

Burlington Township Schools
Burlington, New Jersey
Office of the Superintendent

Board Report – December 21, 2011

A. PERSONNEL

1. Recommend approval of the following substitute teachers for the 2011-2012 school year, as listed:

Teachers: Rachel Baar; Heather Woolford; Curtis Wright; and, Brianne Zack.

2. Rescind the appointment of HG previously approved at the November 30, 2011 Board of Education meeting.
3. Recommend approval of a child-rearing leave of absence for **Rana Smith**, teacher of technology at BTMS, effective February 1, 2012 through June 30, 2012.
4. Recommend approval of an unpaid medical leave of absence, under the Family Medical Leave Act, for employee #6929, effective January 5, 2012 through February 20, 2012.

- R.C.V.** 5. Recommend approval of **Gary Russell**, Vice Principal, B. Bernice Young School, as Acting Principal of B. Bernice Young School, effective January 23, 2012 through January 30, 2012, or upon return of Dr. Denise King, Principal, from medical leave.

- R.C.V.** 6. Recommend approval of **Marie Phillips** as interim Vice Principal at B. Bernice Young School from January 23, 2012 through January 30, 2012, or upon return of Dr. Denise King, Principal, from medical leave, at a per diem rate of \$319.25, based upon the contractual minimum elementary vice principal salary.

7. Recommend approval of the following staff members to move on the salary guide, effective December 1, 2011, due to the completion of additional college credits, as listed:
 - a. **Roxanne Ferguson**, teacher of Music at BTMS, from the BA level to the BA+15 level. (All the necessary documentation has been received from Boston University.)
 - b. **Michael Winsett**, teacher of Math at BTMS, from the BA+15 level to the BA+30 level. (All the necessary documentation has been received from Rider University.)
 - c. **Jacqueline Brownell**, Literacy Coach, from the MA+30 level to the MA+45 level. (All the necessary documentation has been received from the American Council on Education.)

8. Recommend approval of deduct days for the following staff members, as listed:
 - a. **Marie Wise**, 1 day, February 13, 2012; and,
 - b. **Arlene Hutton**, 1 day, January 13, 2012.

B. STUDENTS

1. Recommend approval of bedside instruction for the following students, as listed: one 6-yr. old 1st gr. girl, effective 11/14/11 – 12/8/11, physical; one 8-yr. old 2nd gr. girl, effective 12/08/11 – pending evaluation, emotional; one 14-yr. old 9th gr. girl, effective 11/30/11 – pending evaluation; and, one 15-yr. old 8th gr. boy, effective 12/1/11 – 12/14/11, emotional.

2. Recommend approval of the following special education placement, as listed: one 11-yr. old 6th gr. girl (MD) to Mercer County Special Services School District, effective 12/6/11.

C. MISCELLANEOUS

1. Recommend approval of the following Board Policies, as listed:
 - a. First Reading

#5500	Expectations for Pupil Conduct
#5513	Care of School Property
R5513	Care of School Property
#5514	Pupil Use of Vehicle
#5611	Removal of Pupils from the General Education Program for Weapons/Firearms Offenses
R5611	Removal of Pupils from the General Education Program for Weapons/Firearms Offenses
#5612	Verbal or Physical Assault By Pupils on Board Members or Employees
#5830	Fund-raising
 - b. Second Reading and Final Adoption

#5111.4	Legal Residents, Revised
#5420	Reporting Pupil Progress
#5430	Class Rank
#5440	Honoring Pupil Achievement
2. Recommend approval to accept a \$1,000 donation to the Fountain Woods School from McDonald's Corporation for the purchase and/or development of health choice programs in food science and physical science.
3. Recommend the approval of the New Jersey QSAC completed Statements of Assurance as presented to the Board of Education for the school year 2011-2012.

4. 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.
5. Request approval of the following 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) Attendance.

D. BUSINESS

1. Approve payment of the December 2011 Bill List and the November 2011 Supplemental Bill List.
2. Accept the November Treasurer's and Secretary's Reports with Board Secretary Certification.
3. Pursuant to NJAC 6:20-2.13 (e) we certify that as of November 30, 2011, 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 violations 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. Approval of November transfers.
5. Approve the November Cafeteria Report which includes the Bill List.
6. Approve the YMCA Camp Program at the B. Bernice Young School from July 2 to August 17, 2012.
7. Rescind approval of Colonial Life as FSA Administrator and appoint Flex Facts as FSA Administrator, effective January 1, 2012.

8. Approve the Supplemental Educational Services Contracts, as listed: (Services to be funded by NCLB designated funds.)
 - a. American Tutor, Inc.
 - b. Sylvan Learning Center
 - c. Academics First, LLC
 - d. 1 to 1 TUTOR
 - e. Child and Family Solutions
 - f. It Takes a Family
 - g. Club Z! In-Home Tutoring Services
9. Approve the extension of the Aramark Contract per bid for one year from February 1, 2012 to January 13, 2013, in an amount of _____.
10. Approve Flex Facts for administration of our flexible spending accounts at a rate of \$4.00 per participant per month.

Respectfully Submitted,

Dr. Christopher M. Manno
Superintendent of Schools