

**MONTGOMERY TOWNSHIP BOARD OF EDUCATION**  
**Minutes of the Tuesday, September 25, 2018 7:15 P.M. Business Meeting**

These minutes were formally approved at the October 16, 2018 Workshop and Business Meeting.

**OPENING OF THE MEETING**

- A. The Montgomery Township Board of Education held a business meeting on Tuesday, September 25, 2018 at 7:15 p.m. in the Montgomery Upper Middle School media center.
- B. Roll Call - The following Board Members were present: Phyllis Bursh, Richard Cavalli, Minkyo Chenette, Dharmesh Doshi, Dr. Paul Johnson, Amy Miller, and Ranjana Rao (arrived at 7:21 p.m.)

Absent: Charles F. Jacey, Jr. and Shreesh Tiwari

Also Present: Nancy Gartenberg, Superintendent  
Elizabeth Nastus, Interim Assistant Superintendent  
Annette M. Wells, School Business Administrator/Board Secretary  
Robbin Boehmer, Assistant Business Administrator/Assistant Board Secretary  
Analyn St. Ledger, Student Representative

- C. President Cavalli read the following Statement of Open Meeting and Public Participation - In accordance with the State's Sunshine Law, adequate notice of this meeting was provided by mailing notice of the meeting on January 10, 2018 and September 21, 2018. Notice was provided to Board of Education Members, Montgomery Township Clerk, Rocky Hill Borough Clerk, Public Library, Township Posting, School Postings, PTSA Officers, Courier News, Princeton Packet, Trenton Times, and The Star Ledger.
- D. President Cavalli then led everyone in the Salute to the Flag.
- E. President Cavalli welcomed all to the business meeting.

EXECUTIVE SESSION- A motion was made by Ms. Miller and seconded by Mr. Doshi that the board adopt a resolution to go into executive session at 7:16 p.m.

WHEREAS, the Open Public Meetings Act, Chapter 231 of the Laws of 1975 provides that a public body may exclude the public from that portion of a meeting of which the public body discusses certain matters for which confidentiality is required as permitted in Section 7B of the act.

RESOLVED, by the Board of Education of the Township of Montgomery in the County of Somerset and State of New Jersey as follows:

- 1. Items related to personnel, harassment, intimidation and bullying incidents, and negotiations with the Montgomery Township Education Association will be discussed.
- 2. The matters discussed in executive session shall be disclosed to the public when the need for confidentiality no longer exists.

Upon call of the roll, the motion carried with a unanimous vote recorded.

**RETURN FROM EXECUTIVE SESSION-** The Board returned from Executive Session at 7:33 p.m.

Mr. Cavalli noted that a meeting with the parents of students on bus 13R and 10V was held prior to the start of the meeting regarding transportation issues that occurred on September 6th, the first day of the school year. The district is looking at both short- and long-term solutions, with three separate reviews scheduled: an internal review with immediate action to be headed by Superintendent Nancy Gartenberg, a review of the day's events by Board Attorney Stephen Fogarty, and an independent review of the transportation department by an outside firm, approval of which is on tonight's agenda. The public is invited to attend the October 16th board of education meeting where the state of the Montgomery transportation department will be one topic of the evening's discussion.

### **NEW BUSINESS FROM BOARD/PUBLIC**

Two members of the public spoke about transportation in the Montgomery district. One, a former Montgomery bus driver, gave suggestions from her work experience, citing the need to include drivers in the conversation to fully understand issues and resolve problems. While understanding and in agreement with parental concern, she emphasized that the department needs more help rather than criticism. Also emphasized was the need for modification of bus line-up at schools, the utilization of volunteers to check name rosters, the insistence that all drivers have route practice prior to the opening of school and a move toward having Montgomery drivers rather than contracted drivers.

The second resident questioned the pay scale of contracted drivers and Montgomery drivers, citing the need to hire and retain qualified and experienced drivers. Additionally, the ability of drivers to communicate well was mentioned as a requirement that should be vetted prior to employment. She also noted that Montgomery teachers are without a settled contract voicing that teachers should not be "begging for dollars."

Mr. Cavalli responded that safety and security of all students is paramount to the board and district. Finances are a constraint, but the board always tries to maximize safety and security within these constraints. Staffing within the transportation department is currently being addressed. The board and administration value the expertise and passion of their educators and are looking to maximize teachers' compensation. Together with the MTEA, the two groups are collectively working to come up with a fiscally sustainable model that supports the future of the Montgomery Township School District.

### **Representative Reports**

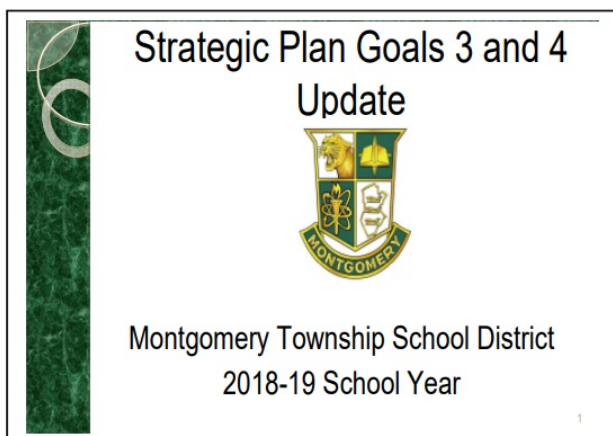
**Student Representative Report** – Analyn St. Ledger reported Back-to-School Night was a success at MHS, clubs were in full force allowing students to explore several areas of passion, the football team won their first game, and the Homecoming Dance and Pep Rally are being eagerly anticipated.

