

MILLVILLE BOARD OF EDUCATION

AGENDA

October 17, 2016

MILLVILLE BOARD OF EDUCATION
MILLVILLE, NEW JERSEY
OCTOBER 17, 2016
AGENDA

1. Call to Order
2. Roll Call and Establishment of Quorum
3. Flag Salute
4. Approval of Minutes of Previous Meeting
5. Report of the President
6. Report of Committees:
 - a. Finance Committee Bob Donato
 - b. Community Relations Committee Robert McQuade
 - c. Facilities Committee Mike Beatty
 - d. Professional Review Committee Bob Donato
 - e. Policy Committee Brianna Wilson
 - f. Curriculum Committee Lisa Santiago
 - g. Shared Services Committee Robert McQuade
 - h. Legal Committee Arnold Robinson, Esq.
7. Public Review of the Agenda
8. Report of the Superintendent
(An asterisk denotes all board members vote on items.)
Presentations:
 - a. Years of Service/Perfect Attendance
 - b. EVVRS
9. Report of the Secretary and Budget Control
10. Communications (Letters and other communications have been distributed to all Board Members. Where appropriate, they are available for review by the public in the Board Secretary's office.)
11. Unfinished Business
12. New Business
13. Payment of Bills and Cafeteria Bills (List of bills available for inspection in the Board Secretary's office)
14. Hearing of the Delegation
15. Adjournment

General – As Recommended by the Superintendent

- *1 It is recommended the Board of Education approve the list of out-of-district workshops as indicated in the backup.
- *2 It is recommended the Board of Education approve the list of field trips as indicated in the backup.
- *3 It is recommended the Board of Education accept the 2015-16 Electronic Violence and Vandalism Report as submitted to the Department of Education. This fulfills our obligation to conduct a public presentation of the data in accordance with 6A:16-5.2 and 18A:17-46 (reports attached).
- *4 It is recommended the Board of Education approve the **revised** Corrective Action Plan to address the findings in the Consolidated Monitoring Report and the submission of the Corrective Action Plan to the Office of Fiscal Accountability and Compliance.
- *5 It is recommended the Board of Education approve the amended shared services agreement with the City of Millville. The \$3,000 reduction is to remove the IT Governance from the agreement. The new total will be \$33,500.
- *6 It is recommended the Board of Education approve the revised job description for the position of K-12 Supervisor of Guidance as indicated in the backup.
- *7 It is recommended the Board of Education approve the job description for the position of Registration and Transportation Coordinator as indicated in the backup.
- *8 It is recommended the Board of Education appoint Laura Shepherd as the District Homeless Liaison for the 2016-2017 school year effective October 1, 2016.
- *9 It is recommended the Board of Education approve a program through the Cumberland County Department of Workforce Development for an after-school and summer program for eligible youth to prepare them for employment with the Wawa Summer Youth Employment Program of other work experience opportunities at no cost to the district.

SUPERINTENDENT'S REPORT
General – Cont'd

October 17, 2016

- *10 It is recommended the Board of Education approve out-of-state travel to the National School Administration Manager (SAM) Innovation Project Annual Conference in Fort Lauderdale, FL, January 26 - 28, 2017 for Pamm Moore, Christi Finney, Harry Drew, Sonya Ivanovs, Brian Robinson, Kathy Rivera, Steve Saul, Terry Davis, Eric Reissek, Tammy Haley, Spike Cook, Angie Diaz, Nora Zielinski, Sue Whilden, and Mike Coyle. Total cost should not exceed \$5,670. – District funds

- *11 It is recommended the Board of Education approve creating two positions for Credit Completion/Saturday Detention at Millville Senior High School/Memorial High School. Each position will be paid at the MEA hourly rate of \$31 for two hours weekly and four hours on scheduled Saturdays. – District funding

- *12 It is recommended the Board of Education approve creating a position for Building Maintenance Worker – Night Shift at Millville Senior High School. – District funding

