

**SHAMONG TOWNSHIP BOARD OF EDUCATION
REGULAR MEETING: SEPTEMBER 23, 2014, 7:00 PM
INDIAN MILLS MEMORIAL SCHOOL**

The Regular Meeting of the Shamong Township Board of Education was called to order at 7:03 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, was absent.

The flag salute was conducted.

CORRESPONDENCE: None.

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 7:03 p.m. A staff member questioned the effective dates of a personnel appointment. The date indicated on the agenda was corrected for future approval. Melissa Ciliberti closed the public portion of the meeting at 7:05 p.m.

SUPERINTENDENT'S and ADMINISTRATORS' REPORTS

Christine Vespe, Superintendent, reported on the great opening of school for the year, the NJ DOE Self Assessment on Anti-Bullying, a Global Compliance Network program for the purpose of staff professional development and required training, and an update on a required Wellness Policy. She also indicated that students who scored 300 on the NJASK Math and/or Science would be recognized at the October Board meeting.

The Business Administrator's report was provided by Christine Vespe, and provided an update on Rod Grant and Debt Consolidation / Referendum possibilities.

INFORMATION ITEMS

Committee Reports

H&SA: The President thanked STEA, BOE, teachers/staff. He provided information on upcoming H&SA events, future meetings, and open officer positions withing H&SA.

Foundation for Educational Excellence: Melissa Ciliberti provided information from the September 8th meeting. She reported on changes being made to the directory, grant writing process, and grant writing form. She also advised the Beat the Winter Blues event in 2014-15 will be on March 27, 2015.

ROUTINE MATTERS and FINANCIAL REPORTS TO THE BOARD

Michael Tuman moved, seconded by Jeffrey Siedlecki to approve the minutes of the May 20, 2014 Board meeting’s Executive Session.

AYES – FOUR NAYS – NONE ABSENT – Greg Vitagliano

Michael Tuman moved, seconded by Jeffrey Siedlecki to approve the minutes of the June 17, 2014 Board meeting’s Executive Session.

AYES – FOUR NAYS – NONE ABSENT – Greg Vitagliano

Michael Tuman moved, seconded by Jeffrey Siedlecki to approve the minutes of the August 26, 2014 Board meetings.

AYES – FOUR NAYS – NONE ABSENT – Greg Vitagliano

Michael Tuman moved, seconded by Jeffrey Warner, to approve the following financial reports:

- Board Secretary’s Report for the month of July 2014
- Treasurer’s Report for the month of July 2014
- Budget Transfers for the month of July 2014

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

CERTIFICATION by the Board Secretary that as of **July 31**, 2014, no line item account has encumbrances and expenditures, which in total exceed the line item appropriation in violation of N.J.A.C. 6A:23-16.10(c)3.

Business Administrator / Board Secretary	9/16/14
	Date

CERTIFICATION by the District Board of Education, after review of the Board Secretary’s and Treasurer’s monthly financial reports, and upon consultation with the appropriate district officials; it is resolved that to the best of the knowledge of the members of the Board of Education, that no major account or fund has been over expended in violation of N.J.A.C. 6A:23-16.10(c)4, and that it appears that sufficient funds are available, subject to funding by the State and Federal Governments, to meet the district’s financial obligations for the remainder of the fiscal year.

Board President	9/16/14
	Date

APPROVAL OF BILLS

Jeffrey Siedlecki moved, seconded by Michael Tuman, to approve the Bill Lists for September 3, 2014 and September 16, 2014.

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

VII. BUSINESS and FINANCIAL

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

7.01 APPROVE travel and related expenses in accordance with State of NJ Assembly Bill #5.

7.02 APPROVE Resolution #2-2014 authorizing Shamong Township Board of Education to enter into the Burlington County Cooperative Pricing System #4-BuCCP.

7.03 APPROVE disposal of the equipment listed on the attached exhibit, identified as surplus, non-functioning hardware, in accordance with Board policy.

CRT Dell CN0N81764760965GFQHL, CN9P015164180499329U,
CN0N81764760965GFRKK, CN0P01516418049B30LD,
CN0N81764760965GFRKT

TV SB40980967, 65170213898

Overhead 3M 1112696, 1-70045099
Projectors..... Dukane.... 200014680

7.04 APPROVE Business & Communications Strategies, LLC as a Professional Services provider, to provide revision and update of the district’s policy manual, at an annual fee of \$2,667 for the 2014-2015 school year. (Year 1 of a 3-year contract).

