

BURLINGTON TOWNSHIP SCHOOLS
Burlington, New Jersey
Office of the Superintendent

Board Report – December 19, 2012

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 2012/2013 school year, pending meeting employment requirements, as listed:

Teacher:

Sarah Vishton

3. Accept, with regret, the retirement/resignation of **R. Jean Tomer**, Payroll Manager, effective July 1, 2013. Mrs. Tomer is also requesting payment for all accumulated sick and vacation days. Mrs. Tomer has served the district for 36 years.
4. Recommend approval of **Erin Shaw** to extend her maternity/child-rearing leave of absence through February 28, 2013.

5. Recommend approval of **Dana Middleton** to extend her maternity/child-rearing leave of absence through June 30, 2012.
6. Recommend approval of **Julie Loftus** to extend her maternity/child-rearing leave of absence through June 7, 2013.
7. Recommend approval of a maternity/child-rearing leave of absence for **Tara Winkelspecht**, Guidance Counselor at Burlington Township Middle School @ *Springside*, effective February 11, 2013 through June 30, 2013, under the FMLA and NJFMLA Family Leave Acts. Mrs. Winkelspecht is also requesting use of her accumulated sick leave as per the negotiated agreement.

R.C.V. 8. Recommend approval of **Sarah Harris** to serve as an Instructional Assistant at Fountain Woods School, pending meeting employment requirements, effective January 1, 2013 through June 30, 2013, step "A", salary as negotiated, prorated.

R.C.V. 9. Recommend approval to extend the interim replacement position for **Lynda Fisher** through June 30, 2013.

R.C.V. 10. Recommend approval to extend the interim Guidance replacement position for **Colleen Fee** through June 30, 2013, replacing Tara Winkelspecht at the Burlington Township Middle School *at Springside*. Ms. Fee will also be serving as the Interim BTMS Anti-Bullying Specialist.

11. Recommend approval of the following individuals for the Spring, 2013 coaching positions, as listed:

Head Softball Coach	-	Nicolette Cannizzaro
Asst. Softball Coach	-	Heidi Roman
Asst. Softball Coach	-	Mark Izzo
Head Baseball Coach	-	Jason Stec
Asst. Baseball Coach	-	Andrew Ellis
Asst. Baseball Coach	-	Jason Pierson

Volunteer Asst. Baseball Coach	-	Taylor Lovejoy
Head Boys Track Coach	-	Richard Craft
Asst. Boys Track Coach	-	Brian David
Asst. Boys Track Coach	-	Keith Lex
Head Girls Track Coach	-	Jennifer Williams
Asst. Girls Track Coach	-	Kim Lamanteer
Asst. Girls Track Coach	-	Allison Rubba
Head Golf Coach	-	Scott Shirk
Head Boys Tennis Coach	-	Douglas Wood
Volunteer Asst. Boys & Girls Track Coaches	-	Vince Phillips
	-	Marie Phillips
	-	Sorina Haddock

12. Recommend approval of the following individuals for the Spring Musical, as listed:

Director of the Musical	-	Joseph Farina
Associate Director of the Musical (Choral/Conductor)	-	Steven Bishop
Associate Director of the Musical (Sound & Lighting)	-	Christine Griffith
Musical Asst. (Set Painting/Design)	-	Pam Goodman
Musical Asst. (Business)	-	Laura Montgomery
Musical Asst. (Set Construction)	-	Dawn Martin
Musical Asst. (Stage Crew)	-	Valerie Smith-Pope

13. Recommend approval of **Torre Flemming**, substitute teacher/RN, to volunteer in the nurses office of Fountain Woods School.

14. Recommend approval of additional hours for **Mary Ann Buonanno and Janet Johnson** to prepare a special education parent survey as required by the New Jersey Department of Education, at their per diem rate, not to exceed \$900.
- * 15. Recommend the transfer of donated sick days to employee #7172 per agreement between the Superintendent and the BTEA.
16. Recommend approval of deduct days for the following staff members, as listed:
- a. **Jennifer Cohen**, RN, 1 day, December 6, 2012; and,
 - b. **Arlene Hutton**, 2 days, Aide, January 22 & 23, 2013.
 - c. **Taylor Lovejoy**, teacher of Special Education, October 19, 2012.
- * 17. Recommend approval of up to eight part-time Academic Achievement positions with Title I funds pending Department of Education approval.

B. STUDENTS

1. Recommend approval of bedside instruction for the following students, as listed: one 11-yr. old 6th gr. boy, effective 11/30/12 - pending evaluation, emotional; one 12-yr. old 6th gr. boy, effective 11/14/12 – indefinite, physical; one 13-yr. old 8th gr. boy, effective 12/11/12 – 1/31/13 pending evaluation, emotional; one 14-yr. old 8th gr. boy, effective 9/29/12 – 12/12/12, emotional; one 17-yr. old 11th gr. girl, effective 11/28/12 to 12/12/12, physical; one 17-yr. old 12th gr. girl, effective 11/14/12 – 12/10/12, physical; one 17-yr. old 12th gr. girl, effective 12/1/12 – 1/1/13, physical; and, one 19-yr. old 12th gr. boy, effective 11/29/12 – pending placement, emotional.

