

MILLVILLE
BOARD OF EDUCATION
AGENDA
JUNE 5, 2017

MILLVILLE BOARD OF EDUCATION
MILLVILLE, NEW JERSEY
JUNE 5, 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.

 - a. Retiree Recognition
 - b. Thunderbolt Academy
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 accept and approve the certification of Implementation of Corrective Action Plan for the fiscal year ending June 30, 2016 as indicated in the backup.
- *3 It is recommended the Board of Education transfer funds to a capital reserve for the year ending June 30, 2017 in accordance with 6A:23A-14.1. Approval is requested for up to \$400,000 if funds are available.
- *4 It is recommended the Board of Education establish and transfer funds to a maintenance reserve for the year ending June 30, 2017 in accordance with 6A:23A-14.2. Approval is requested for up to \$800,000 if funds are available.
- *5 It is recommended the Board of Education apply for a short-term loan due to the delay in the June State Aid payments. The loan is for \$4,100,000 with an interest rate of 4% from Bank of America. The loan will be paid back by the state on July 8 or July 11 including interest.
- *6 It is recommended the Board of Education approve Resolution No. 1183 to cancel and void outstanding checks written prior to June 30, 2017 as indicated in the backup.
- *7 It is recommended the Board of Education approve the District Professional Development Plan for 2017-2018 as indicated in the backup.
- *8 It is recommended the Board of Education approve the Memorandum of Agreement for Student Health Solutions with CompleteCare Health Network effective May 5, 2017 through August 31, 2018 at no cost to the district.
- *9 It is recommended the Board of Education approve up to 30 hours during the summer for Robert Cirocco to continue work on HIB procedures, security measures, and the crisis manual. He will be paid at the hourly rate of \$31. – District funding

SUPERINTENDENT'S REPORT

June 5, 2017

Leave of Absence

- 17 It is recommended the Board of Education approve the paid medical leave of absence for employee #901 from May 17 to May 30, 2017.
- 18 It is recommended the Board of Education approve the paid medical leave of absence for employee #11 from June 5 to September 5, 2017.

14-18 MILLVILLE

- *19 It is recommended the Board of Education approve the intermittent, paid medical leave of absence for employee #2691 from May 31, 2017 to May 1, 2018.

Retirement

- *20 It is recommended the Board of Education approve the retirement of Barbara McDowell from the position of Cafeteria Worker (pc#655) at MSHS effective July 1, 2017.
- *21 It is recommended the Board of Education approve the retirement of Janice Oliver from the position of Secretary 12A (pc#851) at Memorial effective July 31, 2017.

Resignation

- *22 It is recommended the Board of Education approve the resignation of Kurt Himstedt from the position of Food Service Manager (pc#1034) for the District effective August 30, 2017.

19-22 ALL

- 23 It is recommended the Board of Education approve the resignation of Jonathan Marquez from the position of Building Maintenance Worker (pc#1191) at Child Family Center effective June 2, 2017.

SUPERINTENDENT'S REPORT

June 5, 2017

Re-Appointments

- 24 It is recommended the Board of Education approve the reappointment of the following Building Maintenance Workers for the 2017-2018 school year:

Luis Santana – PC#1096, Silver Run
Melissa Sorantino – PC#1165, Child Family Center

Appointments

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.

- 25 It is recommended the Board of Education approve the appointment of the following staff to the position of Wrap Supervisor and Substitutes effective July 1, 2017 through June 30, 2018:

Sandi DelVicario

Substitutes:

Eileen Roche Miranda Pasquale Nelly Martinez

Staff will be paid at the hourly rate of \$10.73 during the school year and \$18.50 during the summer. – Wrap funding

- 26 It is recommended the Board of Education approve the appointment of the following staff to the position of Master Teacher/PIRT Summer Work – School Year Preparation at Child Family Center:

Sharon Wright Casey Wilson Kathy Parent
Cindy Tarpine Diane Cavagnaro Cindy Ciocco

Staff will be paid at the MEA hourly rate of \$31 for up to 18 hours each. – ECP funding

- 27 It is recommended the Board of Education approve the appointment of staff to the position of Summer Wrap Around Instructional Aides and Substitutes at Child Family Center effective June 19 to August 25, 2017 as indicated in the backup. Staff will be paid at the hourly rate of \$9.50 for 10 weeks, five days per week, eight hours per day. – ECP Wrap funding

