

**SHAMONG TOWNSHIP BOARD OF EDUCATION
PUBLIC HEARING and REGULAR MEETING
NOVEMBER 18, 2014, 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, Jeffrey Siedlecki, Michael Tuman and Jeffrey Warner.
Greg Vitagliano was absent.

Others Present:

Christine Vespe, Superintendent
Marie Goodwin, Business Administrator / Board Secretary
Lisa Abramovitz, Curriculum Coordinator
Tim Carroll, Principal IMMS
Nicole Espenberg, Director of Pupil Services
Nicole Moore, Principal IMS
Todd Hall, Director of Facilities & Security

The flag salute was conducted.

CORRESPONDENCE: None.

ADJOURNMENT:

Michael Tuman moved, seconded by Jeffrey Siedlecki, to adjourn the Regular Meeting portion of the meeting, and open the Public Hearing portion, at 7:10 p.m.

AYES – FOUR

NAYS – NONE

ABSENT – Greg Vitagliano

PUBLIC HEARING:

A presentation on a proposed Lease Purchase Agreement was made to the public. Ron Ianoale, Counsel for McManimon, Scotland & Baumann, explained the public hearing and lease purchase process, and provided a summary of how funding from the State of NJ works, along with a timeline of the process. Marie Goodwin, Business Administrator, reviewed the projects included in the lease/purchase, and an additional brief explanation of funding for the project. George Duthie, Architect, summarized the ROD Grant Application procedure, along with rationale of why some grants approved while others were not. Finance options, future projects, and referendums were discussed, as well as a plan on how to pay the lease payments each year. A question was presented by Michael Tuman regarding the Ground Lease reference in Section 7, and Ron Ianoale provided an explanation.

Michael Tuman moved, seconded by Jeffrey Warner, to adjourn the Public Hearing portion of the meeting, and open the Regular Meeting portion, at 7:24 p.m.

AYES – FOUR

NAYS – NONE

ABSENT – Greg Vitagliano

APPROVAL OF LEASE PURCHASE FINANCING:

Michael Tuman moved, seconded by Jeffrey Siedlecki, to adopt Resolution #5-1415, endorsing approval of Lease Purchase Financing for improvements to the school district’s schools.

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

STUDENT BOE REPRESENTATIVES

Christine Vespe swore in Justin Tuman as Seneca Student BOE Representative. Justin then reported on activities at Seneca High School. Recent activities included Blood Drive, Back to School night, Safe to Trick or Treat, Dance with Games, Fall sports, Spring sports, an upcoming drama “Get Smart”, and Bag Bingo.

STUDENT PRESENTATION

A presentation was made by student Group, Ban Bossy. Christine Vespe offered an explanation that this group was led by Christine Vespe and Nicole Espenberg as advisors, with the purpose of increasing self-esteem for girls, and encouraging them to take leadership roles. Ms. Vespe provided facts about leadership. The 7th grade girls from Ban Bossy then gave a presentation on activities to date, which included wrapping utensils for Trenton Soup Kitchen, a visit to Voorhees Pediatric to visit patients, Operation Beautiful which involved the girls placing positive messages on sticky notes on every locker at IMMS, as well as in every classroom. The girls also provided a list of upcoming activities, which will include Providence House and the girls making purple ribbons to show support against domestic violence, a Book Fair to collect books that will be donated to Early Intervention program at Our Lady of Lourdes, making holiday placemats with the 5th graders for Cathedral Kitchen, and an Ice Cream for Breakfast fundraiser event. Christine Vespe thanked the girls for their dedication and hard work, and thanked the parents of the students for their support.

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 7:35 p.m. Diane Tallaksen, a resident and district substitute, read portions of a statement regarding a complaint she filed against a Board member with the School Ethics Commission. Diane Tallaksen offered congratulations and best wishes for Claire Andris, IMS Physical Education teacher, who is retiring in a few months, and recognized the years of service by Ms. Andris. Melissa Ciliberti closed the public portion of the meeting at 7:40 p.m.

SUPERINTENDENT’S and ADMINISTRATORS’ REPORTS

Christine Vespe, Superintendent, introduced newly elected Board member Susan Daniels. She offered congratulations to Nicole Moore on her election to the Governor’s panel, as well as to retirees Sandra LeMunyon, after 31 years of service as Maintenance at IMS, and Claire Andris, after 33 years as a physical education teacher, and thanked them for all they did for the Shamong school community. Ms. Vespe offered that she would be asking for the Board’s approval of Series 2000 policies, which are updates and consolidation of current policies.

