

**SHAMONG TOWNSHIP BOARD OF EDUCATION
REGULAR MEETING
SEPTEMBER 20, 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, Jeffrey Siedlecki, Michael Tuman and Jeffrey Warner.

Others Present:

Christine Vespe, Laura Archer, Tim Carroll, Laura Hoffman, Nicole Moore, and Todd Hall.

The flag salute was conducted.

STUDENT RECOGNITION

Grant Laarkamp, an IMS student, was recognized for his quick thinking and life-saving action of a fellow camper at Soccer Camp in July.

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 7:10 p.m. As there were no comments, the public portion of the meeting was closed by Melissa Ciliberti at 7:10 p.m.

SUPERINTENDENT'S and ADMINISTRATORS' REPORTS

Christine Vespe, Superintendent, provided her monthly report. She thanked teachers, administrators, parents, and students for a successful opening of school. She also discussed Opening Day workshop for teachers, Back to School Nights, and PARCC Scores. She also indicated she will be developing a Key Communicator group for school initiatives, meeting a few times each year. Mrs. Vespe discussed H&SA events and officers.

Laura Archer, Business Administrator, provided her monthly report, providing positive comments about the buildings. She discussed transportation and a new program instituted this year, and introduced a new Board Office staff member, Chris Coles. Mrs. Archer also discussed upcoming QSAC and Bus Evacuation Drills, and offered information about submission for a Safety Award recognizing an IMS Teacher for her life-saving activity last year.

Tim Carroll, IMMS Principal, provided his monthly report, including a summary of 5th grade activities and Parent/Student Coordination Night held before-school review. He advised that there is no Media Specialist at this time, but a previously retired teacher is covering through Source 4 Teachers until someone is hired. Remind 101 was started last year for emergency contact for parents, and that he did some test/reminder messages last week and will continue, having received positive feedback so far.

Nicole Moore, IMS Principal, provided her monthly report. She discussed Remind 101, the opening of school, stressing the success of the full-time preschool program, and commended the cafeteria for their help and availability. Ms. Moore discussed the format of Back-to-School meetings/events for Kindergarten and Preschool, which proved to be very successful.

Laura Hoffman, Curriculum Coordinator, discussed in-service and benchmark trainings, including a new system being used with transition in some classes. She discussed utilization of Google Plus, as well as assessment programs and tools being used, with references to scores and data received from PARCC, and how they relate to future needs for high school graduation. Tim Carroll provided additional information about correspondence that will be sent to parents, providing important information about the need for students to take/practice PARCC in order to be ready for the test as it relates to graduation, which will be a NJDOE requirement, not just a local/district rule.

Laura Hoffman provided a monthly report on behalf of Robyn Klim as Director of Pupil Services. She provided information about in-house and in-district programs for ESY, as well as training held on Strong Plus. She communicated that digital testing will be the format for the district, and that several out-of-district students will be returning to the district, using a variety of consultants for evaluation.

Todd Hall, Director of Facilities and Security provided a report on building-related issues. He explained that changes will be made to make the IMMS Library better suited for staff and students. He also commended his staff for working done during the summer in order to have the buildings ready for opening of school.

REFERENDUM PRESENTATION

Laura Archer provided information about an upcoming Bond Referendum, and related specifics, including an anticipated March 2017 timeframe for vote. She shared the cost spent on facilities to upkeep, and reviewed what still needs to be done. She explained that Debt Service Aid will be available to offset the costs, and that a large portion of current Debt Service will be completed and no longer extend a cost to the district/taxpayers. She summarized eligible cost categories and shared a tentative timeline.

George Duthie, from Faridy Veisz Frayteck Duthie, the district's Architect of Record, discussed the proposed projects, which include air conditioning remaining rooms at IMS, air conditioning at IMMS, a telephone/messaging/communication system, generator installation at IMS and IMMS, parking lot/walkway/curb restoration at IMMS, water well pit upgrades at IMMS, upgrade and replacement of electrical mains on the IMS roof, and ATC upgrades to digital controls at IMS and IMMS. Mr. Duthie shared the cost would be approximately 5-5.5 million dollars. Michael Tuman asked if Shamong Township would be contributing to any of the costs since IMMS is used as an emergency shelter. Mrs. Vespe confirmed she has discussed this information with the Mayor and she will be meeting with him again. Michael Tuman asked if there were any roofing issues, and asked if any repairs to school grounds (fields) are eligible for the 40% aid. Mr. Duthie explained that the roof was reviewed at the time of the solar project. He also indicated that nothing needed on the district fields/grounds will be covered unless possibly if there is a safety issue.

