

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

AGENDA – REGULAR MEETING

September 19, 2017 – 7:00 PM – ABIS Media Center

A meeting of the Board of Education will be held this day in the ABIS 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 3, 2017, 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, Jennifer Esposito, Kelly Harabin, Sharon Liszczak
Jeanne Lombardino, Sharon Lukac, Ned Panfile, Louis Petzinger

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.

V. APPROVAL OF MINUTES – RESOLVED, the Board of Education approves the minutes of the following meetings: August 15, 2017 and August 24, 2017.

VI. SUPERINTENDENT’S REPORT & PRESENTATIONS – Mr. Robert Beers

- HIB Report
- Introduction of Manville School District New Staff for the 2017 – 2018 School Year

VII. COMMITTEE REPORTS:

A. Policy Committee: *Sharon Liszczak, Chairperson*

A-1 RESOLVED, THE Board of Education approves for first reading the adoption of the following policies/regulations:

Policy 1240 Evaluation of Superintendent
Regulation 1240 Evaluation of Superintendent

Policy 3221 Evaluation of Teachers
Regulation 3221 Evaluation of Teachers

Policy 3222 Evaluation of Teaching Staff Members, Excl Teachers and Admin
Regulation 3222 Evaluation of Teaching Staff Members, Excl Teachers and Admin

Policy 3223 Evaluation of Admin, Excl Principals, Vice Principals, and Assistant Principals
Regulation 3223 Evaluation of Admin, Excl Principals, Vice Principals, and Assistant Principals

Policy 3224 Evaluation of Principals, Vice Principals, and Assistant Principals
Regulation 3224 Evaluation of Principals, Vice Principals, and Assistant Principals

Policy 3240 Professional Development for Teachers and School Leaders
 Regulation 3240 Professional Development for Teachers and School Leaders

Policy 5610 Suspension
 Regulation 5610 Suspension

Policy 5620 Expulsion

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 staff member in the position with terms as stated:

Name	Position	Compensation	Effective Dates
Ilana Kurtin	Class Advisor - Freshman MHS	Shared Stipend <i>As Per Negotiated Contract</i>	2017-2018 School Year
Lianne Vivian	Before School Duty Roosevelt School	Stipend <i>As Per Negotiated Contract</i>	2017-2018 School Year
Wanda Balladares	<i>Resignation</i> Before School Duty Weston School	N/A	2017-2018 School Year
Patricia Poto	Before School Duty Weston School	Stipend <i>As Per Negotiated Contract</i>	2017-2018 School Year

B-2 RESOLVED, the Board of Education approves the following person in the position and with terms as stated pending satisfactory completion of employment requirements:

Name	Position	Compensation	Effective Dates
Jason Zujkowski	Drill Team/Color Guard Advisor MHS	Stipend <i>As Per Negotiated Contract</i>	2017-2018 School Year
Todd Peterson	Volunteer Football Coach MHS	N/A	2017-2018 School Year

B-3 RESOLVED, the Board of Education approves the following substitute for the 2017-2018 school year with compensation as stated pending satisfactory completion of employment requirements:

Name	Position	Compensation	Effective Dates
Elizabeth Gasca	Lunch Aide Substitute	\$15.00 per hour	2017-2018 School Year
Jesse Michalski	Teacher Substitute	\$105.00 per day	2017-2018 School Year
Rachel Stoddard	Teacher Substitute	\$105.00 per day	2017-2018 School Year

Jacqueline LaBracio	Secretarial Substitute	\$15.00 per hour	2017-2018 School Year
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B-4 RESOLVED, the Board of Education approves the following staff members for Sixth Period Instruction for the 2017-2018 School Year with terms as stated:

Name	Position	Compensation	Effective Dates
Caroline Galofaro	Sixth Period Instruction Science - MHS	Stipend Per Contract: .8 <i>Changed from Full to .8</i>	2017 – 2018 School Year
Maria Arevalo	Sixth Period Instruction World Language - MHS	Stipend per Contract: N/A <i>Changed from Full to N/A</i>	2017 – 2018 School Year
Laura VanHouten	Sixth Period Instruction World Language – MHS/ABIS (ABIS: May 1, 2018-June 21, 2018)	Stipend per Contract: .2 <i>Changed from Full to .2</i>	2017 – 2018 School Year
Louis Galgano	Sixth Period Instruction Special Education - MHS	Stipend per Contract: .6 <i>Changed from Full to .6</i>	2017 – 2018 School Year
Stacy Kita	Sixth Period Instruction Special Education - MHS	Stipend per Contract: .5 <i>Changed from Full to .5</i>	2017 – 2018 School Year
Mary Kreiss-Papalski	Sixth Period Instruction Special Education - MHS	Stipend per Contract: .6 <i>Changed from Full to .6</i>	2017 – 2018 School Year
Rachael Lopa	Sixth Period Instruction English - MHS	Stipend per Contract: .5	2017 – 2018 School Year
William Kurzius	Sixth Period Instruction Technology – MHS	Stipend per Contract: .5	2017 – 2018 School Year
Gina Baker	Sixth Period Instruction Physical Education – ABIS	Stipend per Contract: Full	2017 – 2018 School Year

