

May Board Brief



Committed to Excellence

Board Brief

The following information is intended to inform staff and community members of recent action taken by the Board. The information included in this brief is not intended to be complete and does not replace official Board minutes.

Highlights from the Kingsway Regional School District Board of Education work session held on May 19th and the regular meeting held on May 26th.

ENROLLMENT as of April 30, 2016

High School	1,691
Middle School	883
TOTAL	2,574

SUPERINTENDENT'S REPORT

Dr. Lavender updated the Board on a variety of topics related to the District, which included the following discussion item(s)...

- George Raveling Visit
- Personnel
- Summer Schedules
- Graduation

ATTENDANCE SUMMARY

2015-2016 Monthly Average % of Students in Attendance for April:

2015-2016 Monthly Average % of Students in Attendance			
Grade Level	April %	2015-2016 YTD Avg %	Past 6 Year Avg %
7	94.1	95.7	94.3
8	94.5	95.2	93.6
Total MS Average	94.3	95.5	93.9
9	95.8	95.0	93.3
10	95.6	94.5	92.0
11	94.1	93.6	92.4
12	91.5	92.3	91.1
Total HS Average	94.2	93.7	92.7
District Average	94.3	92.6	93.6

PERSONNEL

Annual Renewal

The Board of Education approved the annual renewals of employees. Correspondence will be sent on an individual basis.

District Employment

- Resignation:
 - Stephanie Gilbert (Cafeteria)
- Substitutes:
 - Jeannine Campbell (Per Diem As Needed)
 - Kathryn Ferri (Per Diem As Needed)
 - Robert Ferri (Per Diem As Needed)
 - Sarah Reynolds (Per Diem As Needed)
- Practicum / Student Teachers:
 - Christa Rosenheim (Mike Schiff – Guidance – 5/2016 – 8/2016)
- Leaves of Absence:
 - Danielle Lehman (Bus Driver)

- Laura LaPalomente (Administrative Assistant to Curriculum)
- Donna Pelura (Cafeteria General Worker)
- Melanie Jones (Cafeteria General Worker)
- CER Summer Camp Workers:
 - Tracy Fagan (Director)
 - Nicholas Fiocco (Director)
 - Ashley Blubaugh (Teacher)
 - Patricia Conn (Teacher)
 - Laura Florentino (Teacher)
 - Christian Lynch (Teacher)
 - Sue Romano (Teacher)
 - Michele DeLaurentis (Substitute Teacher)
 - Adedoyin Adepoju (Counselor)
 - Sara Balliet (Counselor)
 - Julia Barr (Counselor)
 - Maria Boerlin (Counselor)
 - Gabriella Bruno (Counselor)
 - Brittney Busillo (Counselor)
 - Anthony Cacciavillano (Counselor)
 - Alexandra Cann (Counselor)
 - Michael Capasso (Counselor)
 - Alyssa Casanoa (Counselor)
 - Dominique Commbe (Counselor)
 - Thaila Cooper (Counselor)
 - Faheem Davis (Counselor)
 - Justine Dittert (Counselor)
 - Davon Dickson (Counselor)
 - Alexa Fagan (Counselor)
 - Cassidy Fagan (Counselor)
- Grace Fagan (Counselor)
- Kymberly Ferrell (Counselor)
- Abigail Gill (Counselor)
- Shakeim Golden (Counselor)
- Brenna Leso (Counselor)
- Ceilia Leso (Counselor)
- Julianna Pfeffer (Counselor)
- Hailey Rivell (Counselor)
- Rachel Rivell (Counselor)
- Edmond Sacchetti (Counselor)
- Antonio Saporito (Counselor)
- Carly Westburg (Counselor)
- Elizabeth Westburg (Counselor)
- Jasmine Zhang (Counselor)
- Kara Clark (Substitute Counselor)
- Omari Green (Substitute Counselor)
- Elizabeth Kennedy (Substitute Counselor)
- Kelly Murphy (Substitute Counselor)
- Prisca Ogunkanmi (Substitute Counselor)
- Sarah Waltzer (Substitute Counselor)
- Colin Campbell (Music Instructor)
- Joe Henderson (Music Instructor)
- Colleen Kelemen (Music Instructor)
- Nick Kline (Music Instructor)
- Summer Workers:
 - Antoinette Henry (School Counselor)
 - Theresa Kupsey (School Counselor)
 - John Cappolina (School Counselor)
 - Vivian Cassidy (School Counselor)
 - Apryl Palazzo (School Counselor)
 - Owen McBride (School Counselor)

