

BURLINGTON TOWNSHIP BOARD OF EDUCATION  
Burlington, New Jersey

**PUBLIC SESSION AGENDA**

DATE: January 29, 2014

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 - **Diana Abozaid; Arshveer Badechha; Amrit Benipal; Joseph DeCarlo; Dominic Dwumah; Anthony Julieti; Sara Ripish; and, Tyler Torres - BBYS Students.**

Patriotic Reading - **Diana Abozaid; Arshveer Badechha; Amrit Benipal; and Anthony Julieti - BBYS Students**

Student Performance - **BTHS Jazz Band** *On Green Dolphin Street*,  
by Bronislau Kaper and Ned Washington/arranged by Victor Lopez

- IV. Roll Call
- V. Approval of minutes from [December 4, 2013 Executive Session - Residency/Superintendent's Search](#); [December 11, 2013 Work Session](#) and [December 18, 2013 Executive and Public](#).
- VI. Burlington Township High School Liaison Report - **Amanda Yost**
- VII. **Student Recognitions** (PRIDE Student of the Month)

**Special Recognition**

Recess (10 minutes)

- VIII. Presentation of [School Board Code of Ethics](#) - **David Serlin**, Board of Education Solicitor.
- IX. Communications
- X. Committee Reports
- XI. [Superintendent's Report](#)
- XII. Open to the Public (Agenda Items Only)
- XIII. Mr. Spaventa's Report for Board Action

A. **PERSONNEL**

1. Recommend approval of Employee Hiring NJSA 18A:6-7 et seq  
(Revised 6/30/98)

**WHEREAS** N.J.S.A. 18A:6-7.1 et seq has been revised and now requires emergent approval to employ an individual prior to receiving criminal history background clearance.

**BE IT RESOLVED** that an application be submitted to the County Superintendent of Schools in accordance with the revised statute, requesting emergent approval of employee hiring for the following individuals for the reasons as indicated.

2. Recommend approval of the following substitutes for the 2013/2014 school year, pending meeting employment requirements, as listed:

\* **Teachers:** **Valerie Bivins; Grasiela Benedetto; and Anthony Penny.**

\* **Secretary:** **Grasiela Benedetto**

**Maintenance:** **Jaspreet Singh**, at a rate of \$12.41/hour, effective January 21, 2014

3. Approval for payroll to send FMLA qualifying paperwork to the following employees, as listed:
  - a. #19102177
  - b. #19240332
  - c. #18414425
  - d. #68763499
  
4. Accept, with regret, the resignation of **Patricia Venner**, teacher of third grade at Fountain Woods School, effective February 18, 2014. Ms. Venner is also requesting payment for all accumulated sick, personal and family illness days, as per the negotiated agreement. Ms. Venner has served the district for 9 years.
  
5. Recommend approval of a maternity/child-rearing leave of absence for **Jill Gavio-Stillwagon**, teacher of Special Education at B. Bernice Young School, under the FMLA and NJFLMA Family Leave Acts, effective April 2, 2014 through June 30, 2014. Mrs. Gavio-Stillwagon is also requesting the use of her accumulated sick leave, as per the negotiated agreement.
  
6. Recommend approval of a maternity/child-rearing leave of absence for **Jessica Donahue**, teacher of Wilson Reading Interventions at Burlington Township Middle School @ *Springside*, under the FMLA and NJFLMA Family Leave Acts, effective March 24, 2014 through June 30, 2014.
  
7. Recommend approval of a maternity/child-rearing leave of absence for **Helena Lovelace-Smith**, teacher of fourth grade at Fountain Woods School, under the FMLA and NJFLMA Family Leave Acts, effective April 4, 2014 through June 30, 2014. Mrs. Lovelace-Smith is also requesting the use of her accumulated sick leave, as per the negotiated agreement.

- \* 8. Recommend approval of a maternity/child-rearing leave of absence for **Lana Garris-Sha**, Guidance Counselor at Burlington Township Middle School @ *Springside*, under the FMLA and NJFLMA Family Leave Acts, effective April 17, 2014 through June 30, 2014. Mrs. Garris-Sha is also requesting the use of her accumulated sick leave, as per the negotiated agreement.
- leave 9. Recommend approval to extend the maternity/child-rearing leave of absence for **Kristy Williams**, teacher of fourth grade at Fountain Woods School, through April 8, 2014.
10. Recommend approval of a FMLA leave of absence for **Merisha Sturgis**, Behavioral Specialist at B. Bernice Young School, effective January 23 - 31, 2014.
11. Recommend approval of an unpaid FMLA leave of absence for employee #19102177, effective January 2, 2014 through February 10, 2014.
- R.C.V.** 12. Recommend approval of **Michael Griffin** to serve as Part-time elementary Spanish teacher, effective January 24, 2014 through June 30, 2014, step "E", or its equivalent, at the MA level, salary as negotiated, prorated.
- \***R.C.V.** 13. Recommend approval of the transfer of **Kelly Gamez** from part-time Academic Achievement teacher to District Literacy Coach, effective February 14, 2014 through June 30, 2014, step "F", or its equivalent, at the MA level, salary as negotiated, prorated.
- \***R.C.V.** 14. Recommend approval of the transfer of **Karen Dillon** from part-time Academic Achievement teacher to teacher of third grade at Fountain Woods School, effective February 13, 2014 through June 30, 2014, step "A", or its equivalent, at the MA

level, salary as negotiated prorated.

