

PENNSAUKEN TOWNSHIP PUBLIC SCHOOLS  
Board of Education Administration Building  
1695 Hylton Road, Pennsauken, New Jersey 08110

**BOARD OF EDUCATION MEETING ADDENDUM**  
**Thursday, July 21, 2016**

1. RECOMMEND that the Pennsauken Board of Education approve the second reading of the following policy and regulations:
  - A. R2423 – Bilingual and ESL Education (M)
  - B. P5330.01 – Administration of Medical Marijuana (M)
  - C. R5330.01 – Administration of Medical Marijuana (M)
2. RECOMMEND that the Pennsauken Board of Education approve the following job descriptions: (See Attachments)
  - A. Director of Student Services
  - B. Strengthening and Conditioning Coach
3. RECOMMEND that the Pennsauken Board of Education approve the following job postings. Hire date contingent upon verification of Fingerprint Criminal History Review.
  - A. Director of Student Services
  - B. Strengthening and Conditioning Coach
  - C. Unit Commander for Young Marines Unit
4. RECOMMEND that the Pennsauken Board of Education approve the revised district calendar. (See Attachment)
5. RECOMMEND that the Pennsauken Board of Education approve the Twilight Program for grades 6 through 8 students to be held at Phifer Middle School for the 2016-2017 school year.
6. RECOMMEND that the Pennsauken Board of Education approve the Twilight Program for grades 3 through 5 students for the 2016-2017 school year. Location of the program is to be determined.
7. RECOMMEND that the Pennsauken Board of Education approve multiple postings for Twilight Program teachers for the 2016-2017 school year. Teachers will be paid at the contractual rate per contract.
8. RECOMMEND that the Pennsauken Board of Education approve 2 informational sessions for parents on the following dates and time:

Item	Grade Level	Date & Time	Location
A	K Through 6	8/29/16 @ 6PM	PHS Auditorium
B	7 through 12	8/30/16 @ 6PM	PHS Auditorium

9. RECOMMEND that the Pennsauken Board of Education approve the Young Marines Unit to be established at the Pennsauken High School. (See Attachment)
10. RECOMMEND that the Pennsauken Board of Education approve Teaching Strategies Gold, On Line Assessment Portfolios for Preschool students at a cost of \$3,960.

Account #11-190-100-500-000-20

- 11. RECOMMEND** that the Pennsauken Board of Education approve the one day New Teacher Academy for newly hired teachers to take place in August, 2016 date to be announced. The approval includes pay for teacher attendees at the contracted rate of \$ 43 per hour.

Account #various pending on location

- 12. RECOMMEND** that the Pennsauken Board of Education approve Maryann Munning to the position of substitute guidance counselor at Franklin and Longfellow schools from September 1, 2016-December 24, 2016 at the rate of \$290 per diem. Mrs. Munning replaces Florentina Crawford who is on maternity leave.

Account #11-000-218-104-004-99

- 13. RECOMMEND** that the Pennsauken Board of Education approve Pennsauken School District to provide psychologists for a shared service with Woodlynne School District, for 2 days per week at the rate of 40% of salary and all associated cost for the 2016-2017 school year.

- 14. RECOMMEND** that the Board of Education approve the bi-annual incentive bonus for exemplary attendance for the following food service employees. (Second Segment – February 1, 2016 to June 30, 2016)

<b><u>Full Time (\$175)</u></b>
Jennifer Buchholz
Susan Croge
Marsha Alpheaus
Donna Bell
Lynn Horan
Maureen Disbot
Ntina Rafios

<b><u>Part Time (\$150)</u></b>
Patricia Martin
Joanne Pimple
Margaret Bradley
Mile Sylvia
Dalisay Kenworthy
Catherine McCusker
Patricia Stutz
Kathleen Eisensmith
Charlene Francis
Susan Morgan
Deborah Wynn

- 15. RECOMMEND** that the Board of Education approve the following appointments:

<b>Item</b>	<b>Name</b>	<b>Position</b>	<b>Date</b>	<b>Location</b>	<b>Salary</b>	<b>Interview Committee</b>	<b>Replaced</b>	<b>Account Number</b>
A	Margaret Bradley	Food Service Worker	9/1/16	PHS	\$11,655.00	Mr. Meloni	Tammy DeSanto	10-132-B
B	Diane Pratt	Food Service Worker	9/1/16	PHS	\$10,710.00	Mr. Meloni	Denise Riley	10-132-B
C	Elizabeth Smith	Food Service Worker	9/1/16	PHS	\$10,974.60	Mr. Meloni	Geraldine Lynch	10-132-B
D	Leslie Coss	Superintendent's Secretary	9/1/16	Central Admin	\$43,000 prorated	Mr. Tarchichi Ms. Pham	Thy Pham	11-000-230-105-001-98