**MTEA Report** -- Mr. Scott Mason, President of the MTEA, reported that the MTEA and the board are working to overcome impasse. Together it is hoped that a collaborative outcome will be the result.


## **SUPERINTENDENT'S REPORT**

### **PRESENTATIONS**

- MHS Social Studies Supervisor Ms. Melissa Hodgson spoke about the amazing opportunity as Montgomery is featured on NJEA's Classroom Close-up, a magazine program that focuses on innovative educational ideas in public schools. The episode will air on Sunday, October 14 and Sunday, November 18. The MHS AP US History II class, taught by Mrs. Gale Murphy, UMS social studies teacher, utilizes a discussion-based model that allows students to form and express opinions and ideas. The focus of the class that was filmed was the long-term impact of September 11<sup>th</sup>. Ms. Hodgson reported that students were excited to participate in the event and are looking forward to the airing of the episode. The video will be available on the social studies website the day after it airs.
- Strategic Plan Presentation – Ms. Elizabeth Nastus, Assistant Superintendent of Curriculum and Instruction, introduced the Strategic Plan presentation, reminding all that it is a plan that is “owned by all.” Goals 3 and 4 – Ms. Kelly Mattis, Director of Human Resources summarized the accomplishments of Goal 3 along with presenter Mr. Michael Richards, LMS Principal. Ms. Annette Wells, Business Administrator, introduced Goal 4 and presenters Mr. Cory Delgado, UMS Principal, Robbin Boehmer, Assistant Business Administrator and Mr. David Klein, Director of Facilities.



**Strategic Plan Goals 3 and 4 Update**



Montgomery Township School District  
2018-19 School Year

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**Stakeholders**



- Students
- Faculty and Staff
- Parents
- Community members
- Administrators
- Board members

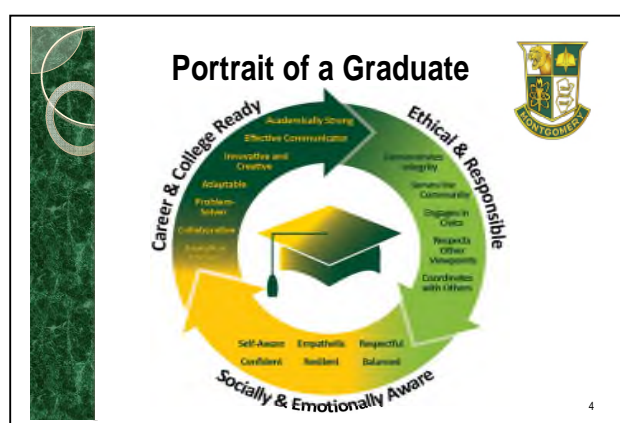


**Timeline**





- February 2017 Board adopted strategic plan
- February 2017 Goal teams were formed to begin the development of action plans for the 2017-2022 timeframe. Action plans were completed August 2017
- Goal teams meet regularly to advance the 2017-2022 strategic plan

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**Portrait of a Graduate**

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## Mission and Vision



M-To empower every student to succeed in a diverse, dynamic, global society by providing quality educational experiences in a caring environment.

V-To be a premier school district in developing confident, compassionate, engaged learners.

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## Members - Team 3



Leader: Kelly Mattis

Jeff Brooks (MHS)	Scott Pachuta (MHS)
Carolyn Comollo (OHES)	Jim Pendleton (MHS)
Kim Dewrell (UMS)	Chris Penna (MHS)
Terry Foltiny (OHES)	Mike Richards (LMS)
Jen Furman (VES)	Karen Stalowski (MHS)
Regina Dunich (LMS/UMS)	Kim Vanatta (VES)
Jamie Meeker (MHS)	Annie Yip (LMS)
Shelley Moore (UMS)	

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## Strategic Goals



- Maximize the social-emotional and academic growth of every student.
- Ensure a learning environment that promotes excellence.
- Strengthen stakeholder relationships to support and enhance student learning.
- Optimize operational and financial resources to enhance student experience.

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### Objective: 3.1



- What has been accomplished?
  - On-boarding and recruiting practice analysis with other school districts-MTSD very comprehensive, thorough, annual updates to on-boarding (completed)
  - Revised district requirements for student teachers (completed)
  - New Teacher Cohort program established-program designed, budget designed, funding Title II, recruiting for cohort teachers (completed October 2018)
- How do we know?
  - Data from school districts shows MTSD meets or exceeds common practices
  - Partnering with colleges and universities to engage student teachers
  - State guidelines used to measure existing practices, MTSD exceeds
  - Data from cohort program assessment June 2019 will be used to ascertain effectiveness

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## Goal 3



**Communication and Partnerships**  
Strengthen stakeholder relationships to support and enhance student learning

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### Objective: 3.1 Recruit and Retain High Quality Educators (continued)



- What adjustments have been made to original approach?
  - None
- What percentage of Strategic Plan-Goal 3, Objective 3.1, is completed?
  - 67%

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**Objective: 3.2** Build partnerships between schools, families, and community to enhance student-learning opportunities



- What has been accomplished?
  - Establish partnership with higher education-increased student participation with dual enrollment with institutes of higher education
  - District/school website created to host learning opportunities for students through community business partnerships with MTEF (inactive pending control measures)
- How do we know?
  - Monitoring student requests for partnerships and fruition of intent
  - Website created (awaiting control measure planning)

