

**SHAMONG TOWNSHIP BOARD OF EDUCATION
REGULAR MEETING
MAY 17, 2016, 7:00 PM
INDIAN MILLS MEMORIAL SCHOOL**

The Regular Meeting of the Shamong Township Board of Education was called to order at 7:00 p.m. by Board President, Melissa Ciliberti.

ROLL CALL

Melissa Ciliberti, Susan Daniels, and Michael Tuman.
Jeffrey Siedlecki and Jeffrey Warner were absent.

Others Present:

Christine Vespe, Marie Goodwin, Nicole Moore, Justin Tuman, Maddy Hunt, Gianna McIntire.

The flag salute was conducted.

VISITORS

The New Jersey Public Meeting Law was read by Melissa Ciliberti, after which Melissa Ciliberti opened the meeting to the public for agenda and non-agenda items at 7:02 p.m. As there were no comments, the public portion of the agenda was closed at 7:02 p.m.

STUDENT BOE REPRESENTATIVES' REPORTS

Maddy Hunt and Gianna McIntire updated the Board on IMMS events, including PARCC Testing, 8th grade trip to NYC, 7th grade Holocaust presentation, the Art/Choir/Band Festival, a Choir performance at the Philadelphia Soul game, and Spring sports.

Justin Tuman provided a report on Seneca happenings, including the upcoming Prom on Friday, followed by 101 Carranza, include games, activities, a sleepover, and the chance to win a car. Participation was approximately 75%, however last year was 90% participation, with the hope that this year will be 100%. The goal of this event is to relieve the immediate flux of trips to the shore by students. Justin also reported on a recent Family Feud competition that included staff and students, the Glow Run, with proceeds going to Say No To Drugs, and the recent Color Run. The Art Show is coming up on Thursday, as is the Marching Band Competition (who will also be at IMMS during the first week of June. Justin also reported that a Deborah Heart Art Show was recently held, in which an Indian Mills alumni won Second Place.

SUPERINTENDENT'S and ADMINISTRATORS' REPORTS

Christine Vespe, Superintendent, provided her monthly report, including information on an investigated and confirmed HIB report at the elementary school, which was founded based on ethnicity. She explained that discipline and counseling will be the remediation for this incident. Ms. Vespe also spoke of the Teacher of the Year and Educational Professional of the Year celebration held at Rancocast Valley High School, which was followed by lunch. Ms. Vespe has been appointed the Vice President of the Burlington County Superintendent's Association for next year. The Office of Safety & Preparedness conducted an in-service for district staff in afternoon of April 28th, during which many staff stayed past the required time to ask questions and obtain other information; the Presenter gave positive comments on security procedures as he couldn't enter the building; Kendra Cavaho (State Trooper) will be coming back to review discharge procedures at elementary school. Ms. Vespe discussed the potential for the district entering into a consortium with Tabernacle,

Medford Lakes and Southampton school districts, through Source 4 Teachers, to expand the pool of substitutes in those districts. CPR training was held at IMMS for Emergency Management, which will hopefully be offered to staff next year. Michael Tuman asked about lighting outside of IMMS, as on a recent drive by the building, there wasn't any lighting and the area was pitch black. Ms. Vespe indicated she will pass the information to Todd Hall and Bill Simons and ask that it be checked.

Marie Goodwin, Business Administrator, provided her monthly report. She discussed the Pension Hearing on May 5th at the State offices, attended by herself and the Superintendent, resulting in no further reduction, but an offer of a repayment plan over ten years with no additional interest to be assessed. She also discussed a project update meeting during which time George Duthie provided updates on all projects, with almost everything done and only a few things left to do. She discussed expiring debt to occur in a few years, which will provide an opportunity for the Board to explore projects on the Long-Range Plan. Ms. Goodwin reviewed the recommendation on the agenda for approval of a Treasurer, which is recommended with a new Business Administrator starting. Ms. Goodwin reminded the Board that the Self-Evaluation of the BOE, as well as the Superintendent's evaluation needs to be done by June 1st.

Russ Bassett, a community member, asked if the interest related to the Pension issue would affect the tax rate to residents. Marie Goodwin explained the history of the situation, and confirmed all interest has been forgiven by the State, and that the remaining amount will not have any interest assessed in the future. She also explained that the plan for payment, and evaluation of future budgets, will be to move additional funds into a legal reserve to avoid increases to the budget and taxpayers.

