

The Open Public Meeting of the Millville Board of Education was held in the Culver Center, located at 110 North Third Street, Millville, NJ, on Monday, March 10, 2014, at 7:00 pm.

The following were present:

Mr. Beatty	Present
Mr. Donato	Present
Mr. Flickinger	Present
Ms. Golden	Present
Mr. Herman	Present
Mrs. Johnson	Present
Mr. McQuade	Present
Mr. Pepitone	Absent
Mrs. Perrelli	Present
Mr. Whilden	Present

The following were also present:

Dr. David Gentile, Superintendent  
Mr. Bryce Kell, Board Secretary  
Mr. Steve Burke, Asst. Superintendent of Personnel & Assessment  
Dr. Pamela Moore, Asst. Superintendent Curriculum  
Mr. Arnold Robinson, Solicitor

### **President's Statement**

The Open Public Meeting was called to order at 7:00 pm by President Herman, and he read a statement as to the time and place of the meeting, as set forth in the "Open Public Meeting Act", (copy attached).

### **Minutes**

The minutes of the Open Public Meeting of February 10, 2014; the special meeting of February 24, 2014 to discuss the Superintendent's goals; and the Open Public Meeting of February 24, 2014, were reviewed. Mr. Whilden made a motion that the Board approve the minutes as reviewed. The motion was seconded by Mr. Flickinger, and carried by a unanimous voice vote by all board members.

### **Committee Meetings**

#### **Finance Committee**

Bob Donato reported on the committee meeting held last Tuesday. The budget was discussed and in particular the amount of state aid that was received. The topic of local property taxes was discussed and it was agreed to prepare a budget with the 2% increase.

#### **Facilities Committee**

Mike Beatty reported on the meeting held recently where old work orders were discussed. The high school swap was discussed and the SDA is supposed to approve a design consultant in the beginning of May. The renovation of Wheaton Field was discussed and a priority list is being developed.

#### **Professional Review Committee**

Bob Donato asked for support on several items including a speech teacher at Child Family Center, facilitators and an assistant track coach at Lakeside.

#### **Policy Committee**

Mike Whilden asked for support on the direct deposit policy.

### **Superintendent's Report**

Dr. Gentile and Ken Biddle (Professional Excellence Group) gave a presentation on developing a community outreach program. They reviewed the process they will use to develop the project. A survey was given to all board members to complete.

Mr. Whilden made a motion that the Board approve the following:

#### **General – As Recommended by the Superintendent**

- \* 1. Approve the list of out-of-district workshops as indicated in the back up.
- \* 2. Approve the list of field trips as indicated in the back up.
- \* 3. Approve Resolution No. 1116 to authorize the implementation of mandatory direct deposit of payroll for all employees beginning July 1, 2014.

- \* 4. Approve Resolution No. 1117 to authorize the purchase of gas supply services for public use on an online auction website.
- \* 5. Approve the following policy for first reading:  
  
No. 3333      Direct Deposit of Payroll
- \* 6. Approve a case study in our school district by Nadya McLaughlin, a doctoral student, at the University of Phoenix (online) which focuses on Foreign Language Teachers' Perspective on Professional Development in Assessing Special Needs Students.
- \* 7. Approve the grant application to the Coca-Cola Foundation Keep America Beautiful program for 60 recycling containers. The project will support the districts' Zero Waste Management Initiative. The containers will carry a Keep America Beautiful logo. The grant term will be one year and start when determined by the foundation.
- \* 8. Approve the articulation agreement between Millville Senior High School Auto Series Program and the University of Northwestern Ohio College of Applied Technologies. The agreement will expire May, 2018.
- \* 9. Approve creating positions for four facilitators for a bilingual family learning series. The facilitators will be paid for 15 hours at the MEA hourly rate of \$30. – Title III funding
- \* 10. Approve the date for a public hearing on the budget at a special board meeting scheduled for Monday, May 5, 2014. at 6:30 pm and authorize the secretary of the board to publish a notice of the public hearing and advertise the budget as required by law.
- \* 11. Approve the submission of the 2014-2015 budget to the Department of Education. The budget total is \$103,526,473 with the local tax levy of \$11,029,661.