Marie Goodwin, Business Administrator, asked Todd Hall to provide information and updates on the ROD grants. Todd also outlined some bigger jobs that have been completed in the district, as well as announcing Safety Committee Awards, totalling \$4,500, received from BCIP JIF. Ms. Goodwin thanked Todd and the Safety Committee for all their work, and explained the awards were announced at the JIF dinner, which was attended by members of the district's Safety Committee. Ms. Goodwin also reported on the sale of SRECs, totalling \$59,484.77, and informed the Board that the auditors would be at the December Board meeting to present results of the annual audit. A decision was made to change the date of the December 2014 Board meeting from December 16th to December 9th, recognizing December 16th was the beginning of Haunnakah.

Nicole Moore, IMS Principal, thanked Christine Vespe for her comments, and said she was honored to be selected for the committee, offering a preliminary timeline for initial and final reports. Ms. Moore also recognized and thanked her staff, offering that this year was the first time in 14 years she wasn't at IMS's Halloween parade as she attended her son's party and parade. Ms. Moore said she meets with new teachers once every other week, which has had positive results in many areas. She also announced IMS will be getting a new 'mascot', "Takota", which will be either a bear cub or a little modern-day Indian boy, and explained the description of each, which is being voted on in the coming weeks.

Tim Carroll, IMMS Principal, described activities that took place during October 20-23, Violence & Vandalism Week, and promoted the positive outcomes that differ from previous years, in that all grade levels now participate and benefit from lesson plans that include activities presented by all teachers and have impacted communication and sharing between students. Mr. Carroll highlighted the H&SA Book Fair, which was based on a Camelot theme, which included some of the IMMS staff members dressing as King Arthur and his Court. He also explained that he has met with staff in an effort to tighten up the transportation policy for sports (parent pick-up), including forms to be signed, as well as checklists for coaches. The new process will take effect and begin with this year's Winter sports. He recently provided new teachers, as well as teachers returning from leave, with six hours of Stronge Training, and recognized that the staff was impressive and enthusiastic.

Lisa Abramovitz, Curriculum Coordinator, thanked the eight staff members who provided training at the November 5th in-service. Staff attended three sessions each on that day. Planning for the After-School Program for PARCC has been completed, for grades 3-6.

Nicole Espenberg, Director of Pupil Services, offered that November 5th involved TIEnet training for CST staff. She reported on the IMPACT meeting, announcing the next meeting was November 20th, which is open to all parents, not just those of special education students. Ms. Espenberg also asked anyone who knew women leaders that would be willing to talk to the Ban Bossy group to notify herself or Christine Vespe.

INFORMATION ITEMS

Committee Reports:

H&SA: Scott Florio, President, introduced new officers of H&SA, and provided information on awards approved for staff. New spirit wear is available for ordering, and he discussed some of the recent and upcoming activities. Mr. Florio discussed articles in the Shamong Sun highlighting H&SA, and announced the next meeting on December 1st.

BUSINESS and FINANCIAL

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

- 7.01 ADOPT Resolution 1415-6, authorizing execution and delivery of the Grant Agreements indicated.
- 7.02 Adopt Resolution #1415-7, authorizing Delegation of Authority to the School Business Administrator for supervision of the School Facilities Project of the Grant Agreements indicated.
- 7.03 APPROVE disposal of the equipment listed below, identified as surplus, non-functioning hardware, in accordance with Board policy.

CRT Samsung DT15HCENC07024X
 Dell CN0N81764760965UFWCU, CN0G248H7426188P217B,
 CN0N81764760965UFVW4
 iBook Apple UV2220QNLQ3
 1Channel1 6434
 Flat Screen Dell CN0G331H64180
 Drake ERS A0A20A242
 Computer330 .. Dell FXTXKH1
 TV's (16) Various, removed from classrooms

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

STUDENTS

Jeffrey Siedlecki moved, seconded by Michael Tuman, to approve Student items, as listed below:

- 8.01 APPROVE correction of the following tuition contract for out-of-district placement for the 2014-2015 school year (previously approved at the October 21, 2014 Board meeting for \$24,699.50):
 - Student #212370..... Mt. Laurel School District, in the amount of \$49,339.00
- 8.02 APPROVE the following tuition contract for out-of-district placement for the 2014-2015 school year:
 - Student #213351 BCSSSD, in the amount of \$45,035.00

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

SEPARATION OF EMPLOYMENT

Jeffrey Siedlecki moved, seconded by Jeffrey Warner, to approve the following Separation of Employment items:

- 9.01 APPROVE the retirement of Sandra LeMunyon, IMS, Maintenance, effective August 1, 2015.
- 9.02 APPROVE the retirement of Claire Andris, IMS, Physical Education, effective February 1, 2015.

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

Todd Hall expressed thanks to Sandra LeMunyon for her years of service and hard work. Melissa Ciliberti, on behalf of the Board, thanked Sandra LeMunyon and Claire Andris. Nicole Moore thanked Claire Andris, and the 100% she gave of her time, and wished her well in future endeavors.

