

MILLVILLE
BOARD OF EDUCATION
AGENDA
MARCH 7, 2016

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MILLVILLE, NEW JERSEY
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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 Joe Pepitone
 - e. Policy Committee Brianna Bucci
 - f. Curriculum Committee Lisa Santiago
 - g. Shared Services Committee Connie Johnson
 - 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.
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. Hearing of the Delegation
14. 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 approve the shared services agreement with the City of Millville for Information Technology Services. The term will be January 1, 2016 to December 31, 2016, and the cost to the City will be \$36,500.
- *4 It is recommended the Board of Education approve the District's Comprehensive Equity Plan, which outlines Millville's compliance with state and federal laws governing equity in our educational programs.
- *5 It is recommended the Board of Education appoint Donna Meyers as the Affirmative Action Officer, American Disabilities Act Coordinator (A.D.A.) and Desegregation Officer for the 2016-2017 school year.
- *6 It is recommended the Board of Education approve the continued partnership with the Rowan University Woodrow Wilson Fellowship program as indicated in the backup at no cost to the district.
- *7 It is recommended the Board of Education abolish the position of Secretary 12-month/B in the Special Services department (pc#243) and create a new position, Secretary 10-month/B in Special Services (pc#102288) effective July 1, 2016.
- *8 It is recommended the Board of Education approve the application to the NJ Partnership for Prevention of HIV, STDs and Teen Pregnancy for additional funds in the amount of \$18,675 and to accept these funds upon approval. The additional funds will be used to fund curriculum development work in the area of student sexual health, to develop a comprehensive community services referral guide, to review and recommend revisions to relevant Board of Education policies and to provide professional development to school nurses and guidance counselors. Upon approval, grant funds will total \$23,675.

General – As Recommended by the Superintendent

- *9 It is recommended the Board of Education approve a 420 hour Fall 2016 Speech-Language Pathology Externship for Jodi Raymond at Western Kentucky University. The supervising speech-language pathologist will be Missy Flynn.

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- 10 It is recommended the Board of Education approve the grant application to the Community Foundation of New Jersey in the amount of \$700. The application is for their *Field Trip New Jersey* grant initiative. The funding will bus AVID Program students on a university tour to expose them to the exciting opportunities and be inspired to pursue college. The field trip will occur on April 27, 2016.
- 11 It is recommended the Board of Education approve the grant application to the Community Foundation of New Jersey in the amount of \$480. The application is for their *Field Trip New Jersey* grant initiative. The funding will bus 5th grade students from Holly Heights to participate in the Multicultural Week activities on High Street. The field trip will occur on April 28, 2016.
- 12 It is recommended the Board of Education approve the application for the 21st Century Community Learning Center Program Continuation Grant: Cohort 11 (NGO: #16-EK37-HO5) for \$500,000 – year two of five. The grant will run from September 1, 2016 – August 31, 2017.
- 13 It is recommended the Board of Education approve the grant application to NJEA Frederick L. Hipp Foundation for Excellence in Education. The funding will be used for a Memorial Reading Garden project at Rieck Avenue School. There is no cost to the district.

Leave of Absence - As Recommended by the Superintendent

- 14 It is recommended the Board of Education approve the unpaid medical leave of absence for employee #5751 from April 5 to May 3, 2016.

SUPERINTENDENT'S REPORT

March 7, 2016

Leave of Absence - cont'd

- 15 It is recommended the Board of Education approve the extension of the paid medical leave of absence for employee #1118 to April 4, 2016.
- 16 It is recommended the Board of Education approve the extension of the paid medical leave of absence for employee #2899 to May 2, 2016.
- 17 It is recommended the Board of Education approve the unpaid medical leave of absence for employee #6275 from March 10 to March 24, 2016 utilizing the Family Medical Leave Act.

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- *18 It is recommended the Board of Education approve the paid, intermittent medical leave of absence for employee #1417 effective February 24, 2016.
- *19 It is recommended the Board of Education approve the extension of the paid medical leave of absence for employee #3845 to March 14, 2016.
- *20 It is recommended the Board of Education approve the paid medical leave of absence for employee #233 from March 15 to April 4, 2016.
- *21 It is recommended the Board of Education approve the paid medical leave of absence for employee #3235 from March 4 to April 11, 2016.
- *22 It is recommended the Board of Education approve the partially paid medical leave of absence for employee #5262 from April 4 to September 1, 2016 utilizing the Family Medical Leave Act.