- Nancy McCloskey (School Counselor)
- Mairin Schramm (School Counselor)
- Melissa Tunis (School Counselor)
- Ingrid Luongo (LDTC/ Special Ed Team Leader)
- Danielle Baney (School Psychologists)
- Maria DiGiovanni (Social Worker)
- Christina Bamford (LDTC)
- Joanelen Fenimore (School Psychologist)
- Melissa Lachall (School Psychologist)
- Morgan Moore (Speech-Language Specialist)
- Sarah Soback (Teacher)
- Kathryn Harmon (Teacher)
- Michelle Carrocino (PE Teacher)
- Danielle MacIntosh (Elective Teacher – Art)
- Joanne Gagne (Elective Teacher –Art)
- Debra Bushby (Paraprofessional)
- Danielle Genovese (Paraprofessional)
- Dina Fanelle (Paraprofessional)
- Eric Peterson* (Paraprofessional)
- Sharon Young* (Paraprofessional)
- Nicholas Piccone* (Paraprofessional)
- Susan Redfield* (Paraprofessional)
- Jennifer Ruzek Zuccato* (Paraprofessional)
- Pamela Pollock (Nurse)

*1:1 Paraprofessionals employment is contingent on student attending ESY

High School Employment

- Resignation:
 - Jason Hill (Assistant Principal)

- Schedule “B”: Various positions were approved.
- Long Term Substitute(s):
 - Sarah Keane (Teacher of the Arts – 01/29/2016 to 06/30/2016)
 - Tara Reinerth (Teacher of Business – 05/23/2016 to 06/30/2016)

Middle School Employment

- Practicum / Student Teachers:
 - Ryan Zeilman (Ian Enders – Health/PE-Fall 2016)
 - Frank Ciurlino (Brent Dodulik – Health/PE-Fall 2016)
- Leaves of Absence:
 - Karyn Pickard (Health/PE Teacher)
- Long Term Substitute(s):
 - Katherine Steet (Teacher of Science – 02/19/2016 – 06/30/2016)
 - Jeff Herrman (Teacher of History – 05/04/2016 – 06/30/2016)

FUNDRAISER(s)

- **06/06/2016 Dragons Helping Dragons.** The Dragons Helping Dragons will be raising funds to support the club by having the committee members bake cupcakes to be sold before school hours.
- **09/30/2016 Kingsway Goals Club/Boys Soccer** – The Kingsway Goals Club will be holding a Pasta Dinner at the High School Cafeteria to raise funds to support the senior gifts, team pins and summer trainers.

FIELD TRIP(s)

- **06/03/16** – The Dare to Dream group will be going to the Dare to Dream conference at RCGC.
- **06/18/16** – The Kingsway Regional High School Habitat for Humanity Campus

Chapter will be going to a house build in the local area.

- **06/1/2016** – The Student Council will be going to Six Flags Great Adventure for the NJASC Spring Awards.