Nicole Moore, IMS Principal, reported on Ronald McDonald's visit to IMS and displayed a photo of herself with Ronald. She also provided information on the recent Art Festival, and commended Kim Martin and Kimberly Shaw-Hartman on an incredible evening. She discussed a mosaic mural done in collaboration between Ms. Shaw-Hartman and the school community with a Farming Theme. Every student and staff member contributed to the piece and parent volunteers helped develop it and put it up. She indicated her highlight of the evening was the return of a previous lunchroom/playground aide who met with Ms. Moore and was excited about what had been done. Michael Tuman asked if the air conditioning had been turned on during the several hot days, and Ms. Moore responded no, it had not. Marie Goodwin offered that there was a recent issue with one of the pipes, due to a factory defect, resulting in water throughout part of the building, but it was cleaned up by the custodial staff and the contractor during the night.

Robyn Klim, Supervisor of Pupil Services, was not in attendance, however Christine Vespe and Nicole Moore reviewed a presentation of events that took place during Special Education Week, based on the theme of Uniqueness, using Legos. A 'Give Back to the Community' plan was developed, putting together a Lego Project, that was then given to an area child who suffers from physical limitations and his family.

INFORMATION ITEMS - COMMITTEES

Shamong Foundation for Educational Excellence: Tim Carroll indicated the Spring round of grant requests will be coming through shortly, for approval by the Board in June.

Jeffrey Warner arrived at 7:40 p.m.

ROUTINE MATTERS and FINANCIAL REPORTS TO THE BOARD

Michael Tuman moved, seconded by Susan Daniels, to approve the minutes of the April 19, 2016 and May 3, 2016 Board meetings, and the following financial reports:

- Board Secretary’s Report for the month of March 2016
- Treasurer’s Report for the month of March 2016
- Budget Transfers for the month of March 2016
- Cafeteria Report for the month of March 2016

Roll Call Vote AYES: Melissa Ciliberti NAYS – None ABSENT – Jeffrey Siedlecki
Susan Daniels
Michael Tuman
Jeffrey Warner

APPROVAL OF BILLS

Susan Daniels moved, seconded by Jeffrey Warner, to approve the Check Runs dated May 17, 2016.

Roll Call Vote AYES: Melissa Ciliberti NAYS – None ABSENT – Jeffrey Siedlecki
Susan Daniels
Michael Tuman
Jeffrey Warner

BUSINESS and FINANCIAL

Jeffrey Warner moved, seconded by Michael Tuman, to approve the following Business and Financial items.

- 7.01 Approval of travel and related expense reimbursements in accordance with 6A:23A-7.4.
- 7.02 Approval of Holman Frenia Allison PC as the school district’s Auditor of Record for the 2016-2017 school year, at an annual fee not to exceed \$22,500.
- 7.03 Approval of Anthony Solomine, from McManimon Scotland & Baumann, as the school district’s Bond Counsel of Record for the 2016-2017 school year:
- 7.04 Approval of Richard Kaz as Treasurer for the school district, effective July 1, 2016, at an annual fee of \$5,000.
- 7.05 Approval of Laura Archer to the positions of Board Secretary, District Safety Chairperson, Affirmative Action Officer – District, Public Agency Compliance Officer (PACO), Burlington County Insurance Pool Joint Insurance Fund Delegate, and Custodian of Records for OPRA, until the next reorganization meeting.
- 7.06 Approval of the appointment of Phoenix Advisors, LLC, to provide services needed to complete the Disclosure Audit during the 2016-2017 school year.
- 7.07 Approval to adopt a Resolution, approving ratification of Final Pay Arrangement administered by MetLife Resources, under 403(b) and 415(c) plans, for the 2016-2017 school year.

7.08 Approval of the following companies to serve as tax shelter annuity companies for 403(b) accounts and/or 457(b) accounts and/or applicable Roth accounts, on behalf of the Shamong Township School District for the 2016-2017 school year:

403bASP, The Equitable, Lincoln Investment Plan, MetLife

7.09 Approval of Nutri-Serve Food Management, Inc., as the district's Food Service Management provider (3rd year of a 5-year agreement), for the 2016-2017 school year, at a flat fee of \$20,200.

7.10 Approval of the following school lunch prices for the 2016-2017 school year:

\$2.75 IMS lunch price
\$2.75 IMMS lunch price
\$3.00 Premium Meals
.55 Milk
\$3.75 Adult lunch price

7.11 Approval of the 2016-2017 Fee Schedule for assessments, consultations and evaluations, through the Burlington County Special Services School District's Educational Services Unit, for the 2016-2017 school year.

