

BURLINGTON TOWNSHIP BOARD OF EDUCATION
Burlington, New Jersey

PUBLIC SESSION AGENDA

DATE: September 30, 2015

TIME: 7:00 PM

PLACE: Burlington Township High School - Hopkins Building

- I. Call to order by the President
- II. Statement of Conformance to the Open Public Meetings Act
- III. Flag Salute -
- IV. Roll Call
- V. Executive Session
- VI. Approval of minutes from the following meetings:
 - [August 19, 2015 Work Session](#)
 - [August 26, 2015 Executive Meeting](#)
 - [August 26, 2015 Public Board Meeting](#)
- VII. Communications
- VIII. Committee Reports
 - Referendum Committee
 - Buildings & Grounds
 - Finance Committee Report
 - [Communications Report](#)
 - Curriculum Committee
 - Legislative Report
 - Policy Committee

IX. Superintendent's Report

1. Superintendent's Update

X. Open to the Public (Agenda Items Only)

XI. Mrs. Mary Ann Bell's report for Board Action

A. PERSONNEL

1. Recommend approval of the following substitutes for the 2015/16 school year, pending meeting employment requirements, as listed:

Substitutes

Teachers

Erik Burro; Sam Chisholm; Wayne Feret; Joseph Fessenden; Mary Ann Fleisher; Michelle Flynn; Carol Gross; Lindsey Hunt; Kristen Irwin; Belinda Kelley; Jeannine Kott; Deana Lancellotti; Diana Pearl; Priyanka Ramesh; Lacey Stackhouse; Maringlena Coliv-Vizzoca; Susan Wetterskog

_____ Secretaries

Andrea Kowaleski; Jeannine Kott

2. Accept the following list of Emergent Hires, as listed:

Andrew Pellegrino

3. Accept, with regret, the retirement/resignation of **Magda Hanna**, teacher of French at the Burlington Township High School, effective November 30, 2015. Ms. Hanna is also requesting payment for all accumulated sick and personal days.

Ms. Hanna has served the district for 14 years.

4. Recommend approval of a leave of absence utilizing sick leave for employee #18950402 effective September 4, 2015 through September 17, 2015.

R.C.V. 5. Recommend approval of a maternity/child-rearing leave of absence for employee #81857237, effective December 7, 2015 through March 14, 2016.

6. Recommend approval to adjust the return date for employee #18998286 to June 30, 2016.

* 7. Recommend approval to adjust the return date for employee #19180066 to September 1, 2016.

R.C.V. 8. Recommend approval of **Andrew Pellegrino** to serve as part-time Academic Achievement/Special Education teacher at Fountain Woods School, effective October 2, 2015 through June 30, 2016, at the BA level, step "D", salary as negotiated, prorated.

* **R.C.V.** 9. Recommend approval for **Denise King** and **Joanne Johnson** to attend NJPSA Workshop October 22 and October 23, 2015 not to exceed \$400 per person.

R.C.V. 10. Recommend approval of the following transfers for the 2015-16 school year, as listed:

- a. **Laura Galuchie** from full time elementary teacher at FWS to part-time Academic Achievement/Computer teacher at FWS, effective September 1, 2015.
- b. **Laura Roberson** from Payroll Specialist to Confidential Administrative Assistant to the Director of Human Resources and Community Relations, effective October 1, 2015.
- c. **Christina Salerno** from Special Education teacher at

FWS to Special Education/Academic Achievement teacher at FWS.

R.C.V. d. **Diana Pearl** from BTMS P/T Math Teacher to BTMS on a temporary basis as an Interim Math teacher, effective September 28, 2015 to December 23, 2015.

* e. Transfer **Nancy Haney** from Confidential Office Assistant to Confidential Payroll Specialist, effective October 1, 2015, at a rate of \$47,100 for increase in hours per job description.

R.C.V. 11. Re-approve **Peggy Ianoale** as part-time Assistant Business Administrator/Interim Controller at the rate of \$62.50 per hour, not to exceed 20 hours per week.