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**Objective: 3.3** Improved communication with all stakeholders (continued)



- What adjustments have been made to original approach?
  - Objective 3.3 team analyzed and honed in on focus areas from original survey feedback; collect additional survey data in January 2019
- What percentage of actions for the Strategic Plan, Objective 3.3, is completed?
  - 67%

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**Objective: 3.2**  
and community to enhance student-learning opportunities (continued)



- What adjustments have been made to original approach?
  - Recognition of some obstacles and re-focusing our attention to creative solutions.
- What percentage of actions for Strategic Plan, Objective 3.2, is completed?
  - 50%

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## Goal 4



### Resources and Operations

Optimize operational and financial resources to enhance student experience

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**Objective: 3.3** Improved communication with all stakeholders



- What has been accomplished?
  - Attended five school leadership team meetings to collect data about modes of effective communication among stakeholders
  - Analyzed Blackboard Connect utilization and enabled enhanced texting capabilities to increase usability
  - District website redesign, including ADA compliance, mobile modality, navigation enhancements
  - Teaming with SP team 1.2 to improve communication regarding transitions between schools
- How do we know?
  - Evaluation of current communication among parents, teachers, and students to inform effective changes
  - Snapshot usage of Blackboard connect by all five schools
  - Website redesign

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## Members - Team 4



Leader: Annette Wells

Cory Delgado (UMS)	Scott Pachuta (MHS)
Robbin Boehmer (District)	Mike Richards (LMS)
Robyn Friedlander (District)	Pam Schrum (OHES)
Corie Gaylord (District)	Kathie Scotti (OHES)
Dave Klein (District)	Tom Wain (MTPD)
Susan Lacy (VES)	Mary McLoughlin (District)
Kathy Logothetis (MHS)	Chartwells
Jaime Velez (District)	

\* Includes District Safety Team Members

\*\* Each school has a safety team

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**Objective: 4.1** Provide a safe and healthy school environment



- What has been accomplished?
  - Received new radio equipment for District buses
  - Created manual to train new bus drivers
  - Conducted bus presentation/held onboard visitation at Kindergarten Orientation
  - Initiated third party district security audit
  - Increased frequency of district safety committee meetings
  - Increased emphasis on safety projects in 2018-19 Budget
  - Reviewed and revised District safety plans
  - Developed an expanded Crisis Plan

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**Objective: 4.2** Maintain balanced and sustainable short and long-term budgets



- What has been accomplished?
  - Conducted meetings with district sustainability team
  - Approved Sustainable NJ Grant
  - Approved Safety Grant
  - Approved Smart Start Grant
  - Installed LED Light Fixtures at various schools
  - Identified preliminary list of Long Range projects for each school
  - Developed a 5 Year Financial Plan
  - Developed a 5 Year Maintenance Plan

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**Objective: 4.1** Provide a safe and healthy school environment (continued)



- How do we know?
  - Enhanced ability for radio communication with drivers
  - Implemented training program for new drivers using newly developed driver training manual
  - Welcomed Kindergartners and parents aboard bus during Orientation
  - Positive draft audit from third party security vendor
  - Minutes of district safety committee meetings
  - Successfully approved 2018-19 budget
  - Safety plan include detailed reunification plans
  - Crisis plan includes reunification

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**Objective: 4.2** Maintain balanced and sustainable short and long-term budgets



- How do we know?
  - Receipt of funding from Sustainable NJ
  - Receipt of funding from Safety Grant
  - Receipt of funding from Smart Start Grant
  - Replacement of light fixtures
  - Project List
  - Financial Plan and Maintenance Plan Documents

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**Objective: 4.1** Provide a safe and healthy school environment (continued)



- What adjustments have been made to original approach?
  - The district safety team became more involved as members of the Goal 4 team
  - Action added to include additional training for new bus drivers with documentation
  - Expansion of scope in the area of transportation
- What percentage of actions for the Strategic Plan, Objective 4.1, is completed?
  - 33%


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**Objective: 4.2** Maintain balanced and sustainable short and long-term budgets (continued)




- What adjustments have been made to original approach?
  - No adjustments were necessary
- What percentage of actions for the Strategic Plan, Objective 4.2, is completed?
  - 50%

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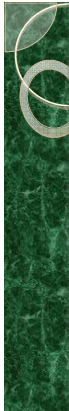


**Objective:** 4.3 Ensure facilities are efficiently maintained and operated




- What has been accomplished?
  - Training of custodial staff in proper cleaning
  - Development and distribution of custodial manuals
  - Inclusion of capital projects in the 2018-19 Budget
  - Consultation and review with head custodian and building principals regarding scheduled routine maintenance items
  - Completion of Maintenance/Grounds staff record logs on schedule

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**Objective:** 4.3 Ensure facilities are efficiently maintained and operated (continued)



- How do we know?
  - Training sign-in sheets
  - Head custodian check sheets
  - Approved 2018-19 Budget
  - Maintenance staff work record
- What adjustments have been made to original approach?
  - No adjustments were necessary
- What percentage of actions for the Strategic Plan, Objective 4.3, is completed?
  - 66%

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Strategic Planning



Thank you!

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Mrs. Gartenberg also reported on the dedication of a Prisoner of War/Missing in Action chair and ceremony and noted that the district is dedicated to supporting our veterans. Mr. Delgado, Mr. Paul Popadiuk, MHS Principal, and Ms. Gartenberg participated in a meeting with Hillsborough discussing the journey in collaborative negotiations. Strategic planning meetings have been held with each objective leader with the goal of having the next level of process report available on the district's website by November 1st.

