

**MILLVILLE**  
**BOARD OF EDUCATION**  
**AGENDA**  
**APRIL 14, 2014**

MILLVILLE BOARD OF EDUCATION  
MILLVILLE, NEW JERSEY  
APRIL 14, 2014  
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 Joe Pepitone
  - 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 Treasurer, 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. Payment of Bills and Cafeteria Bills (List of bills available for inspection in the Board Secretary's office)
14. Hearing of the Delegation
15. Adjournment

**General – As Recommended by the Superintendent**

- \* 1. It is recommended the Board of Education approve the the list out-of-district workshops as indicated in the back up.
- \* 2. It is recommended the Board of Education approve the list of field trips as indicated in the back up.
- \* 3. It is recommended the Board of Education approve creating a 20 hour jazz band club at Memorial High School at the MEA hourly rate of \$30. – District funding
- \* 4. It is recommended the Board of Education approve the Senior Class trip to Walt Disney World in Orlando, Florida for March 7, 8, 9 and 10, 2015.
- \* 5. It is recommended the Board of Education approve the out-of-state overnight trip to Georgia for the National DECA Conference. Student state champion, Nick Makos and teacher, Devon Sharp will attend the conference on May 3-6, 2014. – Perkins Grant and district funding
- \* 6. It is recommended the Board of Education approve a partnership with the Cumberland Empowerment Zone Corporation for the 21<sup>st</sup> Century Community Learning Centers grant application at Lakeside Middle School beginning October 1, 2014 and continuing for a period of five years. The district would receive \$60,000 per year toward an afterschool program and a four week summer program at Lakeside Middle School.
- \* 7. It is recommended the Board of Education approve the following policies for first reading:
  - No. 2125 Evaluation of Principals
  - No. 2131 Evaluation of Superintendent of Schools
  - No. 3523.3 Workers' Compensation
  - No. 4115/4116 Supervision and Evaluation
  - No. 4119.24 Political Activities – Instructional  
Personnel
  - No. 4219.24 Political Activities – Support Personnel
  - No. 5118 Nonresident Students

**General (cont.)**

No. 5132.2	Exclusion of Pupils from School for Reasons of Illness
No. 5132.7	Pediculosis/Head Lice
No. 6142.16	Anti-Big Brother Act – Student Use of District Owned Electronic Devices
No. 6145.4	Sports Related Concussions and Head Injuries
No. 6146.4	Grade Acceleration/Grade Skipping
No. 7112	School Safety and Hygienic Management
No. 9111	Qualifications of Board of Education Members

- \* 8. It is recommended the Board of Education approve a continuation application to the NJ Department of Education 21<sup>st</sup> Century Community Learning Center Grant for the fifth year of the grant, September 1, 2014 through August 3, 2015. The amount of the grant is \$535,000. This grant is a collaboration with Commercial Township.
- \* 9. It is recommended the Board of Education approve the Dual Credit Agreement and the Tech Prep Articulation Agreement with Cumberland County College.
- \* 10. It is recommended the Board of Education approve the AVID Implementation Agreement which runs from July 1, 2014 through June 30, 2015 at a cost of \$3,485 per school (Lakeside Middle School, Memorial High School and Millville Senior High School) for a total cost of \$10,455. – District funding.
- \* 11. It is recommended the Board of Education approve a proposal for continued policy consultation services with Business & Communications Strategies, LLC. The retainer for the 2014-2015 school year is \$500.
- \* 12. It is recommended the Board of Education approve the application for the New Jersey School Boards Association Insurance Group Safety Grant program for \$23,493. The Program period is July 1, 2014 through June 30, 2015.

**General (cont.)**

- \* 13. It is recommended the Board of Education approve the 2014 summer programs and staff stipends. The total cost for these programs is \$659,000 which includes \$445,036 in grant money and \$213,964 in local funds.
  
- \* 14. It is recommended the Board of Education approve creating up to 18 positions for training for the Using Formative Assessments to Improve Teaching and Learning Grant from NJDOE for math teachers at Lakeside and Memorial High School. The training will be for two days at \$200 per day and the stipend will be paid directly from Rowan University.
  
- \* 15. It is recommended the Board of Education approve creating 26 positions for temporary summer employees for maintenance, grounds and custodial. The program will be for 10 weeks, 4 to 5 days per week, 8 to 10 hours per day at the rate of \$8.50 or \$9 per hour depending on duties. – District funding
  
- \* 16. It is recommended the Board of Education approve creating three temporary supervisory positions for summer projects:
  - Landscaping
  - Painting
  - Masonry

The position is for 10 weeks, 4 to 5 days per week, 8 to 10 hours per day at the hourly rate of \$27. – District Funding
  
- \* 17. It is recommended the Board of Education approve forming the joint purchasing for the 2014-2015 school year to include all Cumberland County Schools and the City of Millville for medical, custodial, copier paper supplies and fuel for vehicles. The Millville Board of Education will be lead for all of these cooperatives except for vehicle fuel to be handled by the City of Millville. Shared IT projects with the City of Millville include phone service, licenses, Smartnet and other projects.

