

August 18, 2015

CALL TO ORDER

OPEN PUBLIC MEETINGS ACT; STATEMENT OF COMPLIANCE - The chair declares that, in accordance with the New Jersey Open Public Meetings Act, adequate public notice of this meeting has been provided in accordance with statute by the Secretary of the Board of Education.

MISSION STATEMENT

The Spotswood Public School District is dedicated to excellence in education by inspiring and challenging our students to achieve their full potential while becoming productive citizens of the global community.

FLAG SALUTE

ROLL CALL

Members Present:

| | | |
|-----------------------|---------------|----------------|
| _____ D Branco-Rivera | _____ W Smith | _____ M Chasan |
| _____ W Loschiavo | _____ B Louis | |

Others Present:

| | | |
|-----------------|----------------|------------------|
| _____ S Rocco | _____ V Marino | _____ F Zambrana |
| _____ G Peabody | _____ S Pewitt | _____ C Harry |
| _____ Public | _____ | _____ |

SUPERINTENDENT’S REPORT

- 1. Year End HIB Report
- 2. Referendum Update

PUBLIC PARTICIPATION – AGENDA ITEMS ONLY

RECOMMENDED ACTION

A. Routine – Spotswood/Milltown

- 1. Approve Minutes.
 - a. July 21, 2015 Regular Board Meeting
 - b. July 21, 2015 Executive Session Meeting

_____ D Branco-Rivera

_____ W Smith

_____ M Chasan

_____ W Loschiavo

_____ B Louis

_____ F Zambrana

B. General – Spotswood

1. Approve the *School Self-Assessment for Determining Grades under the ABR* (Anti-Bullying Bill of Rights Act) for the period July 1, 2014 through June 30, 2015 as presented, for submission to the New Jersey Department of Education.
2. Approve the Bi-Annual Public Report of violence, vandalism and HIB for the period January 1, 2015 through June 30, 2015, as presented.
3. Approve the 2015/2016 contract for School Business Administrator/Board Secretary, Vita Marino, as presented and approved by the County Office.
4. Approve the submission of the District Mentoring Plan Statement of Assurance to the County Education Office.
5. Authorize the submission of the PSEG Science SPARK Partners grant application in the amount of \$20,100.00.

D Branco-Rivera

W Smith

M Chasan

W Loschiavo

B Louis

C. General – Spotswood/Milltown

1. RESOLUTION OF THE BOARD OF EDUCATION OF THE BOROUGH OF SPOTSWOOD IN THE COUNTY OF MIDDLESEX, NEW JERSEY PROVIDING FOR THE SUBMISSION OF A SPECIAL BALLOT QUESTION TO THE SCHOOL DISTRICT VOTERS AT THE ANNUAL SCHOOL DISTRICT ELECTION TO BE HELD ON TUESDAY, NOVEMBER 3, 2015

WHEREAS, The Board of Education of the Borough of Spotswood in the County of Middlesex (the "Board" when referring to the governing body and the "School District" when referring to the territorial boundaries governed by the Board) desires to undertake a school facilities project in order to undertake improvements to various schools in the School District (the "Project");

WHEREAS, to accomplish the Project, the Board seeks to authorize the submission of a ballot question and an explanatory question at the annual School District election to be held on Tuesday, November 3, 2015 (the "Election") and to authorize certain actions required to be taken in connection with the conduct of the Election and the undertaking of the Project.

NOW THEREFORE, BE IT RESOLVED by The Board of Education of the Borough of Spotswood in the County of Middlesex, New Jersey (not less than a majority of the full membership of the Board concurring) as follows:

1. The following Explanatory Statement and Proposal (the "Proposal") shall be submitted to the legal voters of the School District at the annual School District election (the "Election") to be held on Tuesday, November 3, 2015.

EXPLANATORY STATEMENT

The Board is seeking to undertake the following facilities improvements:

Safety and Security Improvements to all Schools

- High School: Installation of security cameras with video back up, installation of telecommunications system allowing for school wide communication
- Spotswood Memorial School: Installation of telecommunications system allowing for school wide communication
- G. Austin Schoenly School: Installation of security cameras with video back up, installation of telecommunications system allowing for school wide communications, upgraded fire alarm system
- Appleby Elementary School: Installation of security cameras with video back up, installation of telecommunications system allowing for school wide communications, upgraded fire alarm system

Energy Efficient HVAC Upgrades

- High School: AC upgrades to server room and locker room
- G. Austin Schoenly School: HVAC and control upgrades