R.C.V. 12. Recommend approval of 1½ hours of additional summer work for the following staff member, as listed:

Debra Brennan

13. Recommend approval for additional teaching time at the per diem prorated rate, effective September 28, 2015 to address an unexpected staff leave at BTMS as listed:

a. **Kiel O'Donnell**, 3.75 additional hours per week (five - 45 min. periods)

b. **Adam Fincke**, 3.75 additional hours per week (five - 45 minute periods)

c. **Tom Foreman**, one additional 45 minute period on days 1, 3 and 5.

d. **Joetta Cryer**, one additional 45 minute period on days 2, 4 and 6.

It is anticipated that this arrangement could end December 23,

2015, but may be extended if the staff member cannot return by that date.

- *R.C.V.** 14. Recommend approval for additional hours for **Teana Adams**, Basic Skills Aide at Young School, for coverage as needed.

- R.C.V.** 15. Recommend approval of additional teaching time for the following staff member for the 2015/16 school year, as listed:

Gemma Winkler, one extra section of Physical Education at BTHS.

- R.C.V.** 16. Recommend approval of the following Bus Monitors at Fountain Woods School, as listed:

- a. **Susan Abrams**, shared stipend
- b. **Madeline Zacharkow**, shared stipend

- R.C.V.** 17. Recommend approval of the Exceptional Aide Stipend for the following staff member, as listed:

Teresa Ginterreiter

- R.C.V.** 18. Recommend approval of the following co-curricular positions, as listed:

- a. **Fountain Woods School**

AM Advanced Band

Jeff Mastin
Laura Johnson

- b. **Burlington Township Middle School @ Springside**

Schedule G - Group II Clubs

Art Club - **Cheryl Weldon** (full stipend)

Sports Exploration Club - Change in Co-facilitator -
Remove Jason Strouse
Add **Michael Winsett** (.5 stipend)

Building Young Men - Co-facilitators - Change to
include -
Jason Strouse (.5 stipend)
Michael Winsett (.25 stipend)
Kiel O'Donnell (.25 stipend)

Youth Service Association - Change co-facilitator
Remove Lauren Papp
Add **Kiel O'Donnell** (.5 stipend)

Volunteer Sign Language Club Advisor - **Allison Morrone**

Burlington Township High School

Remove Amy Benedetto as Yearbook Editor
Add **Pam Goodman** (.75 stipend)
Amy Benedetto (.25 stipend)

* **AVA -Colleen Howard**

R.C.V. 19. Recommend approval of the following Head Teachers for
the 2015/16 school year, as listed:

- a. K-5 Mathematics (shared) **Wendy Cornett** (0.25)
Marjorie Nisnick (0.25)
- b. K-5 Special Education (shared) **Kristina Ferretti**
(0.5)

Group III (blue voucher hourly rate)

Additional After School Detention and Holding Room
Proctors -

Dave Dajnowicz

**Deanna Ensign
Larry Wolford
Diana Pearl**

- *R.C.V.** 20. Recommend approval of the following additional PAC tech assistant for the 2015/16 school year as listed:

Tyler Burrell

- R.C.V.** 21. Recommend approval of the following staff members to move on the salary guide, effective September 1, 2015, due to the completion of additional college credits, as listed:

a. **Tara Janick**, teacher of Art at BTHS, from the BA level to the BA+30 level. (All the necessary documentation has been received from Grand Canyon University.)

- *** b. **Mary Kerstetter**, School Nurse at FWS, from the BA+30 level to MA. (All the necessary documentaiton has been received from Montclair State University.)

22. Recommend approval of deduct days for the following staff members, as listed:

a. **Douglas Wood**, teacher of Math at BTHS, September 17 & 18, 2015.

b. **Tracy Smith**, teacher of Special Education, part-time, at BTHS, September 3 & 4, 2015.

c. **Sharon Schlenger**, Special Education Aide at BTHS, November 11, 12 and 13, 2015.

23. Recommend approval of the following student teacher placement, pending meeting student teacher requirements, as listed:

a. **Kelly Greenewald**, a student at Mercer County College, to complete 27 hours of classroom observation at BTHS

with Keith Lex as Cooperating teacher.