B-5 RESOLVED, the Board of Education approves the following staff members as Mentors for Provisional Certificated Staff for the 2017 – 2018 School Year:

Mentor Name	Mentee/Position	Compensation	Effective Dates
Frederick McCarrick	Mentor for Jeffrey Wallster Special Education – Social Studies Teacher MHS	Mentor Stipend to be paid by new teacher	2017-2018 School Year
Carol McGinley	Mentor for Wanda Balladares Special Education – Elementary Roosevelt School	Mentor Stipend, <i>Pro-Rated</i> to be paid by new teacher	September 1, 2017 – January 31, 2018

B-6 RESOLVED, the Board of Education approves the following staff members in the positions with terms as stated:

Name	Position	Compensation	Effective Dates
Erin Bolte Rachael Lopa Amy Ohlson Karen Sweeney	Classroom Cleanup and Textbook Leveling	Four (4) Teachers @ \$25 Per Hour Not to exceed 30 hours per teacher	Summer 2017
Dorothy Jones	AP/AR Assistance Business Office	\$25 per hour Up to 8 hours per week	August 21, 2017 – December 1, 2017

B-7 Approval of Superintendent’s Merit Goals for the 2017 – 2018 School Year

Whereas, NJAC 6A:23A-3.1 permits a Board of Education to include in its contract with the Superintendent of Schools, qualitative and quantitative criteria and associated merit salary bonuses in recognition of their achievement during the school year, and

Whereas, the Board of Education has now developed a set of annual goals for the 2017-2018 school year that it wishes to include in its contract with the Superintendent now, therefore, be it

Resolved, the Board of Education establishes the qualitative and quantitative criteria and merit salary bonuses as shown on attached Addendum I for their achievement and directs that these criteria and related bonuses be submitted to the Executive County Superintendent of Schools for approval before being added to the contract.

C. Negotiations Committee: *Heidi Alles, 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
Ilana Kurtin Christina Sulewski	NJSIAA Eligibility, Policies & Procedures	NJSIAA Central Office Robbinsville, NJ	9/25/17	Registration: \$75.00 <i>Each Participant</i> Mileage: \$26.21	11-402-100-390 11-000-218-580
Lauren Kurzius	ANJEE Fall Conference: From Inspiration to Impact Outdoors	Duke Farms Hillsborough, NJ	9/29/17	Registration: \$50.00	11-130-100-101

Christina Sulewski	SAT College Board Workshop	TCNJ Ewing, NJ	9/29/17	Registration: N/A Mileage: \$15.68	11-000-218-580
Dr. Barbara Popp Melissa Keiser RoseMary Perrotti	NJTSS Early Reading Project	LRC Central Trenton, NJ	10/2/17 1/16/18 3/27/18	Registration: N/A Mileage: \$18.20	Title II
Ilana Kurtin	College Board Counselor Workshop	Bloomfield College Bloomfield, NJ	10/3/17	Registration: N/A Mileage: \$24.12	11-000-218-610
Erica Rogalsky	Special Education - Number System	Conquer Mathematics Pompton Plains, NJ	10/5/17	Registration: \$145.00	20-250-200-330
Robert Beers	SCASA Roundtable Fall Workshop	Hyatt Place Bethlehem, PA	10/5/17 – 10/6/17	Registration: N/A Mileage: \$34.02	11-000-240-500
Melissa Leitner	“Teaching Critical Thinking on Columbus Day”	Somerset Co. Vo-Tech Bridgewater, NJ	10/9/17	Registration: N/A	N/A
Christina Sulewski	HESAA Financial Aid	Rider University Lawrenceville, NJ	10/16/17	Registration: N/A Mileage: \$14.24	11-000-218-580
Robert Beers	Tech & Learning Live	Westin Princeton Hotel Princeton, NJ	10/20/17	Registration: N/A Mileage: \$10.08	11-000-240-500
Melissa Leitner	NJ Council for Social Studies – Teaching the Three R’s: Rights, Reforms, Regions	Rutgers University Busch Campus Piscataway, NJ	10/23/17	Registration: \$80.00 Mileage: \$7.31	11-130-100-101 11-000-223-580
Jessica Valentin	50 th Annual Conference on Reading & Writing	Rutgers University New Brunswick, NJ	10/27/17	Registration: \$180.00 Mileage: \$8.13 Parking: \$10.00	Title IIA

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
Weston School			
October 19, 2017	Schaefer Farms Flemington, NJ Transportation: First Student	Grades: K, 1 & Special Education Classes Total Students: 247	Students will explore life cycle of pumpkins and apples, community helpers and living species habitats.

