

Burlington Township Schools  
Burlington, New Jersey  
Office of the Superintendent

**Board Report – February 29, 2012**

**A. PERSONNEL**

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

**Teachers: Kelly Ann Staeck**

2. Accept, with regret, the retirement/resignation of **Carmella McConnell**, Special Education Aide at the Burlington Township Middle School @ *Springside*, effective July 1, 2012. Mrs. McConnell is also requesting payment for all accumulated sick and personal days, as per the negotiated agreement. Mrs. McConnell will have served the district for 34 years.
3. Accept, with regret, the retirement/resignation of **Edward McGuigan**, District Supervisor, effective July 1, 2012. Mr. McGuigan is also requesting payment for all accumulated sick, personal and vacation days, as per the negotiated agreement. Mr. McGuigan will have served the district for 23 years.
4. Accept, with regret, the resignation of **Donna McNeil**, Special Education Aide at B. Bernice Young School, effective February 13, 2012. Ms. McNeil is also requesting payment for all accumulated sick and personal days, as per the negotiated agreement. Ms. McNeil has served the district for 4½ years.
5. Recommend approval of a medical leave of absence under the Family Medical Leave Act for personal illness, for **Susan Liger**, Monitor at Burlington Township Middle School @ *Springside*, effective February 15, 2012 for approximately 4 – 6 weeks.

6. Recommend approval for employee #6351 for intermittent Family Leave under the Family Medical Leave Act and New Jersey Family Leave Act, and per Policy #3431.1, Family Leave.
7. Recommend approval of a maternity/child-rearing leave of absence for **Joyce Poitivient**, teacher of 5<sup>th</sup> grade at Fountain Woods School, effective September 1, 2012 through February 1, 2013. Mrs. Poitivient is also requesting use of her accumulated sick leave, as per the negotiated agreement.
8. Recommend approval of a maternity/child-rearing leave of absence for **Kristina Curcio**, interim replacement at Fountain Woods School, effective April 23, 2012 through May 28, 2012. Mrs. Curcio is also requesting use of her accumulated sick leave, as per the negotiated agreement.

**R.C.V.** 9. Recommend approval of **Paul Casner** to serve as an interim replacement as teacher of Social Studies/Special Education at Burlington Township High School, effective February 21, 2012 for an indefinite period, replacing employee #6491.

**R.C.V.** 10. Recommend approval of the temporary re-assignment of **Janet Blazy**, Instructional Assistant at Burlington Township Middle School @ *Springside*, to serve as an interim replacement as a computer teacher, effective February 1, 2012 through June 21, 2012, replacing Mrs. Smith.

11. Recommend approval of the following staff member to move on the salary guide, effective February 1, 2012, due to the completion of additional college credits, as listed:
  - a. **Alisha Dumont** from the BA level to the BA+15 level. (All the necessary documentation has been received from Chestnut Hill College.)
12. Recommend approval of deduct days for the following staff members, as listed:

- a. **David Dajnowicz**, 4 days, February 28-March 2, 2012;
  - b. **Mary Gagliardi**, 5 days, March 5-9, 2012; and,
  - c. **Jennifer Cohen**, 2 days, April 4-5, 2012.
13. Recommend approval of the following college student requests, as listed:
- a. **Jenna Viggiano**, a student at The College of New Jersey, to shadow Jackie Brownell, Literacy Coach, on February 27, 2012.
  - b. **Brittany Budden**, a student at Rider University, to complete an interview of an English or World Language learner who is in the process of acquiring literacy skills in his/her second language, or observing an ESL or FL class in which literacy is the focus of instruction; and,
  - c. **Shawn Ford-Manderson**, a student at Rutgers University, to observe Mrs. Sherrie Wexler, LDTC, at B. Bernice Young School.
  - \* d. **Siobhan Holland**, a student at Walden University, to complete Master's Program Field Work at Fountain Woods School.

## **B. STUDENTS**

1. Recommend approval of bedside instruction for the following students, as listed: one 11-yr. old 6<sup>th</sup> gr. boy, effective 1/20/12 – indefinite, physical; one 17-yr. old 11<sup>th</sup> gr. girl, effective 2/24/12 – pending placement, emotional; and, one 18-yr. old 11<sup>th</sup> gr. boy, effective 1/23/12 – 6/21/12, emotional.
2. Recommend approval of the following special education placements, as listed: one 8-yr. old 3<sup>rd</sup> gr. boy (MD) to Burlington County Special Services School District, effective 2/7/12; one 13-yr. old 7<sup>th</sup> gr. boy (ED) to YALE, effective

2/14/12; one 13-yr. old 7<sup>th</sup> gr. boy (MD) to Burlington County Special Services School District, effective 2/24/12; one 15-yr. old 8<sup>th</sup> gr. boy (MD) to Burlington County Special Services School District, effective 1/30/12; and, one 16-yr. old 10<sup>th</sup> gr. girl (MD) to Hampton Academy, effective 1/31/12.

3. Recommend approval for student #170110 and student #150367 to complete the school year per policy #5111.
4. Recommend approval of an overnight field trip for the Key Club to attend the Key Club District Convention in Long Branch, New Jersey, March 30 – April 1, 2012.

**C. MISCELLANEOUS**

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

a. First Reading

#5308	Pupil Health Records
#5320	Immunization
#5460	High School Graduation Requirements
#5465	Early Graduation
#5721	Publications, Flyers and Other Materials For Distribution. This policy replaces the following policies, as listed:

#N1140 – Distribution Of Material By Pupils And Staff On School Grounds;

#N1140.1 – Distribution Of Literature Or Flyers By The Schools;

#N1140.2 - District Sponsored Publications;

b. Revised First Reading

#1523	Comprehensive Equity Plan
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c. Second Reading & Final Adoption

#5615	Suspected Gang Activity
#5620	Expulsion
#5701	Academic Integrity
#5710	Non-Disciplinary Pupil Grievances

2. 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.
3. 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 February 2012 Bill List and the January 2012 Supplemental Bill List.
2. Accept the January Treasurer's and Secretary's Reports with Board Secretary Certification.
3. Pursuant to NJAC 6:20-2.13 (e) we certify that as of January 31, 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 January transfers.
5. Approve the January Cafeteria Report which includes the Bill List.

6. Job Description – Paint Team Supervisor
- \* 7. Job Description – Paint Team Member
8. Approve agreement between **Summit Speech School** and the Board of Education for Itinerant Teacher Services for three Special Education students from January 30, 2012 to June 22, 2012. Teacher of the deaf will provide 3 sessions (hour per session) per week, per student, at a rate of \$145 per hour, not to exceed \$28,000. Additional hours for specialized testing and in-service will be billed as necessary.
9. Approval to cover cost of chaperones and buses up to a maximum of \$10,000. for Project Graduation.
10. Return the amount of \$1430.23 to the Burlington Township Foundation, specifically the HSFA. This money was given to the district when the wrestling group under the Foundation ceased operation. The Board accepted the money as designated for wrestling. The Foundation has requested that this be returned to the HSFA and the district has notified the auditor. None of the funds were spent by the district.
11. Approve revised contract for **Ann Britt** based on changes required by the Executive County Superintendent.
12. Approve Delaware Valley College to use one classroom at the Burlington Township Middle School @ *Springside*, for a graduate course program, effective approximately March 15, 2012, per Board Policy N1330.
- \* 13. Adoption of the 2012-2013 Budget.

Respectfully Submitted,

Dr. Christopher M. Manno  
*Superintendent of Schools*

\* **New Items**

