# MADISON BOARD OF EDUCATION

***MADISON PUBLIC SCHOOLS***
***MADISON, NEW JERSEY 07940***

**PUBLIC MEETING MINUTES** **07/26/2016**

The Public Meeting of the Madison Board of Education, Morris County, New Jersey, was called to order by President Ellis at **6:17 p.m.** on **July 26, 2016** in the Alice Perlaw Library Media Center of Madison High School, Ridgedale Avenue, Madison, NJ

**1. ROLL CALL**

| **Board Members Present:** | **Board Members Absent:** |
|---|---|
| Lisa Ellis, President | Dave Arthur |
| Debra Coen | Shade Grahling, Vice President |
| Johanna Habib | Abi Singh-Harding Rep. |
| Leslie Lajewski | |
| Thomas Piskula | **Also Present:** |
| | Dr. Michael A. Rossi, Superintendent |
| | Gary S. Lane, Business Administrator, Board Secretary |
| | Diane Schulthes, Director of Curriculum/Instruction |

**2. RECESS TO CLOSED EXECUTIVE SESSION**

Moved by Leslie Lajewski, seconded by Debra Coen, to approve as follows:
Resolved: that the Board of Education move into closed executive session for the purpose of discussing personnel/legal issues. It is anticipated that the Board will be in closed session for 1 hour(s) and action may be taken in public session afterward. Discussion conducted in closed executive session shall be disclosed to the public to the extent that making such matters public shall not be inconsistent with the Open Public Meeting Act.

VOTE: UNANIMOUS 5-0 TIME: 6:17 p.m.

**3. RECONVENE TO PUBLIC SESSION**

At 7:26 p.m. the Board reconvened from closed session with the previous five members present:

**4. FLAG SALUTE**

**5. NOTICE OF MEETING**

In compliance with the Open Public Meetings Act, Chapter 231, Laws of New Jersey, 1975, notice of this meeting has been sent to the Madison Eagle, the Daily Record and has been posted in the Board of Education Office, the Borough Hall, the Madison Railroad Station, the YMCA, the Madison Library, all school buildings and on the district's website. The public is invited to attend. This evening's meeting constitutes an official Public Meeting of the Board of Education. Action may be taken.

If needed, the Board will convene into Executive Session to discuss matters permitted pursuant to NJSA 10:4-12. Upon conclusion of the Executive Session, the Board will return to Regular Session at which time public action may be taken.

**6. CALL TO ORDER**

| **Board Members Present:** | **Board Members Absent:** |
|---|---|
| Lisa Ellis, President | Dave Arthur |
| Debra Coen | Shade Grahling, Vice President |
| Johanna Habib | Abi Singh-Harding Rep. |
| Leslie Lajewski | |

Thomas Piskula

**Also Present:**
Dr. Michael A. Rossi, Superintendent
Gary S. Lane, Business Administrator, Board Secretary
Diane Schulthes, Director of Curriculum/Instruction

**7. REPORT OF THE BOARD PRESIDENT**

Mrs. Ellis thanked everyone for giving up a July evening to be here.

**8. REPORT OF THE SUPERINTENDENT**

Dr. Rossi noted that the district concluded the TJS principal search. Dr. Rossi then introduced Allison Stager who has 10-years experience as an elementary teacher and three-years experience as the Director of Curriculum and Instruction. Dr. Rossi noted that there were 74 applicants.

**9. OPEN TO THE PUBLIC *(Agenda Items Only)***

From 7:37 p.m. until 7:51 p.m. the meeting was open to the public. There were comments regarding the food service contract.

