

MILLVILLE
BOARD OF EDUCATION
AGENDA
FEBRUARY 8, 2016

MILLVILLE BOARD OF EDUCATION
MILLVILLE, NEW JERSEY
FEBRUARY 8, 2016
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
 - c. Facilities Committee Mike Beatty
 - d. Professional Review Committee Bob Donato
 - e. Policy Committee
 - f. Curriculum Committee Lisa Santiago
 - g. Shared Services Committee Robert McQuade
 - 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 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.
- *2 It is recommended the Board of Education approve the list of field trips as indicated in the backup.
- *3 It is recommended the Board of Education approve the attached list of Board Committees for 2016.
- *4 It is recommended the Board of Education approve the Resolution to invoke the Doctrine of Necessity for the Board to vote on the District Office Administrators contract.
- *5 It is recommended the Board of Education approve the overnight field trip for DECA students to attend the State Career Development Conference in Cherry Hill, NJ on February 21-23, 2016. – District funding
- *6 It is recommended the Board of Education approve Laura Venello, Drexel University doctoral student, to conduct a research project on Response to Intervention (RtI) in the Millville Public Schools. Benefit to the district will be an assessment of our RtI program's effectiveness. Our district will not be named or otherwise identified in any publication of research results. Student identifying information will remain confidential. Please see backup for further description of this project. - No cost to the district.
- *7 It is recommended the Board of Education approve the contract with Constellation Energy Resources to provide all natural gas for 18 months beginning May 1, 2016 through November 30, 2017 at a fixed rate of \$0.4098/therm with an estimated savings of \$32,700 or more per year.
- *8 It is recommended the Board of Education abolish the position of Secretary 12A (pc#501) at Lakeside and create a new position for Secretary 12B (pc#838) at Lakeside effective March 1, 2016.
- *9 It is recommended the Board of Education approve creating a position for Part-time ESL Teacher at Alternative School. The position will be paid for five days per week, one hour per day at the MEA hourly rate of \$31. – District funding

General – Cont'd

- *10 It is recommended the Board of Education approve creating a position for Curriculum Development Coordinator for NJ Partnership Grant. The position will be paid a stipend of \$2,500. – NJ Partnership Grant funding

1-10 ALL

- 11 It is recommended the Board of Education approve creating a position for Temporary One-to-One Paraprofessional for Student #36030 at Holly Heights.
- 12 It is recommended the Board of Education approve the application for a grant from the NJEA Frederick L. Hipp Foundation for Excellence in Education for a project entitled Loving Literacy and Learning Life Lessons in the amount of \$5,920 for Elizabeth Morgan at Lakeside Middle School.
- 13 It is recommended the Board of Education approve paying Alyssa Robbins, One-to-One Paraprofessional at Lakeside, no more than two hours to attend an after school function. – District funding

Resignations - As Recommended by the Superintendent

- 14 It is recommended the Board of Education approve the resignation of JoDenise Muller from her position as Paraprofessional (pc#1106) at Child Family Center effective February 1, 2016.
- 15 It is recommended the Board of Education approve the resignation of Brittany Procopio from her position as Paraprofessional (pc#173) at Child Family Center effective February 4, 2016.
- 16 It is recommended the Board of Education approve the resignation of Andrea Riegel from her position as Part-time Paraprofessional (pc#1166) at Holly Heights effective February 6, 2016.

Retirements - As Recommended by the Superintendent

- 17 It is recommended the Board of Education approve the retirement of Karen Culp from her position as Teacher of Basic Skills (pc#127) at Rieck Avenue effective April 1, 2016.

Retirements – Cont'd

- 18 It is recommended the Board of Education approve the retirement of Joseph Baruffi from his position as K-8 Supervisor of Guidance (pc#700) at Lakeside effective January 1, 2017.

Leave of Absence - As Recommended by the Superintendent

- 19 It is recommended the Board of Education approve the partially paid medical leave of absence for employee #5457 from March 21 to June 1, 2016 utilizing the Family Medical Leave Act.
- 20 It is recommended the Board of Education approve the extension of the unpaid medical leave of absence for employee #6121 to March 24, 2016.
- 21 It is recommended the Board of Education approve the unpaid, intermittent medical leave of absence for employee #1872 effective January 11 to April 5, 2016 utilizing the New Jersey Family Leave Act.
- 22 It is recommended the Board of Education approve the unpaid, medical leave of absence for employee #2976 from February 8 to March 15, 2016 utilizing the Family Medical Leave Act.

11-22 MILLVILLE

- *23 It is recommended the Board of Education approve the paid, intermittent medical leave of absence for employee #1212 effective January 28, 2016.

Appointments - As Recommended by the Superintendent

The following appointments will become official upon approval from the Board of Education and receipt of all necessary certifications together with successful clearances from the employee physical exam, drug screening and criminal history check.