E	Elizabeth Dolly	Asst. Transportation Supervisor	8/1/16	Transp	\$45,000 prorated	Mr. Tarchichi Mrs. Boston Mrs. Rosario-Munoz	John Monaco	11-000-270-160-608-99
F	Joeanna Landis	Elem. Teacher	9/1/16	Carson	\$54,446 BA Step 1	Ms. Harmon Mr. Logan Mrs. Rosario-Munoz	James Kehler	11-120-100-101-004-99
G	Julie Hodges	Elem. Teacher	9/1/16	Fine	\$54,446 BA Step 1	Ms. Harmon Mr. Logan Mrs. Rosario-Munoz	Margarita Cipollone	11-120-100-101-004-99
H	Margaret Malota	10 mon Food Service Manager	9/1/16	PHS	\$40,000	Mr. Meloni, Ms. Smith, Mrs. Rosario-Munoz	Sally Ann Taylor	10-132-B
I	Yosanna Roman	10 mon Bus Driver	9/1/16	Transp	\$12.68 per hour	Mr. Monaco	David Engle	11-000-270-161-610-99
J	Beth Beals	Spec. Ed Teacher (SC)	9/1/16	Phifer	\$55,921 BA+30 Step 1	Mr. Honeyman Ms. Gery Ms. Galloza	Steve Frost	11-209-100-101-304-99
K	William Garwood	History Teacher	9/1/16	Phifer	\$54,446 BA Step 1	Mr. Honeyman Ms. Gery Ms. Galloza	Abigail Burgin	11-130-100-101-030-99
L	Joseph Previch	History Teacher	9/1/16	Phifer	\$57,811 MA Step 2	Mr. Honeyman Ms. Gery Ms. Galloza	N/A	11-130-100-101-030-99
M	Rebecca Laporte	Unit Secretary	8/1/16	Inter-media-te	\$26,000 prorated	Mr. Logan, Mrs. Rosario-Munoz, Mrs. Green	Katherine Taormina	11-000-240-105-029-99
N	Danielle McGowan	Unit Secretary	8/1/16	Long-fellow	\$26,000 prorated	Mr. Logan, Mrs. Harmon, Mr. Lewis	Siedah Brunson	11-000-240-105-029-99
O	Stephanie Brooks	Unit Secretary	8/1/16	Roosevelt	\$26,000 prorated	Mr. Logan, Mrs. Harmon, Mr. Lewis	Lauren Isler	11-000-240-105-029-99
P	Sally Fusco	Substitute Nurse	On or about 9/1/16	District	\$140 per day	Ms. Campbell	N/A	11-000-213-104-000-98
Q	Lisa Kelly	Substitute Nurse	On or about 9/1/16	District	\$140 per day	Ms. Campbell	N/A	11-000-213-104-000-98

**16. RECOMMEND** that the Pennsauken Board of Education approve the following retirement and termination:

Item	Name	Position	Location	Date	Reason	Yrs of Service in Pennsauken
A	Arthur Kenworthy	Bus Driver	Transportation	6/16/16	Termination	8 Mon
B	Roque Bisono	Custodian	Carson	8/31/16	Retirement	12 yrs 8 mon

**17. RECOMMEND** that the Board of Education approve the following leave of absences contingent upon verification:

ID#	Position Location	Reason	Dates	Conditions
2028 (Revised)	Teacher Intermediate	Maternity	9/1/16-9/29/16	With salary and benefits as sick days are used
			9/30/16-12/16/16	Without salary but with benefits as per FMLA

**18. RECOMMEND** that the Pennsauken Board of Education approve the following sell back of vacation days for the following administrator for the 2016-2017 school year:

Name	Vacation Days	Per Diem Rate	Total	Account Number
Richard Bonkowski	2	\$389.50	\$779	11-000-240-199-000-98

**19. RECOMMEND** that the Pennsauken Board of Education approve the following salary adjustments for the 2016-2017 school year.

