

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, October 7, 2013, at 7:00 pm.

The following were present:

Mr. Beatty	Present
Mrs. Edwards	Present
Mr. Ennis	Absent
Mr. Flickinger	Present
Mr. Herman	Absent
Mrs. Johnson	Present
Mr. Pepitone	Absent
Mrs. Perrelli	Absent
Mr. Santiago	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. Matthew Robinson, Solicitor

#### **President's Statement**

The Open Public Meeting was called to order at 7:00 pm by Vice President Flickinger, 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 September 9, 2013, and the Open Public Meeting of September 23, 2013 were reviewed. Mr. Whilden made a motion that the Board approve the minutes as reviewed. The motion was seconded by Mr. Santiago, and carried by a unanimous voice vote by all board members.

#### **Committee Meetings**

##### **Finance Committee**

Mike Beatty reported on the committee meeting held tonight where the three year budget projection was discussed. Some discussion ensued and the projections will be modified for the next meeting.

Facilities Committee

Mike Beatty reported on the meeting held tonight. Progress was noted regarding old maintenance work orders. The oldest five were reviewed. Mr. Beatty also announced that the High School/Lakeside swap was approved by the SDA. Details of the \$108 million dollar project will be forthcoming. It is a great star for the City because we will finally have all of our 9-12 students housed in one facility. There will be no increase in taxes to the residents because it is all state funded.

Professional Review Committee

Connie Johnson reported on the meeting held recently. She asked for support on several positions.

Policy Committee

Mike Whilden noted that in Item #6 there are several policies up for the first reading.

**Superintendent's Report**

Steve Burke introduced Wendy Carlon-Wolfe who gave a brief review of the nursing services plan.

**General – As Recommended by the Superintendent**

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

- \* 1. Approve the list of out-of-district workshops as indicated in the backup.
- \* 2. Approve the list of field trips as indicated in the backup.
- \* 3. Approve the Memorandum of Agreement with the Millville Police Department for the 2013-2014 school year.
- \* 4. Approve the Emergency Crisis Plan for the 2013-14 school year.
- \* 5. Approve the Nursing Services Plan for the 2013-14 school year.
- \* 6. Approve the following policies for first reading:

Policy No. 1410  
Policy No. 2256

Local Units  
Action Planning for State Monitoring –  
NJQSAC

Policy No. 3327	Relations with Vendors
Policy No. 3515	Smoking
Policy No. 4112.2	Certification
Policy No. 4131/ 4131.1	Staff Development; In-Service Education/Visitations, Conferences
Policy No. 6142.10	Acceptable Use of Internet
Policy No. 6172	Alternative Education Programs
Policy No. 9100	Organization of the Board of Education

- \* 7. Approve the creation of the new Clay Ceramic Club at Millville Senior High School. Alissa Clayton will be the volunteer sponsor.

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:

8. Approve the application for dual use of educational space for room numbers 4, 11, 12 and 20 at Wood School for the 2013-2014 school year.
9. Accept a grant from the Mount Vernon Foundation for the *George Washington Portrait Program*. This project is providing framed canvas George Washington portraits and corresponding curriculum kits for our six elementary schools.
10. Approve creating twelve 20 hour clubs at Lakeside Middle School for the 2013-2014 school year. Staff will be paid at the MEA hourly rate of \$30 for 20 hours. – Family Friendly grant funding
11. Approve creating two positions for NJ ASK prep tutors at Bacon School for students in grades 3 – 5. The program will be for 23 weeks, four days per week, one hour per day at the MEA hourly rate of \$30. – Title 1/Priority & Focus funding
12. Approve creating two positions for NJ ASK prep tutors at Bacon School for special education students in grades 3 – 5. The program will be for 23 weeks, four days per week, one hour per day at the MEA hourly rate of \$30. – Title 1/Priority & Focus funding
13. Approve creating two positions for DARE to Be Fit Instructors at Bacon School. The positions will be for 32 weeks, one day per week, one hour per day at the MEA hourly rate of \$30. - District funding

14. Approve creating positions for 12 instructors for a before school enrichment club at Silver Run School. The program will be for 25 weeks, three days per week, one hour per day at the MEA hourly rate of \$30. – Title I funding
15. Approve a winter session continuing education program for the Millville junior wrestling program for students age 5 through 8<sup>th</sup> grade. The program cost will be \$60. There will also be a wrestling tournament on October 26, 2013.
16. Approve creating positions for an assistant 8<sup>th</sup> grade girls' soccer coach, an assistant 8<sup>th</sup> grade boys' soccer coach and an assistant field hockey coach at Lakeside Middle School. – Donation funding

### **Personnel**

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

17. Approve the resignation of Samantha Johnson from the position of part-time classroom aide at Wood School (pc#245) effective September 23, 2013.