SUPERINTENDENT'S REPORT

June 5, 2017

Appointments – cont'd

28 It is recommended the Board of Education approve the appointment of the following staff to the position of Summer Wrap Around Teaching Aides and Substitutes at Child Family Center effective June 19 to August 25, 2017 as indicated in the backup. Staff will be paid at the hourly rate of \$14 for 10 weeks, five days per week, eight hours per day. – ECP Wrap funding

29 It is recommended the Board of Education approve the appointment of the following staff to the position of Summer Wrap Around Nurse – Shared at Child Family Center effective June 19 to August 25, 2017:

Paula Frie

Substitutes: Karen Chamenko Lee Tamagni Melissa Douglas
Cathleen McGregor

Staff will be paid at the MEA hourly rate of \$31 for 10 weeks, five days per week, up to seven hours per day. – ECP Wrap funding

30 It is recommended the Board of Education approve the appointment of the following staff to the Summer programs position of Teachers for Preschool Extended School Year Program at Child Family Center effective July 3, 2017:

Donna Makos Casey Wilson

Substitutes: Denise Wright Lisa Piccioni Stacey Oliver

Staff will be paid at the MEA hourly rate of \$31 for four weeks, five days per week, 3.5 hours per day. – District funding

31 It is recommended the Board of Education approve the appointment of the following staff to the Summer programs position of Parapros for Preschool Extended School Year Program at Child Family Center effective July 3, 2017:

Lori Buckley

Stacey Oliver

Kathy Wright

Melissa Mazzola

Lisa Piccioni

Substitutes

Christine Caraballo

Sandi DelVicario

Kelly Irelan

Liz Morgan

Sue Taney

Staff will be paid at the MEA hourly rate of \$14 for four weeks, five days per week, 3.5 hours per day. – District funding

SUPERINTENDENT'S REPORT

June 5, 2017

Appointments – cont'd

- 32 It is recommended the Board of Education approve the appointment of staff to the Summer programs position of Teachers for Grade K-8 Extended School Year Program effective July 5, 2017 as indicated in the backup. Staff will be paid at the MEA hourly rate of \$31 for four weeks, five days per week, 3.5 hours per day plus four hours preparation time prior to program start. – IDEA funding
- 33 It is recommended the Board of Education approve the appointment of staff to the Summer programs position of Paraprofessionals for Grade K-8 Extended School Year Program effective July 5, 2017 as indicated in the backup. Staff will be paid at the MEA hourly rate of \$14 for four weeks, five days per week, 3.5 hours per day. – IDEA funding
- 34 It is recommended the Board of Education approve the appointment of Charlotte Phillips to the Summer programs position of One-to-One Paraprofessional for Student #30395. Position will be paid at the MEA hourly rate of \$14 for two weeks, five days per week, five hours per day, not to exceed 50 total hours. – IDEA Basic 2018 funding
- 35 It is recommended the Board of Education approve the appointment of Douglas Saul to the Summer programs position of School Age Child Care Camp Director effective June 26, 2017. He will be paid at the MEA hourly rate of \$31 for seven weeks, five days per week, eight hours per day. – Family Friendly Grant/ Latch Key funding
- 36 It is recommended the Board of Education approve the appointment of the following staff to the position of Club 21 Elementary Summer Site Coordinator effective June 21, 2017:

Lisa Baskow

Crystal Bermudez

Staff will be paid at the MEA hourly rate of \$31 for four weeks plus one day, five days per week, six hours per day. – 21st Century grant funding

SUPERINTENDENT’S REPORT

June 5, 2017

Appointments – cont’d

37 It is recommended the Board of Education approve the appointment of the following staff to the position of Club 21 Elementary Summer Enrichment Teacher/Tutor effective June 21, 2017:

Crystal Bermudez	Lisa Baskow	Matt Slater
Jackie Olivio	Julie Stewart	Michael Thomas
Eric Paulson	Barbara Lore	Alicia Discepola
Shawn Jenkins	John Fordyce	Kristen Davidson
Linda Wittmann	Stephanie Upham	Kristina Messina
Megan Devich	Robin Carman	Kelly Sturdivant
Gerald Bruman	Maria Molinelli-Loper	

Staff will be paid at the MEA hourly rate of \$31 for up to four weeks plus one day, five days per week, 3.5-5 hours per day. – 21st Century grant funding

38 It is recommended the Board of Education approve the appointment of the following staff to the position of Club 21 Elementary Summer Camp Aides effective June 21, 2017:

Isamarie Rios	Kirsten Hoffman	Robert Bonham
John Fordyce	Teri McCafferty	Ozmear Evans
Nancy Stone	Tracy Oniszczyk	Candace Devich
Phoebe Opanowicz	Benjamin Malaga	Karen Kozak

Staff will be paid at the MEA hourly rate of \$14 for four weeks plus one day, five days per week, six hours per day. – 21st Century grant funding

39 It is recommended the Board of Education approve the appointment of Kelly Gandy to the Summer programs position of 21st Century Middle School Site Coordinator effective June 26, 2017. She will be paid at the MEA hourly rate of \$31 for four weeks, five days per week, up to six hours per day. – 21st Century CEZ grant funding

23-39 MILLVILLE

*40 It is recommended the Board of Education approve the **revised** appointment of Aisling Smith-Renshaw to the Summer programs position of Nurse for K-12 ESY and Club 21. She will be paid at the MEA hourly rate of \$31 for six weeks, five days per week, **up to 4.75 hours per day.** – District and IDEA funding

SUPERINTENDENT'S REPORT
Appointments – cont'd

June 5, 2017

- *41 It is recommended the Board of Education approve the appointment of the following staff to the Summer programs shared position of Summer Coordinator MMA Support Program – Club 21 Camp effective June 26, 2017:

Tina Benishek Greg Fry

Position will be paid at the MEA hourly rate of \$31 for four weeks, five days per week, 4.5 hours per day. – Millville Municipal Alliance funding

- *42 It is recommended the Board of Education approve the appointment of Mebane Sherman to the position of Secretary B – 12 Month (pc#37) at Millville Senior High School effective August 1, 2017. She will be paid at the 6th step of the MEA 12/B Secretarial Guide, \$30,748 + \$400 (longevity) = \$31,148 (pro-rated). – District funding

- *43 It is recommended the Board of Education approve the appointment of Robert Smith to the position of Computer Technician for Technology Showcase on May 11, 2017. He will be paid at his hourly rate for up to 3.5 hours. – Title I Parent Involvement funding

- *44 It is recommended the Board of Education approve the appointment of staff to the Summer programs position of General Ed and Special Ed Teachers for Summer IEP meetings as indicated in the backup. Staff will be paid at the MEA hourly rate of \$31. – IDEA Basic funding

- *45 It is recommended the Board of Education approve the appointment of the following staff to the Summer programs position of Teachers for Grade 9-12 Extended School Year Program effective July 5, 2017:

Valerie Archetto Courtney Fry

Staff will be paid at the MEA hourly rate of \$31 for four weeks, five days per week, 4 hours per day plus four hours preparation time prior to program start. – IDEA funding

SUPERINTENDENT'S REPORT

June 5, 2017

Appointments – cont'd

- *46 It is recommended the Board of Education approve the appointment of the following staff to the Summer programs position of Paraprofessionals for Grade 9-12 Extended School Year Program effective July 5, 2017:

Tammy Elliott Substitute: Karen Kozak

Staff will be paid at the MEA hourly rate of \$14 for four weeks, five days per week, 4 hours per day. – IDEA funding

- *47 It is recommended the Board of Education approve the appointment of the following staff to the Summer programs position of Cafeteria Summer Camp Workers and Substitutes effective June 26, 2017:

Judith Adams	Doris Hall	Linda Polhamus
Kelli Risdon-Friebel	Tammy Thompson	
<u>Substitutes:</u>	Colleen Cain	Mae Haas
Julie Marquez-Wilson	Carol Sutcliffe	

Staff will be paid at the hourly rate of \$15.25 for eight weeks, five days per week, four-six hours per day. – District funding

- *48 It is recommended the Board of Education approve the appointment of the following staff to the Summer programs position of High School World Language Curriculum Writing:

Graham Gant	Tamara Woitas	Heather Ehlin
Kristin Masters	Nadya McLaughlin	

Staff will be paid at the MEA hourly rate of \$31 for one day, up to six hours. – District funding

- *49 It is recommended the Board of Education approve the appointment of the following staff to the Summer programs position of High School English Curriculum Writing:

9 th grade:	Erin Maines	Katherine Rossbach
10 th grade:	Janet Todd	Katherine Fouhy
11 th grade:	Danielle Carroll	Lisa Maldonado
12 th grade:	Dana Siniavsky	Tara Cotton

