

BURLINGTON TOWNSHIP SCHOOLS
Burlington, New Jersey
Office of the Superintendent

Board Report – February 27, 2013

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.

Trenna Stout Effective 3/1/13, due to PT Academic Achievement - BTMS newly created position.

2. Recommend approval of the following substitutes for the 2012/2013 school year, pending meeting employment requirements, as listed:

To work after hours in the Business Office for completion of Projection Guardian:

Heather Garfield, Sub with credits

Jason Ciarlante, Sub without credits

Paul Cannizzaro, Sub without credits

3. Adjust the retirement/resignation date for **Alex Marian** to March 1, 2013.

- * 4. Recommend approval to extend the child-rearing leave for **Joyce Poitivient** through June 30, 2013.

- *R.C.V.** 5. Adjust the effective date for **Deborah Hackman** as teacher of Chemistry at Burlington Township High School to March 1, 2013.
- R.C.V.** 6. Recommend approval of **Trenna Stout** to serve as a part-time Academic Achievement teacher, Title I funded, at Burlington Township Middle School @ *Springside*, pending meeting employment requirements, effective March 1, 2013 through June 30, 2013, at the BA level, step “H”, salary as negotiated, prorated.
- R.C.V.** 7. Recommend approval of **Elaina Eiser** to serve as a part-time Academic Achievement teacher, Title I funded, at Fountain Woods School, pending meeting employment requirements, effective February 11, 2013 through June 30, 2013, at the MA level, step “A”, salary as negotiated, prorated.
- R.C.V.** 8. Recommend the transfer of **Jill Rocco** from part-time Academic Achievement teacher to Title I funded part-time Academic Achievement teacher at Fountain Woods School, effective November 29, 2012. (Correction to original minutes.)
- R.C.V.** 9. Recommend _____ as Substitute Bus Driver with benefits. This unbudgeted position is to support a Special Ed. Transport for which contracted services cannot be arranged.
- R.C.V.** 10. Recommend the approval of paid administrative leave for employee #6153, effective Friday, February 8, 2013, with return date to be determined.
- R.C.V.** 11. Recommend approval of the following positions contingent on the final budget adoption, as listed:
- a. Paint Team Supervisor - **Christian Sabatino**
 - b. Paint Team Supervisor Substitutes – **Keith Lex**
Shawn Fitzpatrick

R.C.V. 12. Recommend approval of the following individuals to be paid as Title I Tutors at the rate of \$35/hour, February 11 – June 13, 2013, as listed:

- a. **Linda Adornetto**
- b. **Margo Asay**
- c. **Kandis Astemborski**
- d. **Lisa Barenbaum**
- e. **Kelsey Bozarth**
- f. **Kathy Burris**
- g. **Sherri Calderone**
- h. **Angela Davies**
- i. **Dianna DeFiore**
- j. **Tina Dietrich**
- k. **Kathleen Goslin**
- l. **Barbara Groff**
- m. **Charlene Harris-Jenkins**
- n. **Elaine Joy**
- o. **Kathleen Key**
- p. **Kim Lewis**
- q. **Dana McGovern**
- r. **Myra Manus**
- s. **Stephanie Masiuk**
- t. **Asia Michael**
- u. **Kimberly Monaco**
- v. **Janet Murtha-Blazy**
- w. **Kiel O'Donnell**
- x. **Monica Potosky**
- y. **Tracy Romani**
- z. **Pamela Rothwell**
- aa. **Jennifer Sides**
- bb. **Kathleen Smith**
- cc. **Leigh Yago**
- dd. **Madeline Zacharkow**