Facility Upgrades/Improvements

- High School: Boys and girls locker room renovations, window replacement, track upgrades, bleacher and press box replacement, fencing, server upgrades,
- Appleby Elementary School: Playground surface improvements

Roof Replacement

- High School: Replacement of old roof with new, energy efficient roofing system
- Spotswood Memorial School: Replacement of old roof with new, energy efficient roofing system

TOTAL PROJECT COSTS

The total cost of the project shall not exceed \$9,343,707. The Board anticipates financing the project with bonds for approximately 20 years to fund the project. The Board has received an award of State funding in the amount of 33.7% of the total project costs which State funding reduces the taxpayers' share of the project to 66.3%.

33.7% STATE FUNDING FOR THE PROJECT

The Board has received State funding for the project in the form of debt service aid on the bonds issued for the Project. The State has awarded debt service aid in the amount of 34%.

This State aid reduces the taxpayers' share of the project to 66% of the total project cost.

Such State funding will only be available if the referendum passes.

PROPOSAL

The Board of Education of the Borough of Spotswood in the County of Middlesex, New Jersey is authorized to undertake a school facilities project consisting of (A) improvements to the High School including installation of security cameras and telecommunications system, boys' and girls' locker room renovations, window replacement, track upgrades, bleacher and press box replacement; fencing; server upgrades, roof replacement and HVAC upgrades to server room and locker room; (B) improvements to the Spotswood Memorial School including installation of telecommunications system and roof replacement; (C) improvements to G. Austin Schoenly School including installation of telecommunications system, installation of security cameras, upgraded fire alarm system and HVAC and control upgrades and (D) improvements to Appleby Elementary School including installation of telecommunications system, installation of security cameras, upgraded fire alarm system and playground surface improvements. The Board is authorized to expend on such project and issue bonds for such project in an amount not to exceed \$9,343,707. The State has agreed to provide debt service aid in the amount of 40% of the "final eligible costs" of the school facilities project (which equals 33.7% of the total project costs). \$7,893,644 of the costs of the project are "final eligible costs".

2. The Board hereby approves and adopts the Proposal and, subject to the approval of the legal voters of the School District, hereby determines to carry out the same.

3. The Business Administrator/Board Secretary is hereby authorized and directed, in conjunction with Bond Counsel, to deliver a certified copy of this resolution and such other information as shall be necessary to comply with applicable provisions of the Education Law and Election Law, to the Executive Middlesex County Superintendent of Schools, Middlesex County Clerk, Middlesex County Board of Elections, and to the Clerk of the Borough of Spotswood, and to request such persons to undertake their respective functions under the Education Law and the Election Law, as applicable, in connection with the Election. The Business Administrator/Board Secretary is hereby authorized to amend the Proposal and the Explanatory Statement to conform same to statutory requirements.

4. The Board hereby acknowledges and confirms that, in accordance with the requirements of Sections 24-16 and 24-17 of the Education Law, a Supplemental Debt Statement has been prepared as of the date of this resolution by the Chief Financial Officers of the Borough of Spotswood, giving effect to the proposed total authorization of School Bonds of the School District in the maximum amount provided for in the Proposal, and that such Supplemental Debt Statement has been filed in the offices of the Clerk of the Borough of Spotswood, and in the office of the Business Administrator/Board Secretary prior to the adoption of this resolution. The Board hereby directs the Business Administrator/Board Secretary to cause such Supplemental Debt Statement to be filed in the office of the Director

of the Division of Local Government Services, New Jersey Department of Community Affairs prior to the date of the Election.

5. The School Administration and such other officers, professionals and agents of the Board as are necessary, including Wilentz, Goldman & Spitzer, P.A., Bond Counsel and the Architect for the Project, are each hereby authorized and directed to perform such acts, execute such documents and do such things as are necessary and proper for the submission of the Proposal to the voters of the School District at the Election, including preparation and submission of all required applications for receipt of debt service aid.

6. The Board hereby (i) accepts the determination of Preliminary Eligible Costs as set forth in the letters of the New Jersey Department of Education (the "NJDOE Eligibility Letters"); (ii) elects to receive the State Share in the form of debt service aid; (iii) determines to construct the Project; (iv) agrees to locally fund any excess costs and (v) delegates the supervision of the Project to the Business Administrator/Board Secretary.