7.12 Approval of LSI Line Systems to provide 300 meg communication lines, effective July 1, 2016.

7.13 Approval of an Xtel Communications Contract, beginning July 1, 2016 through June 30, 2017, to provide local, regional toll, and long-distance telephone services, as recommended by the NJASBO ACT Program (2nd year of a 3-year contract).

7.14 Approval of the purchase of student accident insurance from Haines & Haines – T.C. Irons Agency, Insurance Agency Management, Inc. for the 2016-2017 school year, at an annual premium of \$2,885.

7.15 Approval of a contract for trash collection services, through the Lenape Regional Trash Consortium, to Republic Services of NJ, LLC, for the 2016-2017 school year.

7.16 Approval to establish a maximum dollar limit for professional services for the 2016-2017 school year, as indicated below:

\$10,000 Public Relations	\$25,000 Legal Fees	
\$10,000 Architect Fees	\$25,000 Audit Fees	\$25,000 Other Fees

7.17 Approval to participate in a Joint Purchasing System through the Somerdale School District, for the provision and performance of goods and services, during the 2016-2017 school year.

7.18 Approval to participate in The Cooperative Purchasing Network, a national coop for technology and other items, for the 2016-2017 school year.

7.19 Approval to participate in the Educational Services Commission of Hunterdon County, a coop in the State of New Jersey, for the 2016-2017 school year.

- 7.20 Approval to reject fund approved in the New Jersey Schools Development Authority's ROD Grants listed below.

SCHOOL NAME	DOE PROJECT #	GRANT #	TOTAL PROJECT COST
Indian Mills E.S.	4740-050-14-1001	G5-5012	\$214,300
Indian Mills Memorial M.S.	4740-055-14-1008	G5-5016	\$174,500
Indian Mills Memorial M.S.	4740-055-14-1014	G5-5019	\$247,600

- 7.21 Approval that the Board does not require the Private Schools listed below to charge students for reduced and/or paid meals furnished directly or indirectly by the school to them, as part of their educational program in compliance with the NJ Department of Agriculture's Child Nutrition Program regulations, effective the for the school year beginning September 1, 2016 through June 30, 2017.

Archway Programs, Garfield Park Academy,
YALE School North 2 Campus / YALE School

- 7.22 Approval to establish the petty cash fund for the 2016-2017 school year in accordance with Board policy. The Business Administrator shall be designated to oversee proper disposition of the funds.
- 7.23 Approval of participation in the New Jersey State Health Benefit Plan, for the 2016-2017 school year, for health benefits.
- 7.24 Approval of Delta Dental as the district's provider for dental coverage for the 2016-2017 school year.
- 7.25 Approval of Benecard as the district's provider for prescription benefits for the 2016-2017 school year.
- 7.26 Approval for the Shamong Township Board of Education to maintain the date of the annual school election as the first Tuesday after the 1st Monday in November (the General Election), continuing in 2016 and remaining in effect through November 2019.

7.27 Approval of the following providers for professional services, as indicated, for the 2016-2017 school year, at the rate listed in the contract:

Dr. Thomas O'Reilly, MD	Psychiatric Evaluations
Dr. Galloway	Vision Evaluations
Functionally Able Rehabilitation	Occupational, Speech & Physical Therapy Evaluations
Advancing Opportunities	Assistive Technology Evaluations/Consultation
CNNH	Neurological Evaluations
Karen McKenna	Speech Evaluations (per ESU 2016-17 rates)
Kaleidoscope	Speech Evaluations, Homebound Instruction
Walsh Legacy	Homebound Instruction
REM Audiology Associates	Audiology Services
Britt DiNovi Associates	Functional Behavioral Assessments/Consultation
Learning Well	Functional Behavioral Assessments/Consultation; Home-based Services

7.28 Approval to dispose of the following equipment according to Board policy:

- White snow blower, not running, as-is condition, unknown year
- Honda snow blower, not running, as-is condition, unknown year
- 1982 Ford F1500 tractor, not running, as-is condition
- Fertilizer Spreader, as-is condition, unknown year
- 1993 GMC 1500 truck 2WD, as-is condition
- New Holland mower MC 28, as-is condition, not running, year 2000

Questions/Comments:

7.26: Michael Tuman asked if other communities were okay with the change; Marie Goodwin indicated all of Burlington County districts made the change. This item just required the Board confirming they wish to continue. Legislature is expected to be going through shortly requiring the process to remain this way.