**10. PERSONNEL AGENDA**

Moved by Tom Piskula, seconded by Debra Coen, to approve, as per the recommendation of the Superintendent, for the 2016-17 school year as follows: a-i

**a. Resignations/Retirements**

Accept resignations:

1. **Catalena Oot** – Teacher Assistant – CAS, effective 7/20/2016
2. **Jennifer Martinez** – Spanish Teacher – MHS, effective 7/12/16
3. **Michelle Seelenfreund** – Leave Replacement/Teacher Assistant – MJS, effective 7/30/2016
4. **Jaclyn Layman** – Music Teacher – KRS/TJS, effective 7/22/16
5. **Stephanie Landay-Nesser** – Media Specialist – KRS, effective 9/17/2016 or earlier if a replacement is found

**b. Appointments**

Approve appointment:

1. **Kaitlyn Tierney** – TJS – Non Tenured Leave Replacement/Grade 1 Teacher (replacing Michelle Velasco) - $110/day days 1-40, $260/day starting at day 41, 11-120-100-101 – effective on September 1, 2016 through on or about December 9, 2016
2. **Jessica Blier** – MHS/MJS – ESL Teacher (replacing Heather McGuire (60%) and 40% new position) – MA/Step 11, $63,975*, 11-240-100-101 – effective on September 1, 2016 for the 2016-17 school year
3. **Allison Stager** – TJS – Principal (replacing Michael Post) – $120,000 (to be pro-rated), 11-000-240-103 – effective on or about September 1, 2016 for the 2016-17 school year
4. **Matthew Gertler** – MJS –Leave Replacement/Teacher Assistant (replacing Michael Bruner) - $100/day, 11-000-217-100 – effective on September 1, 2016 through on or about April 26, 2017
5. **Philomena Petruzzella** – CO – Confidential Executive Secretary (replacing Diane Ashachik) – $55,000 (to be pro-rated), 11-000-230-105 – effective on August 11, 2016 for the 2016-17 school year
6. **Karin Farrell** – CAS – 50% Special Education Teacher (new position) – MA/Step 8, $29,987*, 11-213-100-101 – effective on or about September 1, 2016 for the 2016-17 school year
7. **Priscilla Sanches Salles** – MHS – Spanish Teacher (replacing Jennifer Martinez) – MA/Step 7, $59,210*, 11-120-100-101 – effective on September 1, 2016 for the 2016-17 school year
8. **Jason DePope** – MJS – Non Tenured Leave Replacement/Music Teacher (replacing Kathleen McCormick) - $110/day days 1-40, $284/day starting at day 41, 11-130-100-101 – effective on or about September 15, 2016, includes 2 days overlap, through December 23, 2016

9. **Daniel Malloy** – KRS/TJS – Vocal/General Music Teacher (replacing Jaclyn Layman) – BA/Step 1, $52,075*, 11-120-100-101 – effective on September 1, 2016 for the 2016-17 school year
10. **Mary Piacenti** – CAS – Teacher Assistant (replacing Catalena Oot) – Step 1, $21,498*, 11-000-217-100 – effective on September 1, 2016 for the 2016-17 school year
11. **Barbara Mansfield** – CAS – Teacher Assistant (replacing John Gatti) – Step 4, $23,640*, 11-000-217-100 – effective on September 1, 2016 for the 2016-17 school year

**Salary reflects 2015-16 step on guide pursuant to the 2013-16 CBA and may be adjusted upon ratification of successor agreement with Madison Education Association, Inc.*

**c. Extracurricular Appointments/Revisions**

Approve the ECA appointments/revisions:

| | Name | Position | Step | Stipend |
|---|---|---|---|---|
| 1 | Allie Blankmeyer | *Rescind* MHS - Field Hockey Assistant Coach | | n/a |
| 2 | Brittany Blankmeyer | Appoint MHS – Field Hockey *Volunteer* Coach | | n/a |
| 3 | Courtney Davis | Appoint MHS – Field Hockey Assistant Coach | 1 | $4,870* |
| 4 | Kiera Chiarino | Appoint MJS – Musical Director | 4 | $2,370* |

**Stipend reflects 2015-16 step on guide pursuant to the 2013-16 CBA and may be adjusted upon ratification of successor agreement with Madison Education Association, Inc.*

**d. Leave of Absence**

Approve Leave of Absence:
**Michelle Velasco**, Elementary Teacher - TJS, Family Leave of Absence for disability period commencing on September 1, 2016 through on or about September 15, 2016 and unpaid Family Leave commencing on or about October 16, 2016 through December 9, 2016.