7. This resolution shall take effect immediately.

2. Approve Grade K through 12 *Adaptive Daily Living* curriculum for the 2015/2016 school year.

D Branco-Rivera

W Smith

M Chasan

W Loschiavo

B Louis

F Zambrana

D. Finance – Spotswood

1. Approve travel as presented.
2. Approve budget transfers and modifications for June 2015 as presented.
3. Approve Board Secretary's Report for June 2015 as presented.
4. Approve Treasurer of School Monies Report for June 2015 and proprietary funds [Cafeteria (60) CARES (70)] financial reports June 2015 as presented.
5. Approve Board Member Certification for June 2015. Pursuant to N.J.A.C. 6:20-2.13(e), the Spotswood Board of Education hereby certified that as of June 2015, after review of the Secretary's Report (appropriations section) and upon the Board consultation with the appropriated district officials, to the best of our knowledge no major account or fund has been over-expended in violation of N.J.A.C. 6:20-2.13(b) and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.
6. Approve Board Secretary's Line Item Certification for June 2015. Pursuant to N.J.A.C. 6:20-2.13(d), I certify that as of June 2015 no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the Spotswood Board of Education pursuant to N.J.S.A. 18A:22-8 and 18A:22-8.1.

7. Approve the School Staffing Agreement with Maxim Healthcare Services to provide on-to-one nursing services to student ID#xx045, who attends the Center for Lifelong Learning, an out-of-district placement. Services are to be provided during school hours, including transportation to and/or from school provided by the Spotswood School District. The student requires approximately 6-½ hours of nursing care per school day at the rate of \$45.00 per hour for an LPN or \$50.00 per hour for an RN. The approximate total cost for the 2015/2016 school year will be \$ \$52,650.00, plus Extended School Year Program services totalling \$7,425.00.
8. Approve the service contract with the State of New Jersey, Department of Human Services, Commission for the Blind and Visually Impaired, to provide educational services to two (2) district students (state student ID #xxxxxx8372 and state student ID #xxxxxx9632), based upon the students' previous assessments, functional vision, educational needs and skill development, for the 2015/2016 school year, at a cost of \$1,900.00 per student.
9. Approve the professional services of Centris Group, LLC, software service providers of the IEP Direct application through websites on the Internet, to be utilized by the Department of Special Services, Child Study Team, Special Education Teachers and service providers for the 2015/2016 school year at a cost of \$2,675.00.
10. Approve a one-to-one aide for state student ID #xxxxxx0135, attending You and Me School, at a cost of \$23,646.00 for the 2015/2016 school year.
11. Approve the use of IDEA funds for payment to Gina Dimaria in the amount of \$17,608.00 for salary, and \$1,347.00 for employee FICA benefits, during the 2015/2016 school year.
12. Approve payments to Maria Chludzinski and Michelle Donnelly, for their attendance at Academy Learning Center for six (6) hours of observation of district students (twins) at the district's request at a rate of \$15.27 per hour for a total of six (6) hours.
13. **BE IT RESOLVED**, the Spotswood Board of Education support the Gold Sponsorship for the Spotswood Annual 5K Challenge (sponsored by the Spotswood Recreation Department) for \$100.00. The Gold membership includes company name and logo in large print on the professional imprinted Race T-Shirts along with a listing on the 5K website and 2 free shirts upon request.

D Branco-Rivera

W Smith

M Chasan

W Loschiavo

B Louis

E. Finance – Spotswood/Milltown

1. Approve the bills list as certified by the Board Secretary for August 2015.

D Branco-Rivera W Smith M Chasan W Loschiavo B Louis F Zambrana

F. Personnel – Spotswood

1. Accept the letter of resignation from Coryna Barberis, Appleby Lunchroom/Playground Chaperone, UPC #AID.02.LP/S.NA.01, effective June 30, 2015.
2. Approve the appointment of the below listed personnel as Appleby School Lunchroom/Playground Chaperones at the hourly rate of \$10.25 effective September 2015 for the 2015/2016 school year as indicated:

| <u>Name</u> | <u>UPC #</u> | <u># of Hours/Day</u> |
|-----------------|-------------------|-----------------------|
| Eileen Lesniak | AID.02.LP/S.NA.01 | 2 |
| Kristina Breese | AID.02.L/PS.NA.02 | 1.5 |
| Dina Newhard | AID.02.L/PS.NA.04 | 2 |