### **Board Committee Reports**

**Assessment, Curriculum and Instruction Committee Report-** The committee reviewed and gave comments and suggestions on future board presentations to be given by Mr. Damian Pappa, Director of Data Assessment & Accountability, and Ms. Corie Gaylord, Director of Student Academic & Counseling Services, both of whom commented to the Superintendent that the meeting was of great value in increasing their understanding of what the board wished to view. Performance Matters is tentatively scheduled to attend the November board meeting.

Dr. Johnson left the meeting at 9:08 p.m.

Operations, the and Finance Committee Report – Agenda item 3.8 was discussed with board attorney Stephen Fogarty. GPS issues were also a subject of the past meeting, both as coordination with subcontractors for tracking of buses as well as obtaining GPS systems for navigation on buses. Budget goals were discussed and will be restated to more accurately highlight school-based needs. The five-year financial plan is being completed with the goal of sharing in greater detail at the October 16<sup>th</sup> meeting. The main theme that becomes apparent is that costs are outgrowing the rate of income. The committee is consulting with the board attorney about the possibility of creating an endowment to augment income as a write-off for businesses or individuals that would flow to either the general fund or specified areas. The committee found the meeting with Chartwells' representatives to be productive and was impressed by their responsiveness, flexibility and supportiveness. Vegetarian items, cultural awareness, diversity of food choices, staffing issues, and pricing were discussed. The Safe Havens synopsis is in the process of being developed for board review.

Ms. St. Ledger left the meeting at 9:15 p.m.

Human Resources Committee Report – Mr. Scott Mason, President of the MTEA, attended the meeting which discussed personnel issues. The committee also reviewed busing and how to increase efficiency within the schools in getting students onto buses.

Ms. Bursh asked that the agenda be edited to reflect the "Policy and Communications Committee."

Policy and Communications Committee Report- The committee reviewed transportation policies including pupil transportation, bus driver policy and emergency procedures. They believe that some of the information they wish to review is located in the bus driver manual. It was noted that the emergency evacuation drills are reported to the board on a timely basis, twice a year. Athletic Policy was discussed, with the recommendation that Ms. Nastus and Ms. McLoughlin attend a Policy meeting for further discussion how the policy relates to home-schooled students. Motion 1.3 will be pulled from the agenda. Mr. Cavalli asked that the policy be voted upon at the next meeting.

Chairs Committee Report and President's Report – A discussion of independent firms to provide an audit of the transportation department was discussed. The committee also discussed modifying committee forms to include the subject of the next meeting's agenda. Getting committee notes out to the board in a more timely matter is a future goal. Mr. Cavalli noted that the creation of a Pupil Services and SEL Committee is included as one of the approvals of the board of education charters. He suggested that this was a starting point for the new committee and suggested that Ms. Minkyo Chenette be considered to chair.

President's Report - The board will be going into a second executive session following the second public comment. The session should last less than one hour.

## **PUBLIC COMMENTS**

None

EXECUTIVE SESSION- A motion was made by Ms. Rao and seconded by Mr. Doshi that the board adopt a resolution to go into executive session at 9:55 p.m.

WHEREAS, the Open Public Meetings Act, Chapter 231 of the Laws of 1975 provides that a public body may exclude the public from that portion of a meeting of which the public body discusses certain matters for which confidentiality is required as permitted in Section 7B of the act.

RESOLVED, by the Board of Education of the Township of Montgomery in the County of Somerset and State of New Jersey as follows:

1. Items related to personnel, harassment, intimidation and bullying incidents, and negotiations with the Montgomery Township Education Association will be discussed.
2. The matters discussed in executive session shall be disclosed to the public when the need for confidentiality no longer exists.

Upon call of the roll, the motion carried with a unanimous vote recorded.

RETURN FROM EXECUTIVE SESSION- The Board returned from Executive Session at 11:38 p.m.

### **APPROVAL OF MINUTES**

A motion was made by Mr. Doshi and seconded by Ms. Chenette to approve the following minutes:

August 14, 2018 Executive Session Meeting  
August 14, 2018 Workshop and Business Meeting

Upon call of the roll, the motion carried with a unanimous vote recorded.

### **ACCEPTANCE OF CORRESPONDENCE**

A motion was made by Ms. Bursh and seconded by Ms. Chenette to approve the following correspondence:

1. Email dated 9/12/18 from B. Johnson regarding permission to participate in marching band
2. Email dated 9/14/18 from Z. Majithia regarding Busing #10V
3. Email dated 9/18/18 from L. Katz regarding OHES – Missing Bus 13R
4. Email dated 9/19/18 from C. Hoffman regarding Bus Safety Task Force
5. Email dated 9/20/18 from J. Lafaman regarding Transportation

Upon call of the roll, the motion carried with a unanimous vote recorded.

### **ACTION AGENDA**

#### **1.0 ADMINISTRATIVE**

A motion was made by Mr. Doshi and seconded by Ms. Chenette to approve agenda items 1.1 through 4.1 excluding 1.3 as follows:

- 1.1 Approval of the Board of Education Charters – Approve the following charters:
  - Assessment, Curriculum and Instruction Committee (ACI)
  - Board of Education Executive Counsel (BEC)
  - Human Resource Committee (HRC)
  - Operations, Facilities and Finance Committee (OFF)
  - Policy and Communications Committee (PCC)
  - Pupil Services and SEL Committee (PSEL)

- 1.2 Appointment of Anti-Bullying Personnel – It is recommended that the Board appoint the following personnel in Anti-Bullying positions:

- Mary McLoughlin, District Anti-Bullying Coordinator
- Tracy Vail, Anti-Bullying Specialist (OHES)

## 2.0 CURRICULUM & INSTRUCTION

- 2.1 Approval of Student Exchange Program – Approve the proposal for the MHS German Exchange Program scheduled for the summer of 2019. MHS students will travel to Gottingen, Germany for approximately three weeks at no cost to the Board. German partners will visit MHS in September/October of 2019.