EMERGENCY DRILLS/CALLS

School/ Date	Time	Drill
HS 04/11/2016	Start: 12:26 PM End: 12:33 PM	Fire Drill
HS 04/20/2016	Start: 11:30 AM End: 11:39 AM	Precautionary Lockdown
HS 04/25/2016	Start: 09:30 AM End: 09:36 AM	Precautionary Lockdown
HS 04/26/2016	Start: 03:22 PM End: 03:47 PM	Fire Drill
MS 04/13/2016	Start: 09:15 AM End: 09:20 AM	Fire Drill
MS 04/29/2016	Start: 12:00 PM End: 12:08 PM	Precautionary Lockdown

POLICY

The Board recommended the following for SECOND reading for revisions and/or adoption.

- Policy 1110 – Organization Chart
- Policy 2363 – Pupil Use of Privately – Owned Technology
- Policy 2361 – Acceptable Use of Computer Network/ Computers and Resources

The Board recommended the following for FIRST reading for revisions and/or adoption.

- Regulation 8330 - Pupil Records
- Policy 9180 – School Volunteers

BUSINESS, FACILITIES & FINANCE

- The Board approved the Board Secretary's Report and Bill List.

- **Job Description.** The Board approved the job description of Renaissance Program Advisor High School as recommended by the Superintendent of Schools.
- **Receipt and Acceptance of Student Activity and Athletic Account Financial Reports.** The Board accepts as filed the Middle School, High School and Athletic financial report for the period ending 04/30/2016.
- **Tax Payment Schedule for 2016 – 2017.** The Board approved the payment schedule to receive current expense and debt service tax levy for the 2016-17 school year.
- **Appointment of Representatives requesting Federal and State Funds.** The Board designated the Superintendent and Business Administrator/Board Secretary as the Board's agents to request state and federal funds pursuant to state and federal law for the period of July 1, 2016 through June 30, 2017.
- **Appointment of Board Officials.** The Board appointed the following Board Officials for the period of July 1, 2016 through June 30, 2017.

Position	Board Official
Affirmative Action Officers:	Patricia Calandro Michael Schiff
Purchasing Agent Compliance Officer for Affirmative Action (PACO):	Jason Schimpf
504 Committee Coordinator:	Michael Schiff
Title IX coordinator:	June Cioffi
Homeless Liaison:	Shanna Hoffman
Issuing Officer for Working Papers:	Stephanie Champion
Purchasing Agent Bid/Quote Threshold:	Jason Schimpf/\$36,000/\$5,400

Asbestos Management & PEOSA Coordinator:	Lawrence Lore
Indoor Air Quality Designee:	Lawrence Lore
Integrated Pest Management (IPM) Coordinator:	Lawrence Lore
Right to Know Officer:	Lawrence Lore
Chemical Hygiene Officer:	
Custodian Of Public Records:	Jason Schimpf
DCF Liaison High School:	Owen McBride
DCF Liaison Middle School:	Theresa Kupsey
Official for Investments and Wires:	Jason Schimpf

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- **Appointment of Professionals.** The Board appointed the following professionals for the period of July 1, 2016 through June 30, 2017 (Fee schedules are on file in the office of the Business Administrator) pursuant to NJS 16A:18A-5(1).

Auditor:	Holman, Frenia & Allison, P.C.
Attorney:	Schwartz, Simon, Edelstein & Celso
Architect of Record:	Garrison Architects
Engineer of Record:	Marathon Engineering & Environmental Service
Financial Advisor:	Phoenix Advisors
Bond Counsel:	McManimon, Scotland Baumann
School Physician:	Dr. Robert Provencher

- **Appointment of Health Care Professionals.** The Board appointed the following health care professionals for the of period July 1, 2016 through June 30, 2017.