Roll Call Vote AYES: Melissa Ciliberti NAYS – None ABSENT – Jeffrey Siedlecki
 Susan Daniels
 Michael Tuman
 Jeffrey Warner

PERSONNEL APPOINTMENTS

Susan Daniels moved, seconded by Jeffrey Warner, to approve the following Personnel Appointment items:

- 11.01 Approval for Marie Goodwin to serve as Business Administrator of Record, effective June 13-30, 2016, for the purpose of bill payments, payroll and other financial decisions.
- 11.02 Approval of Superintendent’s Contract, for Christine Vespe, for the period of July 1, 2016 through June 30, 2021.

- 11.03 Approval to employ Tonia Campbell as LDT/C, Child Study Team, at Step 12 MA+45, effective September 1, 2016:
- 11.04 Approval to employ Alexandra Holt as Speech, IMMS, at Step 1 MA, effective September 1, 2016.
- 11.05 Approval of staff transfers, effective September 1, 2016, for Corrine Rinker at IMS from Kindergarten to 1st Grade, and for Pam Girgenti at IMS, from 2nd Grade to Kindergarten.
- 11.06 Approval for Stephanie Goldstein to complete Curriculum Writing for Preschool, at the Curriculum During Year rate in the Negotiated Agreement, not to exceed 20 hours.
- 11.07 Approval of the following individuals for the Seeds for Success Program, as indicated, 3.5 hours per day, four days per week, four weeks, at the Summer Curriculum Rate as per the Negotiated Agreement:

Teachers: Sherry DuBoff, Kerry Haines
Nurse: Heather Cospers, Jennifer Simpson

- 11.08 Approval of the following individuals for the Extended School Year Summer Program, as indicated, three hours per day, three days per week, four weeks, at the Summer Curriculum Rate as per the Negotiated Agreement:

- Teachers: Karen Davies, Daniel Giordano, Ryan McCorristin, Traci Mendez, Lisa Ryan
- Substitutes: Samantha Butchin, Clancy Vena, Linda Waters

Approval of the following individuals for the Extended School Year Summer Program, as indicated, 3.5 hours per day, three days per week, four weeks, at their regular hourly rate:

- Teacher Assistants: Christine Crawford, June Crowell, Donna Peckis
- Substitute: Ellen Ostberg

- 11.09 Approval of the following individuals for summer IEP meetings, at the Summer Curriculum Rate, as per the Negotiated Agreement:

Diane Carr, Heidi Curtis, Karen Davies, Sherry DuBoff, Kim Fox, Stephanie Goldstein, Elizabeth Howard, Kate LaMonaca, Ryan McCorristin, Tracy Mendez, Michele Montrose, Linda Newman, Kristen Perkins-Hook, Lisa Ryan, Jessica Simon, Jennifer Trauger, Clancy Vena, Linda Waters, Jennifer Wilson

Approval of the following individuals for summer IEP meetings, at their Per Diem Rate:

Heidi Fuller, School Psychologist
Amanda Schroeder, Speech
Renee Wells, Social Worker (also providing Life Skills for ESY)

- 11.10 Approval for Karen Davies and Karen Zbikowski to serve as Track Supervisors, for home games during the 2015-2016 school year, at the Board approved Track Supervision Rate.

Comments/Questions: Michael Tuman commented that the performance coordinated by Susan Styers at the Philadelphia Soul Game was phenomenal.

Roll Call Vote AYES: Melissa Ciliberti NAYS – None ABSENT – Jeffrey Siedlecki
Susan Daniels**
Michael Tuman
Jeffrey Warner

**Susan Daniels abstained on item 11.02

PROGRAMS:

Jeffrey Warner moved, seconded by Michael Tuman, to approve the Program items listed below:

- 12.01 Approval for Kim Fox to complete Clinical Experience in Special Education, during the Fall Semester, August 30 through October 24, 2016, at IMS. The experience will include a total of 200 hours (minimum 5 hours per day, 5 days per week, for 8 weeks), as part of Ms. Fox's Graduate Program for Teacher of Students with Disabilities. through Rowan University. Heidi Curtis will serve as the Cooperating Teacher.
- 12.02 Approval for McKenna Samson to shadow staff at IMS as part of a requirement for the National Honor Society.
- 12.03 Approval for implementation of "The Bridge" program at IMS during the Summer 2016. This program will serve to remediate 4th grade skills to assist students in being ready for 5th grade standards, and will be for 3 hours per day in the areas of writing and math. This program will be funded through NCLB monies.
- 12.04 Approval of a field trip for 6th grade students to NJ Renaissance Fair in Bordentown, NJ, on June 3, 2016, to support the study of Europe in the Middle Ages in Social Studies.
- 12.05 Approval for the Shamong School District to participate in a Substitute Teacher Consortium for the 2016-2017 school year, through Source 4 Teachers, with the Medford Lakes, Southampton and Tabernacle school districts.
- 12.06 Approval of a Wellness and Nutrition Advisory Committee for the 2016-2017 school year. This committee will consist of the Superintendent, Business Administrator, Principals, two teachers, a coach/advisor, at least one parent, and a member of a community partner group. This committee will work to promote awareness of the requirements of the district's Wellness Policy, and to make suggestions for improvements to the nutrition of students and the policy.