**General (cont.)**

- \* 18. It is recommended the Board of Education approve the establishment of a new club at Millville Senior High School, The Big Bang Club, which will offer students a place for genre games (role playing, etc.) and a graphic novel and comic book discussion forum beginning in the 2014 school year. Volunteer advisors will be Kathy Galarza and John Clementi.
  
- \* 19. It is recommended the Board of Education approve creating a position for a registered occupation therapist for the district for the 2014-2015 school year.

**1-19 All**

- 20. It is recommended the Board of Education approve the acceptance of the State House Express Award to the Lakeside Middle School Gifted and Talented program to help pay for buses to Trenton for a special State House tour. The tour must occur between September 2013 and June 2014. The total award is \$350.

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**Special Education**

- \* 21. It is recommended the Board of Education approve the addendum list of special education students for out-of-district placements for the 2013-2014 school year.

**21 All**

**Personnel**

**Transfer – As Recommended by the Superintendent**

- 22. It is recommended the Board of Education approve the transfer of Pamela Bergman from her position as a teacher of language arts at Lakeside Middle School (pc#772) to the position of world history teacher at Lakeside Middle School (pc#681) effective September 1, 2014.

**Resignation – As Recommended by the Superintendent**

23. It is recommended the Board of Education approve the resignation of Tommi-lynn Sawyer from her position as food manager at Bacon School (pc#100) effective May 31, 2014.
24. It is recommended the Board of Education approve the resignation of the following teachers from the position of co-advisors for the Dare to be Fit Program at Wood School:

Laura Salimbene

Jennifer Scaringello

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

25. It is recommended the Board of Education approve the paid maternity leave of absence for 30 days prior to and 30 days after delivery for employee no. 5457 utilizing the Family Medical Leave Act.
26. It is recommended the Board of Education approve the partially paid maternity leave of absence for 30 days prior to and 30 days after delivery for employee no. 2941 utilizing the Family Medical Leave Act.
27. It is recommended the Board of Education approve the partially paid maternity leave of absence for 30 days prior to and 30 days after delivery for employee no. 5644 utilizing the Family Medical Leave Act.
28. It is recommended the Board of Education approve the unpaid medical leave of absence from April 1 to September 1, 2014 for employee no. 2308 utilizing the Family Medical Leave Act.
29. It is recommended the Board of Education approve the paid maternity leave of absence for 30 days prior to and 30 days after delivery for employee no. 1799 utilizing the Family Medical Leave Act.

**Leave of Absence (cont.)**

30. It is recommended the Board of Education approve the partially paid medical leave of absence from March 10, 2014 to April 28, 2014 for employee no. 1798 utilizing the Family Medical Leave Act.

**22-30 Millville**

- \* 31. It is recommended the Board of Education approve the paid medical leave of absence from March 27 to April 24, 2014 for employee no. 909 utilizing the Family Medical Leave Act.
- \* 32. It is recommended the Board of Education approve the paid medical leave of absence from April 15 to June 2, 2014 for employee no. 390 utilizing the Family Medical Leave Act.

**Retirement – As Recommended by the Superintendent**

- \* 33. It is recommended the Board of Education approve the retirement of Joseph DeMarco from his teaching position at Memorial High School (pc#649) to be effective July 1, 2014.
- \* 34. It is recommended the Board of Education approve the retirement of Keiko Warner from her position as student assistance coordinator for the district (pc#464) to be effective July 1, 2014.
- \* 35. It is recommended the Board of Education approve the retirement of Patti Krause from her position as secretary for the district (pc#151) to be effective September 1, 2014.
- \* 36. It is recommended the Board of Education approve the retirement of Barbara Westog from her position as executive assistant for the district (pc#728) to be effective July 1, 2014.

**31-36 All**



**Retirement (cont.)**

37. It is recommended the Board of Education approve the retirement of Tracey Hunter from her position as a paraprofessional at Holly Heights School (pc#163) 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.

38. It is recommended the Board of Education approve the temporary appointment of Anna Mae McClure to the position of part-time classroom aide at Silver Run School effective March 11, 2014. She will be paid \$31.50 per day. – District funding
39. It is recommended the Board of Education approve the appointment of staff indicated in the back up for the 21<sup>st</sup> Century after-school program. – 21<sup>st</sup> Century grant
40. It is recommended the Board of Education approve the temporary appointment of Melissa Mazzola to the position of paraprofessional at Rieck Avenue School effective March 25, 2014. She will be paid at the 7<sup>th</sup> step, plus AA degree, of the MEA salary guide, \$22,187 prorated. – District funding
41. It is recommended the Board of Education approve the temporary appointment of Derek Clarke to the position of social studies/history teacher at Lakeside Middle School effective February 28, 2014. He will be paid at the 1<sup>st</sup> step, MA level, of the MEA salary guide, \$49,583 prorated. – District funding