- b. **Regan Gillespie**, a student at West Chester University, to complete 12 hours of classroom observation at BTHS with Joseph Robinson, Annette Slaney and Dr. Melissa McQuoid.

B. **STUDENTS**

- 1. Recommend approval of home instruction for the following students, as listed:
 - a. One 16-yr. old 11th gr. boy, effective 9/3/15 - 10/29/15, physical.
 - b. One 14-yr. old 9th gr. girl, effective 9/9/15 - TBD, physical.
 - c. One 11-yr. old 6th grade girl, effective 9/28/15 - 10/16/15, physical.
- 2. Recommend approval for student #6524092356 and student #5642920051 to complete the 2015/16 school year, as per Board of Education Policy #5111, Eligibility of Resident /Non-Resident Pupils.
- 3. Recommend approval of student #4479945549 and student #1297103566 to be placed at the Alternative School for the 2015/16 school year.

C. **MISCELLANEOUS**

- 1. Recommend approval of the following Job Description, as listed:

Second Reading & Final Adoption

[Job Description A-13 - Confidential Administrative Assistant to the Director of Human Resources and Community Relations](#)

2. Recommend approval of the following Board Policies, as listed:

Revised Second Reading & Final Adoption

[Policy 5330 Administration of Medication](#)

[Policy 5331 Management of Life-Threatening Allergies in Schools](#)

[Policy 5756 Transgender Students](#)

Second Reading & Final Adoption

[Regulation 5330 Administration of Medication](#)

[Policy 8540 School Nutrition Programs](#)

[Policy 8550 Outstanding Food Service Charges](#)

3. Recommend the approval of the following Category III Fund-Raising Activities/Causes for the first semester of 2015/16, per Board of Education Policy #5830 – Pupil Fundraising, as listed:
 - a. Kids Walk Program at FWS and BBYS to benefit the Juvenile Diabetes Research Foundation, coordinated by Principal John Johnson in collaboration with the JDRF.
 - b. Various fund-raising events during Breast Cancer Awareness Month, including, dedicating athletic events to the cause, a pink-out event, tee shirt sales, and collections to support the Susan G. Komen for the Cure Organization, coordinated by BTHS teachers Kim Lamanteer and Lauren Papp.
4. Recommend approval of the revised 2015 Uniform Memorandum of Agreement between Education and Law Enforcement entered into by the Interim Superintendent of Schools and the Director of Public Safety/Chief Law Enforcement Officer, previously approved as 2011 version of agreement.
5. [Approve 2015-2016 Movie/Novel list.](#)
6. Recommend approval of Code Blue Teams and Team Guardian.

In compliance with the PL 2012 c51 commonly known as “Janet’s Law” requires that defibrillators be placed in all school buildings and that response teams of at least 5 CPR/AED trained people be established. BTSD is grateful that many of our staff volunteered to be part of the BTSD CODE BLUE RESPONSE TEAMS. Listed below are those staff members who will serve as the designated CODE BLUE team members.

B. Bernice Young School

Debbie Ford, nurse
Andrea Leibowitz
Eliza Lundy
Lance Cygan
Jessica Estep
Teana Adams, part-time
Sandra Moreno, office staff

Fountain Woods School

Mary Kerstetter, nurse
Beth Iannuzzi
Janet Dilks
Jennifer Maderia
Madeline Zacharkow
Tina Dietrich
Shawn Whartenby
Donna Tootell, office staff

Burlington Township Middle School

Nancy Andorko, nurse
Margaret Hickey, nurse
Alison Ford
Christian Sabatino
Kiel O’Donnell
Lauren Papp
Mark Izzo
Yolanda Boyd
Megan Tropp
Jackie Murphy, office staff

