

MILLVILLE
BOARD OF EDUCATION
AGENDA
OCTOBER 7, 2013

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MILLVILLE, NEW JERSEY
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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 Ali Edwards
 - b. Community Relations Committee Ali Edwards
 - c. Educational Facilities Committee Mike Beatty
 - d. Professional Review Committee Connie Johnson
 - e. Policy Committee Mike Whilden
 - f. Curriculum Committee Joe Pepitone
 - g. Shared Services Committee Michael Santiago
 - 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. 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. backup
 - * 2. It is recommended the Board of Education approve the list of field trips as indicated in the backup. backup
 - * 3. It is recommended the Board of Education approve the Memorandum of Agreement with the Millville Police Department for the 2013-2014 school year.
 - * 4. It is recommended the Board of Education approve the Emergency Crisis Plan for the 2013-14 school year.
 - * 5. It is recommended the Board of Education approve the Nursing Services Plan for the 2013-14 school year.backup
 - * 6. It is recommended the Board of Education approve the following policies for first reading: backup
 - Policy No. 1410 Local Units
 - Policy No. 2256 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. It is recommended the Board of Education approve the creation of the new Clay Ceramic Club at Millville Senior High School. Alissa Clayton will be the volunteer sponsor. backup
- 1-7 All**
- 8. It is recommended the Board of Education 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.

General (cont.)

9. It is recommended the Board of Education 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. backup
10. It is recommended the Board of Education 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 backup
11. It is recommended the Board of Education 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 backup
12. It is recommended the Board of Education 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 backup
13. It is recommended the Board of Education 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 backup
14. It is recommended the Board of Education 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 backup

General (cont.)

15. It is recommended the Board of Education approve a winter session continuing education program for the Millville junior wrestling program for students age 5 through 8th grade. The program cost will be \$60. There will also be a wrestling tournament on October 26, 2013. backup
16. It is recommended the Board of Education approve creating positions for an assistant 8th grade girls' soccer coach, an assistant 8th grade boys' soccer coach and an assistant field hockey coach at Lakeside Middle School. – Donation funding backup

Personnel

Resignation – As Recommended by the Superintendent

17. It is recommended the Board of Education approve the resignation of Samantha Johnson from the position of part-time classroom aide at Wood School (pc#245) effective September 23, 2013. backup

Leave of Absence – As Recommended by the Superintendent

18. It is recommended the Board of Education 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. backup
19. It is recommended the Board of Education 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. backup
20. It is recommended the Board of Education 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. backup
21. It is recommended the Board of Education approve a paid medical leave of absence from employee no. 4761 from September 27 to October 20, 2013 utilizing the Family Medical Leave Act. backup

Leave of Absence (cont.)

- 22. It is recommended the Board of Education approve an unpaid child rearing leave for employee no. 823 from September 27 to November 4, 2013 utilizing the Family Medical Leave Act. backup

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- * 23. It is recommended the Board of Education approve the paid medical leave of absence for employee no. 4557 from September 17 to October 28, 2013 utilizing the Family Medical Leave Act. backup
- * 24. It is recommended the Board of Education 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. backup

Retirement – As Recommended by the Superintendent

- * 25. It is recommended the Board of Education 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, 2013. backup

Appointments – As Recommended by the Superintendent

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

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

Teachers	Aides
Secretaries	Custodians
Cafeteria Workers	

Appointments (cont.)

- * 27. It is recommended the Board of Education 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 backup

- * 28. It is recommended the Board of Education 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 3rd step, plus credits of the MEA Salary guide, **\$18,895.60** prorated. – District funding

- * 29. It is recommended the Board of Education 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 10th step, MA level of the MEA Salary guide, \$56,933. – District funding backup

- * 30. It is recommended the Board of Education 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 backup

- * 31. It is recommended the Board of Education 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 backup

Appointments (cont.)

32. It is recommended the Board of Education 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 backup
33. It is recommended the Board of Education 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 backup
34. It is recommended the Board of Education 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 backup
35. It is recommended the Board of Education approve the appointment of the staff indicated in the back-up for the elementary 21st Century program. – 21st Century Grant funding backup
36. It is recommended the Board of Education 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 backup
37. It is recommended the Board of Education 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 backup

Appointments (cont.)

38. It is recommended the Board of Education 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 1st step, plus credits of the MEA salary guide, \$18,880 prorated. backup
39. It is recommended the Board of Education 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 1st step, plus credits of the MEA salary guide, \$18,880 prorated. - District funding backup
40. It is recommended the Board of Education 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 backup
41. It is recommended the Board of Education 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 backup
42. It is recommended the Board of Education 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 backup
43. It is recommended the Board of Education 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 backup

Appointments (cont.)

44. It is recommended the Board of Education approve the appointment of the following staff to the shared position of data entry for the 21st 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 21Grant funding backup

Reappointments – As Recommended by the Superintendent

45. It is recommended the Board of Education approve the reappointment of the list of full-time paraprofessionals as indicated in the back up for the 2013-2014 school year. backup
46. It is recommended the Board of Education approve the reappointment of Ashley Souders to the position of part-time classroom aide at Bacon School for the 2013-2014 school year. backup

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Co-Curricular Appointments – As Recommended by the Superintendent

- * 47. It is recommended the Board of Education approve the list of co-curricular appointments as indicated in the back up. backup

Bids – As Recommended by the Superintendent

- * 48. It is recommended the Board of Education approve the following bid award: backup

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. It is recommended the Board of Education 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.