- R.C.V.** 15. Approve **Benjamin Walls** as Bus Driver, probationary period February 1, 2014 through June 30, 2014, at \$20.20 per hour - position was not budgeted and is the result of increased demands that cannot be met with current staff due to timing of additional trips and runs.
- \*R.C.V.** 16. Recommend approval to extend the interim replacement position for **Brianne Zack** through June 30, 2014.
- R.C.V.** 17. Recommend approval of **Ari Kim** to serve as PAC Tech Support, pending meeting employment requirements.
- \*R.C.V.** 18. Recommend approval of payment to **Dr. Christopher Manno** of \$89.45 per hour should he be asked to return to the district for ongoing litigation.
- \*R.C.V.** 19. Recommend approval of **Pete Teifer** to be approved as the Burlington Township High School volunteer Coach to be the representative for the selected swimming meets during the 2013-14 Winter swim season. This is in accordance with NJSIAA procedures - "Coaches Appointed to Accompany Teams or Individuals to NJSIAA Championships". Also, recommend approval for the Burlington Township High School Athletic Dept. to cover the entry fees for all BCSL, NJSIAA and SJISA sanctioned swim meets.
- \*R.C.V.** 20. Recommend approval of the following individual for the vacant Spring Coaching position for the 2013-14 school year, as listed:
- Asst. Softball Coach - **Thomas Foreman**
- \*R.C.V.** 21. Recommend approval to withhold employment and adjustment increments for employee #19057629 for the 2014-15 school year.

- \*R.C.V.** 22. Recommend approval of the following individuals to be paid as Title I Tutors, at the rate of \$35.00/hour, for the 2013/14 school year, as listed:
- a. **Kandis Astemborski**
  - b. **Joyce Schoolik**
  - c. **Tara Winkelspecht**
  - d. **Andrew Ellis**
  - e. **Patricia Warren**
  - f. **Dwight McCleery**
- R.C.V.** 23. Recommend approval of the following staff members for 15 hours of additional instructional planning time, as listed:
- a. **Alyssa Ballard**
  - b. **Leigh Yago**
- R.C.V.** 24. Recommend approval of the following staff member to receive the bus duty stipend, prorated, effective January 30, 2014, prorated:
- Madeline Zacharkow**
25. Recommend approval to move **Linda Grau** to an Exceptional Aide, effective December 1, 2013.
26. Recommend approval to increase Mission One Aides by two additional 1:1 aides to comply with student needs.
27. Recommend approval of the following staff members to move on the salary guide, effective January 1, 2014, due to the completion of additional college credits, as listed:
- a. **Michelle Ciasca** from the BA level to the BA+15 level. (All the necessary documentation has been received from The College of New Jersey.)
  - b. **Candice Lewis** from the BA+15 level to the BA+30 level. (All the necessary documentation has been received from Georgian Court University.)

- c. **Julie Benavides** from the MA+45 level to the MA+60 level. (All the necessary documentation has been received from Rowan University.)

28. Recommend approval of deduct days for the following staff member, as listed:

- a. **Mary Schatz**, teacher of Math at Burlington Township High School, one day, January 10, 2014.
- b. **Jonathan Seligman**, teacher of Math at Burlington Township Middle School, one day, January 24, 2014.

- \* c. **Beverley Boyle**, aide at Burlington Township High School, one day, March 5, 2014.

29. Recommend approval of the following student placement request, as listed:

- a. **Kim Zerbe**, a student at Farleigh Dickinson University, to complete 30 hours of classroom observation at B. Bernice Young School. Ms. Zerbe is an aide at BBYS and would like to complete the observations on her lunch hour. This request was approved for the Fall semester and this is a continuation for the Spring Semester.

- \* b. **Yolonda Ismael**, a student at Grand Canyon University, to complete 30 hours of Practicum at Fountain Woods School, with Lisa Barenbaum as cooperating teacher.

## B. STUDENTS

1. Recommend approval of bedside instruction for the following students, as listed: one 13-yr. old 7th gr. boy, 12/2/13 - 1/2/14, emotional and one 14-yr. old 8th gr. boy, 1/6/14 - indefinite, physical.