Mary Lyons from Phoenix Advisors, the district's Bond Attorney of Record, reviewed the number of current debt service, how much will be dropping off, and the cost of new projects, and shared that figures are based on estimated interest rates. Michael Tuman asked if there were any projects that didn't make the list. Todd Hall indicated there was not. They've reviewed lighting and the audit revealed costs are good. He also explained that LED lighting has been updated over the last year, and confirmed that sports fields are not considered as eligible costs.

Laura Archer closed with a statement that this is a good time for a referendum and that the tax cost will be less.

ROUTINE MATTERS and FINANCIAL REPORTS TO THE BOARD

Michael Tuman moved, seconded by Jeffrey Siedlecki, to approve the minutes of the August 16, 2016 Board meetings, and the following financial reports:

- Board Secretary’s Report for the months of July 2016
- Treasurer’s Report for the months of July 2016
- Budget Transfers for the months of August 2016

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

APPROVAL OF BILLS

Jeffrey Warner moved, seconded by Jeffrey Siedlecki, to approve the Check Runs dated September 20, 2016.

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

BUSINESS and FINANCIAL

Jeffrey Siedlecki 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 of Resolution of the Shamong Board of Education authorizing the submission of project documents to the NJ Department of Education, and approval of the projects listed below, to be submitted by Fraytak Veisz Hopkins Duthie P.C., and for amendments to be made to add the projects to the district's Long-Range Facilities Plan.

- Rehabilitation Projects at Indian Mills Memorial School (DOE #4740-055-17-1000 / FVHD #4919)
- Rehabilitation Projects at Indian Mills Elementary School (DOE #4740-050-17-1000 / FVHD #4919)

7.03 Approval of Resolution of the Shamong Board of Education authorizing a special election of the Board of Education of the Township of Shamong for the purpose of undertaking projects for renovations, improvements, and construction of new facilities, as well as purchase of the associated equipment and furniture necessary to provide a thorough and efficient education to the students of the school district.

7.04 Approval of removal of old outstanding checks from the Shamong Net Payroll Account, and from Shamong General Account, as follows:

PAYROLL ACCOUNT:

Check #12724, \$ 29.84; Check #12754, \$9.18; Check #13052, \$22.59; Check #13197, \$ 59.69

GENERAL ACCOUNT:

Check #16630, \$60.00; Check #16643, \$440.00; Check #17026, \$75.00;
Check #17692, \$40.00; Check #17731, \$60.00; Check #17798, \$78.00

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

STUDENTS

8.01 Approval for out-of-district placement during the 2016-2017 school year, as listed below:

- Medford Lakes School District, Student #213078, September 1, 2016 through June 30, 2017, and ESY Program July 5-28, 2016
- Medford Lakes School District, Student #213131, ESY Program July 5-28, 2016
- Archway Programs – Atco Campus, Student #213475, effective September 8, 2016

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

LEAVE OF ABSENCE

Michael Tuman moved, seconded by Jeffrey Warner, to approve the following leaves of absence:

- Employee #4011, Personal LOA, unpaid, effective November 7-15, 2016
- Employee #4042, Personal LOA, unpaid, effective November 7-9, 2016

Roll Call Vote AYES: Melissa Ciliberti NAYS – None ABSENT – None
Susan Daniels
Jeffrey Siedlecki
Michael Tuman
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 substitutes, as indicated, for the 2016-2017 school year:

- Theresa Anderson, Substitute Secretary
- Amber Henry, Substitute Custodian
- Renee Thomas, Substitute Custodian

11.02 Approval of the individuals listed below to serve as volunteers in the district during the 2016-2017 school year:

Dee Alspach	Denise Fraley	Kathy McElhone
Debbe Barnett	Brittany Gray	David Nyman
Diana Broderick	Chrissanne Hansbury	Lila Nyman
Deborah Brody	Jonathan Jackson	Ryan O'Rourke
Jen Connelly	Lee Jendrisak	Nicole Rielly
Jim Connelly	Libby Kerfoot	Darlene Scafidi
Melissa Durham	Gineen Leibewitz	
Andrea Flemisch	Nicole Lure	

11.03 Approval of salary guide adjustment for Michele Montrose to MA+15, effective September 1, 2016.

11.04 Approval to change Laura Hoffman's title to Director of Curriculum, effective September 1, 2016, and participation in NJ L2L Program under her NJ DOE Principal certification.