3. Approve the change in UPC number for the following staff member effective September 2015 for the 2015/2016 school year:

| <u>Staff Member</u> | <u>Location</u> | <u>From</u> | <u>To</u> |
|----------------------|-----------------|-------------------|-------------------|
| Catherine Fitzgerald | Appleby | TCH.02.SPED.EL.06 | TCH.02.ELEM.05.06 |

4. Rescind the change in UPC for Jessica Wisniewski - UPC should be #TCH.03.PREK.EL.03.
5. Approve the appointment of the following staff for Fall Sports Memorial Coaching Positions for the 2015/2016 school year:

| <u>Position</u> | <u>Name</u> | <u>Level</u> | <u>Stipend</u> |
|------------------------|---------------|--------------|----------------|
| Memorial Cross Country | Kevin Boucher | 1 | \$2,802.00 |
| Memorial Girls' Soccer | Alyson Slomko | 1 | \$2,802.00 |
| Memorial Boys' Soccer | Michael Curto | 2 | \$2,927.00 |

6. Approve sixth period stipends in the amount of \$5,900.00 each for the following Memorial Middle School staff members for the 2015/2016 school year:

| <u>Teacher</u> | <u>Grade</u> | <u>Subject</u> | <u>Teaching Periods</u> |
|-------------------|--------------|--------------------|-------------------------|
| Robert Tagliente | 7 | Language Arts | 6 |
| Elaine Mutnick | 8 | Language Arts | 6 |
| Cara Nascimento | 8 | Language Arts | 6 |
| Christina Restine | 6-8 | Music | 5.5 |
| Anthony Toto | 6-8 | Physical Education | 6 |
| Meagan Koppel | 6-8 | Physical Education | 6 |

| | | | |
|-------------------|-----|--|--------------------|
| Megan Donegan | 6-8 | Spanish | 6 (23 Quarters) |
| Kerin Caliendo | 6-8 | Special Education | 6 |
| Janelle Leidy | 6-8 | Special Education | 6 |
| Stephanie Barlow | 6-8 | Special Education | 6 |
| Stephanie Fallon | 6-8 | Special Education | 6 |
| Jackie Martinez | 7 | Western Geography & Public Speaking | 6 |
| Patricia Cella | 6 | Language Arts | 6 |
| Adrienne Hansen | 6 | Language Arts | 6 |
| Stefanie Bromberg | 6 | Math | 6 |
| Michael Francis | 6 | Math | 6 |
| JoAnn Cifelli | 8 | Math | 6 |
| Karen Joseph | 8 | Math | 6 |
| Jamie Mahoney | 8 | Math | 6 |
| Jamie Rapczynski | 8 | Math | 6 |

7. Approve C.A.R.E.S. staffing for the 2015/2016 school year as per the attached.

D Branco-Rivera

W Smith

M Chasan

W Loschiavo

B Louis

G. Personnel – Spotswood/Milltown

1. Approve a leave of absence under the terms and conditions of FMLA for Jill Marie Hetzler, High School PE/Health Teacher, UPC #TCH.01.PE/H.HS.04, effective November 13, 2015 using accumulated sick days then going on an unpaid leave of absence returning to work September 2016.
2. Accept the letter of resignation from Sarah Boruch, High School Teacher of Mathematics, UPC# TCH.01.MATH.HS.03, effective August 19, 2015.
3. Approve the appointment of Jessalyn Marconi as High School Teacher of Mathematics, UPC #TCH.01.MATH.HS.03, effective September 2015 for the 2015/2016 school year at a step and salary of M/1, \$46,000.00.
4. Approve the appointment of Nick Zygnerski as High School Teacher of Chemistry, UPC #TCH.01.SCIE.HS.08, effective September 2015 for the 2015/2016 school year at a step and salary of B/10, \$65,500.00.

5. Approve the appointment of Matthew Merrigan as High School Teacher of Social Studies, UPC #TCH.01.SOCS.HS.06, effective September 2015 for the 2015/2016 school year at a step and salary of M/4, \$51,500.00.
6. Approve the appointment of Megan Mucci as High School Teacher of Special Education, UPC #TCH.01.SPED.HS.10, effective September 2015 for the 2015/2016 school year at a step and salary of B/5, \$53,500.00.
7. Approve the appointment of Laura Van Houten as a $\frac{3}{4}$ High School Teacher of Spanish, UPC #TCH.01.SPAN.HS.05, effective September 2015 for the 2015/2016 school year at a step and salary of M/13, \$43,770.00, prorated.
8. Approve to increase Sandra Olin from 3/5 to 4/5 Speech/Language Specialist, UPC #TCH.01.SP&L.HS.01, effective September 2015 through November 30, 2015, at a step and salary of M/12, \$57,400.00, prorated.
9. Approve the appointment of Vita Marino as School Business Administrator/Board Secretary, UPC #ADM.05.BADM.NA.01, effective September 1, 2015 for the 2015/2016 school year at a salary of \$103,000.00 prorated.
10. Approve the appointment of Arlene Baum as part-time (29 hours/week) 10-month Central Office secretary, UPC #SEC.05.SECY.NA.01, effective September 2015 for the 2015/2016 school year at a prorated salary of \$28,635.00.