Roll Call Vote AYES: Melissa Ciliberti NAYS – None ABSENT – Jeffrey Siedlecki
Susan Daniels
Michael Tuman
Jeffrey Warner

POLICY:

Michael Tuman moved, seconded by Susan Daniels, to approve the following Policy items:

13.01 Approval of revised policies:
Series 3000, Policy #3542.1, Wellness & Nutrition

Roll Call Vote AYES: Melissa Ciliberti NAYS – None ABSENT – Jeffrey Siedlecki
Susan Daniels
Michael Tuman
Jeffrey Warner

TRANSPORTATION:

Susan Daniels moved, seconded by Jeffrey Warner, to approve Joint Transportation Agreements with Burlington County Educational Services Unit, for the 2016-2017 school year, for Special Education Summer School, Special Education Winter Bus Routes, and Non-Public and Vocational Schools.

Roll Call Vote AYES: Melissa Ciliberti NAYS – None ABSENT – Jeffrey Siedlecki
Susan Daniels
Michael Tuman
Jeffrey Warner

USE OF FACILITIES: None

MEETING OPEN TO THE PUBLIC

Melissa Ciliberti opened the meeting to the public for agenda and non-agenda items at 8:07 p.m. Russ Bassett, a parent, spoke about Special Education Week and the lack of Tourettes Syndrome being included, a condition his son has. He gave an overview of what Tourettes is and indicated his goal is to get the BOE, Administration and school community to work together as a team to make everyone aware of what is involved. He reviewed organizations that can help, provided handouts about the condition, and referenced his son's reactions. Christine Vespe asked him for contact information for the local Tourettes chapter, which Mr. Bassett indicated he would forward to her. Mr. Bassett distributed 'hand out' cards that people can use when an outbreak occurs. Mrs. Vespe asked if students know to hand the card out on their own, and he indicated they do. Another parent, Jennifer McGaw, 33 Pacenah Trail, Shamong, expressed disappointment in experiences the Bassett family has had at IMS, and indicated she has made recommendations for families to come to Shamong because of its Special Ed program. She also expressed disappointment in the removal of a staff member from the Child Study Team staff. Mrs. Vespe corrected that the staff member referenced had resigned. Melissa Ciliberti closed the public portion of the meeting at 8:15 p.m.

FUTURE DATES

Dates, times and locations of future events were provided, including:

- May 19: IMPACT Meeting
- May 19: Ice Cream Social, IMMS Cafeteria, 6:30-8:00 p.m., sponsored by STEA
- May 20: 5th Grade Fun Fest, 6:00-8:30 p.m., sponsored by NJHS
- May 24: NJEA Classroom Close-Up filming at IMS - Shamong Day
- May 25-26-27: Camp Ockanickon Trip - 6th Grade
- May 27: Patriotic Day @ IMMS, Spirit Day sponsored by Student Council
- May 30: Memorial Day (School closed)
- June 14: Board of Education Meeting, IMMS Media Center, 7:00 p.m.
- June 21: 8th Grade Graduation, Seneca High School, 7:00 p.m.
- September 12: NJ History Mobile Museum, IMS (from student’s winning Essay)
- September 13: NJ History Mobile Museum, IMMS (from student’s winning Essay)

NEW BUSINESS: None

EXECUTIVE SESSION

It was determined there was no need for Executive Session.

Roll Call Vote AYES: Four NAYS – None ABSENT – Jeffrey Siedlecki

ADJOURNMENT

Jeffrey Warner moved, seconded by Michael Tuman, to adjourn the meeting at 8:25 p.m.

AYES – FOUR NAYS – NONE ABSENT – SUSAN DANIELS

Respectfully submitted,

Marie Goodwin
Business Administrator /
Board Secretary