- R.C.V.** 13. Recommend the approval of the following individuals to be paid as Title III Family Learning Series/Parent University Providers, at the rate of \$35/hour, February 27 – June 13, 2013, as listed:
- a. **Kandis Astemborski**
 - b. **Donna Baldwin**
 - c. **Lisa Barenbaum**
 - d. **Kelley Borreggine**
 - e. **Jacqueline Brownell**
 - f. **Jason Ciarlante**
 - g. **Kathleen Csik**
 - h. **Angela Davies**
 - i. **Bill Diamond**
 - j. **Elaina Eiser**
 - k. **Donna Gablein**
 - l. **Siobhan Holland**
 - m. **Jordon Horswood**
 - n. **Beth Iannuzzi**
 - o. **Meghan Kane**
 - p. **Michelle Klinger**
 - q. **Jennifer Leshner**
 - r. **Joann Maybury**
 - s. **Rebecca Merz**
 - t. **Laurie Minieri**
 - u. **Ilisa Mosley**
 - v. **Lisa Palmer**
 - w. **Jill Rocco**
 - x. **Pamela Rothwell**
 - y. **Jennifer Soto**
 - z.. **Laura Stegmuller**
 - aa. **Amy Sullivan**
 - bb. **Kirt Thomason**
 - cc. **Rachel Ulrikson**
 - dd. **Barbara Vieira**

- * 14. Recommend approval of the following co-curricular positions, effective second semester, as listed:

Interact Advisor and
Volunteer Environmental Advisor – **Jaime Cream** (replacing Meredith Hudson who has resigned.)
- * 15. Recommend approval of the following chaperones for the Senior Class Trip, as listed:

Kristy Grottini
Candice Lewis
(Replacing Gemma Winkler and Melissa George)
- * 16. Recommend approval of the following parent/volunteer chaperones for the Jazz Singers’ trip to Boston for the National Jazz Festival at Berklee, March 1 – 3, 2013, as listed:
 - a. **Laura Geltch**
 - b. **Melissa Manno**
 - c. **Christopher Manno, Ed. D.**
- 17. Recommend approval of deduct days for the following staff members, as listed:
 - a. **Richard Craft**, teacher of Science, 1 day, February 8, 2013; and,
- * b. **Michelle Krassan**, Middle School teacher, 1 day, March 25, 2013.
- * 18. Recommend approval of the following student teacher placements, as listed:
 - a. **Ellen Monroe**, a student at Burlington County College, to observe Leigha Quinn’s class (one class period) at Fountain Woods School; and,

- b. **Tracy Smith Weber**, a student at Rowan University, to complete 20 hours of field experience at Burlington Township High School, with Ilisa Mosley as Cooperating Teacher.

B. STUDENTS

1. Recommend approval of bedside instruction for the following students, as listed: one 13-yr. old 7th gr. boy, effective 1/22/13 –indefinite, physical; and, one 16-yr. old 10th gr. girl, effective 2/8/13 – 3/8/13, emotional.
2. Recommend approval of the following special education placements, as listed: one 14-yr. old 8th gr. boy (MD), to Burlington County Special Services School District, Edgewater Park Campus, effective 2/7/13; and, one 17-yr. old 11th gr. boy (ED) to Burlington County Special Services School District, Jr/Sr Campus, effective 2/13/13.

C. MISCELLANEOUS

1. Recommend approval of the following Board Policies, as listed:
 - a. Revised First Reading
 - #2431 Athletic Competition
 - #5516 Cell Phone and Other Electronic Device Use by Pupils
 - b. First Reading
 - #2510.1 Use of Movies and/or Videos for Classroom Instruction
 - #6630 Athletic Fund
 - #6660 Student Activity Fund
 - #6740 Reserve Accounts
 - #7421 Indoor Air Quality Standards
 - #7432 Eye Protection

#7433 Hazardous Substances
R6740 Reserve Accounts
R7421 Indoor Air Quality Standards
R7432 Eye Protection Practices

