

**MILLVILLE**  
**BOARD OF EDUCATION**  
**AGENDA**  
**OCTOBER 5, 2015**

MILLVILLE BOARD OF EDUCATION  
MILLVILLE, NEW JERSEY  
OCTOBER 5, 2015  
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 Mike Whilden
  - c. Facilities Committee Mike Beatty
  - d. Professional Review Committee Bob Donato
  - e. Policy Committee Mike Whilden
  - f. Curriculum Committee Lisa Santiago
  - g. Shared Services Committee Charles Flickinger
  - 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 Resolution No. 1151 authorizing the District to submit the Schematic Design for the renovations to Millville Senior High School to the NJ Department of Education.
- \*4 It is recommended the Board of Education approve the Memorandum of Understanding between Health Hero NJ and Millville Public Schools for the 2015-16 school year.
- \*5 It is recommended the Board of Education approve the Memorandum of Agreement between Education and Law Enforcement Officials for the 2015-16 school year.
- \*6 It is recommended the Board of Education approve the submission of the IDEA 2016 grant application, Amendment 1 for the following funds:
  - IDEA Basic \$1,638,117 including Carryover, 2015 in the amount of \$126,293
  - IDEA Preschool \$30,590 including Carryover, 2015 in the amount of \$1,046
- \*7 It is recommended the Board of Education approve increasing the substitute rate for nurses from \$125/day to \$150/day.
- \*8 It is recommended the Board of Education approve an additional category on the substitute list to include Athletic Trainers. The substitute trainer would be compensated at the nurse's rate.
- \*9 It is recommended the Board of Education approve the revised procedures for Payments for Nurses on Field Trips as indicated in the backup.

## **SUPERINTENDENT'S REPORT**

**October 5, 2015**

### **General – Cont'd**

- \*10 It is recommended the Board of Education approve the following Fall/Winter Continuing Education programs as indicated in the backup:

Fall Takedown Wrestling Tournament – November 14, 2015  
Junior Wrestling Clinic – November 2015 through March 2016

- \*11 It is recommended the Board of Education approve an additional \$230 for out of state travel (originally approved 9/21/15, item #29) due to increased airline fees since approval. This is for out of state travel to the National School Administration Manager (SAM) Innovation Project Annual Conference in Tucson, Arizona, January 21-24, 2016 for Pamm Moore, Brian Robinson, Harry Drew, Christi Finney, Joyce Bingham, and Sonya Ivanovs. – District funds
- \*12 It is recommended the Board of Education approve the application for \$33,300 in IDEA 21<sup>st</sup> CCLC supplemental funds to be used for inclusions of students with disabilities within the existing 21<sup>st</sup> CCLC afterschool programs in the district

### **1-12 ALL**

- 13 It is recommended the Board of Education approve creating a position for Special Education Shared Paraprofessional for three students at Rieck Avenue. – District funding
- 14 It is recommended the Board of Education approve travel for Kim Hallenbeck and Beth Benfer to present at the AVID National Conference in San Diego, CA from Wednesday, December 9 to Saturday, December 12, 2015. The total cost should not exceed \$770. – District funds
- 15 It is recommended the Board of Education approve travel for 5 AVID students, Beth Benfer, Steve Price, and Pamela Moore for participation in the AVID South Jersey Consortium sponsored by the University of Pennsylvania being held in Glassboro, NJ on Monday, October 19, 2015. The \$300 van rental will be paid from Lakeside, Memorial, and Millville Senior High School funds.

## **SUPERINTENDENT'S REPORT**

**October 5, 2015**

### **General – Cont'd**

- 16 It is recommended the Board of Education approve a research study to be conducted by Dr. Gabriella Marcu, associate of Dr. James Connell, Drexel University Center for Autism Research, in one classroom at Lakeside Middle School and two classrooms at Holly Heights School. The study will investigate the effectiveness of a web-based program to assist teachers in collection and analysis of behavioral data. Any publication of results will not identify students or school by name.

### **Leave of Absence - As Recommended by the Superintendent**

- 17 It is recommended the Board of Education approve the extension of an unpaid medical leave of absence for employee #2165 to November 2, 2015 utilizing the Family Medical Leave Act.
- 18 It is recommended the Board of Education approve the unpaid, intermittent medical leave of absence for employee #205 effective September 22, 2015 utilizing the Family Medical Leave Act.
- 19 It is recommended the Board of Education approve the partially paid medical leave of absence for employee #2739 from October 5, 2015 to January 7, 2016 utilizing the Family Medical Leave Act.

### **13-19 MILLVILLE**

- \*20 It is recommended the Board of Education approve the paid medical leave of absence for employee #5766 from September 11 to October 11, 2015.

### **Retirements - As Recommended by the Superintendent**

- \*21 It is recommended the Board of Education approve the retirement of Martin Kavanagh, Sr. from his position as School Social Worker (pc#105) for the District effective January 1, 2016.

### **20-21 ALL**

- 22 It is recommended the Board of Education approve the retirement of Jo-Ann Day from her position as Paraprofessional (pc#1004) at Lakeside effective January 1, 2016.

**Resignations - As Recommended by the Superintendent**

- 23 It is recommended the Board of Education approve the resignation of Patricia Battersby from her position as Paraprofessional (pc#10118) at Child Family Center effective October 9, 2015.
- 24 It is recommended the Board of Education approve the resignation of Odalis Segarra from her position as Paraprofessional (pc#10110) at Lakeside effective October 8, 2015.
- 25 It is recommended the Board of Education approve the resignation of Tracie Reed from her Co-Curricular position as Athletic Director at Lakeside effective September 29, 2015.