- *13 It is recommended the Board of Education approve the following policies for second reading:
 - 3335 Travel Expenses - *Revise*
 - 3541 Transportation - *Revise*
 - 4143.6 Disability Income Protection - *Revise*
 - 5114 Suspension & Expulsion/Pupil Due Process – *Revise*
 - 5131.6 Substance Abuse - *Revise*
 - 5131.6 Substance Abuse Regulation/Procedure - *Revise*
 - 5131.75 Physical Restraint of Students by Staff Members - *Revise*
 - 5141.26 Administration of Medical Marijuana – *Revise*

 - 9322.5 Audio-Video Participation by Board Members at Public Meetings – *Draft New Policy*
 - 5145.46 Student Gender – *Draft New Policy*
 - 5141.27 Opioid Overdose Prevention – *Draft New Policy*

- *14 It is recommended the Board of Education approve a clinical externship practicum for a Master of Science in Communication Disorders program student, Rebecca Nesterwitz, enrolled at Stockton University. She will be under the supervision of Melissa Flynn for the period January 17 through April 27, 2017.

SUPERINTENDENT'S REPORT

October 17, 2016

General – Cont'd

- *15 It is recommended the Board of Education approve a pre-practicum Shadowing Experience for a Masters in School Counseling student, Anthony Procopio, Jr., enrolled at Gwynned Mercy University for 25 hours with Dave Vorndran. Upon completion of the Shadowing Experience, he will complete his Practicum and Internship hours under the direction of Dave Vorndran at the Senior High School.
- *16 It is recommended the Board of Education approve creating 10 positions for Memorial/Senior Positive Behavior Support Team Planning. Each position will be paid at the MEA hourly rate for five hours each. – IDEA Basic funding
- *17 It is recommended the Board of Education approve Dr. Lorenzo Puertas and Psych-Educational Services to provide bilingual speech-language evaluations for the district for the 2016-17 school year. Cost per evaluation: \$500.00

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- 18 It is recommended the Board of Education approve a research project to be conducted at Child Family Center across the 2016-2017 school year by Miss Kelleen Corrigan, practicum student in Applied Behavior Analysis at the A.J. Drexel Autism Institute at Drexel University at no cost to the district. Please refer to the backup.
- 19 It is recommended the Board of Education approve a clinical practicum in guidance for Staci Kinzel, enrolled at Wilmington University in the School Counseling graduate program for the spring 2017 semester beginning January 9, 2017. She will complete her required hours under the direction of Patricia Curcuru at Rieck Avenue School.
- 20 It is recommended the Board of Education approve participation in the Fresh Fruit and Vegetable Grant program for the 2016-2017 school year for Wood School and accept the funds in the amount of \$12,320. There will be no cost to the district.
- 21 It is recommended the Board of Education approve creating a position for Part-time Preschool Paraprofessional at Child Family Center. – ECPA funding

SUPERINTENDENT'S REPORT

October 17, 2016

General – cont'd

- 22 It is recommended the Board of Education approve the establishment of the Silver Run Garden Club for the 2016-2017 school year under the guidance of the following faculty volunteers:

Elizabeth Thompson
Connie Thon

Doris Hall
Paul Williams

Dawn Nessen

- 23 It is recommended the Board of Education approve the acceptance of a Skeeter Rabbit 3D Mobile Unit donated by GIVE3D Inc., a Vineland, NJ nonprofit founded by Skeete Nally, to be used in Math and Science classes at Lakeside Middle School valued at \$9,500.
- 24 It is recommended the Board of Education approve the grant application to the NJDOE for Title I Arts Integration Pilot Program in the amount of \$100,000. This program uses arts-integration as a strategy to improve achievement in the core academic subjects. Our project will work with Rieck Avenue School students and staff. It will provide materials, professional development, and utilize professionals in the fields of art, theater, and music. The grant term will be from January 1 through July 31, 2017.

Leave of Absence

- 25 It is recommended the Board of Education approve the partially paid medical leave of absence for employee #4882 from November 14, 2016 to March 14, 2017 utilizing the NJ Family Leave Act.
- 26 It is recommended the Board of Education approve the partially paid medical leave of absence for employee #5966 from October 11, 2016 to January 2, 2017.
- 27 It is recommended the Board of Education approve the paid medical leave of absence for employee #2896 from October 10 to November 21, 2016.
- 28 It is recommended the Board of Education approve the partially paid medical leave of absence for employee #3051 from September 22 to December 1, 2016.
- 29 It is recommended the Board of Education approve the paid medical leave of absence for employee #2104 from November 7 to November 21, 2016.

