

MILLVILLE
BOARD OF EDUCATION
AGENDA
NOVEMBER 7, 2016

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MILLVILLE, NEW JERSEY
NOVEMBER 7, 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 Joe Pepitone
 - e. Policy Committee Brianna Wilson
 - 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.)

Presentation: Nursing Services Plan
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 submission of the QSAC Statement of Assurances for the 2016-17 school year to the Department of Education.
- *4 It is recommended the Board of Education approve the District Improvement Plan (DIP) to address missed indicators in the 2015-16 NJQSAC District Performance Review and the submission of the DIP to NJDOE.
- *5 It is recommended the Board of Education approve the Nursing Services Plan for the 2016-2017 school year.
- *6 It is recommended the Board of Education approve the Comprehensive Maintenance Plan for the 2017-2018 school year.
- *7 It is recommended the Board of Education approve the anticipated maintenance budget (M-1) for the 2017-2018 school year.
- *8 It is recommended the Board of Education accept the Aetna increase of 7.3% for the 2017 calendar year. The estimated premiums are \$15,855,432.
- *9 It is recommended the Board of Education approve Memorandum of Agreement between Education and Law Enforcement Officials.
- *10 It is recommended the Board of Education approve the following policy for first reading:

Regulation 6146.05 Option 2 – Graduation Requirements
- *11 It is recommended the Board of Education approve the reports for bus evacuation drills which were held in October, 2016 in accordance with N.J.A.C. 6A:27-11.2(d).

General – cont'd

- *12 It is recommended the Board of Education approve eliminating the Night Lead bonus stipend with Council 18 effective November 1, 2016.
- *13 It is recommended the Board of Education approve the revised job description for K-12 Supervisor of Guidance (pc#10231).
- *14 It is recommended the Board of Education approve the following wage increases effective December 1, 2016:

Increase maintenance substitute stipend from \$9.00 to \$12.00
Increase nurse substitute stipend from \$150/day to \$200/day
Increase classroom aide substitute from \$59/day to \$63/day (this will meet minimum wage increase from \$8.38 to \$8.44)
Increase secretary substitute from \$59/day to \$63/day (this will meet minimum wage increase from \$8.38 to \$8.44)
- *15 It is recommended the Board of Education approve Dr. Lorenzo Puertas and Psych-Educational Services to provide bilingual psychological, learning and social evaluations for the district for the 2016-17 school year. Cost per evaluation: \$500.00 – District funding
- *16 It is recommended the Board of Education approve creating a position for Veteran Interview Project Instructor at Memorial/Senior. The position will be paid at the MEA hourly rate of \$31 for up to 24 sessions by December 31, 2016, not to exceed \$747. – Veteran Interview Donation funding
- *17 It is recommended the Board of Education approve creating a ten hour club, Film and Photography Club, at MSHS. – District funding
- *18 It is recommended the Board of Education approve the agreement with Western Kentucky University (College of Health and Human Services, Communication Science & Disorders Department and the Kentucky Medical Services Academy) to accept the placement of enrolled students for externship experiences in our district. The agreement will be in effect from August 8, 2016 through December 31, 2019 at no cost to the district.

General – cont'd

- *19 It is recommended the Board of Education approve creating one additional Co-Curricular/Schedule B position for Winter Track Coach to be effective November 28, 2016. – District funding
- *20 It is recommended the Board of Education approve the acceptance of funds in the amount of \$35,000 for the IDEA CCLC Supplemental Discretionary Grant to be used for inclusion of students with disabilities within the existing 21st CCLC afterschool programs in the district for the period September 1, 2016 through August 31, 2017.

1-20 ALL

- 21 It is recommended the Board of Education approve a clinical externship practicum for a Master of Science in Communication Disorders program student, Katelyn Dailey, enrolled at Western Kentucky University. She will be under the supervision of Debbie Hayes at Mount Pleasant/Wood at no cost to the district.
- 22 It is recommended the Board of Education approve a 25 hour fieldwork experience in Instructional Leadership and Supervision for Rebecca Henry enrolled at Rowan University. She will work under the supervision of Spike Cook at Lakeside at no cost to the district.
- 23 It is recommended the Board of Education accept the donation of 325 uniforms from the United States Taekwondo Foundation valued at \$10 each.
- 24 It is recommended the Board of Education approve the following Fall/Winter Continuing Education programs as indicated in the backup:
 - Girls Field Hockey Winter Play – 8 lessons beginning November 14, 2016 through January 9, 2017 for grades 1 through 8.
 - 2017 Girls Lacrosse Clinic – 10 lessons beginning January 23 through March 27 for grades 1 through 8.

