education approves the minutes of the following meetings: March 8, 2016; March 15, 2016; and March 22, 2016.

The motion was seconded by Mrs. Liszczak 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. Wiedwald. 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. Lukac and approved by unanimous voice vote.

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

- Student Recognition: MHS Russian Language Team - Mrs. Facendo recognized Mrs. T.M. Bowie and thanked her for all of her work to get the students ready for the competition. Mrs. Facendo introduced Mrs. Bowie, Dr. Brunn and Mr. Venuto who then introduced the students. Mrs. Facendo thanked Mrs. Bowie and Dr. Brunn. Ms. Alles also thanked Mrs. Bowie and congratulated the students.
- PARCC Update Review - Mrs. Facendo introduced RoseMary Perrotti who gave an overview of PARCC results.
- HIB Report - There was no HIB to 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-8:

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

Name	Position	Action	Effective Dates
Kathryn Creighton	Special Education Instructional Assistant, Part-Time	Extension of Leave of Absence, Unpaid in accordance with FMLA	April 1, 2016 through June 30, 2016
Lorraine McGinn	Special Education Instructional Assistant, Part-Time	Resignation	March 25, 2016
Robert Fisher	Speech Language Specialist Manville School District	Retirement	July 1, 2016
Nicole Segal	Social Worker	Extension of Leave of Absence, Unpaid in accordance with FMLA	May 1, 2016 – June 30, 2016 Modified Schedule - Two Days Per Week
Lynn Mitzkewich	Guidance Secretary Manville High School	Paid Leave of Absence	April 28, 2016 through May 26, 2016

B-2 RESOLVED, the Board of Education abolishes the following position and establishes the following position for the period effective May 1, 2016 – June 30, 2016 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 employs the following persons in the positions and with terms as stated pending satisfactory completion of employment requirements:

Name	Position	Certificate	Compensation	Effective Dates
Lisa Holmlund	Special Education Instructional Assistant, Part-Time	Substitute Certificate Bachelor's Degree	Instructional Asst, Part-Time - Step 1 \$21.96 Per Hour	April 5, 2016– June 30, 2016
Ifat Sade	School Psychologist Full Time Manville School District	Standard School Psychologist	MA + 30 – Step 2 \$55,712 Pro-Rated	May 1, 2016 – June 30, 2016

Derek Connors	Special Education Instructional Assistant, Part-Time	Substitute Certificate Bachelor's Degree	Instructional Asst, Part-Time - Step 1 \$21.96 Per Hour	April 15, 2016 – June 30, 2016
Aurora Ingrassia	Special Education Teacher Weston School <i>Maternity Leave Replacement</i> For Jennifer Rutledge	CEAS Elementary School Teacher, K-6 CE, Teacher of Students with Disabilities	BA – Step 1 \$50,512 <i>Pro-Rated</i>	April 22, 2016 – June 30, 2016
Robert Corio, Jr.	Special Education Instructional Assistant, Part-Time	CE Elementary School Teacher, K-6	Instructional Asst, Part-Time - Step 1 \$21.96 Per Hour	April 22, 2016 – June 30, 2016

B-4 RESOLVED, the Board of Education approves the following staff member in the position with terms as stated:

Name	Position	Compensation	Effective Dates
Nancy Persing	LDT-C to conduct additional Educational Evaluations due to the absence of a CST member	Up to Five (5) Evaluations @ \$300 Per Evaluation	March – June 2016
Angele Palmer	Nursing Services for Grade 7 Overnight Class Trip to Camp Mason	\$200 Stipend	May 5 – 6, 2016

B-5 RESOLVED, the Board of Education approves the following Manville School District Title I Enrichment Summer School, Expanding Language Arts and Mathematics through Science/Social Studies positions, from July 5, 2016 to August 2, 2016, with staffing as indicated:

Name	Position	Compensation	Effective Dates
Laura Landau	Up to Two (2) Teachers to Teach Summer School for Title 1 Students Entering Grade 1 <i>Pending Enrollment</i>	Teacher: Up to 88 Hours Per Teacher @ \$25 Per Hour	July 5, 2016 – August 2, 2016 8:00 am – 12:00 pm Monday – Thursday with 2 full days of planning
Laina Boyer	Up to Two (2) Teachers to Teach Summer School for Title 1 Students Entering Grade 2 <i>Pending Enrollment</i>	Teacher: Up to 88 Hours Per Teacher @ \$25 Per Hour	July 5, 2016 – August 2, 2016 8:00 am – 12:00 pm Monday – Thursday with 2 full days of planning
Lauren Spencer	Up to Two (2) Teachers to Teach Summer School for Title 1 Students Entering Grade 3 <i>Pending Enrollment</i>	Teacher: Up to 88 Hours Per Teacher @ \$25 Per Hour	July 5, 2016 – August 2, 2016 8:00 am – 12:00 pm Monday – Thursday with 2 full days of planning
Cawley Robinson	Up to Two (2) Teachers to Teach Summer School for Title 1 Students Entering Grade 4 <i>Pending Enrollment</i>	Teacher: Up to 88 Hours Per Teacher @ \$25 Per Hour	July 5, 2016 – August 2, 2016 8:00 am – 12:00 pm Monday – Thursday with 2 full days of planning

