

BURLINGTON TOWNSHIP SCHOOLS
Burlington, New Jersey
Office of the Superintendent

Board Report – January 30, 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.

Allison Donnelly Interim Guidance – BBYS	Effective 2/6/13, due to a maternity leave of absence.
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Tara Janick Part-time Art – BTHS	Effective 2/7/13, due to a transfer.
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2. Recommend approval of the following substitutes for the 2012/2013 school year, pending meeting employment requirements, as listed:

* **Teachers: Kevan Brown; Samuel Chisholm; Cristina Collazo; Joshua Johnson; and, Faith Mrazik.**

Secretary: Cynthia Ballard

School Bus Aide: William Johnson

3. Accept, with regret, the resignation of **Meredith Hudson**, teacher of Art at Burlington Township High School, effective February 19, 2013, or sooner if a suitable replacement is found. Ms. Hudson has served the district for five years.
4. Accept, with regret, the retirement/resignation of **Alex Marian**, teacher of Chemistry at Burlington Township High School, effective April 1, 2013. Mr. Marian has served the district for 23 years.
- * 5. Accept, with regret, the resignation of **Cynthia Stroik**, Learning Disabilities/Teacher Consultant, effective April 1, 2013. Ms. Stroik is also requesting payment for all accumulated sick days, per the negotiated Agreement. Ms. Stroik has served the district for 11 years, 7 months.
6. Recommend approval to extend the child-rearing leave of absence for **Erin Shaw**, Occupational Therapist, through April 30, 2013.
- R.C.V.** 7. Recommend approval of the transfer of **Patricia Barker** from part-time to full time teacher of Art at Burlington Township High School, effective February 14, 2013, at the BA level, step "B", salary as negotiated, prorated.
- * **R.C.V.** 8. Recommend approval of **Allison Donnelly** to serve as an Interim Guidance Counselor at B. Bernice Young School, pending meeting employment requirements, effective February 6, 2013 through June 30, 2013. (Ms. Donnelly is replacing Dana Middleton.)
- * **R.C.V.** 9. Recommend approval of **Tara Janick** to serve as a part-time Art teacher at Burlington Township High School, pending meeting employment requirements, effective February 7, 2013 through June 30, 2013, at the BA level, step "A", salary as negotiated, prorated.
- R.C.V.** 10. Appoint **Debbie Grenz** Payroll Manager, effective July 1, 2013.

11. Recommend the transfer of sick days to employee #4208 per agreement between the Superintendent of Schools and the BTEA.
12. Recommend approval of the following staff members to move on the salary guide, effective January 1, 2013, due to completion of additional college credits, as listed:
 - a. **Sorina Haddock**, teacher of Psychology, from the BA level to the BA+15 level. (All the necessary documentation has been received from Grand Canyon University and The College of New Jersey.)
 - b. **Joseph Bliss**, teacher of Art, from the BA level to the BA+15 level. (All the necessary documentation has been received from The University of the Arts.)
13. Recommend approval of deduct days for the following staff members, as listed:
 - a. **David Dajnowicz**, teacher of Special Ed, 1 day, January 23, 2013;
 - b. **Michelle Stidfole**, Aide, 4 days, February 6-11, 2013.

B. STUDENTS

1. Recommend approval of bedside instruction for the following students, as listed: one 11-yr. old 6th gr. girl, effective 11/29/12 – 1/30/13, physical; one 11-yr. old 6th gr. boy, effective 1/4/13 – 1/17/13, emotional; one 14-yr. old 9th gr. girl, effective 1/2/13 – 2/1/13, physical; and, one 17-yr. old 11th gr. girl, effective 1/21/13 – approximately 6-8 weeks, physical.
2. Recommend approval of the following special education placement, as listed: one 17-yr. old 11th gr. girl (MD), to Burlington County Special Services School District Jr./Sr. Campus, effective 1/14/13.

C. MISCELLANEOUS

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

a. Revised Second Reading

#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
R6470	Payment of Claims

b. Second 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

2. Recommend approval to adjust the 2012-13 School Calendar, as follows:

Move the February 4th half-day all students, staff instructional prep, to February 7th.

3. 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.

4. 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 2013 Bill List and the December 2012 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, 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.
5. Approval of December transfers.
6. Accept the Updated Critical Response Manual.
7. Approve the following professionals for the period February 1, 2013 to January 31, 2014, as listed:

Solicitor – General – appoint David M. Serlin at a rate of \$160.00/hour, the only respondent to the RFP.

Solicitor – Special Education – appoint Parker McCay at a rate of \$160.00/hour.

Solicitor – Bond and Financing Counsel – Appoint McManimom and Scotland at a rate of \$195.00/hour.

Health Insurance – appoint The Lance Group, at no direct cost to the district.

Auditor – appoint Inverso and Stewart at a rate of \$32,400.

School Physician – appoint Dr. TK Cumarasay at a yearly amount of \$31,361.26.

General Insurance – appoint TC Irons at no direct cost to the district.

8. Approve the cost of buses and chaperones for Project Graduation not to exceed \$10,000.

Respectfully Submitted,

Dr. Christopher M. Manno
Superintendent of Schools

*** New Items**