Leave of Absence

- 25 It is recommended the Board of Education approve the revised partially paid medical leave of absence for employee #5366 from December 16, 2016 to February 27, 2017 utilizing the NJ Family Leave Act.
- 26 It is recommended the Board of Education approve the paid, intermittent medical leave of absence for employee #1702 effective October 20, 2016.
- 27 It is recommended the Board of Education approve the paid medical leave of absence for employee #4761 from October 17 to November 2, 2016.
- 28 It is recommended the Board of Education approve the paid, intermittent medical leave of absence for employee #74 from October 17, 2016 to June 30, 2017.
- 29 It is recommended the Board of Education approve the paid medical leave of absence for employee #228 from September 30 to October 18, 2016.
- 30 It is recommended the Board of Education approve the paid medical leave of absence for employee #2396 from October 24 to January 24, 2017.
- 31 It is recommended the Board of Education approve the unpaid, intermittent medical leave of absence for employee #1999 effective October 17, 2016 utilizing the NJ Family Leave Act.

21-31 MILLVILLE

- *32 It is recommended the Board of Education approve the paid, intermittent medical leave of absence for employee #2463 from October 25, 2016 to June 30, 2017 utilizing the Family Medical Leave Act.
- *33 It is recommended the Board of Education approve the extension of the paid medical leave of absence for employee #2838 to November 30, 2016.

Resignation

- *34 It is recommended the Board of Education approve the resignation of Jennifer Russell from the position of Cafeteria Worker (pc#1141) at Memorial effective October 26, 2016.

Retirement

- *35 It is recommended the Board of Education approve the retirement of Tracy Seitz from the position of Teacher of Special Education (pc#787) at MSHS effective February 1, 2017.

32-35 ALL

- 36 It is recommended the Board of Education approve the retirement of Viviana Doerr from the position of Teacher of Basic Skills/RTI (pc#912) at Holly Heights effective January 1, 2017.

- 37 It is recommended the Board of Education approve the retirement of Patti Valeri from the position of Teacher of Physical Education (pc#462) at Holly Heights effective July 1, 2017.

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.

- 38 It is recommended the Board of Education approve the appointment of Melissa Sorantino to the position of Building Maintenance Worker – Night Shift (pc#1165) at Child Family Center with a proposed start date of November 8, 2016. She will be paid at the 1st step of the Council 18/BMW salary guide, \$27,110 (pro-rated). – District funding
- 39 It is recommended the Board of Education approve the appointment of Derek King to the position of Building Maintenance Worker – Night Shift (pc#1155) at Child Family Center with a proposed start date of November 8, 2016. He will be paid at the 3rd step of the Council 18/BMW salary guide, \$28,705 (pro-rated). – District funding

SUPERINTENDENT'S REPORT
Appointments – cont'd

NOVEMBER 7, 2016

- 40 It is recommended the Board of Education approve the appointment of the following staff to the position of 21st Century Site Coordinator/Teacher effective November 8, 2016:

Amy Miletta
Shawn Jenkins

Gerald Bruman
Anjanette Finch

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

- 41 It is recommended the Board of Education approve the appointment of the following staff to the position of 21st Century Elementary Aide effective November 8, 2016:

Amy Miletta

Barbara Todd

Staff will be paid at the hourly rate of \$9.50 for three to five hours per day. – 21st Century grant funding

- 42 It is recommended the Board of Education approve the appointment of the following staff to School Age Child Care positions effective November 8, 2016:

Kourtney Ippolito – AM Adult Aide Rieck Ave/Adult Aide Substitute
Denise Pettit – AM Adult Aide Rieck Ave
Bruce Querns – PM Adult Aide Substitute
Diego Carrero – Adult Aide AM Holly/Adult Aide PM Wood
Joyce Hardy – Substitute Supervisor PM Holly

Staff will be paid at the hourly rate of \$9.50 for aides and \$10.73 for Supervisors, for up to five hours per day. – Latch Key funding

