

Burlington Township Schools
Burlington, New Jersey
Office of the Superintendent

Board Report – October 19, 2011

A. PERSONNEL

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

Teachers: Stephen Gifford; Jacqueline Edmonds; and Christopher Reday.

Secretary: Gina Montemore and Christine Andrews.

2. Recommend approval of an unpaid medical leave of absence for **Jennifer Shaw**, teacher of first grade at B. Bernice Young School, under the New Jersey Family Medical Leave Act, effective October 6, 2011 through October 26, 2011.
- * 3. Recommend approval of an unpaid medical leave of absence for **Gwendolyn Goolsby-Tillery**, Learning Disabilities Teacher/Consultant, under the Family Leave Act, effective October 17, 2011 through November 23, 2011.
4. Recommend approval to extend the child-rearing leave of absence for **Shannon Montesano**, teacher of 2nd grade at B. Bernice Young School, through March 16, 2012.
- * 5. Recommend approval to extend the child-rearing leave of absence for **Denise Bialous**, teacher of 1st grade at B. Bernice Young School, through March 16, 2012.
- * 6. Recommend approval to extend the child-rearing leave of absence for **Jennifer Major**, teacher of Special Education at B. Bernice Young School, through March 16, 2012.

- R.C.V.** 7. Recommend approval of **Kristie O'Donnell** from part-time Pre-School Disabled teacher to Pre-School Disabled teacher AM/Pull-Out Resource teacher PM, effective October 11, 2011, step "D", salary as negotiated, prorated.
- R.C.V.** 8. Recommend approval of the following transfers, as listed:
- a. **Donna Tootell** from 12-month Secretary at Fountain Woods School to Administrative Secretary at Fountain Woods School, effective October 3, 2011;
 - b. **Jennifer Chapman** from Instructional Assistant at Fountain Woods School to 12-month Secretary at Fountain Woods School, effective October 3, 2011; and,
 - c. Recommend approval of the transfer of **Meredith Gallagher** from Fountain Woods School ESL to Fountain Woods School ESL/Special Education, effective October 10, 2011.
 - d. **Margaret Heaney** from part-time Academic Achievement teacher to full time special education teacher at Fountain Woods School, effective October 20, 2011.
- R.C.V.** 9. Recommend approval to extend the interim replacement position for **Lance Cygan** through March 16, 2012, replacing Shannon Montesano.
- *R.C.V.** 10. Recommend approval to extend the interim replacement position for **Lisa Palmer** through March 16, 2012, replacing Denise Bialous.
- *R.C.V.** 11. Recommend approval to extend the interim replacement position for **Kristina Kavanaugh** through March 16, 2012, replacing Jennifer Major.

- R.C.V.** 12. Recommend approval of **Christina Serechia**, to serve as an interim replacement for a teacher of Special Education at Burlington Township Middle School *at Springside*, effective October 24, 2011 through April 13, 2012, replacing Paige Boston. (Ms. Serechia is currently serving as an interim for a teacher of Language Arts, Whitney Ryder.)
- R.C.V.** 13. Recommend the temporary reassignment of **Janet Blazy**, Instructional Assistant at Burlington Township Middle School *at Springside*, to interim replacement for a teacher of Language Arts, effective October 24, 2011 through November 17, 2011, replacing Whitney Ryder.
- R.C.V.** 14. Recommend approval to grant Academic Tenure to **Kelly Wagner**, teacher of Special Education at Fountain Woods School, effective September 1, 2011.
- R.C.V.** 15. Recommend approval of the following staff member to be approved to teach an additional section for the 2011/12 school year, as listed:
- Yvonne Francis** to teach an extra block each semester.
- R.C.V.** 16. Recommend approval of the following co-curricular position, for the 2011/12 school year, as listed:
- MS Sound and Lights - **Kathleen Corvino**
- R.C.V.** 17. Recommend approval of the following additional Exceptional Aide for the 2011/12 school year, as listed:
- Judy Dino**, BBYS
18. Recommend approval of the following staff member to move on the salary guide, effective October 1, 2011, due to the completion of additional college credits, as listed:

Alfred Howell, teacher of Physical Education & Health at BTHS, from the BA level to the BA+15 level. (All the necessary documentation has been received from Cabrini College.)

19. Recommend approval of the following Burlington County College students' requests, as listed:
 - a. **Jeremy J. Ferguson**, a student enrolled in Introduction to the Teaching Professions, to observe a class at BTMS, for 4 hours, during the Fall;
 - b. **Heather Radcliffe**, a student enrolled in Child Psychology, to volunteer at BBYS, for 12 hours; and,
 - c. **Alfred John**, a student enrolled in Introduction to the Teaching Professions, to observe a Math class at BTMS and a Math class at BTHS, for 2 hours each, during the Fall.

20. Recommend approval for **Jennifer Ford**, a student in the American Sign Language/English Interpreting Program, to observe Sarah Rast's class at the BTMS, as part of her program requirements.

B. STUDENTS

1. Recommend approval of bedside instruction for the following students, as listed: one 9-yr. old 4th gr. boy, effective intermittently due to medical treatment; one 11-yr. old 6th gr. girl, effective 10/11/11 – pending placement, emotional; and, one 13-yr. old 8th gr. boy, effective 9/21/11 – 9/28/11, emotional.

2. Recommend approval of the following special education placements, as listed: one 10-yr. old 4th gr. boy (ED) to Burlington County Special Services, effective 10/11/11; one 15-yr. old 10th gr. boy (ED) to Burlington County Special Services, effective 9/23/11; one 15-yr. old 10th gr. boy (CI) to

Burlington County Special Services, effective 9/23/11; and, one 17 yr. old 12th gr. boy (ED) to Burlington County Special Services, effective 9/27/11.