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

18. Approve the partially paid medical leave of absence for employee no. 1829 from November 27, 2013 until April 16, 2014 utilizing the Family Medical Leave Act.
19. Approve the unpaid extension for a child-rearing leave of absence for employee no. 2667 until November 25, 2013 utilizing the Family Medical Leave Act.
20. Approve a partially paid medical leave of absence for employee no. 4765 from September 23 to November 11, 2013 utilizing the Family Medical Leave Act.
21. Approve a paid medical leave of absence from employee no. 4761 from September 27 to October 20, 2013 utilizing the Family Medical Leave Act.
22. Approve an unpaid child rearing leave for employee no. 823 from September 27 to November 4, 2013 utilizing the Family Medical Leave Act.

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:

- \* 23. Approve the paid medical leave of absence for employee no. 4557 from September 17 to October 28, 2013 utilizing the Family Medical Leave Act.

- \* 24. Approve the unpaid maternity leave of absence for employee no. 792 for 30 days prior to and 30 days after delivery utilizing the Medical Leave Act.

**Retirement – As Recommended by the Superintendent**

- \* 25. Approve the retirement of Joyce Semus from her position as secretary in the curriculum department at the Culver Center (pc#811) to be effective March 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 Melissa Hand to the position of part-time health and physical education teacher at Millville Alternative School effective September 23, 2013. She will be paid at the MEA hourly rate of \$31 for 2 ½ hours per day, \$77.50. – District funding
- \* 28. Approve the **revised** appointment of Rachel Hample to the position of library aide at Memorial High School (pc#620) effective September 10, 2013. She will be paid at the 3<sup>rd</sup> step, plus credits of the MEA Salary guide, **\$18,895.60** prorated. – District funding
- \* 29. Approve the appointment of Kelley McAvoy to the position of speech/language pathologist for the district (pc#10144) effective September 1, 2013. She will be paid at the 10<sup>th</sup> step, MA level of the MEA Salary guide, \$56,933. – District funding
- \* 30. Approve the appointment of the following teachers for credit completion/Saturday detention at Millville Senior High School:

**Teachers sharing two positions**

Anita Schwartz	Kristina Hulitt
Jamie Delp	Brenda Hoffman

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

- \* 31. Approve the Appointment of the following teachers as home instructors:

Frank Ferzetti	Paula Ford	Victor Nappen
John Phillips	Alice Sparks	Keiko Warner

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

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

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

32. Approve the appointment of James Matos to the position of afternoon supervisor for the School Age Child Care program at Holly Heights School. He will be paid \$10.73 per hour for 2 ½ hours a day for 36 weeks. – Latch Key funding
33. Approve the appointment of Darlene Abbott to the position of cafeteria aide at Bacon School effective September 24, 2013. She will be paid \$10.58 per hour for 3 ½ hours per day. – District funding
34. Approve the appointment of the following staff for provide child care for evening parent activities at the Child Family Center:
- |                           |            |
|---------------------------|------------|
| Wendy Smith               | Mel Oliver |
| Tawnya Simpkins – Student |            |
- Staff will be paid \$12 per hour, the student will be paid \$7.25 per hour with a total not to exceed 76 hours. – District Funding
35. Approve the appointment of the staff indicated in the back-up for the elementary 21<sup>st</sup> Century program. – 21<sup>st</sup> Century Grant funding
36. Approve the appointment of Jackie Brescia to the position of substitute paraprofessional for special education parent training. She will be paid \$12 per hour on an “as needed” basis. IDEA Basic funding
37. Approve the appointment of Terry Dooley to the position of part-time classroom aide at Silver Run School (pc#10037) effective October 15, 2013. She will be paid \$31.50 per day for 3 ½ hours per day. – District funding