Item	Name	Current Degree / Step	Current Salary	New Degree	New Salary	Effective Date
A	Breanna Ratkevic	BA+30 Step 4	\$58,375	MA Step 4	\$59,675	9/1/16
B	Pamela Grant	BA Step 6	\$58,656	BA+15 Step 6	\$59,606	9/1/16

**20. RECOMMEND** that the Board of Education approve the following pre-professional field experiences:

Item	University	Student	Cooperating Teacher	School	Date
A	Holy Family University	Christel Golla	Ms. Komis	Fine	8/30/16-12/16/16
B	Rowan University	Samantha Regina	Ms. Howe	Phifer	9/2/16-12/20/16 1/17/17-5/8/17

**21. RECOMMEND** that the Board of Education approve the following staff travel and professional development in accordance with P.O. 2007, C53 Section 15 of the Act amending NJSA 18A:11-12 and P.L. 2007, C53 Section 15 of the Act amending NJSA 18A:11-12:

Name	Workshop	Date	Fee	Account Number
James Carr	All Things Google Summer Camp 2016	8/2/16	\$178 and travel expense	11-190-100-580-000-02

- 22. RECOMMEND** the Board of Education of the Township of Pennsauken award IFB#2017-014 HVAC Supplies in which advertised bids were received, opened and read on April 21, 2016 at 2:00 pm for the purpose of purchasing **HVAC Supplies** for the Pennsauken School District for the 2016-2017 school year; and

**WHEREAS** the vendors listed below are the responsible bidders, submitting the lowest prices in conformance with the specifications,

COMPANY	ADDRESS	AMOUNT
Blejwas Associates Inc.	Branchburg, NJ	\$1,797.02
Brookaire Company	Carlstadt, NJ	\$7,472.81
Industrial Controls Dist., LLC	Lester, PA	\$2,340.31
Interline Brands Inc./AMSAN	Mt. Laurel, NJ	\$4,892.31
R.E. Michel Co., Inc.	Glen Burnie, MD	\$4,376.00
<b>ACCT#11-000-261-610-XXX-05 TOTAL</b>		<b>\$20,878.45</b>

**THEREFORE, BE IT RESOLVED by the Pennsauken Township Board of Education** that the Board award this bid to the above-mentioned vendors with exceptions, in the amount noted, and payable from the 2016-2017 budget.

Other Bidders: Tozour-Trane

MSC Ind. - Disqualified

Bid packages were mailed to, but no response received from:

AAF	Assoc. Refrig. Collings	Fastenal	Grainger	Johnstone
Mack Ind.	Madison	United Refrig.	Universal Supply	

- 23. RECOMMEND** the Board of Education of the Township of Pennsauken approve that aide in lieu of transportation be provided to those eligible non-public/choice school students having properly submitted applications and/or payment vouchers for the routes noted below. The maximum allowable per student expenditure for non-public school transportation for the 2016 - 2017 school year is \$884.00,

**WHEREAS** after two occasions, there were no bids submitted for IFB#2017-015R Student Transportation Service – Non Public/Choice Rebid on July 14, 2016 at 2:00 pm for the routes noted below,

**THEREFORE, BE IT RESOLVED the Pennsauken Township Board of Education** approve aide in lieu for the purpose of providing Student Transportation to Non-Public/Choice Schools for the Pennsauken School District for the 2016 - 2017 school year.

Baptist Regional #BAPRE	Bishop Eustace#BE1A	ECO Charter #ECO	Gloucester Cath.#GC
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Good Sheppard #GSR	Haddonfield Friends #HADFR	Haddon Hgts. #HH	Holy Name #HN
Holy Cross #HC	JDT Christian #JDT	John Paul II #JPR	Kings Christian#KCES
Lindenwold HS #LHS	Moorestown Friends #MF1	Our Lady/Good Co. #OLGC	
Resurrection Cath. #RC2	Sacred Heart #SHS	St. Joseph #SJP	Woodbury HS #WHS
Sterling HS#STER	Westfield Friends #WFI	St. Charles Borromeo #SCB	St. Margaret #SM

Bid packages were mailed to, but no response received from:

First Student	GST Transport	H. A. DeHart	Hillman Bus
Maytavus	McGough Bus	Safety	Stouts Transp. STA
T & L Trans.	Trans-Ed	Holcomb Bus	

- 24. RECOMMEND** the Board of Education of the Township of Pennsauken award the competitive contract **CC#17-09 Substitute Teacher Services** in which proposals were opened on Thursday, May 5, 2016 at 2:00 p.m. prevailing time. Proposals for Substitute Teacher Services were received from: Insight Workforce Solutions LLC, Cherry Hill, NJ 08002 and Source4Teachers, Cherry Hill, NJ 08034.

