

**MILLVILLE**  
**BOARD OF EDUCATION**

**AGENDA**

**April 10, 2017**

MILLVILLE BOARD OF EDUCATION  
MILLVILLE, NEW JERSEY  
APRIL 10, 2017  
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 Brianna Wilson
  - b. Community Relations Committee Robert McQuade
  - c. Facilities Committee Mike Beatty
  - d. Professional Review Committee Connie Johnson
  - e. Policy Committee Mike Whilden
  - f. Curriculum Committee Bruce Cooper
  - g. Shared Services Committee Joe Pepitone
  - 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. 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

## **SUPERINTENDENT'S REPORT**

**April 10, 2017**

### **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 Resolution No. 1179 authorizing the Purchase of Gas supply services for public use on an online auction website.
- \*4 It is recommended the Board of Education approve the 2016 ESEA Accountability Action Plans submitted for Lakeside, Memorial, Senior High, and Millville School District.
- \*5 It is recommended the Board of Education approve June 16, 2017 as the graduation date and last day of school for the 2016-2017 school year.
- \*6 It is recommended the Board of Education approve the 2017-2018 School Calendar as indicated in the backup.
- \*7 It is recommended the Board of Education approve the Benecard one year prescription plan renewal with a 7.5% increase in premiums. The estimated cost for the 2017-18 school year is \$4,345,127.
- \*8 It is recommended the Board of Education approve the 2017 summer programs and staff stipends. The total cost for these programs is \$916,044 which includes \$476,618 in grant money and \$439,426 in local funds.
- \*9 It is recommended the Board of Education approve the application for the New Jersey Schools Insurance Group Safety Grant Program in the amount of \$14,110.71. The program period is July 1, 2017 through June 30, 2018.
- \*10 It is recommended the Board of Education approve the Clinical Education Agreement with Cumberland County College for the purpose of providing clinical education in Nursing. The term of the agreement is September 1, 2017 through August 31, 2018 at no cost to the district.

**SUPERINTENDENT'S REPORT**

**April 10, 2017**

**General – cont'd**

- \*11 It is recommended the Board of Education approve forming the joint purchasing for the 2017-2018 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.
  
- \*12 It is recommended the Board of Education approve the following policy revisions for second reading:
  - 3542.1 Wellness & Nutrition
  - 4117.27 Arrest Reporting Requirements for Certificated Staff Members
  - 4217.27 Arrest Reporting Requirements for Staff Members
  - 6171.4 Special Education
  
- \*13 It is recommended the Board of Education approve the Senior Class trip to Walt Disney World in Orlando, Florida on March 3, 4, 5, and 6, 2018.
  
- \*14 It is recommended the Board of Education approve creating a position for Content Support Teacher for Thunderbolt Academy – Social Studies. The position will be paid for ten weeks, one day per week, 1.75 hours per day at the MEA hourly rate of \$31, not to exceed \$500 total expenditure. - District funding
  
- \*15 It is recommended the Board of Education approve creating a position for Content Support Teacher for Thunderbolt Academy – Science. The position will be paid for ten weeks, one day per week, 1.75 hours per day at the MEA hourly rate of \$31, not to exceed \$500 total expenditure. - District funding
  
- \*16 It is recommended the Board of Education approve the Advanced Environmental Science Course for grades 11-12. The course will begin in September 2017. - District funding
  
- \*17 It is recommended the Board of Education approve submission of an Application for Establishment of Air Force Junior Reserve Officer Training Corps (JROTC) Unit as indicated in the backup.

## **SUPERINTENDENT'S REPORT**

**April 10, 2017**

### **General – cont'd**

- \*18 It is recommended the Board of Education approve a six hour observation for Samantha Miller, enrolled at Temple University for an Adolescent Development for Educators class. She will be under the supervision of Sheila Montecino at the Senior High School at no cost to the district.
- \*19 It is recommended the Board of Education approve the membership with the NJSIAA for the 2017-2018 school year. The fee is \$2,150 and is paid for with district funds

### **1-19 ALL**

- 20 It is recommended the Board of Education approve a 50 hour Administrative Internship placement at Rieck Avenue School for Alice Meeks under the guidance of Dr. Brian Robinson. Ms. Meeks is enrolled in the Educational Leadership program at Seton Hall University at no cost to the district.
- 21 It is recommended the Board of Education approve application for the 21<sup>st</sup> Century Community Learning Center Program Continuation Grant: Cohort 11 (NGO: #16-EK37-HO5) for \$500,000 – year 3 of 5. The grant will run from September 1, 2017 – August 31, 2018 to serve students from Millville elementary schools and the Haleyville-Mauricetown School in Commercial Township.
- 22 It is recommended the Board of Education approve payment of additional hours to Aisling Smith-Renshaw to provide nursing services to students attending the Safety Patrol overnight trip to Washington, DC on June 1 and 2, 2017. She will be paid at the MEA hourly rate of \$31, not to exceed 14 hours total additional pay. – District funding

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

- 23 It is recommended the Board of Education approve the partially paid medical leave of absence for employee #1165 from March 6 to April 4, 2017.
- 24 It is recommended the Board of Education approve the paid medical leave of absence for employee #2259 from April 7 to April 24, 2017.