38. Approve the appointment of Samantha Johnson to the position of full time paraprofessional at the Child Family Center (pc#733) effective October 7, 2013. She will be paid at the 1<sup>st</sup> step, plus credits of the MEA salary guide, \$18,880 prorated.
39. Approve the appointment of Patricia Wynn to the position of special education paraprofessional at Lakeside Middle School (pc#10110) effective October 7, 2013. She will be paid at the 1<sup>st</sup> step, plus credits of the MEA salary guide, \$18,880 prorated. - District funding
40. Approve the appointment of Doug Saul to the position of SACC staff trainer. He will be paid at the MEA hourly rate of \$30 for 36 weeks, five days per week, one hour per day. - Family Friendly Grant funding
41. Approve the appointment of Doug Saul to the position of SACC activity trainer. He will be paid at the MEA hourly rate of \$30 for 36 weeks, five days per week, one hour per day. - Family Friendly Grant funding
42. Approve the appointment of Joseph Baruffi to the position of club advisor/guidance counselor for the Family Friendly program at Lakeside Middle School. He will be paid at the MEA hourly rate of \$30 for a total not to exceed 150 hours. - Family Friendly Grant funding
43. Approve the appointment of Brittany Thurston to the position of part-time classroom aide at Silver Run School (pc#1062) effective October 7, 2013. She will be paid \$31.50 per day for 3 ½ hours per day. – District funding
44. Approve the appointment of the following staff to the shared position of data entry for the 21<sup>st</sup> Century program:

Lisa Discepola, \$25.76/hr. Vicky Charlesworth, \$18.94/hr.

The position is for 36 weeks, five days per week, up to two hours per day. – Century 21 Grant funding

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

45. Approve the reappointment of the list of full-time paraprofessionals as indicated in the back up for the 2013-2014 school year.
46. Approve the reappointment of Ashley Souders to the position of part-time classroom aide at Bacon School for the 2013-2014 school year.

Mrs. Edwards questioned Items #40 and #41, asking if they are two different positions or one position for \$60/hr.

Dr. Gentile explained that there are two different positions and that they will not be done at the same time.

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:

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

- \* 47. Approve the list of co-curricular appointments as indicated in the back up.

**Bids – As Recommended by the Superintendent**

- \* 48. Approve the following bid award:

Quote ALT2

1 van to transport to and from a homeless student from Bridgeton to Millville Alternative School

\$140/van per diem x 169 days = \$23,660

Increase/Decrease per mile is \$1.50

**Monthly Certifications – January, 2013 – As Recommended by the Superintendent**

- \* 49. Officially certify and accept the following reports as of January 31, 2013, which were submitted but inadvertently not indicated on the March 2013 board agenda.

**Board of Education's Monthly Certification**

Officially certify pursuant to NJAC 6:20-2:13(e) that as of January 31, 2013 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**

Approve the Board Secretary’s monthly certification of budgetary line item status for January 31, 2013.

**Balance Sheet Reports**

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, 2013.

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

**Secretary & Treasurer’s Report**

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

\*The reports of the Secretary and of the Treasurer for January 2013 were ordered, received, and filed as submitted (see attached).

<u>Custodian’s Report</u>		<u>Secretary’s Report</u>	
Receipts	\$ 96,473,665.76	Receipts	\$ 96,473,665.76
Disbursements	<u>89,240,829.80</u>	Disbursements	<u>89,240,829.80</u>
Cash Balance	\$ 7,232,835.96	Cash Balance	\$ 7,232,835.96

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

**Unfinished Business**

Dr. Gentile reported that he and Dr. Moore recently met with Bob Bumpas from the RAC regarding the model curriculum and assessment. Mr. Bumpas gave us a glowing and supportive review of how well we are doing in rolling out these initiatives.

**New Business**

Mr. Whilden reported that Mary Carmichael, a past board member from Commercial Township, passed away recently.

**Hearing of the Delegation**

Mr. Cuff addressed the Board about the safety of his son’s bus stop. He asked the Board to reconsider the stop on West Main Street and add an additional stop for the children at the end of his street.

**Adjournment**

Mr. Whilden made a motion that the Board adjourn the meeting at 7:40 p.m. The motion was seconded by Mrs. Johnson carried by a unanimous voice vote by all board members.



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Bryce Kell, Board Secretary

October 7, 2013