Staff will be paid at the MEA hourly rate of \$31 for one day, up to six hours each. – Title I funding

SUPERINTENDENT'S REPORT
Appointments – cont'd

June 5, 2017

- *50 It is recommended the Board of Education approve the appointment of the following staff to the Summer programs position of Revising Research Paper Manual:

Beth Benfer	Meg Finney	Heather Birnstiel
Kelly Gandy	Patti Atkinson	

Staff will be paid at the MEA hourly rate of \$31 for one day, up to six hours each. – Title I 2016 funding

- *51 It is recommended the Board of Education approve the appointment of the following staff to the Summer programs position of August Child Study Team effective August 1, 2017:

Denni Foster	Christa Kruger	Martin Kavanagh
Terry Tracey		

Staff will be paid at the MEA hourly rate of \$31, not to exceed 180 total hours. – District funding

- *52 It is recommended the Board of Education approve the appointment of the following staff to the Summer programs position of Child Study Team and SLPs for Summer Cases:

Janine Chong	Denni Foster	Marilyn Hardwick
Jovonna Jackson	Kathy King	Peter Arsenault
Dan Bertonazzi	Terry Tracey	Diane Carpenter
Martin Kavanagh	Christa Kruger	Megan Fawley
Kelley McAvoy		

Staff will be paid \$190 per case, not to exceed \$60,000 total expenditure. – District and IDEA funding

- *53 It is recommended the Board of Education approve the appointment of the following staff to the Summer programs position of School Psychologists for Gifted and Talent Testing:

Peter Arsenault	Katie Baralus	Karen Cossaboon
Gena Pacitto	Terry Tracey	

Staff will be paid \$105 per case, not to exceed \$6,825 total expenditure. – District funding

SUPERINTENDENT'S REPORT

June 5, 2017

Appointments – cont'd

- *54 It is recommended the Board of Education approve the appointment of the following staff to the Summer programs position of GT Summer STEM Camp from July 24-26, 2017:

Colleen Blithe

Kelly Davis

Lisa Gaudio

Staff will be paid for 12 hours each at the MEA hourly rate of \$31, not to exceed 36 total hours at no cost to the District.

- *55 It is recommended the Board of Education approve the appointment of Stephanie Labas to the Summer programs position of Supervisor for Student Painting Projects effective June 19, 2017. She will be paid at the hourly rate of \$27 for up to 10 weeks, four or five days per week, 8-10 hours per day. – District funding
- *56 It is recommended the Board of Education approve the appointment of John Parker to the Summer programs position of Supervisor for Student Landscaping Crew effective June 19, 2017. He will be paid at the hourly rate of \$27 for up to 10 weeks, four or five days per week, 8-10 hours per day. – District funding
- *57 It is recommended the Board of Education approve the appointment of staff to the Summer programs position of Student Summer Employees Maintenance and Grounds effective June 19, 2017 as indicated in the backup. Staff will be paid for up to 10 weeks, four or five days per week, 8-10 hours per day at the hourly rate of \$8.50 or \$9.00 depending on duties. – District funding
- *58 It is recommended the Board of Education approve the appointment of staff to the Summer programs position of Additional Custodial Staff for Summer effective June 19, 2017 as indicated in the backup. Staff will be paid for up to 10 weeks, four or five days per week, 8-10 hours per day at the hourly rate of \$12.00 – District funding
- *59 It is recommended the Board of Education approve the appointment of Michele Pruettt to the Summer programs position of Nurse for Assisting Registration/Reviewing Immunizations. She will be paid at the MEA hourly rate of \$31 for up to 20 total hours. – District funding

SUPERINTENDENT'S REPORT

June 5, 2017

Appointments – cont'd

- *60 It is recommended the Board of Education approve the appointment of the following staff to the position of Gifted and Talented Curriculum Work effective June 20, 2017:

Lisa Gaudio Colleen Blithe Kelly Davis

Staff will be paid at the MEA hourly rate of \$31, not to exceed 20 hours per position. – District funding

- *61 It is recommended the Board of Education approve the appointment of Robert Barber Jr. to the position of K-12 Supervisor of Math & Science (pc#271) for the District with a proposed start date of July 1, 2017. He will be paid per the MAA salary guide, \$94,899. – District funding

Transfers

- *62 It is recommended the Board of Education approve the transfer of staff effective July 1, 2017 as indicated in the backup.
- *63 It is recommended the Board of Education approve the following Cafeteria transfers effective July 1, 2017:

Dorothy Slaney from PC#220 at Memorial to PC#655 at MSHS
Tori Smith from PC#909 at Wood to PC#107 at Memorial
Allison Devilli from PC#525 at Wood to PC#780 at MSHS
Danielle Grablow from PC#318 at Wood to PC#318 at Thunderbolt Academy
Bridgett Hiles from PC#703 at Wood to PC#703 at Thunderbolt Academy
Kristy Smith from PC#316 at Wood to PC#220 at Memorial
Lisa Harris from PC#386 at Wood to PC#840 at Bacon
Roseann Tirado from PC#989 at Wood to PC#765 at Bacon

SUPERINTENDENT'S REPORT**June 5, 2017****Bids**

*64 It is recommended the Board of Education approve the following bid awards:

<u>Bid #17-17 Boy's Soccer Equipment</u>	\$ 3,139.65
Ampro Sports	\$ 494.00
BSN/Passon Sports	\$ 218.20
Kelly's Sports, LTD	\$ 2,111.05
S&S Discount Sports	\$ 92.00
Triple Crown Sports	\$ 224.40
<u>Bid #17-18 Girl's Soccer Equipment</u>	\$ 2,718.87
Ampro Sports	\$ 2,032.77
Kelly's Sports, LTD	\$ 665.30
Pyramid School Products	\$ 20.80
<u>Bid #17-19 Football Equipment</u>	\$ 7,120.28
BSN/Passon Sports	\$ 3,424.33
Kelly Sports, LTD	\$ 3,409.95
Triple Crown Sports	\$ 286.00
<u>Bid 17-20 Boy's Cross Country Equipment</u>	\$ 1,092.66
BSN/Passon Sports	\$ 895.56
Kelly's Sports, LTD	\$ 179.60
Triple Crown Sports	\$ 17.50
<u>Bid #17-21 Girl's Cross Country Equipment</u>	\$ 1,584.98
BSN/Passon Sports	\$ 4.78
Kelly's Sports	\$ 225.20
M-F Athletics	\$ 1,255.00
Triple Crown Sports	\$ 100.00
<u>Bid #17-22 Girl's Tennis Equipment</u>	\$ 1,355.60
BSN/Passon Sports	\$ 621.60
Kelly's Sports	\$ 734.00

SUPERINTENDENT'S REPORT

June 5, 2017

Bids – cont'd

*64 cont'd

<u>Bid #17-23 Field Hockey Equipment</u>	\$ 2,717.73
Ampro Sports	\$ 367.50
BSN/Passon Sports	\$ 633.44
Kelly's Sports	\$ 230.10
Longstreth Sporting Goods	\$ 1,400.29
Triple Crown Sports	\$ 86.40
 <u>Bid #17-24 Cheerleading Equipment</u>	 \$ 2,594.95
Triple Crown Sports	\$ 255.00
Varsity Spirit Fashion	\$ 2,339.95

Budgetary Transfers – As Recommended by the Superintendent

*65 It is recommended the Board of Education approve the budgetary transfers for the month ending April 30, 2017.

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

*66 It is recommended the Board of Education officially certify pursuant to NJAC 6:20-2:13(e) that as of April 30, 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

*67 It is recommended the Board of Education approve the Board Secretary's monthly certification of budgetary line item status for April 30, 2017.

Balance Sheet Reports – As Recommended by the Superintendent

- *68 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 April 30, 2017.

40-68 ALL

Reorganization of Annual Approvals and Appointments – As Recommended by The Superintendent

*1. Board Secretary

It is recommended the Board of Education appoint Bryce Kell to the position of board secretary for the 2017-2018 school year, with purchasing authority as set forth in 18A:18A-2, 18A:18A-3, 18A:18A-37 and 18A:18A-10 for the 2017-2018 school year. (Bid limit is currently set at \$40,000 and the quote threshold is \$6,000.)

*2. Chief School Administrator to Approve Transfers:

It is recommended the Board of Education officially designate the chief school administrator to approve transfer amounts among line items and program categories as are necessary between meetings of the Board for the 2017-2018 school year, in accordance with 18A:22A-8.1

*3. Board Architect

It is recommended the Board of Education appoint Garrison Architects to the position of Architect for the 2017-2018 school year.