2. Recommend approval for calendar adjustments as follows:
 - a. For the 2012-13 School District Calendar, change Tuesday, June 4th to a half-day for students; and,
 - b. For the 2013-14 School District Calendar, change:
 - i. Close schools for students and staff on November 5, 2013 AND June 3, 2014;
 - ii. Change last half day of school for students (full day for staff) to Monday, June 23, 2014;
 - iii. Change last half day for staff to Tuesday, June 24, 2014.
3. Approval of bi-annual Harassment, Intimidation and Bullying (HIB) Report to the Board of Education, per the Anti-Bullying Bill of Rights Act, P.L. 2010, c. 122, including the status of all HIB Investigations, training conducted to reduce HIB, and programs implemented to reduce HIB for the period September 1, 2012 to December 31, 2012.
4. Approve the revisions to the No Child Left Behind Grant within Title Allocations. The Grant has been returned by NJDOE for these changes.
5. Recommend the following Tier III fundraising activities per policy #S5830.
 - a. Nothing But Nets (a campaign of the United National Foundation) Basketball Tournament supporting the purchase of treated nets for African Families to prevent Malaria, sponsored by MS teacher, Megan Tropp.
 - b. Mathethon supporting the St. Jude's Children's Hospital, sponsored by MS teacher, Andrea Keck.

6. 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.
7. 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 February 2013 Bill List and the January 2012 Supplemental Bill List.
2. Accept the January Treasurer's and Secretary's Reports with Board Secretary Certification.
3. Accept the Cafeteria Report for January which includes the bill list.
4. Pursuant to NJAC 6:20-2.13 (e) we certify that as of January 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 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.
5. Approval of January transfers.
6. Recommend approval to extend INVO Health Care Contract to 6/30/13.
7. Memorialize action from February 12, 2012 Budget Meeting on the establishment of the Pre-K tuition for 2013-14, in the amount of \$1,250, \$500 for reduced and 0 for free lunch.

8. Approve the extension of one year with Aramark. This is the final year allowable under the bid, from February 1, 2013 to January 31, 2014, at the escalated amount of 2.5%. This rate is set by DCA.
- * 9. Approve the revised Job Description for the Confidential Office/Project Manager – Business Office, A9a.
- * 10. Accept the Demographic Study as presented to the Board of Education on February 25.
- * 11. As per Board Policy #7230, accept the following donation designated for use in Ms. Green’s classroom, in the amount of \$664.48 from a private donation handled through www.conorschoose.org. This donation does appear to be compatible with the district’s current network and should not cause the district any additional expense beyond incidental expenses, like electricity. This donation is to be accepted on behalf of the Burlington Township Middle School @ *Springside*.
- * 12. Approve the following transportation office staff to be allowed to be paid at the Sub-driver rate for trips that occur on the weekends, holidays, breaks and between the hours of 6 pm to 6 am. This compensation will not apply on work days during the hours of 6 am to 6 pm: **Michele Dudley** and **Maurice Mariano**.
- * 13. Approve an agreement with **Occupational Therapy Associates of Princeton, LLC**, to provide occupational therapy services for a Burlington Township student attending the Eden Institute in Princeton, NJ, at a rate of \$100 per 30 minute session, two times per week. The agreement will begin on February 25, 2013 until June 20, 2013.

- * 14. Approve an agreement with **Outpatient Rehabilitation Network**, to provide Physical Therapy Services for a student attending the Eden Institute in Princeton, NJ, at a rate of \$89 per 30 minute visit per week. The agreement will be in effect from February 1, 2013 through June 30, 2013.
- * 15. Approve an additional agreement for professional services with **Summit Speech School** to provide Itinerant Teacher Services from February 22, 2013 to June 20, 2013. The agreement is for 10 hours per week for one student, at a rate of \$145.00 per hour.
- * 16. Approve a professional agreement with Taylor, Whalen and Hybbeneth, to provide Labor Relations Consultation, at a rate of \$160 per hour to a maximum of \$10,000.
- * 17. Approve Construction Management Services to _____ for the Toilet Room Renovations at Hopkins, in the amount of \$ _____.
- * 18. Approve General Construction Management Services to _____ with the hourly amount of _____ not to exceed \$ _____ for the calendar year 2013.

Respectfully Submitted,

Dr. Christopher M. Manno
Superintendent of Schools

* New Items