**e. Student Teachers/Interns**

Approve student teachers/interns as follows:
1. **Christopher Cerami** – Seton Hall University – Fall 2016 – CAS/OT – Megan Petersen
2. **Robert Miskura** – Drew University – Spring 2017 – MHS/Social Studies – Singerline/Bernich
3. **Janie Pasquale** – Drew University – Spring 2017 – KRS/Elementary – Victoria Koehler

**f. Tuition Reimbursement**

Approve the tuition reimbursements as per the CBA for the 2015-16 school year

**g. Summer CST – 2016**

Approve the additional Summer CST staffing for CST staff to provide evaluations and conduct IEP: **meetings for the summer 2016 – each @ 6 hours/day, not to exceed, as follows:**

| | Staff Member | Assignment | Dates | # of days at per diem rate | Total |
|---|---|---|---|---|---|
| 1 | Susan Light | Spec. Ed. teacher | 8/1-8/31 | 2 days@$48.42/hr.* | $581.04 |
| 2 | Elizabeth Santoro | Spec. Ed. teacher | 8/1-8/31 | 2 days@$36.13/hr.* | $433.56 |
| 3 | Michelle Klaas | Spec. Ed. teacher | 8/1-8/31 | 2 days@$36.13/hr.* | $433.56 |
| 4 | Erica Zuckerman | Speech Lang. Specialist | 7/1-8/31 | 4 days@$40.43/hr.* - add add'l 2 days | $1,455.48 |
| 5 | Theresa Feron | Occupational Therapist | 8/1-8/31 | 7 hrs. @ $60.09/hr.* | $420.63 |

**h. Summer Programs 2016**

Approve the **revised end date** for **Extended Summer Year (ESY) Program** for the summer 2016 - *not-to-exceed*, as follows, as per the contracted MEA agreement:

| Program/ Position | Staff | Date/Time | Cost Per Teacher/Per TA | Total |
|---|---|---|---|---|
| RELATED SERVICES: | | 9:00-12:00 | | |
| Occupational Therapist | Theresa Feron | 7/5 – 8/11 | 7.5hrs/week @$46.00/hr* | $2,070.00 |

**i. Summer 2016 Appointments**

1. Approve ***Additional*** Hours for Summer as follows:

| | Name | Position | Rate | # of Days |
|---|---|---|---|---|
| 1 | Katherine Caropreso-Siso | Guidance | $55.51*/hour = $2,775.50 max | Not to exceed 14 hours to meet with parents and not to exceed 30 hours to convert and finalize schedule in Genesis – ***additional*** 6 hours for Genesis training on 8/9, 8/16, and 8/17 |
| 2 | Libby Marotta | Guidance | $40.43*/hour - $2,021.50 max | Not to exceed 14 hours to meet with parents and not to exceed 30 hours to convert and finalize schedule in Genesis - ***additional*** 6 hours for Genesis training on 8/9, 8/16, and 8/17 |

ROLL CALL: UNANIMOUS 5-0

**11. EDUCATION AGENDA**

Moved by Leslie Lajewski, seconded by Tom Piskula, to approve, as per the recommendation of the Superintendent, for the 2016-17 school year as follows: a, b, d, & item c with revisions

**a. Field Trips**

Approve field trips:

| | Sch | Gr | # Stud | Class/ Group | Field Trip | Date | Location/Town |
|---|---|---|---|---|---|---|---|
| 1 | HS | 9-12 | 5 | Yearbook | Cooke Publishing | 8/22/16 | Warminster, PA |
| 2 | HS | 9-12 | 27 | History | National Constitution Center | 10/7/16 | Philadelphia, PA |
| 3 | HS | 9-12 | 50 | English | Drew University | 10/21/16 | Madison, NJ |
| 4 | HS | 9-12 | 36 | Largo | Harvard Model Congress *overnight* | 2/23/17 - 2/26/17 | Boston, MA |
| 5 | HS | 9-12 | 650+ | Fastiggi | Day of Service | 5/19/17 | Multiple Sites, NJ |
| 6 | HS | 9-12 | 212 | History | NJ Vietnam Veterans Memorial | 6/6/17 | Holmdel, NJ |