- 43 It is recommended the Board of Education approve the appointment of the following staff to the position of Evening Parent Activity Presenter at Child Family Center to conduct five parent workshops during the 2016-17 school year:

Debra Permito
Sharon Wright
Casey Wilson

Cindy Ciocco
Cindy Tarpine

Barbara Lore
Kathy Parent

Staff will be paid at the hourly rate of \$31 for up to five hours per workshop. – ECP funding

SUPERINTENDENT'S REPORT

NOVEMBER 7, 2016

Appointments – cont'd

- 44 It is recommended the Board of Education approve the appointment of the following staff to the position of Wrap Around Instructional Aides Substitutes at Child Family Center effective November 8, 2016:

Da'Mir White (student)	Sarah Buckley (student)
Dannah Smith (student)	Kylie Porch (student)
Damaras Melendez	

Staff will be paid at the hourly rate of \$9.50 for adults and \$8.50 for students. – Wrap funding

- 45 It is recommended the Board of Education approve the appointment of Jordan Hess to the position of Elementary Teacher (pc#10086) at Bacon School with a proposed start date of November 8, 2016. She will be paid at the 1st step of the MEA salary guide, \$49,873 (pro-rated). – District funding
- 46 It is recommended the Board of Education approve the appointment of Alyssa Gaddy to the position of Part-time Classroom Aide (pc#10015) at Holly Heights with a proposed start date of November 8, 2016. She will be paid at the daily rate of \$35 for 3.5 hours per day. – District funding
- 47 It is recommended the Board of Education approve the appointment of Carolyn Lashley to the position of Part-time Classroom Aide (pc#637) at Rieck Avenue with a proposed start date of November 8, 2016. She will be paid at the daily rate of \$35 for 3.5 hours per day. – District funding
- 48 It is recommended the Board of Education approve the appointment of Roxanne Williamson to the position of Part-time Cafeteria Aide (pc#840) at Bacon School effective November 8, 2016. She will be paid at the hourly rate of \$11.18 for 3 ½ hours per day. – District funding

36-48 MILLVILLE

- *49 It is recommended the Board of Education approve the appointment of Melissa Hundt to the position of Part-time Cafeteria Worker (pc#977) at Memorial effective November 8, 2016. She will be paid at the hourly rate of \$13.32 for 3 ¾ hours per day. – District funding

SUPERINTENDENT'S REPORT

NOVEMBER 7, 2016

Appointments – cont'd

- *50 It is recommended the Board of Education approve the appointment of Danielle Rumph to the position of Cafeteria Substitute effective November 8, 2016. She will be paid at the hourly rate of \$9.00. – District funding
- *51 It is recommended the Board of Education approve the appointment of Ashley Trovarelli to the position of Secretary 12B – Special Services Department (pc#10171) at Culver Center with a proposed start date of November 8, 2016. She will be paid at the 3rd step of the MEA salary guide, \$29,488 +\$200 (Bachelor Degree) = \$29,688 (pro-rated). – District funding
- *52 It is recommended the Board of Education approve the appointment of Lance Henshaw to the position of Teacher of Chemistry (pc#1025) at Memorial with a proposed start date of November 8, 2016. He will be paid at the 1st step of the MEA salary guide, \$49,873 (pro-rated). – District funding
- *53 It is recommended the Board of Education approve the appointment of Matthew Daniels to the position of Advisor Film and Photography Ten Hour Club at MSHS effective November 8, 2016. He will be paid at the MEA hourly rate of \$31, not to exceed ten hours. – District funding
- *54 It is recommended the Board of Education approve the appointment of the following staff to share the two positions of Credit Completion/Saturday Detention at MSHS/Memorial effective October 29, 2016:

William Branin	Amy Whilden	Tom Wickward
Kristina Hulitt	Molly McCullough	Janet Todd
Steve Bowen	Brenda Hoffman	

Each position will be paid for two hours weekly and four hours on scheduled Saturdays at the MEA hourly rate of \$31. – District funding

- *55 It is recommended the Board of Education approve the appointment of Joseph Trembly to the position of Building Maintenance Worker – Night Shift (pc#10243) at MSHS with a proposed start date of November 8, 2016. He will be paid at the 1st step of the Council 18/BMW salary guide, \$27,110 (pro-rated). – District funding

