

MILLVILLE
BOARD OF EDUCATION
AGENDA
DECEMBER 5, 2016

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MILLVILLE, NEW JERSEY
DECEMBER 5, 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 Robert McQuade
 - c. Facilities Committee Mike Beatty
 - d. Professional Review Committee Joe Pepitone
 - e. Policy Committee Brianna Wilson
 - f. Curriculum Committee Lisa Santiago
 - g. Shared Services Committee Connie Johnson
 - 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.)
Presentations:
 - a. Wellness Week/Month, Tina Benishek & Linda Jost
 - b. Auditor's Report
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

SUPERINTENDENT'S REPORT

December 5, 2016

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 accept the 2015-2016 Auditor's Management Report, the synopsis of the audit report, and approve the Corrective Action Plan.
- *4 It is recommended the Board of Education approve the following policy revisions for second reading:
 - 5141 Health
 - 5118 Nonresident Students
- *5 It is recommended the Board of Education approve the first payment of boiler stipends for 2016-2017 as indicated in the backup.
- *6 It is recommended the Board of Education approve the change in Job Title for position control numbers 474 and 10109 from Teacher Trainer/Network Tech to Digital Literacy and Learning Specialist.
- *7 It is recommended the Board of Education approve the submission of an amendment for the NCLB Grant for FY17 in order to budget FY2016 NCLB carryover funds.

Title IA	\$21,069
Title IIA	\$ 4,258
Title III	<u>\$ 6,709</u>
	\$21,069

- *8 It is recommended the Board of Education approve the submission of Amendment 1 to the IDEA 2017 grant application to incorporate carryover funds from FY 2016 into the current grant as follows:

IDEA Basic \$1,444,677 plus carryover in the amount of \$62,654. Total funds \$1,507,331

IDEA Preschool \$30,072 plus carryover in the amount of \$146. Total funds \$30,218

SUPERINTENDENT'S REPORT

December 5, 2016

General – Cont'd

- *9 It is recommended the Board of Education approve the Agreement of Understanding between Millville Senior High School and Cumberland County College for a College Readiness Now III Program during the spring semester of 2017 at no cost to the district.
- *10 It is recommended the Board of Education approve the out of state travel for Henry Hartman to attend the Conn Selmer VIP Institute in Elkhart, Indiana on July 10-12, 2017 at no cost to the district.

1-10 ALL

- 11 It is recommended the Board of Education approve the grant application and acceptance of an artist-in-residence scholarship awarded to Holly Heights for Arts Infusion programs provided by Young Audiences. The grant will provide 9 sessions of artists working with our students at no cost to the district.
- 12 It is recommended the Board of Education approve the grant application and acceptance of an artist-in-residence scholarship awarded to Rieck Avenue for Arts Infusion programs provided by Young Audiences. The grant will provide 9 sessions of artists working with our students at no cost to the district.
- 13 It is recommended the Board of Education approve creating a position for Family Friendly Club Coordinator at Lakeside. The position will be for 26 weeks, up to five days per week, not to exceed 150 total hours to be paid at the MEA hourly rate of \$31. – Family Friendly Grant funding
- 14 It is recommended the Board of Education approve creating a position for Family Friendly Lakeside Club Advisor for a 10 hour Board/Video Gaming Club. The position will be paid at the MEA hourly rate of \$31. – Family Friendly Grant funding
- 15 It is recommended the Board of Education approve a 12 hour practicum experience in Methods and Strategies of Teaching Mathematics for Joyce Cross enrolled at Grand Canyon University. She will work under the supervision of John Newsome at Silver Run at no cost to the district.

Resignation - As Recommended by the Superintendent

- 16 It is recommended the Board of Education approve the resignation of Brandy Welch from the position of School Age Child Care Adult Aide at Rieck Avenue effective November 21, 2016.