XII. PERSONNEL APPOINTMENTS

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

- 12.01 APPROVE the individuals listed on the attached exhibit as volunteers in the district for the 2014-2015 school year.
- 12.02 APPROVE Amanda Mercado, from Burlington County College, to complete up to five observation hours during the 2014-2015 school year. Kathy McElhone, Grade 2, IMS, will serve as cooperating staff member.

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

PROGRAMS

Jeffrey Warner moved, seconded by Michael Tuman, to approve a Response to Intervention (RTI) – Dyslexia Identification Plan.

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

POLICY

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

NEW POLICIES – SECOND READING

14.01 APPROVE Second Reading of the policy 3542.1 Wellness and Nutrition.

REVISED POLICIES

14.02 APPROVE acceptance of the policies, including any revisions, for Series 2000, Administration, listed below:

- 2000/2010... Concepts & Roles in Administration: Goals & Obj.
- 2050..... Code of Ethics for Administrators
- 2100..... Admin. Staff Organization: Chain of Command
- 2111.4..... Residency Requirements
- 2120..... Organizational Chart
- 2121..... Lines of Responsibility
- 2125..... Evaluation of Principals
- 2130..... Admin. Positions / Job Descriptions
- 2131..... Evaluation of the Superintendent of Schools
- 2131.5..... Employment of Superintendent of Schools
- 2132..... BOE / Superintendent of Schools Relations
- 2133..... Incapacity of the Superintendent Of Schools/Acting Supt. of Schools
- 2150..... Evaluation of the Board Secretary / BA
- 2151..... Employment of Board Secretary / BA
- 2153..... Incapacity of Board Secretary / BA
- 2200..... Administrative Positions – Review of Contracts
- 2210..... Administrative Leeway in Absence of Board Policy
- 2220..... Representative & Deliberative Groups
- 2224..... Nondiscrimination / Affirmative Action
- 2240..... Research, Evaluation & Planning
- 2241..... Needs Assessment of the District & the Individual Programs/Facilities
- 2255..... Action Planning for Thorough & Efficient Cert.
- 2256..... Action Planning for State Monitoring – NJQSAC
- 2260..... Holiday Observance
- 2400..... Evaluation of Educational Administration

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| Roll Call Vote AYES: | Melissa Ciliberti | NAYS – None | ABSENT – Greg Vitagliano |
| | Jeffrey Siedlecki | | |
| | Michael Tuman | | |
| | Jeffrey Warner | | |

USE OF FACILITIES

Jeff Warner moved, seconded by Michael Tuman, to approve a use of facilities request for Indian Mills Home & School Association, IMMS Cafeteria, Friday, 11/21/14, 2:30-8:30 p.m.

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| Roll Call Vote AYES: | Melissa Ciliberti | NAYS – None | ABSENT – Greg Vitagliano |
| | 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 8:22 p.m. Diane Tallaksen asked questions about Source 4 Teachers, including the effective date the system will take effect, as well as if there would be substitutes for aides/assistants. Jackie Johnson explained the effective date was still to be determined, but the delay was because the district wanted to make sure as many substitutes already approved in Shamong had the opportunity to register with Source 4 Teachers, and that all paperwork was submitted. Ms. Johnson also confirmed there would be substitutes for aides/assistants. Ms. Tallaksen said the Source 4 Teachers representative said there wouldn't be. Ms. Johnson explained that they don't employ individuals as just aides/assistants, but that the district had included those categories as registered staff, and that Source 4 Teachers would be providing individuals employed by them as substitute teachers. Ms. Tallaksen asked about long-term substitute positions. Ms. Johnson and Christine Vespe explained those will be handled by Source 4 Teachers as well, offering a larger selection of candidates, as well as a savings to the district. Mr. Carroll offered that the district's administrators would still do the interviewing and make the final selection. Ms. Vespe clarified that the delay in the proposed transition from Shamong to Source 4 Teachers was also to allow training to administrators and secretaries. Melissa Ciliberti closed the public portion of the meeting at 8:27 p.m.

Jeffrey Warner moved, seconded by Jeffrey Siedlecki, to adjourn to Executive Session at 8:27 p.m. to discuss personnel matters. The approximate length of Executive Session was estimated to be thirty (30) minutes, and it was the intention of the Board that action will not be taken on any item.

EXECUTIVE SESSION

Jeffrey Warner moved, seconded by Jeffrey Siedlecki, to return to Public Session at 8:40 p.m.

AYES – FOUR NAYS – NONE ABSENT – Greg Vitagliano

ADJOURNMENT

Jeffrey Warner moved, seconded by Jeffrey Siedlecki, to adjourn the meeting at 8:40 p.m.

AYES – FOUR NAYS – NONE ABSENT – Greg Vitagliano

Respectfully submitted,

Marie Goodwin
Business Administrator /
Board Secretary