11. Approve 2015 summer days for the below staff member at \$125.00 per day:

| <u>Name</u> | <u>Location</u> | <u># of Days</u> | <u>Total</u> |
|-------------|-----------------|------------------|--------------|
| Arlene Baum | Pupil Services | 2 | \$250.00 |

12. Approve Janice Anthony to work one (1) additional hour per day to transport a special education student for a total of 25 hours per week, at the rate of \$20.00 per hour for 180 days for the 2015/2016 school year.

13. Approve 2015 summer days for Child Study Team members as indicated:

| <u>Name</u> | <u>Position</u> | <u>Rate/# of Days</u> | <u>Total</u> |
|-----------------|-----------------|-----------------------|--------------|
| Anwar Al-Najjar | LDTC | \$442.70/day x 1 day | \$442.70 |
| Alyssa Vella | Psychologist | \$280.56/day x 9 days | \$2,525.04 |
| Caitlin Zemla | Behaviorist | \$312.12/day x 5 days | \$1,560.60 |

14. Approve payment to the below staff members for additional time worked at graduation:

| <u>Name</u> | <u># of Hours</u> | <u>Hrly Rate</u> | <u>Total Amount</u> |
|-----------------|-------------------|------------------|---------------------|
| Marcy Steinbeck | 3 | \$10.00 | \$30.00 |
| Chris Farley | 3 | \$9.00 | \$27.00 |

15. Rescind the approval of ten (10) summer days for Laura Szabo, secretary in the Department of Special Services at \$125.00 per day.
16. Approve seven (7) additional summer days for Kayla Andrechick, secretary at \$125.00 per day, to cover responsibilities in special services and to train new staff.
17. Approve two (2) additional summer days for Teresa Garifalos, secretary at \$125.00 per day, to receive training.
18. Approve the staff listed below as summer instructors for the August 24th, 25th and 26th New Teacher Orientation Program at the rate of \$31.00 per hour:

| <u>Staff Member</u> | <u># of Hours</u> |
|---------------------|-------------------|
| Patricia Lauro | 1 |
| Lauren Knapp | 1 |
| Jennifer Asprocolas | 3 |

19. Approve two (2) hours for the following Mentor/Buddy staff members at the August 26, 2015 New Teacher Orientation Program at the rate of \$31.00 per hour:

| | | |
|------------------|------------------|-------------------------|
| Dianna Altmiller | Stephanie Barlow | Carol Bergman-DeFilippo |
| Jill Laskowski | Jeffrey Marvinny | Amy Mikulak |
| Erin Peabody | Susan Sher | Christopher Talish |
| Sharon Welsh | | |

20. Approve Ciaran Sisko, School Social Worker, to complete seven (7) Social History reports necessary for IEP meetings to be held before the start of the school year, at the rate of \$320.00 per report, not to exceed \$2,240.00.

D Branco-Rivera

W Smith

M Chasan

W Loschiavo

B Louis

F Zambrana

FOR DISCUSSION

COMMITTEE REPORTS

Human Resources Committee Report

Curriculum & Instruction Committee Report

Finance Committee Report

Student Services Committee Report

CORRESPONDENCE

FOR INFORMATION

Fire Drill Reports: Appleby School is in compliance with monthly school security drills, having held one fire drill and one school security drill for the month during summer school.

PUBLIC PARTICIPATION – NON-AGENDA ITEMS

EXECUTIVE SESSION

The Board will adjourn to Executive Session.

D Branco-Rivera

W Smith

M Chasan

W Loschiavo

B Louis

F Zambrana

PUBLIC SESSION

The Board will reconvene Public Session.

D Branco-Rivera

W Smith

M Chasan

W Loschiavo

B Louis

F Zambrana

ADJOURNMENT