SUPERINTENDENT'S REPORT

NOVEMBER 7, 2016

Appointments – cont'd

- *56 It is recommended the Board of Education approve the appointment of the following staff to the position of District AVID Tutors for the 2016-17 school year effective November 8, 2016:

Rebecca Demarre
Zachary Steelman

Zachary West
Delaney Sheppard

Staff will be paid at the hourly rate of \$10, not to exceed 18 hours per week. – District funding

- *57 It is recommended the Board of Education approve the following staff to teach an additional block at MSHS during the 2016-17 school year until two vacant, math teaching positions are filled:

Steve Bowen
Cindy Simione

Christopher Carney
Olivia Orlandini

Janet Ponzetti

Staff will be paid for 85 minutes per day at the MEA hourly rate of \$31. – District funding

- *58 It is recommended the Board of Education approve the appointment of Mihalo Protic as a home instructor for 2016-17 effective November 8, 2016. He will be paid at the hourly rate of \$31. – District funding

- *59 It is recommended the Board of Education approve the appointment of Katherine Rossbach to the position of Equity and Diversity Trainer at MSHS. She will be paid at the MEA hourly rate of \$31, not to exceed 17 hours. – IDEA Basic funding

Transfers

- *60 It is recommended the Board of Education approve the transfer of Rebecca Benson from the position of Teacher of Grades 1-5 (pc#10086) at Bacon to the position of Career and Technical Education Teacher – Graphics Design (pc#227) at Memorial/MSHS with a proposed start date of October 24, 2016.

49-60 ALL

- 61 It is recommended the Board of Education approve the transfer of Cindy Ciocco from the position of Intervention Team – Elementary (pc#365) to the position of Intervention Team – PIRT (pc#28).

SUPERINTENDENT'S REPORT

NOVEMBER 7, 2016

Transfers – cont'd

- 62 It is recommended the Board of Education approve the transfer of Daphne Bruno-Louis from the position of Teacher of Kindergarten (pc#19) at Rieck Avenue to the position of Teacher of Bilingual (pc#15) at Rieck Avenue effective November 1, 2016.

Co-Curricular Appointments

- 63 It is recommended the Board of Education approve the following **revised** appointment of staff to Co-Curricular/Schedule B Annual positions at Bacon School:

Intramurals/Dare to be Fit Fall - Shared

Kelly Bingham \$891.00 (50%)

Michele Pruett \$580.00 (50%)

Intramurals/Dare to be Fit Winter – Shared

Kelly Bingham \$1336.50 (75%)

Michele Pruett \$290 (25%)

-District funding

- 64 It is recommended the Board of Education approve the appointment of Marty Kavanagh Jr. to the Co-Curricular/Schedule B position of Winter Sports Athletic Coordinator at Lakeside. He will be paid a stipend of \$1906.33. – District funding

61-64 MILLVILLE

- *65 It is recommended the Board of Education approve the appointment of staff to the Co-Curricular/Schedule B Winter Sports positions as indicated in the backup. – District funding
- *66 It is recommended the Board of Education approve Scott Craner as a volunteer for the Marching Band.

SUPERINTENDENT'S REPORT

NOVEMBER 7, 2016

Transportation

- *67 It is recommended the Board of Education approve the following transportation quote:

Quote #: 236M \$80.00 per diem x 153 days = \$12,240.00
Sheppard Bus Company
35 Rockville Road
Bridgeton, NJ 08302

One bus to transport a DCP&P student from 1976 N. East Avenue, Vineland, NJ to Holly Heights – AM ONLY – ONE WAY @ \$80.00 per diem, \$1.50 increase/decrease per mile.

Budgetary Transfers – As Recommended by the Superintendent

- *68 It is recommended the Board of Education approve the budgetary transfers for the month ending September 30, 2016.

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

- *69 It is recommended the Board of Education officially certify pursuant to NJAC 6:20-2:13(e) that as of September 30, 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 Supt

- *70 It is recommended the Board of Education approve the Board Secretary's monthly certification of budgetary line item status for September 30, 2016.

Balance Sheet Reports – As Recommended by the Superintendent

- *71 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 September 30, 2016

65-71 ALL