*4. Board Accountant/Auditor

It is recommended the Board of Education appoint Ford, Scott and Associates, L.L.C. to the position of Board Accountant/Auditor for the 2017-2018 school year, at an annual retainer of \$60,500, and acknowledge the peer review report submitted by Ford, Scott and Associates, L.L.C. in accordance with N.J.A.C. 6A:23-2.2(i), subject to compliance with the Pay-to-Play regulations.

*5 Board Solicitor

It is recommended the Board of Education appoint Arnold Robinson, Esquire, of Robinson and Robinson to the position of Board Solicitor for the 2017-2018 school year, at the hourly rate of \$165 with additional fees for the contract term not to exceed \$55,000, subject to compliance with the Pay-to-Play regulations.

Reorganization of Annual Approvals and Appointments – Cont'd June 5, 2017

***6 Board Labor Counsel**

It is recommended the Board of Education appoint Capehart & Scatchard, P.A. to the position of Board Negotiator for the 2017-2018 school year, at the hourly rate of \$175 per hour with a maximum fee for the contract term not to exceed \$55,000, subject to compliance with the Pay-to-Play regulations.

***7 Elementary Board Physician**

It is recommended the Board of Education appoint Ketan R. Patel, M.D. to the position of Elementary Board Physician for the 2017-2018 school year, at an annual retainer of \$12,900, with additional fees for the contract term not to exceed \$8,000, subject to compliance with the Pay-to-Play regulations.

***8 Secondary Board Physician**

It is recommended the Board of Education appoint Donald C. Huston, Jr., D.O. to the position of Secondary Board Physician for the 2017-2018 school year, at an annual retainer of \$12,700 and \$180 per exam, with additional fees for the contract term not to exceed \$55,000, subject to compliance with the Pay-to-Play regulations.

***9 Secondary Board Sports Physician**

It is recommended the Board of Education appoint Seth Silver, M.D. to the position of Secondary Board Sports Physician for the 2017-2018 school year, at an annual retainer of \$7,500 and \$180 per exam, with additional fees for the contract term not to exceed \$12,500, subject to compliance with the Pay-to-Play regulations.

***10 Board Optometrist**

It is recommended the Board of Education appoint Lynne Porreca, O.D. to the position of School Optometrist for the 2017-2018 school year, at an annual retainer fee of \$8,500 with additional fees for the contract term not to exceed \$3,000, subject to compliance with the Pay-to-Play regulations.

***11 Health Insurance Broker**

It is recommended the Board of Education appoint Allen Associates as the health insurance broker of record for the 2017-2018 school year.

***12 Property & Casualty/Workman's Compensation Insurance Broker**

It is recommended the Board of Education appoint Reeves & Melvin as the property & casualty and workman's compensation insurance broker of record for the 2017-2018 school year.

Reorganization of Annual Approvals and Appointments – Cont'd June 5, 2017

*13 Third Party 403B Administrator

It is recommended the Board of Education appoint The Omni Group as the Third Party 403B Administrator.

*14 403B Tax Shelter Annuity Companies

It is recommended the Board of Education approve the attached list of 403B Tax Shelter Annuity Companies.

*15 Third Party 125 Plan Administrator

It is recommended the Board of Education appoint Aflac as the Third Party 125 Plan Administrator.

*16 Assistant Board Secretaries

It is recommended the Board of Education appoint Jacquelyn Bagby as the Assistant Board Secretary/Accounting for the 2017-2018 school year; and Toni Basich as the Assistant Board Secretary/Purchasing Agent for the 2017-2018 school year, with purchasing authority as set forth in 18A:18A-2, 18A:18A-3, 18A:18A-37 and 18A:18A-10. (Bid limit is currently set at \$40,000 and the quote threshold is \$6,000.)

*17 Affirmation Action Officer, American Disabilities Act Coordinator, and Desegregation Officer

It is recommended the Board of Education appoint Donna Meyers as Affirmative Action Officer, American Disabilities Act Coordinator (A.D.A.) and Desegregation Officer for the 2017-2018 school year.

*18 504 Coordinator

It is recommended the Board of Education appoint Nora Zielinski and Ryan Cruzan as the 504 Coordinators for the 2017-2018 school year.

*19 Public Agency Compliance Officer

It is recommended the Board of Education appoint Toni Basich as the Public Agency Compliance Officer for the 2017-2018 school year.

*20 Integrated Pest Management (IPM) Coordinator

It is recommended the Board of Education appoint Ryan Cruzan as the District IPM Coordinator for the 2017-2018 school year.