**SUPERINTENDENT'S REPORT**

**April 10, 2017**

**Leave of Absence – cont'd**

- 25 It is recommended the Board of Education approve the paid medical leave of absence for employee #1435 from May 8 to September 1, 2017.
- 26 It is recommended the Board of Education approve the unpaid, intermittent medical leave of absence for employee #2976 from April 4, 2017 for one year or 60 days utilizing the Family Medical Leave Act.
- 27 It is recommended the Board of Education approve the partially paid, intermittent medical leave of absence for employee #514 utilizing the Family Medical Leave Act.
- 28 It is recommended the Board of Education approve the paid medical leave of absence for employee #1802 from May 12 to May 30, 2017.
- 29 It is recommended the Board of Education approve the paid medical leave of absence for employee #1932 from May 3 to May 18, 2017.
- 30 It is recommended the Board of Education approve the unpaid medical leave of absence for employee #6311 from March 23 to April 12, 2017.
- 31 It is recommended the Board of Education approve the paid medical leave of absence for employee #4603 from May 4 to September 1, 2017.
- 32 It is recommended the Board of Education approve the extension of a paid medical leave of absence for employee #187 to May 1, 2017.

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- \*33 It is recommended the Board of Education approve the paid medical leave of absence for employee #3119 from March 22 to April 24, 2017.
- \*34 It is recommended the Board of Education approve the paid, intermittent medical leave of absence for employee #4294 from January 16 to June 30, 2017.

## **SUPERINTENDENT'S REPORT**

**April 10, 2017**

### **Retirement - As Recommended by the Superintendent**

- \*35 It is recommended the Board of Education approve the retirement of Elizabeth Andrews from the position of Cafeteria (pc#780) at Millville Senior High School effective June 1, 2017.
- \*36 It is recommended the Board of Education approve the retirement of Nellie Eldridge from the position of Teacher of Spanish (pc#618) at Memorial High School effective July 1, 2017.
- \*37 It is recommended the Board of Education approve the retirement of Barbara Novelli from the position of Department Chair – CTE (pc#188) at Millville High School effective July 1, 2017.

### **33-37 ALL**

- 38 It is recommended the Board of Education approve the retirement of Teresa Burns from the position of Full-time Paraprofessional (pc#10112) at Child Family Center effective July 1, 2017.
- 39 It is recommended the Board of Education approve the retirement of Jean Parkhill from the position of Family Liaison (pc#519) at Child Family Center effective June 30, 2017.

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

- 40 It is recommended the Board of Education approve the resignation of Matthew Ercolani from the temporary position of Teacher of Vocal Music (pc#10233) at Wood School/Thunderbolt Academy effective March 29, 2017.

### **Special Education - As Recommended by the Superintendent**

- 41 It is recommended the Board of Education approve the addendum list of special education students for out-of-district placement for the 2016-17 school year as indicated in the backup.

**SUPERINTENDENT'S REPORT**

**April 10, 2017**

**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.

- 42 It is recommended the Board of Education approve the appointment of Brian Hakola to the position of Spring Track Helper – Hourly Position at Lakeside effective April 1, 2017. He will be paid at the MEA hourly rate of \$31 for ten weeks, up to two days per week, up to two hours per day. – District funding
- 43 It is recommended the Board of Education approve the appointment of Morgan Giordano to the position of Wrap Around Instructional Aide student substitute at Child Family Center effective April 11, 2017. She will be paid at the hourly rate of \$8.50. – Wrap funding
- 44 It is recommended the Board of Education approve the appointment of Zachary Ivanovs to the position of PM Student School Age Child Care Aide at Wood School effective April 11, 2017. He will be paid at the hourly rate of \$8.50. – Latch Key funding

**38-44 MILLVILLE**

- \*45 It is recommended the Board of Education approve the appointment of Ashley Trovarelli to the position of home instructor for 2016-17 effective April 11, 2017. She will be paid at the MEA hourly rate of \$31. – District funding

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

- \*46 It is recommended the Board of Education approve the **revised** appointment of staff to the Co-Curricular/Schedule B position of Assistant Coach - Track:

Amanda Eller	Step 1	<b>\$3661.00</b>
Eric Fizur	Step 1	<b>\$3661.00</b>



**SUPERINTENDENT'S REPORT**

**April 10, 2017**

**Bids - As Recommended by the Superintendent**

- \*47 It is recommended the Board of Education approve the following bid award recommendations:

RFP #17-05 Auditor

Ford Scott & Associates \$60,500/year  
1535 Haven Avenue  
PO Box 538  
Ocean City, NJ 08226

RFP #17-06 Board Solicitor

Robinson & Robinson \$165/hour  
2057 Wheaton Ave.  
Millville, NJ 08332

RFP #17-07 Labor Relations Consultant/Negotiator

Capehart & Scatchard \$175/hour  
8000 Midlantic Dr., Ste. 300S  
Mt. Laurel, NJ 08054

RFP #17-08 Architect

Garrison Architects \$150/hour  
406 Lippincott Dr., Suite M see attached breakdown  
Marlton, NJ 08053

- \*48 It is recommended the Board of Education approve the following bid award recommendation:

17-16 HVAC Service & Repairs Under \$20,000 Per Project

Multitemp Mechanical, Inc. \$78.50/hour  
1000 Delsea Dr.  
Westville, NJ 08093

**Budgetary Transfers – As Recommended by the Superintendent**

- \*49 It is recommended the Board of Education approve the budgetary transfers for the month ending February 28, 2017.

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

- \*50 It is recommended the Board of Education officially certify pursuant to NJAC 6:20-2:13(e) that as of February 28, 2017 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 It is recommended the Board of Education approve the Board Secretary's monthly certification of budgetary line item status for February 28, 2017.

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

- \*52 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, 2017.

45-52 ALL