3. Recommend approval of **Victoria Edwards**, a student at Pinelands Regional High School, to complete a 20-hour internship at BBYS to observe Erin Shaw, Occupational Therapist. (This internship is a requirement for graduation.)
4. Recommend the long-term suspension of student #115821 with home instruction as required. Future placement pending further evaluation.

C. MISCELLANEOUS

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

a. First Reading

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| #5520 | Disorder and Demonstration |
| #5533 | Pupil Smoking |
| R5533 | Pupil Smoking |
| #5550 | Disaffected Pupils |
| R5550 | Disaffected Pupils |
| #5560 | Disruptive Pupils |
| R5560 | Disruptive Pupils |
| #5561 | Use of Physical Restraint |
| #5570 | Sportsmanship |
| #5610 | Suspension Procedures |
| R5610 | Suspension Procedures |

b. Second Reading & Final Adoption

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| #5111 | Eligibility of Resident/Nonresident Pupils |
| R5111 | Eligibility of Resident/Nonresident Pupils |
| #5466 | Graduation and Yearbook Fees |

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| #5511 | Student Dress Code |
| #5516 | Cell Phone and Other Electronic Device Use By Pupils |

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 October 2011 Bill List and the September 2011 Supplemental Bill List.
2. Accept the October Treasurer's and Secretary's Reports with Board Secretary Certification.
3. Pursuant to NJAC 6:20-2.13 (e) we certify that as of September 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 October transfers.
5.
 - a. Approval of a Resolution to participate in the Cooperative Pricing System Agreement and the Alliance for Competitive Telecommunications (ACT) with The Middlesex Regional Educational Services Commission.
 - b. Approve participation in Middlesex Regional

Educational Services Consortium for Purchasing.

6. Approval of the IDEA Grant Application in the following amounts, as listed:
 - Basic \$831,769.
 - Pre-School \$ 29,275.
7. Approval to adjust the amount of the previously approved extended contract with Princeton Food Service Management down to \$24,265, as required by State.
8. Approve a resolution by the Board of Education for YALE School Southeast II (private school) that YALE is not required to charge district students for “paid or reduced meals” furnished directly or indirectly by YALE to them, effective for school year September 1, 2011 and ending June 30, 2012.
9. With Board approval, the board and staff members may be reimbursed for out-of-pocket expenses incurred on board business. This resolution complies with Burlington Township Board of Education Policy #4132 and N.J.S.A. 18A:12-24 and 24.1 of the School Ethics Act. Some travel does not comply with the requirements in state regulation governing this policy and is deemed necessary or unavoidable.

Recommend approval of travel as required for various meetings, trainings and seminars for the following administrators:

a. Mary Ann Bell

Attend all monthly County Business Official Meetings at sites determined by organization;
 Attend all required trainings as directed by the State DOE and County Department at sites determined by DOE;
 Travel among the district schools;

Travel to the Township Municipal Building and other facilities owned by the Township;
 Attend various seminars presented by the NJASBO at sites determined by the organization.
 Attend NJSAA and NJASBO Conventions.

b. Ann Britt

Attend all monthly County CSA Meetings at sites determined by organization;
 Attend all required trainings as directed by the State DOE and County Department at sites determined by DOE;
 Attend seminars and workshops related to the duties of the Superintendent;
 Travel among the district schools;
 Travel to the Township Municipal Building and other facilities owned by the Township;
 Attend Burlington Rotary functions at dates and sites as determined by organization.

c. Christopher Manno, Ed. D.

Attend all monthly County CSA Meetings at sites determined by organization;
 Attend all required trainings as directed by the State DOE and County Department at sites determined by DOE;
 Attend seminars and workshops related to the duties of the Superintendent;
 Attend NJSBA, AASA and Techspo Conventions;
 Travel among the district schools;
 Travel to the Township Municipal Building and other facilities owned by the Township;
 Attend Burlington Rotary functions at dates and sites as determined by organization.

d. Phil Brownridge; Neal Canavan; Erin Dewey; Regina

Haley; Chris Ilconich; Joanne Johnson; John Johnson; Denise King; Ed. D.; Ed McGuigan; Jim Mills; Liz Parnagian; Larry Penny; Marie Phillips; Liz Scott; Laura Sivon; Walt Spiehs; Pete Teifer; Naomi Threadgill.

Attend all monthly county/state technology meetings;
 Attend all required trainings as directed by the State DOE, County Superintendent and Dr. Manno;
 Attend various seminars presented by PowerSchool or its affiliates;
 Travel among the district schools;
 Attend all required trainings as directed by the State for NJ Smart;
 Travel to the Township Municipal building and other facilities owned by the Township;
 Attend various seminars/workshops related to school security;
 Attend various seminars/workshops related to wireless networking;
 Attend various seminars/workshops related to technology integration;
 Attend various seminars/workshops related to PC/Apple technologies;
 Attend various seminars/workshops related to storage capabilities.

e. Michele Dudley

Attend all monthly county student Transportation/yearly student transportation meetings and seminars pertaining to transportation;
 Attend all required training as directed by DOE and County Department of Transportation;
 Travel to schools in and out of District;
 Travel to Municipal Building;
 Attend various seminars as presented by Dept. of School Transportation.

f. Liz Scott

NJSPRA meetings
NJPSA workshop offerings
Atlantic City School Boards

Respectfully submitted,

Dr. Christopher M. Manno
Superintendent of Schools

* **New Items**