**Appointments (cont.)**

42. It is recommended the Board of Education approve the appointment of the following staff to the position of facilitator for the bilingual family learning series:

Daphne Bruno      Yajaira Montero      Rose Correa

The position is for six weeks, one day per week, 2.5 hours per day at the MEA hourly rate of \$30. – Title III funding

**37-42 Millville**

- \* 43. It is recommended the Board of Education approve the appointment of the following list of substitutes as indicated in the back up:

Teachers	Aides	Cafeteria Workers
Secretaries	Custodians	

- \* 44. It is recommended the Board of Education approve the temporary appointment of Martin Kavanagh, Jr. to the position of special education teacher at Millville Alternative School effective October 23, 2013. He will be paid at the 4<sup>th</sup> step of the MEA salary guide, \$48,481 prorated. – District Funding
- \* 45. It is recommended the Board of Education approve the temporary appointment of Danielle Dellaquilla to the part-time position of speech/language pathologist for the district. She will be paid at the MEA hourly rate of \$30 for 3 ½ hours per day, five days per week. – District funding
- \* 46. It is recommended the Board of Education approve the appointment of Erika Zeiters to the position of advisor for the 20 hour Jazz club at Memorial High School. She will be paid at the MEA hourly rate of \$30. – District funding

**SUPERINTENDENT'S REPORT**

**APRIL 14, 2014**

**Appointments (cont.)**

- \* 47. It is recommended the Board of Education approve the appointment of the following staff to the position of home Instructors:

Lisa Rempfer

Emily Rowbotham

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

- \* 48. It is recommended the Board of Education approve the appointment of Jaime Sutton to the position of K-12 Supervisor of Administrative Services for the district (pc#42). She will be paid at the 1<sup>st</sup> step of the MAA contract, \$83,000 prorated. (Salary will be adjusted when contract is settled).

**Reappointments – As Recommended by the Superintendent**

- \* 49. It is recommended the Board of Education approve the reappointment of administrative staff not under tenure for the 2014-2015 school year.
- \* 50. It is recommended the Board of Education approve the reappointment of administrative staff acquiring tenure for the 2014-2015 school year.
- \* 51. It is recommended the Board of Education approve the reappointment of administrative staff for the 2014-2015 school year.
- \* 52. It is recommended the Board of Education approve the reappointment of Millville Support Supervisors staff for the 2014-2015 school year.
- \* 53. It is recommended the Board of Education approve the reappointment of information technology staff for the 2014-2015 school year.
- \* 54. It is recommended the Board of Education approve the reappointment of teaching staff under tenure for the 2014-2015 school year.

**SUPERINTENDENT’S REPORT**

**APRIL 14, 2014**

**Reappointments (cont.)**

- \* 55. It is recommended the Board of Education approve the reappointment of teaching staff acquiring tenure for the 2014-2015 school year.
- \* 56. It is recommended the Board of Education approve the reappointment of teaching staff not under tenure for the 2014-2015 school year.
- \* 57. It is recommended the Board of Education approve the reappointment of civil service secretarial staff for the 2014-2015 school year.
- \* 58. It is recommended the Board of Education approve the reappointment of civil service custodial staff for the 2014-2015 school year.
- \* 59. It is recommended the Board of Education approve the reappointment of cafeteria staff for the 2014-2015 school year.
- \* 60. It is recommended the Board of Education approve the reappointment of security staff for the 2014-2015 school year.
- \* 61. It is recommended the Board of Education approve the reappointment of full time paraprofessional staff for the 2014-2015 school year.

**43-61 All**

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

- 62. It is recommended the Board of Education approve the following co-curricular appointments:

<u>Lakeside Middle School</u>	
<u>Floor Hockey</u>	
John Wittman	\$1,523.00
Wesley Camerieri	\$1,725.00

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**Bids – As Recommended by the Superintendent**

- \* 63. It is recommended the Board of Education approve the following bid award:

Bid No. 14-17 Repave Parking Lots and Driveways

Easmunt Paving	\$342,338
2103 E. Main Street	
Millville, NJ 08332	

Bid No. 14-10 Partial Roof Replacement Memorial High School

P & C Roofing Inc.	Base Bid:	\$376,400
35 Southgate Blvd.	Alternate Bid:	\$ 96,800
New Castle, DE 19720		

**Budgetary Transfers**

- \* 64. It is recommended the Board of Education approve the budgetary transfers for the month ending February 24, 2014.

**Board of Education's Monthly Certification – As Recommended by  
The Superintendent**

- \* 65. It is recommended the Board of Education officially certify pursuant to NJAC 6:20-2:13(e) that as of February 28, 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.

**SUPERINTENDENT'S REPORT**

**APRIL 14, 2014**

**Secretary's Monthly Certification – As Recommended by the  
Superintendent**

- \* 66. It is recommended the Board of Education approve the Board Secretary's monthly certification of budgetary line item status for February 28, 2014.

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

- \* 67. 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 February 28, 2014.

**63-67 All**