

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, December 8, 2014, at 7:00 pm.

The following were present:

Mr. Beatty	Present
Mr. Donato	Absent
Mr. Flickinger	Present
Ms. Golden	Absent
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
Dr. Pamela Moore, Asst. Superintendent Curriculum
Mr. Steve Burke, Asst. Superintendent of Personnel & Assessment
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 November 3, 2014; the Meeting of November 17, 2014 to conduct a student hearing; and the Open Public Meeting of November 17, 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 Reports

Finance & Facilities Committee

Mike Beatty reported on the topics for tomorrow's meeting. He stated the SDA will be approving the project at their January meeting.

Mr. Beatty also reported on the Ad Hoc District Teacher Evaluation Advisory Committee which is reviewing the McRel data to see if our teachers are effective, which they are.

Professional Review Committee

Connie Johnson reported on the phone conference meeting where several positions were discussed. She asked for everyone's support.

Superintendent's Report

Mr. Burke introduced Ethan Aronoff of the Millville Public Library. He thanked the Board for all of their support over the years and presented Bill Herman with a certificate of appreciation.

Mr. Kell introduced Mike Garcia of Ford Scott Associates, who presented the results of the audit, and reviewed the excess surplus calculations.

Mr. Beatty asked Mr. Garcia to reiterate that there were no material weaknesses, and Mr. Garcia said the audit was clean.

Mr. Kell thanked Lisa Beatty and her staff for all their hard work.

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 Acknowledge the attached 2013-14 audit recommendations and approve recommendations attached:

Finding 2014-1

One employee who verbally resigned as of June 30, 2013, was paid for months during FY14 and not realized until late in the subsequent fiscal year. In addition, the unpaid accrued sick time related to a retired food service director was not included in the year end compensated absence payable.

Finding 2014-2

Based upon our testing of district expenditures, we identified two expenditures exceeding \$20,000 which were charged to the wrong budget line.

Finding 2014-3

A District employee expended \$600 for six gift cards at a local toy store in order to utilize 21st Century Community Learning Center grant funds prior to the end of the grant period. District approval of the grant charges was made prior to incurring the actual expenditures, and the detail of expenses on the store receipt was not sufficiently reviewed.

Finding 2014-4

Year-end Latchkey accounts receivable were not accurately or timely provided to the finance office.

Dr. Gentile read and the Board discussed the audit findings and recommendations as required in 18A:23-5.

- *4 Approve the submission of the Career & Technical Education Health & Safety Plan 2014 to the New Jersey Department of Education.
- *5 Approve the Memorandum of Understanding to establish and acknowledge a formal partnership agreement with Family Strengthening Network.
- *6 Approve the first payment of boiler stipends for 2014-15 as indicated in the backup.
- *7 Approve creating a position for a Full-time, Permanent Security Aide at Memorial. – District funding
- *8 Approve creating two positions for Curriculum Writing – Career Technology Education at Millville Senior High School. Each position will be for 3 weeks, 3 days per week, 3 hours per day at the MEA hourly rate of \$30, not to exceed 27 hours per position. – Perkins Grant funding
- *9 Approve creating a position for a Part-time, Temporary Coach/Trainer of Teachers/Parapros for the district. The position will be paid at the MEA hourly rate, not to exceed 20 hours per week.
- *10 Approve the acceptance of a donation of eleven pallets of items valued at \$27,800 from the Macalaster Bicknell Company of New Jersey for use in the science and engineering classes at Memorial High School and Millville Senior High School.

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:

- 11 Approve a clinical practicum for Kristin Jablonski, a graduate student in the Distance Learning Master's Degree Program in Communication Disorders & Sciences from California State University, Northridge. The practicum will run from January 20 – May 8, 2015 for a total of 75 hours. She will be placed with Melissa Flynn (secondary Speech/Language Pathologist) at Lakeside Middle School.
- 12 Approve creating a position for a Part-time, Temporary One-to-One Paraprofessional for student #21349. The position will be paid at the MEA hourly rate for 15 weeks, 1.5 hours per day, not to exceed 85 total hours. – IDEA Basic funding
- 13 Approve creating one additional position (for a total of 4) for Facilitators for Bilingual Family Learning Series at Lakeside. The additional position will be for 8 weeks, 1 day per week, 2.5 hours per day at the MEA hourly rate of \$30, not to exceed \$600. – Title III funding
- 14 Approve up to three additional hours to Karin Mosley for providing emergency child care for an Out-of-District Classified student needing supervision when no parent was home to receive him from the school bus. She will be paid at the hourly rate of \$12. – IDEA Basic funding
- 15 Approve creating a position for DARE to be Fit Winter Advisor at Bacon School. The position will be for 1 day per week, 1 hour per day from October 2014 through February 2015 at the MEA rate. – District funding
- 16 Approve creating a position for DARE to be Fit Spring Advisor at Bacon School. The position will be for 1 day per week, 1 hour per day from March through May 2015 at the MEA rate. – District funding
- 17 Approve 7.75 additional hours for Robert Bonham, part-time security aide at Rieck Avenue for parent conferences. – District funding
- 18 Approve creating ten positions for Before School Language Arts and Math Club at Rieck Avenue to be effective January 5, 2015. Each position will be for 12 weeks, 2 days per week, 1 hour per day at the MEA hourly rate of \$30. – District funding