### 2.2 Out-of-District Placements 2018-2019

Approve the following Out-of-District placements for the 2018-2019 School Year.

Pupil ID	School	TUITION			
		Dates	ESY	RSY	Total for Year
102327	Somerset Secondary Academy	9/6/18-6/21/19		\$53,976.00	\$53,976.00
000686	Somerset County Education Commission Career Center Part Time	9/6/18-6/21/19		\$15,000.00	\$15,000.00

### 2.3 Consultant Approvals 2018-2019

Approve the following consultants for the 2018-2019 School Year.

CONSULTANT NAME/VENDOR	SERVICES PROVIDED	RATES OF SERVICE
Union County Educational Services Commission	Medical Bedside Instruction	
	Regular Behavior Unit	\$67.00/hour
	Special Behavior Unit	\$100.00/hour
Bancroft	Travel Time for BCBA-Round Trip	\$55.00/hour



### 3.0 **FINANCE**

3.1 **Financial Reports** - As prepared by the School Business Administrator and Treasurer of School Moneys which are in agreement, and presented by the Superintendent, approve the following preliminary reports as of August 31, 2018:

- Board Secretary's Report
- Treasurer's Report
- Investment Report
- Food Services Report

3.2 **Ratification of Transfers** - ratify the transfer of funds among the general, special revenue and capital projects funds' line items as of August 31, 2018.

3.3 **Receipt of Certification from Board Secretary** - Pursuant to NJAC 6A:23-2.12 (c) 3, I, Annette M. Wells, certify that as of August 31, 2018 no line item account has encumbrances and expenditures, which in total exceed the line item appropriation in violation of 6A:23-2.12 (a).

\_\_\_\_\_  
Board Secretary

\_\_\_\_\_  
Date

3.4 **Certification of Board of Education** - Pursuant to NJAC 6A:23-2-12 (c) 4, we certify that as of August 31, 2018 after review of the Board Secretary's and Treasurer's monthly financial reports, in the minutes of the board each month that no major account or fund has been over expended in violation of NJAC 6A:23-2.12 (b).

3.5 **Approval of Monthly Bills for September** – approve the monthly bills as follows:

General Operating	\$8,636,848.77
Food Service	\$1,239.43

3.6 **Travel Reimbursement –2018/2019** – approve the Board member and/or staff conference and travel expenses as per the attached list (see Page 13).

3.7 **WHEREAS**, on September 12, 2017 the Montgomery Township Board of Education awarded Halecon, Inc. original bid for tennis court renovations at Upper Middle School in the total contract lump sum of \$677,400.00; and

**WHEREAS**, changes were necessary in order for the project to be completed.

**WHEREAS**, the project was substantially completed as of 5/21/18. Below is an accounting of the allowances:

Original Contract Allowance	\$50,000.00
Allowances (Change Orders #1, #2, #3)	<u>\$20,800.00</u>
Remaining Contract Allowance	\$29,200.00

New Contract Sum	\$648,200.00
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- 3.8 Approve Fogarty and Hara, Esqs. to Conduct Transportation Study - Approve the following resolution:

**BE IT RESOLVED** that the Montgomery Township Board of Education (hereinafter referred to as the “Board”) hereby appoints its attorneys, Fogarty and Hara, Esqs., to conduct an investigation and to make findings and recommendations regarding the transportation issues that occurred on September 6, 2018 involving students from Village Elementary School and Orchard Hill Elementary School in accordance with the Scope of Service which is attached to this Resolution.

**BE IT FURTHER RESOLVED** that the Board hereby authorizes the Board President and the Board Secretary/Business Administrator to enter into and execute any other documents to effectuate same.

#### 4.0 PERSONNEL

- 4.1 Approval of Personnel Agenda – approve the personnel agenda as attached (See Pages 14 - 20).

Upon call of the roll, the motion carried with a unanimous vote recorded.

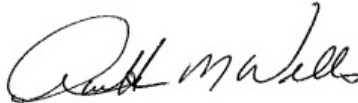
#### ANNOUNCEMENTS BY THE PRESIDENT

None

#### ADJOURNMENT

A motion was made by Mr. Doshi and seconded by Ms. Rao that the meeting be adjourned at 11:46 p.m. Upon call of the question, the motion carried unanimously