Roosevelt School			
September 27, 2017 <i>Raindate: September 28</i>	Manville Public Library Manville, NJ Transportation: Walking Trip	Grade 4-5 Total Students: 237	Students will connect with the Manville Public Library while receiving information on local civic organizations.
ABIS/Manville High School			
October 26, 2017	Weston School Manville, NJ Transportation: Walking Trip	Grades 6-12 Total Students: 100	Students will be interactive leaders to elementary students as they help them explore STEM and STEAM activities.
Manville High School			
September 23, 2017	Matawan High School Matawan, NJ Transportation: SCECS	MHS Marching Band Grades 9 – 12 Total Students: 21	Opportunity for the MHS Marching Band to perform
October 4, 2017 <i>Raindate: October 5</i>	Cape May Whale Watch and Research Center Transportation: First Student	Honors Biology Class Grade 9 Total Students: 20	Students will gain an understanding of human impact on the bay and marsh environment. Students will take a plant identification hike.
October 10, 2017 <i>Raindate: October 12</i>	Walmart Manville, NJ Transportation: Walking Trip	Mrs. Persing's Class Grades 9-12 Total Students: 5	Students will be able to use money to make purchases and compare prices of similar items (mental math).
October 27, 2017 <i>Raindate: November 3</i>	Manville Diner Manville, NJ Transportation: Walking Trip	Mrs. Persing's Class Grades 9-12 Total Students: 5	Students will be able to make a purchase off a menu within a budget and still have enough to leave a tip.
November 14, 2017 <i>Raindate: November 16</i>	Dunkin' Donuts Manville, NJ Transportation: Walking Trip	Mrs. Persing's Class Grades 9-12 Total Students: 5	Students will be able to make a purchase within a budget.

D-3 RESOLVED, the Board of Education approves the following position for Summer 2017 with staffing as indicated:

Position	Program	Compensation	Date	Source
Four (4) Teachers to assist with Classroom Cleanup and Textbook Leveling	Classroom Cleanup and Textbook Leveling	Four (4) Teachers @ \$25 Per Hour Not to exceed 30 hours per teacher	Summer 2017	11-120-100-100-500

D-4 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
#18	Bright Beginnings Learning Center	2017-2018 School Year	Services described in IEP	\$54,360 + \$2,035 30 min. Speech
#9	Bright Beginnings Learning Center	2017-2018 School Year	Services described in IEP	\$54,360 + \$2,035 30 min. OT

#11	Bright Beginnings Learning Center	2017-2018 School Year	Services described in IEP	\$54,360
#13	Piscataway Regional Day School	2017-2018 School Year	Services described in IEP	\$41,760

D-5 RESOLVED, the Board of Education approves portions of the following teacher’s salaries to be paid out of ESSA Title IA and Title II for the 2017 - 2018 School Year:

Name	Position	Percentage Title I	Percentage Title II	Salaries Title I	Salaries Title II	Benefits Title I	Benefits Title II
Maureen Brown	Intervention Teacher Grade 3	80%	N/A	\$64,967	N/A	\$18,191	N/A
Laina Boyer	Intervention Teacher Grade 2 & K-2 Coach	80%	20%	\$46,184	\$11,527	\$12,932	\$3,228
Gina Mazzariello	Intervention Teacher Grade 1	80%	20%	\$42,990	\$10,748	\$12,037	\$3,009
Robin Carver	Intervention Teacher Grades 4-5	60%	N/A	\$34,696	N/A	\$9,715	N/A
Lianne Vivian	Intervention Teacher Grades 4-5	40%	N/A	\$20,559	N/A	\$5,757	N/A

D-6 RESOLVED, the Board of Education approves the following Professional Development positions for the 2017 – 2018 School Year with staffing as indicated:

Name	Position	Compensation	Source	Effective Dates
Six (6) Teachers to provide Professional Development in Best Practices	Provide Professional Development on in Research Based Best Practices	Up to 4 hours @ \$25 per hour for a total of \$100 per teacher	Title II	2017 – 2018 School Year

D-7 RESOLVED, the Board of Education approves the alignment of district curricula with the State-Board adopted Standards for implementation September 1, 2017 in the following content areas:

- | | |
|---|---------------|
| Language Arts – ELA | Grades K-5 |
| Language Arts - ELA | Grades 6-8 |
| Language Arts – ELA | Grades 9 - 12 |
| Math | Grades K-12 |
| Visual & Performing Arts | Grades K-12 |
| Comprehensive Health& PE | Grades K-12 |
| Technology | Grades K-12 |
| World Languages | Grades K-12 |
| Social Studies | Grades K-5 |
| 21 st Century Life & Careers | Grades K-12 |
| Russian I, II, III | Grades 9 -12 |
| Freshman Seminar | Grade 9 |
| Science | Grades K- 5 |
| Science | Grades 6 – 8 |
| Science | Grades 9 - 12 |
| Social Studies | Grades 6 – 12 |

D-8 RESOLVED, motion to readopt Manville School District Curricula/Textbooks, as shown on attached Addendum II, for the 2017-2018 School Year, copies may be found in the Superintendent’s Office or respective school buildings.

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 July 2017

WHEREAS, these reports show the following balances on July 31, 2017:

FUND	CASH BALANCE	APPROPRIATION BALANCE	FUND BALANCE
(10) General Current Expense Fund	\$1,628,175.51		\$406,262.87
(11) Current Expense	\$ -	\$2,434,270.54	
(12) Capital Outlay		\$13,720.00	
(13) Special Schools		\$0.00	
(20) Special Revenue Fund	\$60,129.64	\$427,676.65	\$0.00
(30) Capital Projects Fund	\$84,960.13	\$0.00	
(40) Debt Service Fund	(\$108,164.07)	\$0.00	\$0.00
TOTAL	\$1,665,101.21	\$2,875,667.19	\$406,262.87

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		\$1,485,269.92
Special Revenue Fund #20		157,125.67
Capital Projects Fund #30		33,609.75
Debt Service Fund #40		
TOTAL		\$1,676,005.34

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>
2906	09/05/2017	Edvocate	\$1,122.00
2907	09/07/2017	Breakdown Products	255.00
		TOTAL	\$1,377.00

E-4 DONATIONS

RESOLVED, the Board of Education accepts a donation of Health Promotion Wave (Comprehensive Health Education Kits) as well as the online program grades 9 – 12 from Manville Borough.

RESOLVED, the Board of Education accepts a donation of school supplies and back packs for students of Weston School, Roosevelt School, ABIS, and Manville High School for the 2017 – 2018 School Year from Good Shepherd Lutheran Church, Somerville, NJ through their “Back Packing for Others” program.

RESOLVED, the Board of Education accepts a donation of school supplies for students of Weston School, Roosevelt School, and ABIS for the 2017 – 2018 School Year from the Manville Senior Citizens Group.

RESOLVED, the Board of Education accepts a donation from Donor’s Choose for five (5) Wobble Stools for Roosevelt School with an estimated value of \$450.00.

E-5 EMERGENCY MANAGEMENT PLAN

RESOLVED, the Board of Education approves the Manville School District Emergency Management Plan for the 2017-2018 School Year.

E-6 APPROVAL OF EMERGENCY BUS DRILL

RESOLVED, the Board of Education approves that the Emergency Bus Evacuation Drill was completed on September 7, 2017 at The Manville High School in accordance with N.J.S.A. 6A:27-2.3.

E-7 NEW JERSEY SCHOOL BOARDS CONFERENCE

RESOLVED, the Board of Education approves the following District Board members to attend the New Jersey School Boards Annual Workshop, Atlantic City, N.J. October 23-October 26, 2017.

Board of Education – Branden Agans, Heidi Alles, Kelly Harabin, Sharon Liszczak, Sharon Lukac, Ned Panfile

District Administration – Robert Beers, Kimberly Clelland

Registration Fee (\$300 per person OR group rate \$1,500); Mileage (\$.31.5 per mile)

E-8 NEW ROAD SCHOOLS - RESOLUTION TO WAIVE COLLECTION OF FEES FOR CNP

RESOLVED, the Board of Education approves the following for the 2017-2018 School Year concerning New Road Schools of New Jersey:

FURTHER RESOLVED, New Road Schools has not applied for or received funding from the Child Nutrition Program as administered by the New Jersey Department of Agriculture. New Road Schools is a for-profit corporation and therefore not eligible to receive funding under the Child Nutrition Program. 6A:23A-18.5(a)20ii

FURTHER RESOLVED, New Road Schools shall not charge students for paid and reduced meals in accordance with the income eligibility criteria established by the Child Nutrition Program as administered by the New Jersey Department of Agriculture. 6A:23A-18.5(a)20ii.

F. Communications/Public Relations Committee: Jeanne Lombardino, Chairperson

VIII. OLD BUSINESS/NEW BUSINESS

IX. PUBLIC COMMENT – Ms. Alles will invite questions and comments from the public.

X. 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.

XI. ADJOURNMENT