Resignations - As Recommended by the Superintendent

- *23 It is recommended the Board of Education approve the resignation of Lisa Gerard from the position of Computer Technician 12 Month (pc#10108) for the District effective March 1, 2016.

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Resignations - Cont'd

- 24 It is recommended the Board of Education approve the resignation of Bret Gandy from the position of Custodian (pc#660) at Wood School effective March 4, 2016.
- 25 It is recommended the Board of Education approve the resignation of Jonathan Taney from the position of Security Aide (pc#517) at Lakeside effective March 15, 2016.

Retirements - As Recommended by the Superintendent

- 26 It is recommended the Board of Education approve the retirement of Antoinette Finch from the position of Paraprofessional (pc#454) at Child Family Center effective July 1, 2016.
- 27 It is recommended the Board of Education approve the retirement of Arthur Virtue from the position of Teacher of Industrial Arts (pc#855) at Lakeside effective July 1, 2016.

Appointments - As Recommended by the Superintendent

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.

- 28 It is recommended the Board of Education approve the appointment of Kara Polhamus to the position of School Age Child Care PM Adult Aide at Holly Heights effective March 8, 2016. She will be paid at the hourly rate of \$9.50. – District funding
- 29 It is recommended the Board of Education approve the extension of the temporary appointment of Heike Wheatly to the position of Kindergarten Teacher (pc#328) at Mount Pleasant School to March 24, 2016. – District funding
- 30 It is recommended the Board of Education approve the appointment of Keri Herdman to the temporary position of Paraprofessional (pc#173) at Child Family Center effective March 8 to June 30, 2016. She will be paid at the 1st step of the MEA salary guide, \$19,042 (pro-rated). – District funding

Appointments - Cont'd

- 31 It is recommended the Board of Education approve the appointment of Stephanie Roagers to the temporary position of One to One Paraprofessional (pc#10110) at Lakeside with a proposed start date of March 8, 2016 and effective to June 30, 2016. She will be paid at the 2nd step of the MEA salary guide, \$19,292 + \$200 (credits) - \$19,492 (pro-rated). – District funding
- 32 It is recommended the Board of Education approve the appointment of the following staff to the position of Club 21 Tutor effective March 8 to June 2016:

Crystal Bermudez

Sandee Gappa

Staff will be paid for up to five days per week, up to two hours per day at the MEA hourly rate of \$30. – 21st CCLC-Supplemental Grant funding

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- *33 It is recommended the Board of Education approve the appointment of Lida Stroup as a home instructor for 2015-2016 effective March 8, 2016. She will be paid at the MEA hourly rate of \$30. – District funding
- *34 It is recommended the Board of Education approve Bonnie Chester as the Volunteer Advisor for the American Sign Language Club at MSHS.

Transfer - As Recommended by the Superintendent

- *35 It is recommended the Board of Education approve the transfer of Sherry Gromes from the position of Secretary 12/B Special Services (pc#243) to the position of Secretary 10/B Special Services (pc#10228) effective July 1, 2016. She will be paid at the 5th step of the MEA 10/B Secretarial Guide, \$27,328. – District funding

Bids - As Recommended by the Superintendent

- *36 It is recommended the Board of Education approve the following bid award:

Quote Route 614 awarded to:
Sheppard Bus Company
35 Rockville Road
Bridgeton, NJ 08302

One bus to transport to and from DCP&P placed student from 323 Craven Avenue, Salem, NJ 08079 @ 6:30am to Holly Heights Elementary School at 2509 E. Main St., Millville, NJ. Student will be picked up from Holly Heights at 4:15pm and returned home. Student will attend Latchkey AM & PM.

\$180.00/bus x 76 days = \$13,680.00
Increase/Decrease per mile is \$1.50

- *37 It is recommended the Board of Education award Nickerson Corporation for **Bid #16-03 Football Grandstand Construction** for a total of \$592,398 to include demolition and construction of Football Grandstand with asphalt slab.

Budgetary Transfers – As Recommended by the Superintendent

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

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

- *39 It is recommended the Board of Education officially certify pursuant to NJAC 6:20-2:13(e) that as of January 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.

SUPERINTENDENT'S REPORT

March 7, 2016

Secretary's Monthly Certification – As Recommended by the Superintendent

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

Balance Sheet Reports – As Recommended by the Superintendent

- *41 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 January 31, 2016.

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