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 Students items as listed below:

8.01 APPROVE the following tuition contracts for out-of-district placements for the 2014-2015 school year:

- Student #213243..... Lindenwold, in the amount of \$13,973.00
- Student #213078..... Tabernacle, in the amount of \$35,000.00

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

CHANGE OF ASSIGNMENT

Jeffrey Siedlecki moved, seconded by Jeffrey Warner, to approve the transfer of Jennifer Babbitt, IMS, from Grade 4, to School Library Media Specialist, effective October 1, 2014, contingent on approval of an Emergency School Library Media Specialist Certificate by the County DOE Office.

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

PERSONNEL APPOINTMENTS

Jeffrey Siedlecki moved, seconded by Michael Tuman, to approve Personnel Appointment items, as listed below.

12.01 APPROVE Michael Kimmel as Grade 4 Teacher, IMS, Step 3 MA, \$53,670 annualized salary, prorated, effective October 1, 2014 through June 30, 2015, contingent on the transfer of Jennifer Babbitt from Grade 4 to School Library Media Specialist.

12.02 APPROVE Rachelle Jones, Maureen Kees and Michael Kimmel as Substitute Teachers for the 2014-2015 school year.

12.03 APPROVE Karen Davies, Karen Formont, and Jamie Jampetti as Homework Club Advisors for the 2014-2015 school year, at the School Year Program/Curriculum Rate listed in the Collective Bargaining Agreement.

12.04 APPROVE the individuals listed on the attached exhibit as volunteers in the district for the 2014-2015 school year.

12.04a APPROVE Shari Argabright, Melissa Durham, Christine Fedeli, and Christine Webb as volunteers in the district for the 2014-2015 school year.

- 12.05 APPROVE Denise Wiltsee, a Drexel University education student, to complete a clinical field experience in the district during September through December 2014, in the area of Elementary Education. Jennifer Wilson, Grade 4, will serve as the Cooperating Teacher.
- 12.06 APPROVE Tori Saiia, a Stockton College student, to complete a shadowing experience in the district during September through November 2014, in the area of Speech Therapy. Leslie Firicano will serve as the Cooperating Staff Member.
- 12.07 APPROVE Bernadette Cardell as a Substitute Custodian in the District for the 2014-2015 school year.
- 12.08 APPROVE the Sidebar Agreement between the Shamong Township Board of Education and the Shamong Township Education Association, effective retroactively to July 1, 2013, to reflect the following changes to the 2013-2016 Agreement between the parties:
 - 1. The Black Seal license amount shall be \$599.
 - 2. Add to Schedule B: Chaperone stipend at \$50 per event.

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 Program items as listed below:

- 13.01 APPROVE New Jersey Department of Education School Self-Assessment for Determining Grades, under the Anti-Bullying Bill of Rights Act, for the period of July 1, 2013 to June 30, 2014, based on the Online School Self-Assessment, for Indian Mills Elementary School and Indian Mills Memorial School.
- 13.02 APPROVE the Annual Review and Revisions to Uniform State Memorandum of Agreement between Education and Law Enforcement Officials for 2014-2015, following a meeting between the Shamong School District, the State Police, and the County Prosecutor's Office. This agreement is completed in conformance with N.J.A.C. 6A:16-6.2(b).
- 13.03 APPROVE the purchase of GCN Training Program, at an annual cost of \$1,400, for staff professional development.
- 13.04 APPROVE the Extracurricular Activity, Ban Bossy, for the 2014-2015 school year, at the Indian Mills Memorial School. Christine Vespe and Nicole Espenberg will serve as volunteer advisors.

13.05 APPROVE Ban Bossy to participate on a Field Service Experience to Voorhees Pediatric Facility on October 21, 2014. Parents will provide transportation to participating students.

