

**OFFICIAL MINUTES**  
**Tuckerton Borough Board of Education Meeting**  
**Regular Meeting**  
**November 30, 2015**

**CALL TO ORDER AND FLAG SALUTE**

The regular meeting of the Tuckerton Borough Board of Education was called to order by Trisha Horner, President, Board of Education of Tuckerton Borough School District, at 5:05 PM, in the Media Center of the Tuckerton Elementary School.

**ROLL CALL AND SUNSHINE STATEMENT:**

The following members were present:

Mrs. Horner, Mrs. Witbeck, Mrs. Crowell, Mrs. Ballin, Mrs. McMunn

Total: 5 present      2 absent: Mrs. Morey, Mrs. Sanford

Janet Gangemi, Superintendent/SBA  
Mary McGrath, Board Secretary

SUNSHINE STATEMENT: "This is the regular meeting of the Tuckerton Board of Education", notice of which was advertised with the Asbury Park Press on June 23, 2015, and sent to the Tuckerton Borough Municipal Clerk on June 29, 2015".

**APPROVAL OF MINUTES:**

On the approval of the regular meeting on October 26, 2015, motion to approve minutes was made by Mrs. Witbeck, seconded by Mrs. Crowell

4-Aye    2- Absent, Mrs. Morey, Mrs. Sanford, 1-Abstain, Mrs. Witbeck

**Mrs. Sanford Arrived at 5:15 PM**

On the approval of the "special meeting" minutes, November 9, 2015, motion to approve minutes was made by Mrs. Crowell, seconded by Mrs. Ballin.

5-Aye 1-Absent-Mrs. Morey, 1-Abstain-Mrs. Witbeck

On the approval of the "executive session" minutes, November 9, 2015, motion to approve minutes was made by Mrs. Crowell, seconded by Mrs. Ballin.

5-Aye 1-Absent-Mrs. Morey, 1-Abstain-Mrs. Witbeck

**ENROLLMENT:**

Out of District	2		
MD-Vidro	5	3-Bennert	17
PSD-Kirby	5	3-Hewitt	19
PS-Cirulli	16	4-Mahr	22
K-Gormley	16	4-Stambaugh	23
K-Steele	18	5-Grayson	15
1-Leonard	15	5-Cerullo	15
1-Selfridge	9	6-Evans	21
1-Kohler	15	6-Ubelhoer	21
2-Koplitz	21	6-Ventresca	21
2-Coppolino	21	<b>Total</b>	<b>317</b>

FIRE DRILL: 10/26/2015  
SECURITY DRILL/EVACUATION: 10/7/2015  
BUS EVACUATION DRILL: 10/16/2015  
PRINCIPAL'S REPORT-Mr. Michael Seiler  
BUILDING & GROUNDS REPORT: Mr. Brian Mathis  
PUBLIC FORUM  
HIB REPORT: No new incidents  
SUPERINTENDENT'S REPORT- Mrs. Janet Gangemi

**CORRESPONDENCE:**

1. Thank you letter to the members of the Board of Education from Melanie Cudnik.

**PERSONNEL:**

On the recommendation of the Superintendent, motion was made by Mrs. Witbeck and seconded by Mrs. McMunn and carried THAT: approval to hire Katie Shaw as a one-on-one Instructional Aide for the remainder of the 2015-2016 school year at the rate of \$13.53 per hour, effective December 1, 2015. 129 days @ \$74.42 per day. Cost to the board of education is \$9,600.18.

**ROLL CALL VOTE:**

Mrs. Horner- Aye, Mrs. Witbeck-Aye, Mrs. Ballin-Aye, Mrs. Sanford-Aye, Mrs. Crowell-Aye,  
Mrs. McMunn-Aye  
6-AYE

On the recommendation of the Superintendent, motion was made by Mrs. Witbeck and seconded by Mrs. McMunn and carried THAT: approval for Dave Hewitt and Phil Cerullo to attend a workshop on "Close Reading Strategies to Help Students Meet Your Literacy Standards, for Grades 3-5". Cherry Hill, NJ, December 8, 2015. Cost of the workshop is \$239.00 each. Cost to the board of education will be cost of the workshop plus 2 substitute teachers @ \$80.00 each for a total cost of \$638.00.