Respectfully submitted,



Annette M. Wells  
School Business Administrator/  
Board Secretary

**Montgomery Township Board of Education  
Travel Reimbursement Requests  
2018/2019**

Name	School	Date(s)	Conference	Parking & Tolls	*Mileage (.31)	Meals	Lodging	Registration	Other	Total**	Approved Year-to-Date Total**
Fiona Borland	BO	10/18 - 10/19/18	NJPSA Fall Conference			\$75.00		\$320.00		\$395.00	\$395.00
Regina Dunich	LMS/UMS	10/12/2018	Special Education Law in New Jersey					\$199.00		\$199.00	\$199.00
Heather Edwards	District	12/13/2018	Handle with Care Recertification Training			\$10.00		\$450.00		\$460.00	\$460.00
Lauren Fornal	VES	10/12/2018	NJ School Counselors Association Fall Conference		\$11.72			\$99.00		\$110.72	\$110.72
Susan Lacy	VES	10/18 - 10/19/18	2018 FEA/NJPSA/NJASCD Fall Conference	\$30.00	\$15.00	\$64.00		\$320.00		\$429.00	\$429.00
Jaime Maccarone***	VES	11/9 - 11/13/18	Responsive Classroom Teacher & Leadership Conference			\$476.00				\$476.00	\$2,869.42
Amy Mintz	MHS	12/13/2018	Handle with Care Recertification Training	\$10.00	\$10.60	\$10.00		\$450.00		\$480.60	\$480.60
Maria Pazlopez	UMS	10/17/2018	James Madison Legacy Project Follow-Up Seminar		\$6.45					\$6.45	
Maria Pazlopez	UMS	12/7 & 12/8/18	James Madison Legacy Project Follow-Up Seminar		\$6.45					\$6.45	\$12.90
Lynn Powers	LMS	10/24/2018	Steam Tank Finals	\$22.50	\$55.80					\$78.30	\$78.30
Rebecca Richards	LMS	12/13/2018	Handle with Care Recertification Training	\$10.00	\$21.25	\$10.00		\$450.00		\$491.25	\$491.25
Lisa Romano	UMS	10/23 - 10/25/18	ABC West Coast Labor Management Institute	\$46.00	\$35.40	\$150.00	\$242.00	\$50.00	\$724.00	\$1,247.40	\$1,412.40
Jolene Schantz	VES	10/12/2018	NJ School Counselors Association Fall Conference		\$6.20			\$99.00		\$105.20	\$105.20
Daryl Schwenck	MHS	10/12/2018	Special Education Law in New Jersey					\$199.00		\$199.00	\$199.00
Wendy Senatra	OHES	10/12/2018	NJ School Counselors Association Fall Conference		\$5.21			\$109.00		\$114.21	\$114.21
Rob Skibinski	LMS	10/24/2018	Steam Tank Finals	\$21.00	\$32.18					\$53.18	\$53.18
Tracy Vail	OHES	10/12/2018	NJ School Counselors Association Fall Conference					\$109.00		\$109.00	\$109.00

\*Excluding Tolls

\*\*Estimated

BOE

9/25/18

\*\*Includes Registrations

\*\*\*Revised amount - previously approved at 8/14/18 meeting.

#### 4.1 PERSONNEL

##### Resignations/Retirements/ Rescissions

Location	First	Last	Position	Effective	Reason	Dates of Employment/Notes
MHS	June	Beckford-Smith	Teacher/Educational Media Specialist TCH.HS.MSPC.MG.01	07/01/2019	Retirement	09/01/1998 – 06/30/2019
MHS	Urias	Antonio	Custodian CUS.HS.CUST.NA.09	11/01/2018	Retirement	06/10/1991 – 10/31/2018

##### Leaves of Absence

Location	Name	Lasts	Position	Type of Leave	Dates of Leave/Notes
UMS	Jacquelyn	Butler	Teacher/Special Education TCH.UM.RCTR.MG.01	Temporary Disability FMLA Anticipated Return	11/07/2018 – 12/07/2018 (Paid w/ Benefits) 12/10/2018 – 02/11/2019 (Unpaid w/ Benefits) - <i>Revised</i> 02/12/2019 – <i>Revised</i>
OHES	Lisa	Gravier	Teacher – Special Education – Autism TCH.OH.AUT.MG.01	Temporary Disability FMLA Anticipated Return	09/04/2018 – 10/02/2018 (1/2 day) (Paid w/ Benefits) 10/02/2018 – 12/07/2018 (Unpaid w/ Benefits) - <i>Revised</i> 12/10/2018 - <i>Revised</i>
LMS	Jocelyne	Scott	10 Month Clerk CLK.LM.LIBR.UG.01	Leave of Absence Anticipated Return	09/04/2018 – 10/26/2018 (Paid w/ Benefits) - <i>Revised</i> 10/29/2018

##### Appointments/Renewals (Certificated Staff)

Location	First	Last	Position	Replacing	Degree	Step	Salary	Pro-rated	Dates of Employment/Notes
UMS	Veronica	Gaspar	Teacher/Related Arts (Leave Replacement) TCH.UM.CCNT.MG.05	Shelley Moore	BA	2	\$60,240	Yes	11/15/2018 – 12/06/2018

**Appointments/Renewals (Non-Certificated Staff)**

<b>Location</b>	<b>First</b>	<b>Last</b>	<b>Position</b>	<b>Replacing</b>	<b>Step</b>	<b>Salary</b>	<b>Pro-rated</b>	<b>Dates of Employment/Notes</b>
MHS	Silvia	Lizardi **	Custodian CUS.HS.ACUS.NA.01	Sylvia Rogozynski	1-2	\$36,800	Yes	10/15/2018 – 06/30/2019
LMS	Jackie	McNulty	10 Month Clerk (Leave Replacement) CLK.LM.LIBR.UG.01	Jocelyn Scott	1	\$30,250	Yes	09/24/2018 – 10/26/2018

**Transfers/Voluntary Reassignments**

<b>New Position/Location</b>	<b>First</b>	<b>Last</b>	<b>Previous Position/Location</b>	<b>Degree</b>	<b>Step</b>	<b>Salary</b>	<b>Dates of Employment</b>
Paraprofessional/VES AID.VS.TIA.LD.01	Kristina	Popp	Paraprofessional/OHES AID.OH.TIA.EO.08		2-3	\$24,900	09/01/2018 – 06/30/2019