11.05 Approval for the following individuals to serve as Professional Development Presenters, in the areas indicated, at the 'Curriculum During Year' Negotiated Agreement rate on Schedule B of the Bargaining Agreement:

Lisa Abramovitz	Differentiated Instruction
Sue Bryan	Google
Karen Davies	MobyMax
Sherry DuBoff	Fountas & Pinnell Benchmark Assessments Running Records, Miscue Analysis
Lisa Fuchs	PARCC Data for Instruction
Kerry Haines	Reading Needs: Benchmark Assessments, Foundations, Wilson
Kate LaMonaca	Teacher Language
Richelle Macrae	Snap and Read / CoWriter
Michele Montrose	PARCC ELA Data
Linda Newman	Mindfulness
Barbara Quimby	PARCC Math Data
Tara Reed	PARCC Math Data
Renee Wells	Behavior Modification

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

PROGRAMS:

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

- 12.01 Approval to continue an Affiliation Agreement with Stockton University for student interns during the 2016-2017 school year.
- 12.02 Approval of Field Trips for the 2016-2017 school year, including a Student Council field trip to Josten’s Renaissance on September 22, 2016.
- 12.03 Approval of the following Schedule B assignments, for the 2016-2017 school year, at the Negotiated Rate in Schedule B of the Bargaining Agreement:
 - After-School Athletics Club (Scott McIntyre)
 - Yearbook Advisor (Kimberly Shaw-Hartman)
 - Mindfulness & Movement Mini-Club – Fall (Kristen Hook; Linda Newman)
- 12.04 Approval for Interactive Kids to provide consultation and training services during the 2016-2017 school year.
- 12.05 Approval of the Memorandum of Agreement between the Shamong Township School District and Law Enforcement for the 2016-2017 school year.
- 12.06 Approval of the revised Superintendent’s Merit Goals for the 2016-2017 school year following submission and discussion with the NJ DOE County Superintendent.

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

POLICY

Susan Daniels moved, seconded by Jeffrey Siedlecki, to approve revised Policy for Promotion & Retention, Series 5000, Policy #5123.

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

USE OF FACILITIES

Michael Tuman moved, seconded by Jeffrey Warner, to approve the Use of Facilities requests, as indicated, during the 2016-2017 school year.

- BOY SCOUT TROOP 47:
IMMS Cafeteria, Fields and Gymnasium (when basketball is not in session)
- INDIAN MILLS ATHLETIC ASSOCIATION (IMAA):
IMS All Purpose Room, Classrooms, Fields and Gymnasium, as well as
IMMS Cafeteria, Classrooms, Fields, and Gymnasium,
With names of groups and dates to be provided to Buildings & Grounds for coordination and approval
- INDIAN MILLS ATHLETIC ASSOCIATION - SOCCER:
IMS Fields (outside soccer), Fridays (5:30-7:30 p.m.) and Saturdays (9:00-10:00 a.m.),
October 1st, 14th, 15th, and 22nd, 2016
- INDIAN MILLS OLD MAN HOOPS:
IMS and IMMS Gymnasiums, Tuesday & Thursday, 9:00-10:30 p.m.
- HOME & SCHOOL EVENTS
Dates and locations on list provided to Buildings & Grounds

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

MEETING OPEN TO THE PUBLIC

Melissa Ciliberti opened the meeting to the public for agenda and non-agenda items at 8:05 p.m. As there were no participants, Melissa Ciliberti closed the public portion of the meeting at 8:05 p.m.

FUTURE DATES

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

- October 3: Rosh Hashanah (School Closed)
- October 10: Staff In-Service
- October 12: Yom Kippur (School Closed)
- October 18: Board of Education Meeting, IMMS Media Center, 7:00 p.m.
- October 20: IMPACT Meeting, IMMS Media Center, 6:30-8:30 p.m.

NEW BUSINESS: None

EXECUTIVE SESSION

Michael Tuman moved, seconded by Jeffrey Warner, to adjourn to Executive Session for personnel matters at 8:08 p.m. Minutes of this closed session will be kept and will be disclosed to the public when the reasons for confidentiality no longer exist. The approximate length of Executive Session is estimated to be twenty (20) minutes. It is the intention of the Board that action will not be taken on any item in one of the areas indicated above.

RETURN TO PUBLIC SESSION

Jeffrey Warner moved, seconded by Jeffrey Siedlecki, to return to Public Session at 8:25 p.m.

Roll Call Vote AYES: Five NAYS – None ABSENT – None

ADJOURNMENT

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

Roll Call Vote AYES: Five NAYS – None ABSENT – None

Respectfully submitted,

Laura Archer
Business Administrator /
Board Secretary