- *24 It is recommended the Board of Education approve the list of substitutes as indicated in the backup.
- *25 It is recommended the Board of Education approve the appointment of Kathy Miraglia to the position as home instructor for the 2015-16 school year. She will be paid at the MEA hourly rate of \$30. – District funding

Appointments – Cont'd

- *26 It is recommended the Board of Education approve the temporary appointment of Victoria Davenport to the position of School Social Worker (pc #1021) for the District with a proposed start date of February 9, 2016 and effective until March 23, 2016. She will be paid at the 2nd step of the MEA salary guide, \$49,817 (pro-rated). Salary to be adjusted when MEA contract is settled. – District funding
- *27 It is recommended the Board of Education approve the appointment of Jamie Gribble to the position of Secretary 12B – Human Resources (pc#1167) at Culver Center with a proposed start date of February 9, 2016. She will be paid at the 2nd step of the MEA 12B salary guide, \$28,918 + \$150 (credits) = \$29,068 (pro-rated). Salary to be adjusted when MEA contract is settled. – District funding

23-27 ALL

- 28 It is recommended the Board of Education approve the temporary appointment of Tara Donley to the position of Science Teacher (pc#868) at Lakeside with a proposed start date of February 9, 2016 and effective until June 30, 2016. She will be paid at the 1st step of the MEA salary guide (BA), \$48,383 (pro-rated). Salary to be adjusted when MEA contract is settled. – District funding
- 29 It is recommended the Board of Education approve the appointment of Andrew Sooy to the position of PM School Age Child Care Student Aide at Holly Heights with a proposed start date of February 9, 2016. He will be paid for up to five days per week, up to five hours per day at the hourly rate of \$8.38.
- 30 It is recommended the Board of Education approve the **revised** appointment of staff to the position of Project Team Member-Referral System/Referral Guide for the NJ Partnership Grant effective January 26, 2016:

Mary Bacon

Kim Hallenbeck

Staff will be paid for 20 weeks, one day per week, **1.5** hour per day at the hourly rate of \$30, not to exceed **\$900** per position. – NJ Partnership Grant funding

SUPERINTENDENT'S REPORT
Appointments – Cont'd

February 8, 2016

- 31 It is recommended the Board of Education approve the appointment of staff to the following 21st Century Elementary Program positions effective February 9 through June 30, 2016:

Shawn Jenkins Site Coordinator/Teacher (\$30/hr)
Gerald Bruman Site Coordinator/Teacher (\$30/hr)
Alicia Mackall Site Coordinator/Teacher (\$30/hr)
Lauren Daigle Site Coordinator/Teacher (\$30/hr)
Kirsten Hoffman Teacher (\$30/hr)
Kirsten Hoffman Aide (\$9.50/hr)

Staff will be paid for up to five days per week, up to seven hours per day. – 21st Century grant funding

- 32 It is recommended the Board of Education approve the **revised** appointment of staff to the position of Clerical Support for NJ Partnership Grant effective January 26, 2016:

Karen McCafferty (**\$20/hour**) Yajaira Montero (**\$18.28/hour**)

Staff will be paid for 20 weeks, one day per week, one hour per day **at their hourly rate but not to exceed \$20 per hour** and not to exceed \$400 total per position. – NJ Partnership Grant funding

- 33 It is recommended the Board of Education approve the appointment of Jason Kessler to the position of Curriculum Development Coordinator for NJ Partnership Grant effective February 9, 2016. He will be paid a stipend of \$2,500. – NJ Partnership Grant funding

- 34 It is recommended the Board of Education approve the appointment of Kara Polhamus to the position of AM School Age Child Care Supervisor at Wood School with a proposed start date of February 9, 2016. She will be paid for up to five days per week, up to five hours per day at the hourly rate of \$10.73. – Latch key funding

Transfer - As Recommended by the Superintendent

- 35 It is recommended the Board of Education approve the transfer of Karin Mosley from her position as One-to-One Paraprofessional (pc#10110) at Lakeside to the position as One-to-One Paraprofessional for Student #36030 (pc#10110) at Holly Heights effective January 25, 2016. – District funding

28-35 MILLVILLE

Bids - As Recommended by the Superintendent

- *36 It is recommended the Board of Education approve the following bid award:

BID #16-04 WiFi Tablets

Apple Inc.
12545 Riata Vista Circle
Mail Stop 183-BID
Austin, TX 78727

See backup for pricing information.

Budgetary Transfers – As Recommended by the Superintendent

- *37 It is recommended the Board of Education approve the budgetary transfers for the month ending December 31, 2015.

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

- *38 It is recommended the Board of Education officially certify pursuant to NJAC 6:20-2:13(e) that as of December 31, 2015 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

February 8, 2016

Secretary's Monthly Certification – As Recommended by the Superintendent

- *39 It is recommended the Board of Education approve the Board Secretary's monthly certification of budgetary line item status for December 31, 2015.

Balance Sheet Reports – As Recommended by the Superintendent

- *40 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 December 31, 2015.

36-40 ALL