**ROLL CALL VOTE:**

Mrs. Horner- Aye, Mrs. Witbeck-Aye, Mrs. Ballin-Aye, Mrs. Sanford-Aye, Mrs. Crowell-Aye,  
Mrs. McMunn-Aye  
6-AYE

On the recommendation of the Superintendent, motion was made by Mrs. Witbeck and seconded by Mrs. McMunn and carried THAT: approval of the following substitute teachers for the remainder of the 2015-2016 school year, at the rate of \$80.00 per day:  
Kelsey Barr, Nicholas Capriglione, Sarah Elia, William Hoffman, Julie Shutz, Danielle Fellona

**ROLL CALL VOTE:**

Mrs. Horner- Aye, Mrs. Witbeck-Aye, Mrs. Ballin-Aye, Mrs. Sanford-Aye, Mrs. Crowell-Aye,  
Mrs. McMunn-Aye  
6-AYE

On the recommendation of the Superintendent, motion was made by Mrs. Witbeck, and seconded by Mrs. Crowell and carried THAT: approval of the following substitute nurses for the remainder of the 2015-2016 school year, at the rate of \$200.00 per day: Dawn Vrahnos, Justine DeVries.

**ROLL CALL VOTE:**

Mrs. Horner- Aye, Mrs. Witbeck-Aye, Mrs. Ballin-Aye, Mrs. Sanford-Aye, Mrs. Crowell-Aye,  
Mrs. McMunn-Aye  
6-AYE

On the recommendation of the Superintendent, motion was made by Mrs. Witbeck and seconded by Mrs. Sanford and carried THAT: approval of Ann Marie Sodano as a substitute custodian for the 2015-2016 school year, at a rate of \$10.50 per hour.

**ROLL CALL VOTE:**

Mrs. Horner- Aye, Mrs. Witbeck-Aye, Mrs. Ballin-Aye, Mrs. Sanford-Aye, Mrs. Crowell-Aye,  
Mrs. McMunn-Aye  
6-AYE

On the recommendation of the Superintendent, motion was made by Mrs. Witbeck and seconded by Mrs. McMunn and carried THAT: approval for Silvia Kirby and Ann Lupo to attend a workshop, "Powerful Early Intervention Strategies to Help Young Children with Developmental Problems and Challenging Behaviors", Cherry Hill, NJ, on Tuesday, January 5, 2016. Cost to the board of education is \$239.00 each for the workshop and \$80.00 each for a substitute teacher, a total cost of \$638.00

**ROLL CALL VOTE:**

Mrs. Horner- Aye, Mrs. Witbeck-Aye, Mrs. Ballin-Aye, Mrs. Sanford-Aye, Mrs. Crowell-Aye,  
Mrs. McMunn-Aye  
6-AYE

On the recommendation of the Superintendent, motion was made by Mrs. Witbeck and seconded by Mrs. McMunn and carried THAT: approval for Edward Ruggiano to provide American Heart Assn. (AHA) CPR/AED training for the following 6 staff members in the media center, on Weds. December 9, 2015 from 12:30-3:30 PM. This training is being coordinated and funded by Tim Irons of T.C. Irons Agency. No cost to the board of education.  
Carolyn Bracco, Dave Hewitt, Silvia Kirby, Amelia Paszkewicz, Barbarann Powers, Mike Seiler, and in case of an absence, Jim Downey.

**ROLL CALL VOTE:**

Mrs. Horner- Aye, Mrs. Witbeck-Aye, Mrs. Ballin-Aye, Mrs. Sanford-Aye, Mrs. Crowell-Aye,  
Mrs. McMunn-Aye  
6-AYE

**MISCELLANEOUS**

On the recommendation of the Superintendent, motion was made by Mrs. Witbeck and seconded by Mrs. McMunn and carried THAT: approval for Mrs. Mahr to hold her sewing club twice a week, at a rate of the teacher stipend of \$37.00 per hour. Please refer to the attached letter explaining the "donations" received.