**b. Harassment, Intimidation and Bullying Report**

WHEREAS, the Madison Board of Education has received the Harassment, Intimidation, and Bullying Report of the Superintendent on;

1) 7/7/2016
2) 7/7/2016
3) 7/7/2016 and

NOW THEREFORE BE IT RESOLVED that the Madison Board of Education does hereby affirm the Superintendent's recommendation on Harassment, Intimidation and Bullying regarding the HIB report(s);

1) dated 6/1/16, incident number MJS 16
2) dated 6/8/16, incident number MJS 17
3) dated 6/13/16, incident number MJS 18

**c. Policies**

Approve **second reading** of the following policies:

1. Policy 0168 Recording Board Meetings
2. Policy 2422 Health and Physical Education
3. Policy and Regulation 5111 Eligibility of Resident/Nonresident Students
4. ~~Policy 5756 Transgender Students~~
5. Policy 8311 Managing Electronic Mail
6. Policy 8320 Personnel Records
7. Policy 8330 Student Records

Approve the **abolishment** of the following policies:

1. ~~Policy & Regulation 3244 In-service Training (M)~~
2. Regulation 5514 Student Use of Vehicles

**d. Travel**

Approve the school district travel

ROLL CALL: UNANIMOUS 5-0

**12. BUSINESS AGENDA**

Moved by Debra Coen, seconded by Leslie Lajewski, to approve as follows: a-l

**a. Minutes**

Approve the Minutes of:
June 28, 2016 Public and Closed Session Meetings

**b. Insurance Providers**

Approve Monarch Management Corporation, of Illinois, to provide Student Accident/Athletic Insurance - $29,420 (a 1.8% increase from 15-16) and Voluntary Student Accident Insurance (parent paid) for the 2016-17 school year, as per the recommendation of the district agent, Brown & Brown of New Jersey, Inc., 56 Livingston Ave., floor 2, Roseland, NJ 07068

**c. Transportation Agreement**

Approve transportation agreement with parent of S1134 for 2016-17 transportation, total annual amount of $500

**d. Certificates for Payment**

1- Approve payment requisition #1, PO #603276, for Diamond Construction in the amount of $67,961, for MHS paving
2- Approve payment requisition #2, PO #603275, for Diamond Construction in the amount of $14,216, for CAS paving
3- Approve payment requisition #3, PO #603274, for Diamond Construction in the amount of $15,856, for TJS paving
4- Approve payment requisition #4, PO #603273, for Diamond Construction in the amount of $24,000, for KRS paving

5- Approve payment requisition #1 for Silvia's Mechanical in the amount of $22,950, for the Central Avenue School boiler replacement

**e. IDEA Grant**

Authorize the submission of the FY 2017 Individuals with Disabilities Education Act (IDEA) grant and accept the grant award of these funds upon subsequent approval of the Application of the Office of Grants Management under the direction of the Director of Special Services:

| | |
|---|---|
| Basic | $553,954 |
| Non-Public Share | $39,407 |
| Pre-School | $19,096 |

**f. Special Education Settlement**

Approve the Special Education settlement for student 3169058315 for 2016 Extended School Year, 6/27/16 through 8/11/16, in the amount of $6,000 for Harbor Haven Day Camp, Livingston NJ, all other costs, including but not limited to transportation, will be paid by the parents

**g. Delta Dental Renewal**

Approve renewal with Delta Dental for the 2016-17 school year –no increase per annum

**h. Food Service Management Company Fee & Guarantee Language**

1- Approve Pomptonian Food Service to operate the district's food service program for the 2016-17 school year (Initial Contract) as follows:

The FSMC shall receive, in addition to the costs of operation, an administrative/management fee of $.0634 per reimbursable meal and meal equivalent to compensate the FSMC for administrative and management costs. This fee shall be billed monthly as a cost of operation. The LEA guarantees the payment of such costs and fee to the FSMC.

Total meals are calculated by adding reimbursable meal pattern meals served and meal equivalents. The number of National School Lunch program meals served to the children shall be determined by actual count. Cash receipts, other than from Sales of National Lunch Program served to the children, shall be divided by $1.00 to arrive at an equivalent meal count.