Leave of Absence - As Recommended by the Superintendent

- 17 It is recommended the Board of Education approve the extension of the unpaid medical leave of absence for employee #658 to February 21, 2017 utilizing the NJ Family Leave Act.
- 18 It is recommended the Board of Education approve the extension of the paid medical leave of absence for employee #2896 to December 12, 2016.
- 19 It is recommended the Board of Education approve the unpaid medical leave of absence for employee #435 from November 15, 2016 to January 3, 2017.
- 20 It is recommended the Board of Education approve the partially paid medical leave of absence for employee #4987 from January 3 to September 1, 2017.
- 21 It is recommended the Board of Education approve the partially paid intermittent medical leave of absence for employee #4208 from November 14, 2016 for up to 60 days.
- 22 It is recommended the Board of Education approve the paid, intermittent medical leave of absence for employee #876 from November 22 to February 16, 2017.
- 23 It is recommended the Board of Education approve the paid medical leave of absence for employee #4460 from December 19, 2016 to February 1, 2017.
- 24 It is recommended the Board of Education approve the extension of the paid medical leave of absence for employee #2838 to December 31, 2016.

Leave of Absence –Cont'd

- *25 It is recommended the Board of Education approve the paid, intermittent medical leave of absence for employee #5795 from November 18, 2016 to June 30, 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.

- *26 It is recommended the Board of Education approve the appointment of Robin Carman to the position of Teacher of Family and Consumer Science – Baking (pc#1030) at Millville Senior High School effective December 6, 2016. She will be paid at the 1st step of the MEA salary (ND), \$49,262 (pro-rated). – District funding

25-26 ALL

- 27 It is recommended the Board of Education approve the appointment of Cristina Conroy to the position of Preschool Paraprofessional (pc#167) at Child Family Center with a proposed start date of December 6, 2016. She will be paid at the 3rd step of the MEA salary guide, \$19,627 +\$200(credits) = \$19,827 (pro-rated). – ECP funding
- 28 It is recommended the Board of Education approve the appointment of Kelly Irelan to the position of Preschool Paraprofessional (pc#174) at Child Family Center with a proposed start date of December 6, 2016. She will be paid at the 2nd step of the MEA salary guide, \$19,377 +\$200(credits) = \$19,577 (pro-rated). – ECP funding
- 29 It is recommended the Board of Education approve the appointment of Douglas Saul to the position of School Age Child Care Staff Trainer/Activity Trainer. He will be paid at the MEA hourly rate of \$31 for up to five days per week, one hour per day. – Family Friendly Grant funding

SUPERINTENDENT’S REPORT

December 5, 2016

Appointments – Cont’d

- 30 It is recommended the Board of Education approve the appointment of the following staff to the position of Family Friendly Lakeside Club Advisors effective December 6, 2016:

Jennifer Salvati	TV News Club	40 hours
Lawrence Perry	TV News Club	40 hours
Shari Booz	Choir Club	30 hours
Jessica Heim	Art Club	30 hours
Kristine Abel	Fitness Club	20 hours
Pamela Bergman	Fitness Club	20 hours
Robin Roche	Homework Club	20 hours
Bernadette Phillips	Homework Club	20 hours
Rita Pettit	Homework Club	20 hours
Thomas Hickman	Homework Club	20 hours
Susan Corson	Language Arts Club	20 hours
Diane Worthington	Library Club	20 hours
Lawrence Perry	Media/Animation Club	20 hours
Valerie Grennon	Dance Club	20 hours
Tamara Woitas	German Club	20 hours

Staff will be paid at the MEA hourly rate of \$31. – Family Friendly Grant funding

- 31 It is recommended the Board of Education approve the appointment of the following staff to the position of District AVID Tutors for 2016-17 effective December 6, 2016:

Quiana Rice Scott Craner

Staff will be paid at the hourly rate of \$10 for up to five days per week, not to exceed 18 hours per week. – District funding

Transfers - As Recommended by the Superintendent

- 32 It is recommended the Board of Education approve the following Cafeteria transfers effective December 6, 2016:

Jennifer Riley (pc#367) at Child Family Center to pc#77 Silver Run,
3.75 hours per day, \$13.67 per hour
Brandy Welch (pc#901) at Silver Run to pc#367 at Silver Run,
3.5 hours per day, \$13.32 per hour
Gretchen Andrews (pc#316) at Wood School to pc#901 at Silver
Run, 3 hours per day, \$13.67 per hour

SUPERINTENDENT'S REPORT
Co-Curricular Appointments

December 5, 2016

- 33 It is recommended the Board of Education approve the **revised** appointment of staff to the following Co-Curricular positions at Lakeside:

Honors Council (shared)

Lisa Gaudio \$1169.50

Shari Booz \$1169.50

Lakeside GT after hours (shared)

Lisa Gaudio \$1165

Jessica Heim \$850.50 --District funding

- 34 It is recommended the Board of Education approve the appointment of staff to the Co-Curricular/Schedule B Winter Sports positions at Lakeside as indicated in the backup.

27-34 MILLVILLE

- *35 It is recommended the Board of Education approve the **revised** appointment of Howard Raudenbush to the Co-Curricular position of **Spring Play Music Director. He will be paid at the 2nd step of the MEA Co-Curricular/Schedule B guide, \$2,972.** – District funding
- *36 It is recommended the Board of Education approve the appointment of Dana Kolibaba to the Co-Curricular position of High School Soccer Assistant coach for the second half of the fall sports schedule. She will be paid at the 1st step of the MEA Co-Curricular/Schedule B salary guide, \$1886. – District funding
- *37 It is recommended the Board of Education approve the appointment of staff to Co-Curricular/Schedule B annual positions at Memorial High School as indicated in the backup.

Bids - As Recommended by the Superintendent

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

Bid #16-30 Boy's Baseball Equipment \$2,028.60

Ampro Sports \$ 1,694.40

BSN/Passon Sports \$ 289.20

Kelly's Sports, LTD \$ 45.00

SUPERINTENDENT'S REPORT

December 5, 2016

Bids – Cont'd

*38 cont'd

Bid #16-31 Boy's Tennis Equipment		\$990.52
Kelly's Sports, LTD	\$	177.40
Pyramid School Products	\$	813.12
Bid #16-32 Boy's Track Equipment		\$2,878.72
Ampro Sports	\$	98.00
BSN/Passon Sports	\$	53.00
Kelly Sports, LTD	\$	279.20
Riddell/All American	\$	457.52
Triple Crown Sports	\$	1,991.00
Bid 16-33 Girl's Track Equipment		\$2,872.76
Ampro Sports	\$	140.00
BSN/Passon Sports	\$	82.71
Gill Athletics, Inc.	\$	1,115.40
Kelly's Sports, LTD	\$	944.65
M-F Athletics Co.	\$	305.00
Triple Crown Sports	\$	285.00
Bid #16-34 Softball Equipment		\$2,053.84
BSN/Passon Sports	\$	619.29
Kelly's Sports	\$	950.95
Longstreth	\$	5.90
Pyramid School Products	\$	103.20
Triple Crown Sports	\$	374.50
Bid #16-35 Golf Equipment		\$1,027.56
BSN/Passon Sports	\$	1,027.56
Bid #16-37 Lacrosse Equipment		\$1,341.82
BSN/Passon Sports	\$	573.15
Kelly Sports, LTD	\$	110.00
Longstreth	\$	460.67
Pyramid School Products	\$	42.00
Triple Crown Sports	\$	156.00

Budgetary Transfers – As Recommended by the Superintendent

- *39 It is recommended the Board of Education approve the budgetary transfers for the month ending October 31, 2016.

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

- *40 It is recommended the Board of Education officially certify pursuant to NJAC 6:20-2:13(e) that as of October 31, 2016 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

- *41 It is recommended the Board of Education approve the Board Secretary's monthly certification of budgetary line item status for October 31, 2016.

Balance Sheet Reports – As Recommended by the Superintendent

- *42 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 October 31, 2016.