Leave of Absence- As Recommended by the Superintendent

- 19 Approve the partially paid medical leave of absence for employee #1039 from December 1, 2014 to March 1, 2015 (or before) utilizing the Family Medical Leave Act.

- 20 Approve the unpaid, intermittent medical leave of absence for employee #4258 beginning November 17, 2014 utilizing the Family Medical Leave Act.
- 21 Approve the extension of unpaid medical leave of absence for employee #2711 to December 15, 2014 utilizing the Family Medical Leave Act.
- 22 Approve the paid medical leave of absence for employee #1256 effective December 2 to December 20, 2014 utilizing the Family Medical Leave Act.

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:

- *23 Approve the paid medical leave of absence for employee #308 from December 1, 2014 to January 5, 2015 utilizing the Family Medical Leave Act.
- *24 Approve the paid medical leave of absence for employee #6209 effective December 8, 2014 to January 12, 2015 utilizing the Family Medical Leave Act.

Resignations

- *25 Approve the resignation of Anthony DiPietro from his position as Teacher of Business (pc #682) at Memorial effective January 4, 2015.

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:

- 26 Approve the resignation of Joann Perez from her positions as part-time paraprofessional at Holly Heights and School Age Child Care Supervisor at Wood School effective December 1, 2014.

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:

Transfers

- *27 Approve the transfer of Kelly Davis from her position as Kindergarten Teacher (pc #171) at Wood School to Teacher of Gifted & Talented (pc #152) for the District effective January 5, 2015.

Appointments

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

- *28 Approve the list of substitutes as indicated in the backup.
- *29 Approve the appointment of the following staff as home instructors for 2014-15:

Sally Blizzard Magali Lopez Dana Mauro

They will be paid at the MEA hourly rate of \$30. – District funding
- *30 Approve the appointment of Steven Kohansky to the position of Security Aide (pc #84) at MSHS effective December 9, 2014. He will be paid at the 2nd step of the MEA salary guide, \$20,437. – District funding
- *31 Approve the appointment of Cora Whilden to the position of Secretary 12A-Special Service (pc #544) at the Culver Center effective January 1, 2015. She will be paid at 11th step of the MEA salary guide, \$35,728 +\$50.00(credits) = \$35,778 (pro-rated). – District funding
- *32 Approve the appointment of Ryan Malone to the position of Computer Technician (pc #520) for the District effective December 1, 2014. He will be paid at the 1st step of the MEA salary guide, \$36,054 +\$200(credits) = \$36,254 (pro-rated). – District funding
- *33 Approve the appointment of Melanie Errickson to the position of TSA Advisor for Memorial/MSHS. She will be paid for 1 day per week, 1 hour per day at the MEA hourly rate of \$30, not to exceed \$1,500. – Perkins Grant funding
- *34 Approve the appointment of Joanne Smith to the temporary position of English Teacher at Millville Senior High School effective January 5 to April 13, 2015. She will be paid at the 1st step of the MEA salary guide (BA+10), \$48,583 (pro-rated). – District funding

- *35 Approve the appointment of the following staff to the position of High School Math Tutor at Memorial:

Amy Benfer

Cindy Simione

They will be paid for 30 weeks, 2 days per week, 1 hour per day at the MEA hourly rate of \$30. – Title IIA 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:

- 36 Approve the appointment of Heather Basse to the position of Middle School Math Tutor at Lakeside. She will be paid for 30 weeks, 2 days per week, 1 hour per day at the MEA hourly rate of \$30. – Title IIA funding
- 37 Approve the appointment of Marcella Greene to the position of School Age Child Care AM Supervisor at Wood School. She will be paid for 5 days per week, 5 hours per day at the hourly rate of \$10.73. – Latchkey funding
- 38 Approve the appointment of Marget Interlante to the position of Full-time Cafeteria Worker (pc #363) at Silver Run School effective January 5, 2015. She will be paid for 5 hours per day at the MEA hourly rate of \$12.88. – District funding
- 39 Approve the appointment of Melissa Sorantino to the position of Part-time Cafeteria Worker (pc #77) at Silver Run School. She will be paid for 3 ¾ hours per day at the MEA hourly rate of \$12.88. – District funding
- 40 Approve the appointment of Betsy Dutton to the position of 21st Century Elementary Aide. She will be paid for 5 days per week, 3-7 hours per day at the hourly rate of \$9.50. – 21st Century funding
- 41 Approve the appointment of Melissa Colon to the position of Facilitator for Bilingual Family Learning Series at Lakeside. She will be paid for 8 weeks, 1 day per week, 2.5 hours per day at the MEA hourly rate of \$30, not to exceed \$600. – Title III funding
- 42 Approve the appointment of Paige Mason to the position of Wrap Around Instructional Aide at Child Family Center. She will be paid at the hourly rate of \$7.25. – ECP funding

- 43 Approve the appointment of Nancy Lokey to the position of Part-time, Temporary One-to-One Paraprofessional for Student #21349 at Memorial. She will be paid for 11 weeks, 2 days per week, 1.5 hours per day at her MEA hourly rate, not to exceed 85 total hours. – IDEA Basic funding
- 44 Approve the appointment of Melody Allen to the position of Part-time Security Aide (pc #10145) at Holly Heights effective December 15, 2014. She will be paid for 2.5 hours per day at the hourly rate of \$10. – District funding
- 45 Approve the appointment of Phoebe Opanowicz to the position of Part-time Traffic Aide (pc #259) at Holly Heights effective December 16, 2014. She will be paid for 5 days per week, 2.5 hours per day at the hourly rate of \$8.25. – District funding

Co-Curricular Appointments

- 46 Approve the appointment of the following staff to Co-Curricular positions at Bacon School:

Dare to be Fit (Winter)	Dan Richter	\$1339.00
Dare to be Fit (Spring)	Kelly Bingham	\$1339.00

- 47 Approve the appointment of the following staff to Co-Curricular positions at Lakeside:

Head Coach Boys Basketball	Brian Hakola	\$2656.00
Head Coach Girls Basketball	Courtney Fry	\$2436.00
Head Coach Wrestling	Robert Williams	\$2436.00
Basketball Volunteer	Paul Sansalone	-----

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:

- *48 Approve the revised appointment of the following staff to the shared Co-Curricular position at Millville Senior High School to replace Deron Sharp:

Assistant Coach Wrestling (shared):

Christian Varga	\$2,213.00
Chris Carney	\$2,030.50

Budgetary Transfers – As Recommended by the Superintendent

- *49 Approve the budgetary transfers for the month ending October 31, 2014.

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

*50 Officially certify pursuant to NJAC 6:20-2:13(e) that as of October 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

*51 Approve the Board Secretary’s monthly certification of budgetary line item status for October 31, 2014.

Balance Sheet Reports – As Recommended by the Superintendent

*52 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 October 31, 2014.

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 October 2014, were ordered, received, and filed as submitted (see attached).

<u>Secretary’s Report</u>	
Receipts	\$ 51,735,722.15
Disbursements	<u>48,811,326.01</u>
Cash Balance	\$ 2,924,396.14

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

Unfinished Business

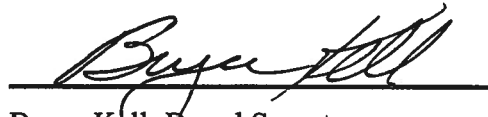
Dr. Gentile reported that there will be a meeting with parents on December 12th at 7:00 p.m. to further discuss the AP coursework.

Hearing of the Delegation

Several Students and their teacher, Ms. Celestin from Memorial, presented the COH (Color of Hope) program and fundraiser.

Adjournment

Mr. Whilden made a motion that the Board adjourn the meeting at 7:37 p.m. The motion was seconded by Mr. Flickinger and carried by a unanimous voice vote by all board members.

A handwritten signature in cursive script, appearing to read "Bryce Kell", is written over a solid horizontal line.

Bryce Kell, Board Secretary

December 8, 2014