Reorganization of Annual Approvals and Appointments – Cont'd June 5, 2017

***21 Asbestos Hazard Emergency Response Act (AHERA) Coordinator**

It is recommended the Board of Education appoint Ryan Cruzan as the AHERA Coordinator for the 2017-2018 school year.

***22 Custodian of Government Records**

It is recommended the Board of Education appoint Bryce Kell as the Custodian of Government Records for the 2017-2018 school year.

***23 District Homeless Liaison**

It is recommended the Board of Education appoint Laura Shepherd as the District Homeless Liaison for the 2017-2018 school year.

***24 District Anti-Bullying Coordinator**

It is recommended the Board of Education appoint Bob Cirocco as the District Anti-Bullying Coordinator for the 2017-2018 school year in accordance with NJSA 18A:37-15(c).

***25 Crisis Management Plan**

It is recommended the Board of Education adopt the District's Crisis Management Plan and appoint Bob Cirocco as the Crisis Coordinator for 2017-2018 school year.

***26 Indoor Air Quality Program**

It is recommended the Board of Education adopt the Indoor Air Quality Program and designate Ryan Cruzan as the program monitor for the 2015-2016 school year.

***27 Time and Place of Regular Meeting**

It is recommended the Board of Education approve the attached meeting schedule for the 2017-2018 school year (amended to avoid holidays).

- First Monday of each month in the Culver Center at 7:00 pm
- Third Monday of each month in the Culver Center at 7:00 pm

***28 Authorization to Sign Checks**

It is recommended the Board of Education authorize the President or Vice President to sign school checks along with the Board Secretary, for the 2017-2018 school year, as has been the practice.

Reorganization of Annual Approvals and Appointments – Cont'd June 5, 2017

***29 Designation of Depositories**

It is recommended the Board of Education formally designate the following agencies as depositories for funds of the Millville Board of Education for the 2017-2018 school year.

- a. TD Bank
- b. Millville Savings & Loan
- c. Bank of America
- d. Ocean First Bank
- e. Sun National Bank
- f. Newfield Bank
- g. BB&T Bank

***30 Designation of Newspapers of Record**

It is recommended the Board of Education formally designate the following newspapers as Newspapers of record for the 2017-2018 school year:

- a. The Press
- b. South Jersey Times
- c. The Daily Journal
- d. The Reminder

***31 Dollar limit amounts for board member expenses**

It is recommended the Board of Education approve the expense limit amounts for board members' attendance at professional meetings, workshops for the 2017-2018 school year, in compliance with NJ State travel reimbursement guidelines as established by the Department of Treasury in NJOMB circular letter 06-02, except that those guidelines that conflict with the provisions of Title 18A of the New Jersey Statutes shall not be applicable.

Meals and Lodging: normal costs for such items as determined by the federal government cost tables for the specific geographic area in which the expense was incurred

Mileage: the State rate as per NJOMB

***32 Board Policies**

It is recommended the Board of Education approve the present Board Policies for the 2017-2018 school year, subject to revision.

Reorganization of Annual Approvals and Appointments – Cont'd June 5, 2017

*33 Administrative Procedures

It is recommended the Board of Education approve all Administrative Procedures, as they currently exist, for the 2017-2018 school year.

*34 Petty Cash and Change Funds for the Schools and Administration

It is recommended the Board of Education approve the attached list of petty cash and change funds for the schools and administration for the 2017-2018 school year.

*35 Free and Reduced Price Food Services

It is recommended the Board of Education accept and adopt the regulations developed by the Bureau of Child Nutrition Program for free or reduced price lunches/milk for the 2017-2018 school year.

*36 General Education Programs and Textbooks

It is recommended the Board of Education approve the adoption of the present district curriculum and services along with appropriate textbooks, for the 2017-2018 school year, which are consistent with the district goals and objectives. It is understood that curricular development is an on-going process and that curricula is aligned with New Jersey Core Curriculum Content Standards.

*37 Recognition of the Official Bargaining Units

It is recommended the Board of Education recognize the following bargaining units for the 2017-2018 school year:

Millville Education Association (MEA)
Millville Administrators Association (MAA)
Association of Building Maintenance Workers in Affiliation with
NJ Civil Service Association, Cumberland Council 18
Millville Support Services Association (MSSA)
Millville Food Services Association
Central Office Executive Assistants/Confidential Employees