

**SHAMONG TOWNSHIP BOARD OF EDUCATION  
REGULAR MEETING  
AUGUST 16, 2016, 7:00 PM  
INDIAN MILLS MEMORIAL SCHOOL**

The Regular Meeting of the Shamong Township Board of Education was called to order at 7:05 p.m. by Board President, Melissa Ciliberti.

**ROLL CALL**

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

Others Present:

Christine Vespe, Laura Archer, Todd Hall and Kathleen Foster.

The flag salute was conducted.

**EXECUTIVE SESSION**

Jeffrey Warner moved, seconded by Jeffrey Siedlecki, at 7:10 p.m. to adjourn to Executive Session for negotiations matters. The approximate length of Executive Session was estimated to be ten minutes. It was the intention of the Board that action would be taken in an item(s) indicated above.

AYES: Five                      NAYS – None                      ABSTAIN – None

Melissa Ciliberti moved, seconded by Jeffrey Warner, to return to Public Session at 7:25 p.m.

**STAA MEMORANDUM OF AGREEMENT**

Jeffrey Warner moved, seconded by Jeffrey Siedlecki, to ratify the Memorandum of Agreement between the Shamong Township Board of Education and the Shamong Township Administrators' Association, dated July 1, 2016 through June 30, 2019.

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

**NONAFFILIATED STAFF SALARIES 2016-2017**

Jeffrey Siedlecki moved, seconded by Susan Daniels, to approve the 2016-2017 salaries for individuals identified as NonAffiliated Staff, effective July 1, 2016.

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

**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 7:26 p.m. As there were no comments, the public portion of the meeting was closed by Melissa Ciliberti at 8:26 p.m.

**SUPERINTENDENT’S and ADMINISTRATORS’ REPORTS**

Christine Vespe, Superintendent, provided her monthly report, including information on lead testing completed, district’s HIB Self-Assessment completed by the principals, and an elementary student who used life-saving measures to save another student during camp over the summer (the student will be invited to attend the next Board meeting for recognition).

Laura Archer, Business Administrator, provided her monthly report, commending the buildings and ground staff for the excellent job preparing the buildings for opening of school. She provided information on a new transportation software program, plan for distribution of bus passes, a meeting with the district’s benefits consultant on LTD program and healthcare, preparation for the audit, and the hiring of a part-time staff member for the Board Office.

Todd Hall, Director of Facilities and Security provided a report on the opening of school and preparations, the phenomenal job done by his staff and innovative ideas presented by his staff, and reviewed work done in both buildings, from breakdown to setup. He also discussed the new playground in the 2<sup>nd</sup> grade wing at the elementary school, the new clock system (including new clocks and automatic updates), painting done by two of the ladies on his staff, inspection of fire alarms, air conditioning in the elementary school, and LED lights updated at the elementary school.

**INFORMATION ITEMS - COMMITTEES**

Appreciation was expressed to Scott Calario for his service and dedication to the Shamong School Community during his time as President of Shamong Home & School Association.

**ROUTINE MATTERS and FINANCIAL REPORTS TO THE BOARD**

Susan Daniels moved, seconded by Jeffrey Warner, to approve the minutes of the June 14, 2016 and July 19, 2016 Board meetings, and the following financial reports:

- Board Secretary’s Report for the months of May and June 2016
- Treasurer’s Report for the months of May and June 2016
- Budget Transfers for the months of May and June 2016
- Cafeteria Report for the months of May and June 2016

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

**APPROVAL OF BILLS**

Jeffrey Siedlecki moved, seconded by Jeffrey Warner, to approve the Check Runs dated August 16, 2016.

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

**BUSINESS and FINANCIAL**

Jeffrey Warner moved, seconded by Susan Daniels, 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 for Duff & Phelps, LLC to provide professional services for the purpose of Fixed Asset accounting/reporting for the 2016-2017 school year.
- 7.03 Approval to submit the IDEIA Grant for FY2017 in the amounts of \$177,526 Basic, \$11,031 Preschool, for a total allocation of \$188,557.
- 7.04 Approval of out-of-district placement during the 2016-2017 school year, at Garfield Park Academy, for Student #213140 and Student #213475, as well as in the ESY Program 2016 for Student #213475.