Upon review by the Business Office and based upon the evaluation analysis completed by the Evaluation Committee, the Board of Education does hereby recommend the award of contract for Substitute Teacher Services to Insight Workforce Solutions, LLC, to provide services at a pay rate of \$95.00 substitute teacher full day and billing rate of \$130.15 full day.

The purpose of this proposal is to provide Substitute Teacher Services in accordance with the terms and conditions in the proposal. These services are necessary and are required by this Board of Education.

Insight Workforce Solutions, LLC has met all the necessary criteria as outlined by the bid proposal. The term of the contract will be from July 1, 2016 through June 30, 2017

- 25. RECOMMEND** the Board of Education of the Township of Pennsauken accept the 2015-2016 Extraordinary Aid in the amount of \$588,318.00. (SEE ATTACHED)

- 26. RECOMMEND** the Board of Education of the Township of Pennsauken approve the following resolution:

**THE BOARD OF EDUCATION OF THE TOWNSHIP OF PENNSAUKEN,  
IN THE COUNTY OF CAMDEN, NEW JERSEY  
RESOLUTION**

**RESOLUTION OF THE BOARD OF EDUCATION OF THE TOWNSHIP OF PENNSAUKEN, IN THE COUNTY OF CAMDEN, NEW JERSEY AUTHORIZING THE FINANCING OF CERTAIN EQUIPMENT AND RELATED ITEMS BY LEASE PURCHASE AGREEMENT; AUTHORIZING THE ADVERTISING OF BIDS FOR THE LEASE PURCHASE FINANCING OF SAME; AUTHORIZING APPROPRIATE OFFICIALS TO UNDERTAKE CERTAIN ACTIONS IN CONNECTION WITH THE PROPOSED LEASE-PURCHASE TRANSACTION; AND TAKING CERTAIN ACTIONS RELATED THERETO**

**BACKGROUND**

**WHEREAS**, The Board of Education of the Township of Pennsauken ("Board" when referring to the governing body and "School District" when referring to the legal entity governed by the Board), in the County of Camden, New Jersey ("State"), has determined to institute an energy savings improvement program pursuant to *N.J.S.A. 18A:18A-4.6* ("ESIP Law") to install certain energy conservation measures in the School District's facilities (collectively, the "Equipment"), the costs of which would be paid from the energy savings and other funds that result from the implementation of such energy conservation measures; and

**WHEREAS**, in furtherance thereof, the School District has heretofore retained the services of NORESKO to conduct an energy savings audit ("Energy Audit") on behalf of the School District pursuant to *N.J.S.A. 18A:18A-4.6(d)*; and

**WHEREAS**, pursuant to ESIP Law, a request for competitive proposals was disseminated to the prequalified energy services companies on January 19, 2016; and

**WHEREAS**, the School District, pursuant to a resolution adopted by the Board on January 28, 2016, engaged the services of Schneider Electric ("Schneider" or "ESCO") to: (i) serve as the energy services company for the School District; and (ii) develop an energy savings plan ("Energy Savings Plan") consisting of the installation of various energy conservation measures at certain School District facilities; and

**WHEREAS**, Schneider has heretofore prepared and submitted the Energy Savings Plan, dated June 20, 2016, in accordance with ESIP Law to the School District, which Energy Savings Plan consists of the installation of various equipment at the School District facilities (collectively, the "ESIP Project"), all as more particularly described in the Energy Savings Plan; and

**WHEREAS**, on June 20, 2016, Schiller & Hersh Associates, Inc., a qualified third party, verified the projected energy savings to be realized as proposed in the Energy Savings Plan; and

**WHEREAS**, on June 20, 2016, the ESCO submitted the Energy Savings Plan to the New Jersey Board of Public Utilities as required pursuant to ESIP Law; and

**WHEREAS**, on June 23, 2016, the Board adopted a resolution formally approving the Energy Savings Plan pending final approval of the State Board of Public Utilities; and

**WHEREAS**, on June 29, 2016, the State Board of Public Utilities formally approved the Energy Savings Plan; and

**WHEREAS**, the School District is authorized by law including, *inter alia*, the ESIP Law (specifically *N.J.S.A. 18A:18A-4.6(c)(1)*), to acquire the equipment, including the Equipment, by a lease purchase financing of duration no greater than fifteen (15) years; and