**Appointments/Substitutes**

<b>Location</b>	<b>First</b>	<b>Last</b>	<b>Position</b>	<b>Status</b>	<b>Dates of Employment/Notes</b>
DISTRICT	Marissa	Crespo	Student Teacher/Substitute Teacher	NEW	2018-2019
DISTRICT	Farah	Jung	Substitute Teacher	NEW	2018-2019
DISTRICT	Keerthi	Kobla	Substitute Teacher	NEW	2018-2019

**Renewals/Substitutes**

<b>Location</b>	<b>First</b>	<b>Last</b>	<b>Position</b>	<b>Status</b>	<b>Dates of Employment/Notes</b>
DISTRICT	Elizabeth	Hauptman	Substitute Teacher	RENEW	2018-2019
DISTRICT	Joanna	Javeline	Substitute Teacher/Paraprofessional	RENEW	2018-2019
DISTRICT	Francine	Wierzbinski	Substitute Teacher	RENEW	2018-2019

**Appointments – To Be Funded by FY2019 Title I Funds**

<b>Location</b>	<b>First</b>	<b>Last</b>	<b>Position</b>	<b>Salary/ Stipend</b>	<b>Dates/Notes</b>
OHES	Pete	Rosenberg	Teacher – The Bridges Program	\$59.98 p/h	09/26/2018 – 06/25/2019 Not to Exceed 15 hours
OHES	Trevor	Reeder	Teacher – The Bridges Program	\$59.98 p/h	09/26/2018 – 06/25/2019 Not to Exceed 15 hours
OHES	Gena	Leimbacher	Teacher – The Bridges Program	\$59.98 p/h	09/26/2018 – 06/25/2019 Not to Exceed 15 hours
OHES	Mary	Smith	Teacher – The Bridges Program	\$59.98 p/h	09/26/2018 – 06/25/2019 Not to Exceed 15 hours
VES	Cathy	Carr	Teacher – The Bluebird Club	\$59.98 p/h	09/26/2018 – 06/25/2019 Not to Exceed 30 hours
VES	Emily	Gill	Teacher – The Bluebird Club	\$59.98 p/h	09/26/2018 – 06/25/2019 Not to Exceed 30 hours
VES	Joanne	Giambertone	Teacher – The Bluebird Club	\$59.98 p/h	09/26/2018 – 06/25/2019 Not to Exceed 30 hours
VES	Laura	Bell	Teacher – The Bluebird Club	\$59.98 p/h	09/26/2018 – 06/25/2019 Not to Exceed 30 hours
VES	Donna	Potter	Teacher – The Bluebird Club	\$59.98 p/h	09/26/2018 – 06/25/2019 Not to Exceed 30 hours
VES	Veronica	Romano	Teacher – The Bluebird Club	\$59.98 p/h	09/26/2018 – 06/25/2019 Not to Exceed 30 hours
VES	Marlene	Biava	Teacher – The Bluebird Club	\$59.98 p/h	09/26/2018 – 06/25/2019 Not to Exceed 30 hours



VES	Jim	Dolan	Teacher – The Bluebird Club	\$59.98 p/h	09/26/2018 – 06/25/2019 Not to Exceed 30 hours
VES	Joe	Bassford	Teacher – The Bluebird Club	\$59.98 p/h	09/26/2018 – 06/25/2019 Not to Exceed 30 hours
VES	Jean	Evertsen	Teacher – The Bluebird Club	\$59.98 p/h	09/26/2018 – 06/25/2019 Not to Exceed 30 hours
VES	Melissa	Sandler	Teacher – The Bluebird Club	\$59.98 p/h	09/26/2018 – 06/25/2019 Not to Exceed 30 hours
VES	Jill	Chianese	Teacher – The Bluebird Club	\$59.98 p/h	09/26/2018 – 06/25/2019 Not to Exceed 30 hours
VES	Max	Rodriguez	Teacher – The Bluebird Club	\$59.98 p/h	09/26/2018 – 06/25/2019 Not to Exceed 30 hours
VES	Odenis	Goris	Teacher – The Bluebird Club	\$59.98 p/h	09/26/2018 – 06/25/2019 Not to Exceed 30 hours
VES	Scott	Furfaro	Teacher – The Bluebird Club	\$59.98 p/h	09/26/2018 – 06/25/2019 Not to Exceed 30 hours

### Appointments – Summer Work 2018

<b>Location</b>	<b>First</b>	<b>Last</b>	<b>Position</b>	<b>Salary</b>	<b>Dates of Employment/Notes</b>
MHS	Robert	Melusky	Summer Athletic Trainer (Not to Exceed 2 days)	\$485.35 per diem	07/01/2018 – 08/31/2018
MHS	Zoran	Milich	Summer Weight Room Supervisor (50%)	\$1,300	07/01/2018 – 08/31/2018
MHS	Bryan	Upshaw	Summer Weight Room Supervisor (50%)	\$1,300	07/01/2018 – 08/31/2018
MHS	Johanna	Snedeker	Summer AED & CPR Training	\$20.00 p/h	07/01/2018 – 08/31/2018