13.06 APPROVE Pat Durelli, Grade 1, IMS, to serve as a member of the IMS DEAC Committee for the 2014-2015 school year.

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

POLICY

Jeffrey Warner moved, seconded by Jeffrey Siedlecki, to approve Policy items as listed below:

14.01 APPROVE revision of Regulations listed below:

- R2412 Home Instruction Due to Health Concern
- R2415.04 Parental Involvement – School Level (Elementary)
- R2415.04a Parental Involvement – School Level (Middle School)
- R2417 Student Intervention and Referral Services
- R2481 Home or Out-of-School Instruction for a General Education Student
 for Reasons Other Than a Temporary or Chronic Health Condition
- R5200 Attendance
- R5610 Suspension Procedures
- R8462 Reporting Potentially Missing or Abused Children

14.02 APPROVE First Reading of the Automated External Defibrillator Emergency Action Plan, for the Shamong Township School District.

14.03 APPROVE First Reading of the policies listed below:

- 1581 Victim of Domestic or Sexual Violence Leave
- 3283 Electronic Communication Between Teaching
 Staff Members and Students
- 4283 Electronic Communication Between Support
 Staff Members and Students
- 5613 Removal of Students for Assaults with Weapons Offenses

14.04 APPROVE revision of the policies listed below:

- 2412 Home Instruction Due to Health Condition
- 2417 Student Intervention and Referral Services
- 2481 Home or Out-of-School Instruction for a General Education Student
 for Reasons Other Than a Temporary or Chronic Health Condition
- 3240 Professional Development for Teachers and School Leaders
- 5200 Attendance
- 5610 Suspension
- 5611 Removal of Students for Firearms Offenses

- 5612..... Assaults on District Board of Education Members or Employees
- 5620..... Expulsion
- 8462..... Reporting Potentially Missing or Abused Children

14.05 APPROVE the new Regulation listed below:

- R3240 Professional Development for Teachers and School Leaders
- R5611 Removal of Students for Firearms Offenses
- R5612 Assaults on District Board of Education Members or Employees
- R5613 Removal of Students for Assaults with Weapons Offenses

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

TRANSPORTATION

Jeffrey Warner moved, seconded by Michael Tuman to approve certification that the Shamong Township School District conducted a Bus Evacuation Drill for all district routes on September 12, 2014, at 7:45 a.m. for Indian Mills Memorial School, and at 8:30 a.m. for Indian Mills Elementary School. At IMMS, the drills were supervised by Marie Goodwin, Business Administrator, by each bus driver, and by Tim Carroll, school principal. At IMS, the drill were supervised by each bus driver and by Nicole Moore, school principal.

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

USE OF FACILITIES

Jeffrey Warner moved, seconded by Jeffrey Siedlecki, to approve Use of Facilities items as listed below:

16.01 APPROVE a use of facilities request for *Indian Mills Home & School Association*, as follows:

IMS Cafeteria Friday, 10/24/14, 2:30-8:30 p.m.

16.02 APPROVE a use of facilities request for *Indian Mills Boy Scout Troop 47*, as follows:

IMS Cafeteria 2014-2015 school year
Cafeteria Mondays, 7:00 – 8:30 p.m.

16.03 APPROVE a use of facilities request for *Indian Mills Old Man Hoops*, as follows:

IMS Gymnasium 2014-2015 school year
IMMS Gymnasium Tuesdays & Thursdays, 9:00-10:30 p.m.
October – April

16.04 APPROVE a use of facilities request for *Seneca Youth Football*, as follows:

IMMS Field #3 only

October 2, 2014, 5:45-8:00 p.m.

Roll Call Vote AYES: Melissa Ciliberti
Jeffrey Siedlecki
Michael Tuman
Jeffrey Warner

NAYS – None

ABSENT – Greg Vitagliano

MEETING OPEN TO THE PUBLIC

Melissa Ciliberti opened the meeting to the public for agenda and non-agenda items at 7:40 p.m. Michael Tuman provided information on the 11th Annual Seneca Marching Band Competition on Saturday, September 27, 2014. Melissa Ciliberti closed the public portion of the meeting at 7:42 p.m..

EXECUTIVE SESSION

No Executive Session was necessary.

ADJOURNMENT

Michael Tuman moved, seconded by Jeffrey Warner, to adjourn the meeting at 7:44 p.m.

AYES – FOUR NAYS – NONE ABSENT – Greg Vitagliano