**ROLL CALL VOTE:**

Mrs. Horner- Aye, Mrs. Witbeck-Aye, Mrs. Ballin-Aye, Mrs. Sanford-Aye, Mrs. Crowell-Aye,  
Mrs. McMunn-Aye  
6-AYE

On the recommendation of the Superintendent, motion was made by Mrs. Witbeck and seconded by Mrs. McMunn and carried THAT: approval for the 6<sup>th</sup> grade classes to hold their annual Pasta Dinner fundraiser on Wednesday, January 13, 2016. Use of cafeteria for set up, the dinner and cleanup will be from 2:00 – 8:00 pm.

**ROLL CALL VOTE:**

Mrs. Horner- Aye, Mrs. Witbeck-Aye, Mrs. Ballin-Aye, Mrs. Sanford-Aye, Mrs. Crowell-Aye,  
Mrs. McMunn-Aye  
6-AYE

On the recommendation of the Superintendent, motion was made by Mrs. Witbeck and seconded by Mrs. McMunn and carried THAT: approval for the 6<sup>th</sup> grade classes to participate in the Tuckerton Seaport Festival of Trees to be held at the Seaport during the month of December. Sponsored by the Tuckerton Beach Association. The 6<sup>th</sup> grade will donate crafted ornaments for the TBA tree display. Proceeds will help the TBA raise money for the Tuckerton Food Pantry. No cost to the board of education.

**ALL IN FAVOR :**

Mrs. Horner- Aye, Mrs. Witbeck-Aye, Mrs. Ballin-Aye, Mrs. Sanford-Aye, Mrs. Crowell-Aye,  
Mrs. McMunn-Aye  
6-AYE

On the recommendation of the Superintendent, motion was made by Mrs. Witbeck and seconded by Mrs. McMunn and carried THAT: approval for the Tuckerton’s Pride & Celebration Committee to use the parking lot of Tuckerton Elementary on Saturday, December 12, 2015 from 5:00 – 8:00 pm, for Horse & Buggy to turn around for “Ye Olde Christmas in Tuckerton”. No cost to the board of education.

**ALL IN FAVOR :**

Mrs. Horner- Aye, Mrs. Witbeck-Aye, Mrs. Ballin-Aye, Mrs. Sanford-Aye, Mrs. Crowell-Aye,  
Mrs. McMunn-Aye  
6-AYE

On the recommendation of the Superintendent, motion was made by Mrs. Witbeck and seconded by Mrs. Sanford and carried THAT: approval for the Tuckerton Elementary School to hold a “Family Math Night” on Tuesday, December 15, 2015 between 6:00 PM – 8:00 PM. No cost to the board of education.

**ALL IN FAVOR :**

Mrs. Horner- Aye, Mrs. Witbeck-Aye, Mrs. Ballin-Aye, Mrs. Sanford-Aye, Mrs. Crowell-Aye,  
Mrs. McMunn-Aye  
6-AYE

On the recommendation of the Superintendent, motion was made by Mrs. Witbeck and seconded by Mrs. McMunn and carried THAT: approval for Mrs. Shimer-Young’s Social Skills Group and Mrs. Smith’s B.I.O.N.I.C. team to hold a bake sale during Math Night on December 15, 2015. Proceeds will go to the Schlick family who recently lost their home to a fire. No cost to the board of education.

**ALL IN FAVOR :**

Mrs. Horner- Aye, Mrs. Witbeck-Aye, Mrs. Ballin-Aye, Mrs. Sanford-Aye, Mrs. Crowell-Aye,  
Mrs. McMunn-Aye  
6-AYE

On the recommendation of the Superintendent, motion was made by Mrs. Witbeck and seconded by Mrs. Crowell and carried THAT: approval for the Tuckerton Child Study Team to host two meetings for the Special Education Parent Advocacy Group during the 2015-2016 school year. Meeting dates are Friday, January 8, 2016 and Monday, May 16, 2016. No cost to the board of education.