- * 2. Recommend approval of the following special education placements, as listed: one 14-yr. old 8th gr. boy (AI) to Burlington County Special Services School District Jr./Sr. Campus, effective 12/17/12; and, one 18-yr. old 12th gr. boy (MD) to Hampton Academy, effective 12/6/12.
3. Recommend approval for the Burlington Township Jazz Singers to compete in the prestigious Berklee College National Jazz Contest and attend the Festival in Boston, Massachusetts, March 1, 2013 – March 3, 2013. Mr. Bishop will be sponsoring this trip and is not requesting any financial support from the Burlington Township School District. The chaperones and students attending will pay for their own expenses.
4. Recommend approval for the Burlington Township Varsity and Junior Varsity Cheerleaders to compete in the Universal Cheerleading Association (UCA) Regional Championships in Orlando, Florida, February 6, 2013 – February 12, 2013. 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.
5. Recommend approval of an overnight field trip for the ENCORE (GT) grade 5 class to Camp Ockanickon, Medford, April 15 and 16, 2013. The Board of Education is requested to pay for transportation.

C. MISCELLANEOUS

1. Recommend approval of the following Board Policies, as listed:
- a. Revised First Reading
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| #2417 | Pupil Intervention and Referral Services
(replacing #N61464.1) |
| #2431 | Athletic Competition |
| #5250 | Excusal from Class or Program |

#5430 Valedictorian and Salutatorian
 #6470 Payment of Claims
 #9180 School Volunteers

b. First Reading

#2510 Adoption of Textbooks
 #6160 Grants from Private Sources
 #6360 Political Contributions replacing #N3320.2
 #6362 Contributions to Board Members and
 Contract Awards
 #6421 Purchases Budgeted
 #6423 Expenditures for Non-Employee Activities,
 Meals and Refreshments replacing #N4132
 #6440 Cooperative Purchasing
 #6471 School District Travel replacing
 #N4132
 #6510 Payroll Authorization
 #6520 Payroll Deductions
 #6521 Tax Deferred Annuity Programs replacing
 #N4146
 #6620 Petty Cash
 #6640 Cafeteria Fund
 #6650 Scholarship Fund
 #6700 Investments
 #6810 Financial Objectives
 #6820 Financial Reports
 #6830 Audit and Comprehensive Annual Financial
 Report
 #6831 Withholding or Recovering State Aid
 #6832 Conditions of Receiving State Aid replacing
 #N3220
 #7300 Disposition of Property replacing #N3260
 #7410 Maintenance and Repair
 #7422 School Integrated Pest Management Plan
 replacing #N3543
 #7430 School Safety replacing #N3327

#9323	Disclosure of Information and Maintenance of Records Pertaining to Juveniles Charged as Delinquent
#9324	Sex Offender Registration and Notification
#9400	News Media Relations
#9550	Educational Research Projects
#9713	Recruitment by Special Interest Groups
R7410.01	Facilities Maintenance, Repair Scheduling and Accounting
R7422	School Integrated Pest Management Plan
R7430	School Safety
R6160	Grants from Private Sources
R6421	Purchases Budgeted
R6471	School District Travel Procedures
R6620	Petty Cash
R6810	Financial Objectives

c. Eliminate the following Policies:

N1322	Contests
N6141.1	
N6150	Pupils

d. Renumber the following approved Policies:

N6146.1	Class Rank to #5430 High School Valedictorian and Salutatorian
N6147.1 to #2624.1	- Changing of Pupil Grades
N6147.2 to #2624.2	- Guidelines for Private Tutoring for Students who have Failed a Course

e. Replace the following approved Policy:

N6164.1 to #2417	Pupil Intervention and Referral
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2. Accept \$200 (\$100 each to B. Bernice Young School and Fountain Woods School) from the Rotary Club of Burlington to be used only for those students who and in no way afford an activity or program where fees are required. The principals shall determine the use of the funds.
3. Recommend approval of the 2012-2013 Language Arts Approved Book and Video List for Grades 6-12.
- * 4. Recommend approval of the 2013-14 School District Calendar as attached.
5. 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.
6. 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 December 2012 Bill List and the November 2012 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, 2012, 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. Accept Radon Report showing the results of the testing at the Burlington Township High School conducted in October 2012.
6. Accept the Official Election Results of November 6, 2012 for School Board Members, 3-year term, as certified by the County:
 - a. **Israel Rivera** 5,682
 - b. **Judith Hirt** 4,963
 - c. **Donna Crenshaw** 121
7. Approve the extension of the contract with Pitt Bull Secure Technologies as per the original bid. This is the first of two possible one-year extensions. This period runs from April 1, 2013 to March 31, 2014. The amount of the increase is based on the Index Rate as specified in the bid. Amount _____.
- * 8. Recommend approval of the 2013-14 School District Budget Development timeline as attached.

Respectfully Submitted,

Dr. Christopher M. Manno
Superintendent of Schools

* **New Items**