Kristen Lonsdorf	Up to Two (2) Teachers to Teach Summer School for Title 1 Students Entering Grade 5 <i>Pending Enrollment</i>	Teacher: Up to 88 Hours Per Teacher @ \$25 Per Hour	July 5, 2016 – August 2, 2016 8:00 am – 12:00 pm Monday – Thursday with 2 full days of planning
Valerie Zuza	Up to Two (2) Teacher Substitutes to Teach Summer School, as needed <i>Substitute Teachers</i>	Substitute: \$25 Per Hour <i>As Needed</i>	July 5, 2016 – August 2, 2016 8:00am – 12:00 pm
Lisa Harrity	One (1) Supervisor/Coordinator of Instruction of the Manville School District Summer School Program for Title I Students Grades 1- 5	Supervisor/ Coordinator: Stipend: \$3,000	July 6, 2015 – August 6, 2015 8:00 am – 1:00am Monday – Thursday with 2 full days of planning

B-6 RESOLVED, the Board of Education approves the following Manville School District Title III Enrichment Summer School, Expanding Language Arts and Mathematics through Science/Social Studies positions, from July 5, 2016 to August 2, 2016, with staffing as indicated:

Name	Position	Compensation	Effective Dates
Kerry Zeigler	One (1) ESL Teacher to Teach Summer School For Title III Students Entering Grades K - 4 <i>Pending enrollment</i>	Teacher: Up to 88 Hours Per Teacher @ \$25 Per Hour	July 5, 2016 – August 2, 2016 8:00 am – 12:00 pm Monday – Thursday with 2 full days of planning

B-7 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
Timothy O'Connor	Teacher Substitute	\$95 Per Day	2015 – 2016 School Year
Joseph Meyers	Substitute Custodian	\$15 Per Hour	2015 – 2016 School Year

B-8 RESOLVED, the Board of Education approves paid administrative leave for Employee #6272, effective April 14, 2016.

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, Mr. Panfile, Mrs. Wiedwald

C. Negotiations Committee: Cathy Wiedwald, Chairperson

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

Mr. Panfile thanked the MHS Key Club for the "Senior" Prom.

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 made a motion to approve 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
Barbara Popp Melissa Keiser Shawn Kelly	Train the Trainer: Guided Reading Workshop	Rutgers University Center for Literacy Development Piscataway, NJ	5/18/16	Registration: \$150 (Each Participant) Mileage: \$6.87 (Each Participant)	Title IIA Title II
Jennifer Kohl	NJ State Teen Arts Festival 2016	Ocean County Community College Toms River, NJ	6/3/16	Registration: \$35 Mileage: \$19.72	11-190-100-610 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			
May 9, 2016	Retro Fitness Manville, NJ Transportation: Walking Trip	Ms. Persing's Class Grades 9 – 12 Total Students: 4	Tour of the Retro Fitness facility as part of the Transition Program. Students will identify personal goals, interests, preferences and abilities related to work activities. Students will interact in social/ work situations.
May 11, 2016	Weston School Manville, NJ Transportation: Walking Trip	French 2 Class Grades 10 – 11 Total Students: 7	Students have completed a creative writing project in French and will present the final product in book form to a Grade 1 class at Weston School.
May 21, 2016	Gershwin Theater New York, New York Transportation: Aristocrat Bus Co.	MHS Band/Choir/ Theater Arts Grades 9 – 12 Total Students: 35	Students will see the Broadway Play, "Wicked" and have a backstage tour. Students will recognize fundamental elements that go into the production and decipher cultural implications.
June 3, 2016	Poco Loco Paintball Inc. Schwenksville, PA and Wild Water Kingdom Allentown, PA Transportation: Somerset Cty ESC	MHS Senior Class Grade 12 Total Students: 40	Senior Class Trip

Alexander Batcho Intermediate School			
May 4, 2016	Somerset Patriots' Stadium Bridgewater, NJ Transportation: Somerset Cty ESC	Mrs. Shannon's Class Grades 6 – 8 Total Students: 9	Students will have the opportunity to practice social skills and communication skills outside the school environment. Students will act as responsible and contributing citizens.
June 10, 2016	Duke Farms Hillsborough, NJ Transportation: Somerset Cty ESC	ABIS Science Classes Grade 8 Students Total Students: 100	Students will explore ways that humans can improve the health of ecosystems around the world. They will explore current technologies used to capture solar energy.
Roosevelt School			
May 24, 2016	Independence Hall Philadelphia, PA Transportation: Somerset Cty ESC	Grade 5 Classes Total Students: 85	Students will gain an understanding of the beginning of our nation's history. The students will participate in a scavenger hunt that connects locations within the tour.
Weston School			
May 23 – 26, 2016	Manville Public Library Manville, NJ Transportation: Walking Trip	Grade 1 Classes Total Students: 120	Each Grade 1 class will be assigned a day to visit the library. Students will gain knowledge of the community and develop awareness of the public library as a community resource and gain understanding of how the library works.