**ALL IN FAVOR :**

Mrs. Horner- Aye, Mrs. Witbeck-Aye, Mrs. Ballin-Aye, Mrs. Sanford-Aye, Mrs. Crowell-Aye,  
Mrs. McMunn-Aye  
6-AYE

On the recommendation of the Superintendent, motion was made by Mrs. Witbeck and seconded by Mrs. McMunn and carried THAT: approval for the Student Council to conduct a "Mitten Drive" for the month of December. Mittens will be donated to the Calvary Baptist Church to be distributed to needy families this winter. Please refer to Mrs. Ventresca's letter outlining the lesson.

**ALL IN FAVOR :**

Mrs. Horner- Aye, Mrs. Witbeck-Aye, Mrs. Ballin-Aye, Mrs. Sanford-Aye, Mrs. Crowell-Aye,  
Mrs. McMunn-Aye  
6-AYE

On the recommendation of the Superintendent, motion was made by Mrs. Witbeck and seconded by Mrs. Ballin and carried THAT: approval for Amy Gillespie, RDH from the Children's Oral Health Program (NJDOH, South Jersey Family Medical Centers), to present program on oral hygiene for PS, PSD, MD, K, 1<sup>st</sup>, 2<sup>nd</sup> grades on Monday, December 14, 2015. No cost to the board of education

**ALL IN FAVOR :**

Mrs. Horner- Aye, Mrs. Witbeck-Aye, Mrs. Ballin-Aye, Mrs. Sanford-Aye, Mrs. Crowell-Aye,  
Mrs. McMunn-Aye  
6-AYE

On the recommendation of the Superintendent, motion was made by Mrs. Witbeck and seconded by Mrs. McMunn and carried THAT: approval for Mrs. Kirby and Mrs. Vidro's Proposal for Community Involvement for the school's MD classes with the Tuckerton Seaport, December 11<sup>th</sup>, instead of bus trip, Tuckerton Seaport representatives are visiting us and discussing The Art of Decoy Carving. Friday, January 8, 2016, Tuckerton Seaport visiting to discuss the uses of Wool. No cost to the board of education.

**ALL IN FAVOR :**

Mrs. Horner- Aye, Mrs. Witbeck-Aye, Mrs. Ballin-Aye, Mrs. Sanford-Aye, Mrs. Crowell-Aye,  
Mrs. McMunn-Aye  
6-AYE

**SCHOOL BUSINESS ADMINISTRATOR'S REPORT**

On the recommendation of the Superintendent, motion was made by Mrs. Crowell and seconded by Mrs. Witbeck for approval of the 1<sup>st</sup> Reading on the following Policy Alerts:

P&R 1240 Evaluation of Superintendent (M) (Revised)

- P&R 3221 Evaluation of Teachers (M) (Revised)
- P&R 3222 Evaluation of Teaching Staff Members, Excluding Teachers and Administrators (M) (Revised)
- P&R 3223 Evaluation of Administrators, Excluding Principals, Vice Principals, and Assistant Principals (M) (Revised)
- P&R 3224 Evaluation of Principals, Vice Principals, and Assistant Principals (M) (Revised)
- P3431.1 Family Leave (M) (Revised)
- P4431.1 Family Leave (M) (Revised)
- P5337 Service Animals (New)
- P5516 Use of Electronic Communication and Recording Devices (EDRD) (M) (Revised)

**ROLL CALL VOTE:**

Mrs. Horner- Aye, Mrs. Witbeck-Aye, Mrs. Ballin-Aye, Mrs. Sanford-Aye, Mrs. Crowell-Aye, Mrs. McMunn-Aye  
6-AYE

On the recommendation of the Superintendent, motion was made by Mrs. Witbeck and seconded by Mrs. McMunn and carried THAT: approval of Capital Projects for Long Range Facilities Plan.