SUPERINTENDENT'S REPORT

October 17, 2016

Leave of Absence – cont'd

- 30 It is recommended the Board of Education approve the unpaid, intermittent medical leave of absence for employee #5869 effective October 11, 2016 utilizing the NJ Family Leave Act.
- 31 It is recommended the Board of Education approve the paid, intermittent medical leave of absence for employee #6009 effective October 11, 2016 utilizing the Family Medical Leave Act.

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- *32 It is recommended the Board of Education approve the paid, intermittent medical leave of absence for employee #3235 effective September 19, 2016.
- *33 It is recommended the Board of Education approve the paid medical leave of absence for employee #874 from October 11, 2016 to February 1, 2017.
- *34 It is recommended the Board of Education approve the paid, intermittent medical leave of absence for employee #4333 effective October 1, 2016 utilizing the Family Medical Leave Act.

Appointments

- The following appointments will become official upon approval from the Board of Education and receipt of all necessary certifications together with successful clearances from the employee physical exam, drug screening and criminal history check.
- *35 It is recommended the Board of Education approve the appointment of Samantha Landi to the position of One-to-One Paraprofessional (pc#10110) at Memorial with a proposed start date of October 18, 2016. She will be paid at the 1st step of the MEA salary guide, \$19,377 (pro-rated). – District funding
 - *36 It is recommended the Board of Education approve the appointment of Lamont Robinson to the position of Special Education Teacher – Behavior Disorders Class (pc#10242) at Millville Senior High School with a proposed start date of \$October 18, 2016. He will be paid at the 1st step of the MEA salary guide (MA), \$51,073 (pro-rated). – District funding

SUPERINTENDENT'S REPORT

October 17, 2016

Appointments – cont'd

- *37 It is recommended the Board of Education approve the appointment of Eric Fizur to the position of Security Aide (pc#893) at Millville Senior High School with a proposed start date of October 18, 2016. He will be paid at the 1st step of the MEA salary guide, \$20,577 + \$200 (JD/BA degrees) = \$20,777 (pro-rated). – District funding

- *38 It is recommended the Board of Education approve the appointment of William Branin to the position of Academic Team Advisor for the 2016-2017 school year. He will be paid a stipend of \$2,000. – District funding

- *39 It is recommended the Board of Education approve the appointment of Cindy Lugo to the position of Secretary 12B – Central Registration (pc#789) at Culver Center with a proposed start date of October 18, 2016. She will be paid at the 2nd step of the MEA salary guide, \$29,218 (pro-rated). – District funding

- *40 It is recommended the Board of Education approve the appointment of Michele Lobaito to the position of Teacher of Psychology and Child Development (pc#166) at Millville Senior High School with a proposed start date of October 18, 2016. She will be paid at the 2nd step of the MEA salary guide (BA+30), \$50,473 (pro-rated). – District funding

- *41 It is recommended the Board of Education approve the appointment of Courtney Carola to the position of Library Paraprofessional (pc#620) at Memorial with a proposed start date of October 18, 2016. She will be paid at the 1st step of the MEA salary guide, \$19,377 + \$200 (Associate Degree) = \$19,577 (pro-rated). – District funding

- *42 It is recommended the Board of Education approve the appointment of the following staff to the position of Memorial/Senior Positive Behavior Support Team Planning:

| | | |
|----------------|-------------------|----------------|
| Amy Whilden | Melanie Errickson | Jennifer Panas |
| Dave Biaselli | Molly McCullough | KT Fouhy |
| Jamie Burrows | Tara Cotton | Matt Daniels |
| Alissa Clayton | | |

Staff will be paid at the MEA hourly rate of \$31, not to exceed five hours each. – IDEA Basic funding