**WHEREAS**, pursuant to the ESIP Law, the School District has heretofore determined to finance the costs of the ESIP Project through a lease purchase agreement; and

**WHEREAS**, during the term of the lease purchase agreement, by and between the Lessor (as hereinafter defined) and the School District ("Lease Purchase Agreement"), title to the  
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Equipment comprising the ESIP Project will be vested in the Lessor and, upon the expiration of the term of the Lease Purchase Agreement, the School District shall purchase all right, title and interest in and to the Equipment comprising the ESIP Project for a nominal fee; and

**WHEREAS**, pursuant to ESIP Law, a request for competitive bids ("Lessor RFB") was disseminated to qualified financial institutions to serve as lessor under the Lease Purchase Agreement on July 7, 2016; and

**WHEREAS**, responses to the Lessor RFB were opened and reviewed by the School District and its professional advisors on July 19, 2016; and

**WHEREAS**, Phoenix Advisors, LLC, financial advisor to the School District ("Financial Advisor"), has reviewed the responses to the Lessor RFB and advised the School District that the proposal submitted by \_\_\_\_\_ ("Lessor") is the most beneficial to the School District; and

**WHEREAS**, it is the intent of the Board hereby to approve the ESIP Project and the lease purchase financing thereof pursuant to the ESIP Law and to authorize certain officials of the School District to undertake the tasks necessary or desirable to effectuate the lease purchase financing of the ESIP Project pursuant to the ESIP Law.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE TOWNSHIP OF PENNSAUKEN, IN THE COUNTY OF CAMDEN, NEW JERSEY, AS FOLLOWS:**

**Section 1.** The Board hereby authorizes and approves the completion of the ESIP Project, as described in Exhibit "A", through a lease purchase transaction in accordance with the ESIP Law. The Equipment lease purchase financing shall not exceed \$6,700,000.

**Section 2.** The specifications for the lease purchase financing of the ESIP Project contained in the Lessor RFB in the form attached hereto as Exhibit "B" and made a part hereof, are hereby approved, ratified and confirmed.

**Section 3.** The publication and distribution of the Lessor RFB in an authorized newspaper, pursuant to and in accordance with applicable law is hereby approved, ratified and confirmed.

**Section 4.** Pursuant to the advice and guidance of the Financial Advisor, \_\_\_\_\_ is hereby appointed to serve as lessor under the Lease Purchase Agreement for the financing of the ESIP Project. The Business Administrator/Board Secretary is hereby authorized and directed to take all actions necessary to prepare, execute and deliver the Lease Purchase Agreement.

**Section 5.** At the next meeting of the Board after the finalization of the lease purchase transaction, the Business Administrator/Board Secretary shall report in writing to the Board, the principal amount of financing, the rate(s) of interest and principal maturities, the dates upon which principal and interest shall be paid, and the identification of the Lessor.

**Section 6.** The members of the Board, Superintendent of Schools, Business Administrator/Board Secretary, Solicitor, Auditor and Special Counsel are hereby authorized and

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directed to take all actions and to prepare, execute and deliver all documents, agreements and instruments necessary, appropriate or desirable to implement expeditiously, in accordance with the determination of the Board herein, the ESIP Project and the lease purchase financing thereof.

**Section 7.** All actions heretofore taken and documents prepared or executed by the Superintendent of Schools, Business Administrator/Board Secretary, Board President, Solicitor, Auditor and Special Counsel in connection with the lease purchase financing of the ESIP Project are hereby authorized, approved, ratified and confirmed.

**Section 8.** The Superintendent of Schools, Business Administrator/Board Secretary and/or Board President are each hereby severally authorized to determine all matters and execute all documents and instruments in connection with the lease purchase financing of the ESIP Project, not determined or otherwise directed to be executed by applicable law, or by this or any subsequent resolution, and the signatures of the Superintendent of Schools, Business Administrator/Board Secretary and/or Board President on such documents or instruments shall be conclusive as to such determinations.

**Section 9.** All resolutions, or parts thereof, inconsistent herewith are hereby repealed and rescinded to the extent of any such inconsistency.

**Section 10.** This resolution shall become effective immediately upon adoption this 21st day of July, 2016.

**Exhibit "A"**

Project List and Cost Estimate



**Exhibit "B"**

Lessor RFB