Hopkins School - BTHS

____ **Nora Cochran, nurse**

Heidi Roman

Joanne Smith

Keith Lex

Nicholas Luyber

Terri Leeds, office staff

Burlington Township High School

____ **Virginia Rulli, nurse**

Marybeth Jensen, nurse

Annette Slaney

Heather Barr

Lisa Porzuc

Tom Chamberlain

Tracy Dube, office staff

7. Recommend HIB Self-Assessment Scores, as listed:
 - a. BBYS A 75/78
 - b. FWS A 76/78
 - c. BTMS A 71/78
 - d. BTHS A 74/78
8. Recommend acceptance of the monthly Harassment, Intimidation and Bullying Report of Incidents per Board of Education Policy #S5512.01 and the New Jersey Anti-Bullying Bill of Rights Act of 2011. (Report is considered privileged in nature.)
9. **RESOLVED**, upon the recommendation of the School Superintendent that the Board of Education affirm, modify or reject the following H.I.B. Incident Reports.
 - a. Case Numbers
____ 10615
10619
10700

10. Recommend tentative approval of the following Board of Education Meeting dates for 2016:
 - a. [Public Board Monthly Work Sessions](#)
 - b. [Board Executive Monthly Meetings](#)
 - c. [Public Board Monthly Meetings](#)
 - e. [Additional Executive Meeting](#)
 - f. [Additional Public Board Meetings](#)
11. Request approval of the following reports as submitted to the Board Secretary for inclusion in the minutes pursuant to Board Policy:
 - (a) [District Facilities Report](#)
 - (b) Class Trip - NA
 - (c) Enrollment - NA
 - (d) Suspension Report - NA
 - (e) Residency - NA

D. BUSINESS

1. Approve payment of the [September Bill List with August Supplemental](#)
2. Accept the following business reports:

[August Treasurer's Report](#)
[August Secretary's Report](#)
Cafeteria Report - No cafeteria report for August
[August Transfers](#)
3. Pursuant to NJAC 6:20-2.13 (e) we certify that as of August 31, 2015 after review of the secretary's monthly financial report (appropriations section) and upon consultation

with the appropriate district officials, to the best of our knowledge, no major account or fund has been overexpended in violation of NJAC 6A:23-2.11 (a) and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

- * 4. Recommend approval of travel as required for various meetings, trainings and seminars for the following staff member, as listed:
 - a. **Laura Burns** to attend a Nonviolent Crisis Intervention Training Program in Willow Grove, PA, December 8 - December 12, 2015, previously approved for Atlantic City, NJ October 6 - October 9, 2015.
- 5. Recommend approval of the Shelter, Reception & Care Annex Plan of the Township of Burlington.
- 6. Approve a Resolution authorizing a bond proposal for December 8, 2015 Special Election. [Bond Proposal Resolution](#)
- 7. Authorize new health plan Aetna HDHP 5000, high-deductible minimum value plan, effective October 1, 2015.
- 8. Approve a Resolution to join Schools Health Insurance Fund (SHIF) and approve the Indemnity and Trust Agreement with SHIF.
- 9. Approve Settlement Agreement with parents on behalf of special education student #5067857763.
- 10. Approve agreement with the **YMCA** to provide an extended school day program at the BT Middle School for the 2015-16

school year.

11. Approve proposal with **Brett DiNovi Associates, LLC** to provide behavioral consultation services for two special education students at the BT Middle School at a rate of \$35 per hour for a Clinical Associate and \$125 per hour for a Behavioral Consultant not to exceed \$100,000 for the 2015-16 school year.
12. Approve agreement with **Kathy Darrow** to provide Relationship Development Intervention services for a special education student as per his IEP. Services will be provided from October 2015 through January 2016 on a trial basis with a rate of \$100 per hour for home program and \$100 for consultations not to exceed \$12,000.
13. Approve agreement with **The Learning Well** to provide ABA Home and School Services for special education student for the 2015-16 school year at a rate of \$32.50 for an AST and \$110 for a Consultant not to exceed \$75,000.
14. Approve the following Lunch Policy for YALE SCHOOL NORTH: *The Burlington Township Board of Education does not require a private school to apply for and receive funding from the Child Nutrition Program nor does the Board require the school to charge students for reduced and/or paid meals for the 2015/16 school year.*
15. Tuition Contracts Billed - None
16. [Tuition Contracts Paid](#)

XII. Open to the Public for comments.

XIII. New Business

XIV. Executive Session

XV. Adjourn Meeting

Next Board of Education Business Meeting
October 21, 2015