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

**LEAVE OF ABSENCE**

Susan Daniels moved, seconded by Jeffrey Warner, to approve the following leaves of absence for Employee #4087:

- Medical LOA, paid, effective October 17 through December 1, 2016
- Family Medical LOA, unpaid, effective December 2, 2016 through March 3, 2017
- Child Rearing LOA, unpaid, effective March 6 through April 11, 2017

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

**PERSONNEL APPOINTMENTS**

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

- 11.01 Approval to employ the following individuals, as indicated:
  - Delores Richards, .5 Teacher Assistant, IMS, Step 1 BA on the Teacher Assistant Salary Guide, effective September 1, 2016
  - Christina Coles, Purchasing/Board Office Clerk, District Board Office, 5 hours per day, 5 days per week, \$26,000 annualized salary, effective September 1, 2016.
- 11.02 Approval for the following individuals to provide PLC Curriculum Writing, in the areas indicated, at the Negotiated Agreement Rate on Schedule B of the Bargaining Agreement:
  - ELA: Diane Carr, Michael Kimmel, Jessica Simon
  - SCIENCE: Ryne Davies, Lisa Scott, Steve Shultz

11.03 Approval of salary guide adjustments, effective September 1, 2016, for Kim Fox to BA+15, and for Michael Kimmel to MA+15.

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

**PROGRAMS:**

Jeffrey Siedlecki moved, seconded by Susan Daniels, to approve the Program items listed below:

12.01 Approval for Michelle Durelli to shadow teachers, Grades K-4, and to volunteer at IMS during the 2016-2017 school year. This experience is part of her educational learning experience.

12.02 Approval for Scott Ribinsky to complete a Fieldwork Placement during the Fall 2016 semester, September 6 through December 15, 2016. This placement will be at IMMS, with Barbara Quimby serving as the cooperating teacher. This experience is part of Mr. Ribinsky's educational program through Stockton University.

12.03 Approval of a revision to the 2016-2017 school district calendar to reflect Monday, November 28<sup>th</sup>, as a Full Day for students, and to reflect Thursday and Friday, December 1<sup>st</sup> and 2<sup>nd</sup>, as Early Dismissal Day for students, for the purpose of Parent Conferences.

12.04 Approval of the School Self-Assessments for IMS and IMMS, as required by the NJDOE School Self-Assessment for Determining Grades, under the Anti-Bullying Bill of Rights Act, for the period of July 1, 2015 through June 30, 2016.

12.05 Approval of the Superintendent's Merit Goals for the 2016-2017 school year.

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

**USE OF FACILITIES**

Jeffrey Warner moved, seconded by Jeffrey Siedlecki, to approve the Use of Facilities requests, as indicated:

- SHAMONG TOWNSHIP VOLLEYBALL: IMS Gymnasium, September 2016 – June 2017, Wednesday 7:00 – 10:00 p.m.
- INDIAN MILLS CUB SCOUTS PACK 47: IMS All Purpose Room and IMMS Cafeteria, during the 2016-2017 school year, dates and times to be coordinated with Buildings & Grounds
- GIRL SCOUTS OF CENTRAL & SOUTHERN NJ: IMS and IMMS, during the 2016-2017 school year, dates and times to be coordinated with Buildings & Grounds

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

**TRANSPORTATION**

Jeffrey Siedlecki moved, seconded by Susan Daniels, to the district’s transportation routes for the 2016-2017 school year, as indicated:

- IMS Routes IM01 through IM08: 8 routes @ \$24,564.09
- IMMS Routes MO11 through MO18: 8 routes @ \$24,564.09
- IMS Route IM11: 1 route @ \$15,915.81
- IMMS Route MO25: 1 route @ \$23,690.87
- Sports & Activities: Route 001B, \$151.10 first 3 hours, \$32.71/hour thereafter, estimated contract renewal \$12,000
- Field Trip: Route 001C, \$151.10 first 3 hours, \$32.71/hour thereafter, estimated contract renewal \$6,000

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

**MEETING OPEN TO THE PUBLIC**

Melissa Ciliberti opened the meeting to the public for agenda and non-agenda items at 7:45 p.m. As there were no participants, Melissa Ciliberti closed the public portion of the meeting at 7:45 p.m.

**FUTURE DATES**

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

- August 31: Staff Orientation (8:00 a.m. - 2:35 p.m.)
- September 1: Staff In-Service (8:00 a.m. - 1:05 p.m.)
- September 5: Labor Day (School Closed)
- September 6: First Day Students (Early Dismissal)
- September 12: NJ History Mobile Museum, IMS (from Jonathan McAveety's winning Essay)
- September 13: NJ History Mobile Museum, IMMS (from Jonathan McAveety's winning Essay)
- September 20: Board Meeting, IMMS Media Center, 7:00 p.m.
- October 3: Rosh Hashanah (School Closed)
- October 10: Staff In-Service
- October 12: Yom Kippur (School Closed)
- October 20: IMPACT Meeting, IMMS Media Center, 6:30-8:30 p.m.

**NEW BUSINESS:** None

**EXECUTIVE SESSION**

It was determined there was no need for Executive Session.

**ADJOURNMENT**

Jeffrey Warner moved, seconded by Susan Daniels, to adjourn the meeting at 7:46 p.m.

Roll Call Vote AYES: Four                      NAYS – None                      ABSENT – Michael Tuman

Respectfully submitted,

Laura Archer  
Business Administrator /  
Board Secretary