SUPERINTENDENT'S REPORT
Appointments – Cont'd

October 17, 2016

*43 It is recommended the Board of Education approve the appointment of Kerry Smith to the position of District AVID Tutor for the 2016-2017 school year. She will be paid for up to 34 weeks, one to five days per week, not to exceed 18 hours per week at the hourly rate of \$10. – District funding

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- 44 It is recommended the Board of Education approve the appointment of Lisa Piccioni to the position of Preschool Teacher (pc#169) at Child Family Center with a proposed start date of October 18, 2016. She will be paid at the 6th step of the MEA salary guide, \$52,073 (pro-rated). – ECP funding
- 45 It is recommended the Board of Education approve the appointment of Miranda DelVicario to the position of Preschool Paraprofessional (pc#47) at Child Family Center with a proposed start date of October 18, 2016. She will be paid at the 1st step of the MEA salary guide, \$19,377 + \$200 (credits) = \$19,577 (pro-rated). – ECP funding
- 46 It is recommended the Board of Education approve the appointment of Marcella Greene-Smith to the position of PBIS Paraprofessional (pc#10139) at Holly Heights with a proposed start date of October 18, 2016. She will be paid at the 2nd step of the MEA salary guide, \$19,377 + \$200 (credits) = \$19,577 (pro-rated). – District funding
- 47 It is recommended the Board of Education approve the appointment of Benjamin Malaga to the position of One-to-One Paraprofessional (pc#) at Rieck Avenue with a proposed start date of October 18, 2016. He will be paid at the 1st step of the MEA salary guide, \$19,377 + \$200 (AA degree) = \$19,577 (pro-rated). – District funding
- 48 It is recommended the Board of Education approve the appointment of Scott Brydon, Sr. to the position of Night Lead Building Maintenance Worker (pc#994) at Silver Run with a proposed start date of October 18, 2016. He will be paid at the 4th step of the BMW/Council 18 salary guide, \$29,550 + \$2,500 (NL stipend) + \$1,600 (Black Seal) = \$33,650 (pro-rated). – District funding

SUPERINTENDENT'S REPORT
Appointments – Cont'd

October 17, 2016

49 It is recommended the Board of Education approve the appointment of Luis O. Santana-Rivera to the position of Building Maintenance Worker – Night Shift (pc#1096) at Silver Run with a proposed start date of October 18, 2016. He will be paid at the 1st step of the BMW/Council 18 salary guide, \$27,110 (pro-rated). – District funding

50 It is recommended the Board of Education approve the appointment of the following staff to the position of 21st Century Elementary Site Coordinator/Teacher for the 2016-2017 school year effective October 18, 2016:

| | | |
|--------------|-----------------------|----------------|
| Eric Paulson | John Riley | Sandra Sivieri |
| Donna Terry | Maria Molinelli-Loper | James Rettig |

Staff will be paid at the MEA hourly rate of \$31 for up to five days per week, one to seven hours per day. – 21st Century grant funding

51 It is recommended the Board of Education approve the appointment of staff to the position of 21st Century Elementary Aides for the 2016-2017 school year effective October 18, 2016:

| | | |
|--------------|-------------|-------------------|
| Megan Devich | Luis Garcia | Stephanie Roagers |
|--------------|-------------|-------------------|

Staff will be paid at the MEA hourly rate of \$9.50 during the school year and \$14 during the summer for up to five days per week, three to seven hours per day. – 21st Century grant funding

52 It is recommended the Board of Education approve the appointment of Heather Lennox-Rowland to the position of School Library Media Specialist (pc#861) at Bacon/Wood Schools with a proposed start date of October 18, 2016. She will be paid at the 5th step of the MEA salary guide (BA +10), \$50,673 (pro-rated). – District funding

Transfers

53 It is recommended the Board of Education approve the transfer of Luz Ortiz from the position of Paraprofessional (pc#1222) at Lakeside to the split position of Special Education Paraprofessional (pc#567) at Rieck Avenue/Lakeside effective October 18, 2016.