**Appointments – CST Summer Work 2018**

<b>Location</b>	<b>First</b>	<b>Last</b>	<b>Position</b>	<b>Salary</b>	<b>Dates of Employment/Notes</b>
DISTRICT	Jody	Adler	School Social Worker CST Evaluation & Meetings (Not to Exceed 69 hours) - <i>Revised</i>	\$66.12 p/h	07/01/2018 – 08/31/2018
DISTRICT	Rebecca	Richards	School Psychologist CST Evaluation & Meetings (Not to Exceed 45 hours) - <i>Revised</i>	\$65.25 p/h	07/01/2018 – 08/31/2018

**Tuition Reimbursement**

<b>Location</b>	<b>First</b>	<b>Last</b>	<b>School</b>	<b>Semester</b>	<b>Credits</b>	<b>Reimbursed Amount</b>	<b>Course</b>
OHES	Lia	Camuto	NJExcel/Thomas Edison University	Fall 2018	4	\$940.00	Examining & Applying School Leadership Practices: Field Based Inquiry
OHES	Lia	Camuto	NJExcel/Thomas Edison University	Fall 2018	6	\$1410.00	Examining & Applying School Leadership Internship
OHES	Kimberly	Critelli	TCNJ	Fall 2018	3	\$2372.37	Reading Diagnosis Procedures Practicum
OHES	Rachel	Dolci	Ball State University	Fall 2018	3	\$1848.00	Intro to Applied Behavior Analysis
UMS	Jennifer	Elgin	Montclair State University	Fall 2018	3	\$1825.00	Curriculum, Instruction and Assessment
LMS	Katie	Foster	The University of Kansas	Fall 2018	3	\$1755.00	Master's Project
MHS	Carla	Hampton	Calwell University	Fall 2018	3	\$2201.85	Higher Education and Teaching
MHS	Carla	Hampton	Calwell University	Fall 2018	3	\$2201.85	Implications of Federal, State and Local Economies and Politics on Education
DISTRICT	Mary	McLoughlin	Seton Hall University	Fall 2018	3	\$2201.85	Dissertation Advisement
LMS	Jennifer	Rangnow	Loyola Marymount	Fall 2018	3	\$449.00	Ancient Rome: Rise of an Empire
MHS	Inez	Serrano	University of Wisconsin	Fall 2018	2	\$882.00	Math Assessment for Response to Intervention
MHS	Inez	Serrano	University of Wisconsin	Fall 2018	3	\$1323.00	Leadership for Math Specialists

MHS	Kristina	Shebchuk	TCNJ	Fall 2018	3	\$2372.37	Advanced Topics in English: Shakespearean Study
MHS	Susan	Teza	University of Wisconsin	Fall 2018	3	\$1323.00	Leadership for Math Specialist
MHS	Susan	Teza	University of Wisconsin	Fall 2018	1	\$480.00	Introduction to Research
UMS	Joanne	Tiu	TCNJ	Fall 2018	3	\$2372.37	LDTC Externship

**Co-Curricular 2018-2019**

<b>Location</b>	<b>First</b>	<b>Last</b>	<b>Position</b>	<b>Stipend</b>	<b>Dates of Employment/Notes</b>
UMS	Kelsey	Donovan	Advisor – 7 <sup>th</sup> Grade	\$2,613.00	2018-2019 School Year
UMS	Kristen	Doulis	Interact Service Club	\$0	Rescind
UMS	Michelle	Feigenwinter	Student Council	\$0	Rescind
UMS	Lauren	Horowitz	Advisor – 7th Grade	\$0	Rescind
UMS	Lauren	Horowitz	Student Council	\$3,685.00	2018-2019 School Year
UMS	Karen	Kevorkian	Enrichment Debate (50%) - Revised	\$1,458.00	2018-2019 School Year
MHS	Rob	Melusky	Equipment Manager - Revised	\$1,050	2018-19 Fall Season
MHS	Shawn	O'Steen	Equipment Manager @ 50%	\$0	Rescind
UMS	Jaryd	Regner	Interact Service Club	\$2,838.00	2018-2019 School Year
UMS	Robert	Scarpa	Enrichment Debate (50%)	\$1,458.00	2018-2019 School Year

**Other**

<b>Location</b>	<b>First</b>	<b>Last</b>	<b>Assignment</b>	<b>Salary/Stipend</b>	<b>Dates of Employment/Notes</b>
MHS	Jennifer	Amberson	Teaching 1 Additional Period	\$1,766.50	10/01/2018 – 10/31/2018
MHS	Rama	Bulusu	Teaching 2 Additional Periods	\$26,135.20	10/01/2018 – 04/26/2019

MHS	Craig	Buszka	Teaching 2 Additional Periods	\$22,500.80	10/01/2018 – 04/26/2019
MHS	Michele	Caltiere	Teaching 1 Additional Period	\$1,821.80	10/01/2018 – 10/31/2018
UMS	Denita	Davis	Teaching 1 Additional Period	\$1,240.30	10/01/2018 – 10/31/2018
MHS	David	English	Teaching 1 Additional Period	\$11,674.60	10/01/2018 – 04/26/2019
UMS	Chris	Herte	Teaching 2 Additional Periods	\$4,481.52	10/01/2018 – 10/31/2018
MHS	Christopher	Runion	Teaching 1 Additional Period	\$1,520.90	10/01/2018 – 10/31/2018
MHS	Corinne	Skelton	Teaching 1 Additional Period	\$1,405.30	10/01/2018 – 10/31/2018
MHS	Marybeth	Torralba	Teaching 1 Additional Period	\$1,385.90	10/01/2018 – 10/31/2018

**\*Pending Criminal Background Clearance**

**\*\*Pending Criminal Background Clearance and Employment History Clearance**