**Transfers - As Recommended by the Superintendent**

- 26 It is recommended the Board of Education approve the transfer of April Bird from her position as Temporary Paraprofessional until November 30, 2015 (pc#411) at Child Family Center to the position of Temporary Paraprofessional for the 2015-16 school year (pc#153) at Child Family Center effective October 6, 2015.

**Appointments - As Recommended by the Superintendent**

The following candidate(s) are recommended for emergent hiring pending completion of a criminal history check.

- 27 It is recommended the Board of Education approve the appointment of Brittany Procopio to the temporary position of Preschool Paraprofessional (pc#173) at Child Family Center with a proposed starting date of October 6, 2015. She will be paid at the 1<sup>st</sup> step of the MEA salary guide, \$18,937 + \$200 (credits) = \$19,137 (pro-rated). Salary may be adjusted when MEA contract is settled. – District funding
- 28 It is recommended the Board of Education approve the appointment of Ashley Schwegel to the position of Special Education Paraprofessional (pc#10141) at Lakeside with a proposed starting date of October 6, 2015. She will be paid at the 1<sup>st</sup> step of the MEA salary guide, \$18,937 (pro-rated). Salary may be adjusted when MEA contract is settled. – District funding



**Appointments – Cont'd**

- 34 It is recommended the Board of Education approve the appointment of the following staff to the position of Language Arts Tutors at Lakeside:

Rita Pettit                      Crystal Bermudez                      Kelly Gandy

They will be paid for two days per week, one hour per day at the MEA hourly rate of \$30. – Title I funding

- 35 It is recommended the Board of Education approve the appointment of Olivia Weldon to the position of Child Care for Evening Parent Activities at Child Family Center. She will be paid at the hourly rate of \$12 for three evening parent events, two hours per event. – ECP funding

- 36 It is recommended the Board of Education approve the appointment of the following staff to the position of Wrap Around Instructional Aides and substitutes at Child Family Center:

**Adult Aides**

Amy Marino                      Jackie Miller

**Student Aides**

Brooke Nichols

**Substitute Student Aides**

Brittany German                      Morgan Blystone                      Ashley Lilly

Staff will be paid at the hourly rate of \$9.50 for adults and \$8.38 for students. – ECP funding

- 37 It is recommended the Board of Education approve the appointment of Rebecca Henry to the position of CEZ Teacher/Special Services/CST Staff for 21<sup>st</sup> Century at Lakeside. She will be paid for five days per week, one to seven hours per day at the MEA hourly rate of \$30. – CEZ grant funding

**Appointments – Cont'd**

- 38 It is recommended the Board of Education approve the appointment of the following staff to the position of CEZ Aide and substitutes for 21<sup>st</sup> Century Middle School Program at Lakeside:

Marissa Neiswender	Scott Ehlin	Kanei Green-Scott
Kara Polhamus	Rebecca Thompson	Alexandra Gould

Staff will be paid for up to five days per week, one to seven hours per day at the hourly rate of \$9.50. – CEZ grant funding

- 39 It is recommended the Board of Education approve the appointment of Carrie Blystone to the position of Part-time Aide at Bacon effective October 6, 2015. She will be paid for five days per week, 3.5 hours per day at the rate of \$31.50 per day. – District funding

**22 - 39 MILLVILLE**

- \*40 It is recommended the Board of Education approve the list of substitutes as indicated in the backup.
- \*41 It is recommended the Board of Education approve the appointment of James McCarthy to the position of Skills USA Advisor. He will be paid for one day per week, one hour per day at the MEA hourly rate of \$30, not to exceed \$1,500 for the school year. – Perkins 2016 funding
- \*42 It is recommended the Board of Education approve the appointment of the following staff to the position of TSA Advisor:

Shawn Jenkins	Gerald Bruman	Jamie Burrows
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They will be paid for one day per week, one hour per day at the MEA hourly rate of \$30, not to exceed \$1,500 per position. – Perkins 2016 funding

**Appointments – Cont'd**

- \*43 It is recommended the Board of Education approve the appointment of the following staff to the position of District AVID tutors:

Marissa Sockwell

Courtney McCarthy

They 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

- \*44 It is recommended the Board of Education approve the appointment of the following staff to the position of Home Instructors for 2015-16:

Michael Morton

Elizabeth Peterson

John Phillips

They will be paid at the MEA hourly rate of \$30. – District funding

**Co-Curricular Appointments**

- \*45 It is recommended the Board of Education approve the appointment of Taron Gray to the Co-Curricular position of Assistant Coach – Football effective October 6, 2015. He will be paid \$3,274.20. – District funding

**Salary Adjustments - As Recommended by the Superintendent**

- \*46 It is recommended the Board of Education approve the salary adjustments due to credit increases as indicated in the backup.

**Budgetary Transfers – As Recommended by the Superintendent**

- \*47 It is recommended the Board of Education approve the budgetary transfers for the month ending August 31, 2015.

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

- \*48 It is recommended the Board of Education officially certify pursuant to NJAC 6:20-2:13(e) that as of August 31, 2015 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**

- \*49 It is recommended the Board of Education approve the Board Secretary's monthly certification of budgetary line item status for August 31, 2015.

**Balance Sheet Reports - As Recommended by the Superintendent**

- \*50 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, 2015.

40-50 ALL