- \* 2. Recommend approval of the following special education

placement, as listed: one 9-yr. old 3rd gr. boy to Burlington County Special Services School District - Elementary Campus, effective 1/21/14.

3. Recommend approval for student #1382731037 to attend the Burlington County Special Services School District Alternative Program, Lumberton Campus, effective February 4, 2014.

\*

4. Recommend approval for the Burlington Township Varsity and Junior Varsity Cheerleaders to compete in the Universal Cheerleading Association (UCA) National Championships in Orlando, Florida, February 5, 2014 - February 11, 2014. The cheerleading staff is requesting transportation to and from the Philadelphia Airport, as in the past, and the coaching staff will act as volunteer chaperones. Also recommended is Ms. Naomi Threadgill, BTHS Vice Principal, to travel with the team to serve as the administrator in charge during the trip.

#### **C. MISCELLANEOUS**

1. 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)
2. Request approval of the following reports as submitted to the Board Secretary for inclusion in the minutes pursuant to Board Policy: (a) Building Use; (b) Student Accidents; (c) Pupil Suspensions; (d) Professional Meetings; (e) Class Trips; and, (f) Enrollment.

#### **D. BUSINESS**

1. Approve payment of the [January 2014 Bill List and the December 2013 Supplemental Bill List](#).
2. Accept the [December Treasurer's](#) and [Secretary's Reports](#) with Board Secretary Certification.



3. Accept the [Cafeteria Report for December](#) which includes the bill list.
4. Pursuant to NJAC 6:20-2.13 (e) we certify that as of December 31, 2013 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.
5. Approval of [December transfers](#).
6. Approve tuitions billed to other districts, [see attached list](#).
7. Approve tuitions paid to other districts, [see attached list](#).
8. Appointment of the following professional services for the period February 1, 2014 to January 31, 2015:  
 General Counsel - David M Serlin, rate \$160.00/hour  
 Special Education Counsel - Parker McCay, rate \$160.00/hour  
 Financing Counsel - McManimon and Scotland, rate \$215.00/hr  
 School Physician - TK Cumasary, annual rate \$32,802.09  
 General Insurance - TC Irons Agency, no cost to the district  
 Health Benefits Consultant - Scott Lance Associates, no direct cost to the district. Legal costs not to exceed \$175,000.
9. Appointment of the following professional service for the period July 1, 2014- June 30, 2015:  
 Auditor - Inverso and Stewart at an annual rate of \$33,000.00
10. Appointment of the following Extraordinary Unspecifiable Services awarded after competitive RFP process:  
 Labor Relations Consultant - Taylor, Whalen and Hybbeneth,

rate of \$170.00/hour;  
 Construction Manager of Record - New Road Construction  
 Management, various rates per hour not to exceed  
 \$165.00/hour.

11. Appointment of the following Extraordinary Unspecifiable Services awarded after competitive RFP process:  
 Construction Manager for ROD grants - New Road Construction Management, various rates per hour not to exceed \$165.00/hour.
12. Accept the following Final Eligible Cost Letters from the NJDOE associated with the ROD IV projects in the amounts specified:
  - a. Burlington Township High School, Project Number #0620-010-14-1001, in the amount of \$1,634,562 total project cost and state share of \$809,471 the remainder to be matched with district Capital Reserve Funds.
  - b. Burlington Township Hopkins Building, Project Number #0620-026-14-1002, in the amount of \$496,820 total project cost and state share of \$250,784 the remainder to be matched with district Capital Reserve Funds.
  - c. Bernice Young School, Project Number #0620-030-14-1003, in the amount of \$2,230,553 total project cost and state share of \$1,104,619 the remainder to be matched with district Capital Reserve Funds.
13. Authorize Business Administrator to execute grants with NJSDA for associated projects above.
14. Authorize Business Administrator to solicit bids and proposals as needed for ROD grants listed above.
- \* 15. Approve a contract with **The Commission for the Blind** to provide Level 1 services to a visually impaired student, at a

cost  
of \$1,750 for the 2013-14 school year and one student for  
October 1, 2013 to June 30, 2014, at a cost of \$1,576.73.

- \* 16. Approve existing agreement with Invo Health Care Associates to provide speech and language therapy for the 2013-14 school year, not to exceed \$120,000.
- \* 17. Approve agreement between **Summit Speech School**, the school district to provide Itinerant Teacher Services for an additional student at 2 sessions per week from January 1, 2014 to June 30, 2014. The rate will be \$150. per hour not to exceed \$6,000.
- \* 18. Approve if funds are available, travel for **Donna Crenshaw, Israel Rivera and Judy Hirt** to the National School Boards Convention in April 2014, per School District Travel Policy, #6471 and National Convention Members, BOE, #N9200.

XIV. Open to the Public for comments.

XV. New Business

XVI. Adjourn Meeting

**\* New Items**

Next Board of Education Business Meeting  
February 26, 2014