**ROLL CALL VOTE:**

Mrs. Horner- Aye, Mrs. Witbeck-Aye, Mrs. Ballin-Aye, Mrs. Sanford-Aye, Mrs. Crowell-Aye, Mrs. McMunn-Aye  
6-AYE

On the recommendation of the Superintendent, motion was made by Mrs. Witbeck and seconded by Mrs. McMunn and carried THAT: approval for a fee for the after school transportation on our Tuckerton Elementary Van, at the rate of \$5.00 per day to Kangaroo Court, or Wee Care, for no more than the capacity of 5 people.

**ROLL CALL VOTE:**

Mrs. Horner- Aye, Mrs. Witbeck-Aye, Mrs. Ballin-Aye, Mrs. Sanford-Aye, Mrs. Crowell-Aye, Mrs. McMunn-Aye  
6-AYE

On the recommendation of the Superintendent, motion was made by Mrs. Crowell and seconded by Mrs. Sanford and carried THAT: approval of the M-1 & Comprehensive Maintenance Plan Report.

**ROLL CALL VOTE:**

Mrs. Horner- Aye, Mrs. Witbeck-Aye, Mrs. Ballin-Aye, Mrs. Sanford-Aye, Mrs. Crowell-Aye, Mrs. McMunn-Aye  
6-AYE

On the recommendation of the Superintendent, motion was made by Mrs. Sanford and seconded by Mrs. McMunn and carried THAT: approval of the payment list for November, 2015 in the amount of **\$170,962.59 which includes \$75,370.43 for Health Benefits.**

**ROLL CALL VOTE:**

Mrs. Horner- Aye, Mrs. Witbeck-Aye, Mrs. Ballin-Aye, Mrs. Sanford-Aye, Mrs. Crowell-Aye, Mrs. McMunn-Aye  
6-AYE

On the recommendation of the Superintendent, motion was made by Mrs. Witbeck and seconded by Mrs. McMunn and carried THAT: approval for a Transportation Jointure with Eagleswood Township school to transport a student from their residence in West Creek, to and from, Frog Pond School in Little Egg Harbor, daily. Cost to Eagleswood Township School is \$30.00 per day for transportation, \$15.00 per day for aide, total of \$45.00 per day x 129 days remaining in the 2015-2016 school year, for a total cost of \$5,805.00. No cost to the board of education.

**ROLL CALL VOTE:**

Mrs. Horner- Aye, Mrs. Witbeck-Aye, Mrs. Ballin-Aye, Mrs. Sanford-Aye, Mrs. Crowell-Aye,  
Mrs. McMunn-Aye  
6-AYE

On the recommendation of the Superintendent, motion was made by Mrs. Sanford and seconded by Mrs. Ballin and carried THAT: approval of statement of no over expenditure as required in N.J.A.C.6A:22-2.11 of any line item in the 2015-2016 budget as evidenced by the latest Budget Report.

**ROLL CALL VOTE:**

Mrs. Horner- Aye, Mrs. Witbeck-Aye, Mrs. Ballin-Aye, Mrs. Sanford-Aye, Mrs. Crowell-Aye,  
Mrs. McMunn-Aye  
6-AYE

**PUBLIC:**

Janet discussed our deals, Govdeals.com, we sold the school van for \$2,400.00, and the firewall for \$2,300.00.

Trisha Horner brought a homemade pumpkin roll and we paid "tribute" to Mrs. Laurette Crowell, for her years of service on the board of education. Mrs. Crowell will remain as an active PTA member and diligent parent, continuing to be a volunteer at Tuckerton Elementary School. She will be missed as a board member.

Motion to adjourn meeting was made by Mrs. Witbeck, and seconded by Mrs. McMunn  
ALL in FAVOR:  
6-Aye

Respectfully submitted by Mrs. Janet Gangemi, Superintendent/SBA