The per meal administrative/management fee of $.0634 will be multiplied by total meals.

The FSMC guarantees the LEA a minimum profit of twenty thousand dollars ($20,000.00) for school year 2016-2017.

Cafeteria Prices

2- The Board of Education approves cafeteria prices, as follows, for the 2016-17 school year:

| | |
|---|---|
| Adult Faculty Lunch-HS | $4.00 |
| Adult Faculty Lunch-JS | $4.00 |
| Adult Faculty Lunch-Elem. | $4.00 |
| Adult Faculty Featured Favorite Meal-HS | $5.00 |
| Adult Faculty Featured Favorite Meal-JS | $5.00 |
| High School Student Lunch | $2.75 |
| High School Student Featured Favorite Meal | $3.50 |
| Junior School Student Featured Favorite Meal | $3.50 |
| Junior School Student Lunch | $2.75 |
| Elementary Student Lunch | $2.60 |
| Milk | $0.60 |

| | |
|---|---|
| Reduced Lunch | $0.40 |
| Split Session Kindergarten Milk | $0.35 |

**i. Chapter 47 Report of Awarded Contracts**
Approve the acceptance of the Chapter 47 Report and Memo from the Superintendent and the Business Administrator to the Board of Education

**j. Board Secretary's Report and Treasurer's Report**
The Board of Education accepts the reports of the Board Secretary and Treasurer of School Moneys (**June**). Pursuant to N.J.A.C. 6:20-2A.10(d), the Board of Education has obtained certification from the Board Secretary that no major account has encumbrances and expenditures which in total exceed the line item appropriation and hereby certifies pursuant to N.J.A.C. 6:20-2A.10(e) that no major account or fund has been overexpended

**k. Transfers**
Authorize the transfer of funds

**l. Bill List**
Approve the June 30, 2016 & July 26, 2016 bill lists

ROLL CALL: UNANIMOUS 5-0

## 13. BOARD OF EDUCATION COMMITTEE REPORTS

a. Policy – Chair: L. Lajewski, Members: J. Habib, T. Piskula, Alternate: S. Grahling
The Policy Committee met but more work needs to be done. Anticipate policies will be done in August.
b. Finance – Chair: J. Habib, Members: L. Ellis, T. Piskula, Alternate: D. Arthur
The Finance Committee met this afternoon. Discussed: student activity accounts at HS/JS, flyer for utility bills (water/electric), and reviewed year-end (came in where we thought we would). Next meeting will be in September.
c. Curriculum – Chair: S. Grahling, Members: D. Arthur, D. Coen, Alternate: L. Ellis
The Curriculum Committee met and discussed report cards at the elementary level and Chromebook use and expectations. The next meeting will be 8/17/16.
d. Buildings & Grounds – Chair: D. Coen, Members: L. Ellis, L. Lajewski, Alternate: S. Grahling
Mrs. Coen stated that the B & G Committee has been very busy. The committee met with STEM architects/PSA, all projects are on time (PSA did Mountain Lakes music rooms). There are four meetings scheduled for August: STEM; Locker Rooms; Policy/Regulation; waiver fees. A projects update was provided; summer cleaning on target.
e. Shared Services – Chair: D. Arthur, Members: J. Habib, T. Piskula, Alternate: D. Coen
The next scheduled meeting will be 8/24/16.
f. Negotiations/Personnel – Chair: L. Ellis, Members: S. Grahling, L. Lajewski, Alternate: D. Arthur
The next meeting will be held tomorrow.

## 14. OPEN TO THE PUBLIC

At 8:02 p.m. the meeting was open to the public. There were no comments.

Dr. Rossi noted that he is looking to send out the elementary class assignments on Friday, August 5th.

**15. ADJOURNMENT**

Moved by Tom Piskula, seconded by Leslie Lajewski to adjourn the meeting:

VOICE VOTE: APPROVED 5-0 Time: 8:03 p.m.

*Respectively submitted,*

*Gary S. Lane, Board Secretary*