Individual/ Firm	Service	Evaluation Fee
Hewitt Psychiatric, PC	Psychiatric Evaluations	\$500.00
Dennis Graham	Neurological Evaluations	\$275.00

- **Designating Of Superintendent: Transfer Authority.** The Board appointed the Superintendent or designee to be designated to approve such line item transfers as are necessary between the Board of Education meetings, and that such transfers shall be reported to the Board of Education, ratified and duly recoded in the minutes of the next regularly scheduled meeting of the Board of Education.
- **Procurement of Goods and Services through State Contract.** The Board authorized the district purchasing agent to make purchases of goods and services entered into and on behalf of the State by the Division of Purchase and Property utilizing various vendors as awarded by said agency.
- **Designation of Official Website.** The Board adopted www.krsd.org as the official website of the district from July 1, 2016 through June 30, 2017.
- **Authorization to Pay Claims between Meetings.** The Board approved authorization to the School Business Administrator to pay claims between monthly meetings of the Board of Education and to be ratified at its next regularly scheduled meeting for the period of July 1, 2016 through June 30, 2017.

- District Travel Limitation for Regular Business Travel.** The Board established a maximum annual limitation of \$1,500.00 for regular business travel for staff members and Board of Education members for the period of July 1, 2016 through June 30, 2017.
- Establishment Petty Cash Funds.** The Board authorized the establishment of the following petty cash accounts for the period of July 1, 2016 through June 30, 2017.

Office	Amount	Custodian
Superintendent/SBA	\$5,000.00	Jason Schimpf
Superintendent	\$500.00	Samantha Streitz
High School	\$500.00	Sue Barber
Middle School	\$500.00	Donna Berkauzer
Transportation	\$500.00	
Curriculum & Instruction	\$500.00	Laura LaPalomto
Building & Grounds	\$500.00	Pam Ogren
Twilight	\$500.00	James Zurzolo
High School Science	\$500.00	
CER	\$500.00	Laura LaPalomto

- Facility Usage Fees.** The Board adopted the following facility usage for the period of July 1, 2016 through June 30, 2017.

Use	Rental Fee	Utility Fee
Eitel Theater	\$550.00	\$5.00/Hour
Lighting and Sound	\$150.00	

Equipment		
High School North Gym	\$425.00	\$6.00/Hour
High School South Gym	\$550.00	\$8.00/Hour
HS Auxiliary Gym	\$380.00	\$3.00/Hour
Middle School Gym East	\$550.00	\$7.00/Hour
Middle School Gym West	\$550.00	\$8.00/Hour
Scoreboards and Clocks	\$50.00	
Kitchens	\$340.00	
Kitchen Equipment	\$100.00	
High School Cafeteria West	\$425.00	
High School Cafeteria East	\$375.00	
High School Cafeteria Sound System	\$75.00	
Middle School All Purpose Room	\$550.00	\$7.00/Hour
High School Seminar Room	\$300.00	
High School Seminar Room Technology Fee	\$150.00	
High School Media Center South	\$250.00	
High School Media Center North	\$250.00	
Middle School All Purpose	\$150.00	

Room Stage, Lighting and Equipment		
Classroom	\$215.00	
Stadium Complex	\$300.00	
Athletic Field	\$100.00	
Kingsway Employee Camp	\$150.00	