The motion was seconded by Mr. Flickinger and carried by a unanimous roll call vote by all board members.

Mr. Whilden made a motion that the Board approve the following:

- 12. Approve the out-of-state travel for Thomas Moore to attend the Association of Professional Behavior Analysts Convention in New Orleans, LA, March 27-29, 2014. The only cost to the district is the registration fee of \$295.

13. Approve creating a temporary part-time position for a speech/language pathologist for the preschool program. The position will be from April 28 through May 30, 2014 (24 days), 3.5 hours per day at the MEA hourly rate of \$30. – District funding
14. Approve extending the math and language arts tutoring program at Lakeside Middle School. The additional time will be four weeks, two days per week, one hour per day for six teachers at the MEA hourly rate of \$30. – Title I funding
15. Approve submission of an application for 21<sup>st</sup> Century Community Centers (21<sup>st</sup> CCLC) Program from the Individuals Education Act of 2014 (IDEA '04), Part B, in the amount of \$30,000 to implement activities to increase the inclusion of special education students within summer programs through August 30, 2014.
16. Approve creating positions for assistant boys' and girls' basketball coaches at Lakeside Middle School. – Donation funding
17. Approve creating a position for an assistant co-ed track coach at Lakeside Middle School. – Donation funding

**Leave of Absence – As Recommended by the Superintendent**

18. Approve the paid medical leave of absence from February 18 to March 12, 2014 for employee no. 1674 utilizing the Family Medical Leave Act.
19. Approve the unpaid Medical leave of absence from March 10 to April 29, 2014 for employee no. 3606 utilizing the Family Medical Leave Act.
20. Approve the partially paid maternity leave of absence for 30 days prior to and 30 days after delivery for employee no. 5751 to be followed by an unpaid child rearing leave utilizing the Family Medical Leave Act.
21. Approve the unpaid intermittent leave of absence beginning March 1, 2014 for employee no. 5840 utilizing the Family Medical Leave Act.

**Resignation – As Recommended by the Superintendent**

22. Approve the resignation of Elsa Ortiz from her position as a custodian at Bacon School (pc#1118) effective March 1, 2014.
23. Approve the resignation of Jennifer Klinck from her position as a part-time cafeteria worker at Lakeside Middle School (pc#289) effective March 12, 2014.

24. Approve the Resignation of Kathleen LaBonne from her position as a part-time cafeteria aide at Wood School (pc#386) effective April 17, 2014.

The motion was seconded by Mrs. Johnson and carried by a unanimous roll call vote by all board members.

Mr. Whilden made a motion that the Board approve the following:

**Retirement – As Recommended by the Superintendent**

- \* 25. Approve the retirement of Sharon Cutliff from her position as a 12-month secretary for the district (pc#162) to be effective July 1, 2014.

**Appointments – As Recommended by the Superintendent**

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

- \* 26. Approve the appointment of the following list of substitutes as indicated in the back up:

Teachers	Aides
Secretaries	Custodians
Cafeteria Workers	

- \* 27. Approve the temporary appointment of Sharon Miller to the position of one-to-one paraprofessional at Millville Senior High School effective December 2, 2013. She will be paid at the 1<sup>st</sup> step of the MEA salary guide, \$18,680 prorated.

- \* 28. Approve the appointment of the following home instructors for 2013-2014:

Raffael Craig	Alicia Mackall
Jeanne Setser	Fred Setser

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

The motion was seconded by Mr. Flickinger and carried by a unanimous roll call vote by all board members.

Mr. Whilden made a motion that the Board approve the following:

29. Approve the temporary appointment of Judith Finch to the position of one-to-one paraprofessional at Holly Heights School effective December 2, 2013. She will be paid at the 1<sup>st</sup> step, plus credits of the MEA salary guide, \$18,830 prorated. – District funding
30. Approve the appointment of Sarah Clements to the position of wrap around aide at the Child Family Center effective January 31, 2014. She will be paid \$9.50 per hour, one hour per day, five days per week. – District funding
31. Approve the appointment of Stacy DiMattia to the position of math tutor at Lakeside Middle School. She will be paid at the MEA hourly rate of \$30 for one hour per week for up to 10 weeks. – Title I funding
32. Approve the appointment of Nancy Lokey to the position of one-to one paraprofessional for student no. 21349 at Lakeside Middle School (pc#10169). She will be paid at the MEA hourly rate of \$9.50, not to exceed 30 hours. – IDEA-Basic Funding
33. Approve the appointments of the following staff member for the Parent Night at Wood School:  
  