SUPERINTENDENT'S REPORT

October 17, 2016

Transfers – Cont'd

- *54 It is recommended the Board of Education approve the following transfers effective October 1, 2016:

Ferda Akilli from Custodian (pc#919) at Memorial/Mount Pleasant to Custodian (pc#1113) at Memorial.

Jason Harrington from Paraprofessional (pc#10110) at Memorial to Paraprofessional (pc#134) at Memorial.

Lawrence Hickman from Paraprofessional (pc#1074) at Lakeside to Paraprofessional (pc#561) at Lakeside.

Ashanti Rankin from Paraprofessional (pc#10166) at Lakeside to Paraprofessional (pc#10046) at Lakeside.

Salary Adjustments

- *55 It is recommended the Board of Education approve the salary adjustments due to credits as indicated in the backup effective September 1, 2016.

Co-Curricular Appointments

- *56 It is recommended the Board of Education approve the following **revised** Co-Curricular/Schedule B appointment:

Valerie Archetto

Dessert Theater Step 3 Shared position 40% = \$907.60

- *57 It is recommended the Board of Education approve the appointment of staff to the Fine and Performing Arts Co-Curricular/Schedule B positions as indicated in the backup.
- *58 It is recommended the Board of Education approve the appointment of staff to the Co-Curricular/Schedule B Annual positions at Millville Senior High School as indicated in the backup.
- *59 It is recommended the Board of Education approve Scott Bozearth as a Volunteer Football Coach.

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SUPERINTENDENT'S REPORT
Co-Curricular Appointments – Cont'd

October 17, 2016

- 60 It is recommended the Board of Education approve the following **revised** Co-Curricular/Schedule B appointments at Rieck Avenue:

Intramurals – Fall (2 positions)

| | |
|--------------------------|---------------|
| Kyle Drake | \$1782 |
| Monica Panichelli | \$1782 |

Intramurals – Winter (2 positions)

| | |
|--------------------------|---------------|
| Kyle Drake | \$1782 |
| Monica Panichelli | \$1782 |

- 61 It is recommended the Board of Education approve the appointment of staff to Co-Curricular/Schedule B positions at Lakeside as indicated in the backup.

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Special Education

- *62 It is recommended the Board of Education approve the addendum list of special education students for out-of-district placements for the 2016-2017 school year as indicated in the backup.

Transportation

- *63 It is recommended the Board of Education approve the following wheelchair bus and aide for Rieck Avenue 21st Century Program:

Sheppard Bus Company
35 Rockville Rd.
Bridgeton, NJ 08302

Quote #: RA21W
\$80.00 per diem x 150 days = \$12,000 Wheelchair Bus
\$45.00 per diem x 150 days = \$ 6,750 Aide

Total = \$18,750

SUPERINTENDENT'S REPORT
Transportation – cont'd

October 17, 2016

- *64 It is recommended the Board of Education approve the upgrade of a vehicle to a wheelchair bus for Route 708:

Sheppard Bus Company
35 Rockville Rd.
Bridgeton, NJ 08302

Quote #:708 Bid #07-41
\$50.00 per diem x 180 days = \$9,000 Wheelchair Bus

Budgetary Transfers – As Recommended by the Superintendent

- *65 It is recommended the Board of Education approve the budgetary transfers for the month ending August 31, 2016.

Board of Education's Monthly Certification - As Recommended by the Superintendent

- *66 It is recommended the Board of Education officially certify pursuant to NJAC 6:20-2:13(e) that as of August 31, 2016 and after a review of the secretary's monthly financial report (appropriations section) and upon consultation with the appropriate district officials, to the best of our knowledge, no major account or fund has been over-extended in violation of NJAC 6:20-2:13(b) and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

Secretary's Monthly Certification – As Recommended by the Superintendent

- *67 It is recommended the Board of Education approve the Board Secretary's monthly certification of budgetary line item status for August 31, 2016.

Balance Sheet Reports – As Recommended by the Superintendent

- *68 It is recommended the Board of Education officially accept the four balance sheets from the board secretary for the General Fund, Special Reserve Fund, Capital Projects Fund and the Debt Service Fund as required under the GAAP procedure for the month ending August 31, 2016.