D-3 RESOLVED, the Board of Education approves the establishment of a Gardening Club at the Roosevelt School, Year 1, for the 2015 – 2016 school year.

D-4 RESOLVED, the Board of Education approves the following Professional Development for Language Arts Literacy Units of Study presented by the American Reading Company:

Position	Program	Compensation	Dates	Source
Up to 10 Teachers	American Reading Program	Six (6) hours Per Teacher @ \$21.30 Per Hour	June 28 and 29, 2016	Title IIA

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
#23	Somerset Academy	April 5, 2016 – May 20, 2016	Forty-five (45) day in-county suspension	\$11,900 (\$350 per day)

D-6 RESOLVED, the Board of Education approves Student #1016003 to complete his/her Senior Year at Manville High School for the 2015 – 2016 school year with waiver of tuition.

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, Mr. Panfile, Mrs. Wiedwald

E. Finance and Facilities Committee: Kelly Harabin, Chairperson

A meeting is scheduled for April 28, 2016 at 6:30 p.m. to discuss Food Service RFP (Request for Proposal).

Mrs. Harabin moved Items E-1 through E-5:

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 February 2016

WHEREAS, these reports show the following balances on February 29, 2016:

FUND	CASH BALANCE	APPROPRIATION BALANCE	FUND BALANCE
(10) General Current Expense Fund	\$2,069,070.37		\$327,056.72
(11) Current Expense	\$ -	\$595,197.27	
(12) Capital Outlay		\$526,571.00	
(13) Special Schools		\$500.00	
(20) Special Revenue Fund	\$112,230.44	\$234,305.92	\$0.00
(30) Capital Projects Fund	(\$620,444.02)	(\$574,875.00)	
(40) Debt Service Fund	(\$40,671.21)	\$0.00	\$0.00
TOTAL	\$1,520,185.58	\$781,699.19	\$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		\$ 2,163,055.43
Special Revenue Fund #20		67,360.96
Capital Projects Fund #30		
Debt Service Fund #40		
TOTAL		\$ 2,230,416.39

E-3 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>
2851	03/11/2016	Dorene Azar	\$ 24.65
2852	04/04/2016	Edvocate	\$1,078.00
TOTAL			\$1,102.65

E-4 BUDGET TRANSFERS

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 6422 for the month ending February 2016:

AMOUNT	FROM	TO	REASON
\$7,000	11-000-261-420	11-000-100-562	Out of District Tuition
\$21,000	11-000-218-890 11-000-262-110 11-000-270-512	11-000-261-100	Custodial Overtime,

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
Ed Connect NJ	Proprietary Service	Instructional Improvement System	2016-2017	\$3.83 per student less \$3,000 Grant	11-000-223-320
Northeast Roof	Bid	Final Payment #2 Roof Replacement project MHS & ABIS	2015-2016	\$112,176	Capital Reserve
MRA International	MCRESC Co-op	Barracuda Message Email Archiver Lease Purchase Agreement	2016-2019	\$8,424 per year for 3 years	11-000-262-320
Lightpath	Proprietary Service	Increase in Bandwidth from 100mb to 500mb	2016-2019	No additional cost to district	11-000-251-320

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, Mrs. Wiedwald

F. Communications/Public Relations Committee: *Thomas Cornelson, Chairperson*
A meeting is scheduled for May 10, 2016 at 6:00 p.m.

IX. OLD BUSINESS/NEW BUSINESS

Old Business: There was no Old Business to report.

New Business: The Color Run will take place on Saturday, May 14, 2016.

X. PUBLIC COMMENT – At 7:32 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.

There were no questions or comments from the public.

At 7:33 p.m., Ms. Alles moved to close the public session and enter into Executive Session. The motion was seconded by Mrs. Lombardino 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.

At 7:36 p.m., Mrs. Alles made a motion to close the Executive Session and return to open session. The motion was seconded by Mrs. Lombardino and approved by unanimous voice vote.

At 7:40 p.m. Ms. Alles made a motion to enter into Executive Session. The motion was seconded by Mr. Cornelson and approved by unanimous voice vote.

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*
- 8) *specific prospective or current employees unless all who could be adversely affected request an open session*

XII. ADJOURNMENT

At 8:00 p.m., Ms. Alles made a motion to close the Executive Session and adjourn the meeting. The motion was seconded by Mr. Cornelson and approved by unanimous voice vote.

Respectfully submitted,



Kimberly A. Clelland
Board Secretary