- Adoption of Chart of Accounts.** The Board adopted the Uniform Minimum Chart of Accounts for New Jersey Public Schools for use from July 1, 2016 through June 30, 2017.
- Adoption of Substitute Employment Rates.** The Board approved a substitute employment rate for the period of July 1, 2016 through June 30, 2017.
- Tax Shelter Annuities and Disability Insurance Providers.** The Board approved the following companies to be authorized Tax Shelter Annuity/After Tax Plans and Disability Insurance providers for the period of July 1, 2016 through June 30, 2017:
 - Tax Shelter Annuity/After Tax Plan:**
 403(b) ASP
 Lincoln Investment Planning, Inc.
 Siracusa Benefits Program
 AXA Equitable
 Vanguard Fudiciary Trust
 - Disability Insurance:**
 AFLAC
 American General Life Insurance Company
 Prudential
- Participation in NJSIAA.** The Board authorized the participation of the Kingsway Regional High School Athletic Teams in the New Jersey State Interscholastic Athletic Association for the 2016 – 17 school year.
- Participation in a Cooperative Pricing System with EIRC.** The Board approved the contracting units to establish a Cooperative Pricing System and to enter into a Cooperative Pricing Agreement for its administration.
- Claims Auditor Pre-Payment Authority.** The Board approved the Business Administrator/ Board Secretary be designated as the Board of Educations' Claims Auditor with authority to direct pre-payment of claims for debt service, payroll, fixed charges and any other claim or demand which would be in the best interest of the Board to pay promptly.
- Curriculum Adoption Schedule.** The Board approved the District Curriculum Adoption Schedule for the 2016-2017 school year.
- Five Year Textbook Adoption Schedule.** The Board approved the five year textbook adoption schedule.
- Educational Data Services, Inc.** The Board authorized Educational Data Services., as a New Jersey Cooperative Bidding Program for our school supplies. The licensing and maintenance fee for the 2016-2017 school year will be on file in the office of the Business Administrator.
- Flexible Spending Account.** The Board approved that the proper officers of the district shall act as soon as possible to notify the employees of the District of the adoption of the Cafeteria Plan by delivering a copy of the summary description of the plan in the form of the summary plan description to each employee.
- Tuition Contract deletion with Penns Grove –Carney's Point.** The Board approved the deletion of the following tuition contract agreements on a receiving basis:

- **Sending District:** Penns Grove School District
Duration: 11/22/16 to 6/30/16
Annual Tuition Rate: \$7,747.82
- **Sending District:** Penns Grove School District
Duration: 11/22/16 to 6/30/16
Annual Tuition Rate: \$7,747.82
- **Gloucester County Special School Services School District Contracts.** The Board approved the following contracts with the Gloucester County Special School Services School District for the 2016 – 2017 school year:
 - Choice Student Program - \$2.50 per application
 - Nonpublic Aid-In-Lieu Program - \$2.50 per B6T
- **EIRC Consortia Agreement.** The Board approved the consortia agreement with the Educational Information & Resource Center for the 2016 – 2017 School Year.
- **Joint Purchasing Agreement with Penns Grove – Carney’s Point.** The Board authorized a Joint Purchasing Agreement with the Penns Grove – Carney’s Point School District for the purpose of procuring milk, juice, dairy, ice cream products and baked goods for the 2016 – 2017 school year.
- **Interlocal with Clearview Regional.** The Board approved the Shared Services Agreements with Clearview Regional School for the following services:
 - Borrowing and Sharing of Buses – July 1, 2016 through June 30, 2017 - \$0.00
 - Vehicle Maintenance Services – July 1, 2016 through June 30, 2017 - \$55.50 per hour
- **Transportation Jointure with Clearview.** The Board approved a transportation jointure with Clearview Regional School District for a sports run on April 28, 2016 at a cost of \$450.00.
- **Medical renewal Rates- AmeriHealth.** The Board approved the contract with AmeriHealth through SHIF, to provide service for a one (1) year renewal, effective July 1, 2016 through June 30, 2017.
- **Prescription Renewal Rates – Bollinger.** The Board approved an amendment to the contract with Bollinger, to provide service for a one (1) year renewal, effective July 1, 2016 through June 30, 2017.
- **Dental Renewal Rates – Delta Dental.** The Board approved a contract through SHIF with Delta Dental to provide service for a one (1) year renewal effective July 1, 2016 through June 30, 2017.

MISCELLANEOUS

Numerous other requests for approval for workshop attendance, student activities, and education items were approved by the Board of Education. These approvals will be reflected in the formal minutes of the meeting, which are available in the office of the Board of Education Secretary as well as posted online after Board approval.

The next work session meeting is scheduled for **Thursday, June 16, 2016**. The meeting is scheduled in the Board Conference Room and will begin at 7:00 p.m.

The next regularly scheduled meeting of the Board is **Thursday, June 23, 2016** in the Cafeteria East and begins at 7:00 p.m.