Kindergarten – Leslie Hurley  
  
She will be paid at the MEA hourly rate of \$30 for up to four hours. – Title I funding
34. Approve the appointment of the following staff for the extended tutoring program at Lakeside Middle School:  
  
Math – Kimberly Fassett, Margaret Borchert, Claudia Travis/  
Alexandria Yiantsos (shared position)  
  
Language Arts – Rita Pettit, Kelly Gandy, Pamela Bergman  
  
The teachers will be paid at the MEA hourly rate of \$30, for four weeks, two days per week, one hour per day. – Title I funding
35. Approve the appointment of the staff indicated in the back up for the elementary 21<sup>st</sup> Century after school program. – 21<sup>st</sup> Century Grant funding

36. Approve the following staff for the before-school language arts and math club at Rieck Avenue School:

Teale Millard	Paula Hayes	Cheryl Calvert
Nicole Boez	Elizabeth Oliver	Patrecia Schwailik
Linda Wittmann	Karen Simmons	Ashley Bartholomew
Lisa Baskow		

The program is for eight weeks, three days per week, one hour per day at the MEA hourly rate of \$30. – District funding

The motion was seconded by Mr. Flickinger and carried by a unanimous roll call vote by all board members.

Mr. Whilden made a motion that the Board approve the following:

**Co-Curricular Appointments – As Recommended by the Superintendent**

- \* 37. Approve the following co-curricular appointments:

Lakeside Middle School

Boys' Basketball

Asst. Coach, Paul Sansalone \$1,575

Co-Ed Track

Asst. Coach, Courtney Fry \$1,362

Millville Senior High School

Boys' Track

Asst. Coach, Devon Sharp \$1,891 Correction

**Bids – As Recommended by the Superintendent**

- \* 38. Approve the following bid awards:

**Renewal of Contract**

Renew all contracts, which includes regular to and from transportation and preschool summer school contracts at an increase of 1.69% with the exception of field trips in which there will be 0% increase for the 2014-2015 school year.

Sheppard Bus Company  
300 M Street  
Millville, NJ 08332

**Board of Education’s Monthly Certification – As Recommended by the Superintendent**

- \* 39. Officially certify pursuant to NJAC 6:20-2:13(e) that as of January 31, 2014 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**

- \* 40. Approve the Board Secretary’s monthly certification of budgetary line item status for January 31, 2014.

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

- \* 41. 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, 2014.
- \* 42. Amend the travel of school board members attending the National Conference in New Orleans from 3 members to 4 members.

The motion was seconded by Mr. Flickinger and carried by a unanimous roll call vote by all board members.

**Secretary’s Report**

Mr. Whilden made a motion that the Board approve the following:

\*The reports of the Secretary for January 2014, were ordered, received, and filed as submitted (see attached).

<u>Secretary’s Report</u>	
Receipts	\$ 93,386,249.01
Disbursements	<u>88,558,079.95</u>
Cash Balance	\$ 4,828,169.06

The motion was seconded by Mr. Flickinger and carried by a unanimous voice vote by all board members.

**Unfinished Business**

Mr. Flickinger asked if the budget was due in March.

Mr. Kell explained that the Department of Education extended our submission date from the beginning of March to March 20.

**New Business**

Mr. Herman asked Dr. Gentile why we are stopping sport physicals.

Mr. Burke explained the new process and that the NJSIAA rules recommend it. He commented that most of the students have health insurance.

**Hearing of the Delegation**

Mary Messick addressed the Board and asked for an explanation of Title 1, IDEA and MEA. Dr. Gentile and Dr. Moore will meet with her after the meeting to explain them.

**Adjournment**

Mr. Whilden made a motion that the Board adjourn the meeting at 8:00 p.m. The motion was seconded by Mr. Flickinger and carried by a unanimous voice vote by all board members.

  
Bryce Kell, Board Secretary

March 10, 2014