

PENNSAUKEN TOWNSHIP PUBLIC SCHOOLS
Board of Education Administration Building
1695 Hylton Road, Pennsauken, New Jersey 008110

BOARD OF EDUCATION BUSINESS MEETING
Thursday, January 28, 2016

NOTE TO CITIZENS IN ATTENDANCE

The Board of Education conducts Conference, Business and Executive Meetings.

Conference Meetings allow the members of the Board of Education to review and discuss school-related matters. The Board may take action at a Conference meeting but most of its actions take place at Business Meetings. Conference Meetings are open to the public. Individuals with a relevant interest in the function or duties of the Board are invited to speak a maximum of five (5) minutes on any one issue. You are required to give your name and address before speaking.

Business Meetings are those at which the Board of Education acts on the vast majority of items under its jurisdiction. The meetings are open to the public and citizens are allowed to speak. The Board welcomes comments from citizens. It does, however, respectfully suggest that citizens attempt to resolve concerns by speaking directly to school administrators before bringing it to the Board. Individuals with a relevant interest in the function or duties of the Board are invited to speak a maximum of five (5) minutes on any one issue. You are required to give your name and address before speaking.

Executive Meetings are conducted when the Board of Education must review and discuss confidential matters. By illustration, pending legal cases, personnel matters, and collective bargaining proposals are appropriate reasons for the Board to hold an Executive Session. These meetings are not open to the public.

Mission Statement

The Mission of the Pennsauken Public School District is to provide a safe, challenging, and enriching learning environment for all students that leads to academic success and the development of personal responsibility and self-directed lifelong learning needed to become contributing members of a diverse, global society.

CALL TO ORDER

Advanced written notice of this meeting of the Pennsauken Township Board of Education was sent to the Courier Post and Philadelphia Inquirer. Notice appeared in the legal notice section of the Courier Post stating the time, date, location and that formal action would be taken at that time. Notice was also posted with the Township Clerk.

As President, I declare this to be a legal meeting of the Board of Education.

ROLL CALL

FLAG SALUTE

REPORT OF NEW BUSINESS

REPORT OF OLD BUSINESS

Approval of Minutes Prior to Meetings (Business Meeting):

1. **RECOMMEND** the Board of Education of the Township of Pennsauken to approve the minutes of the following meetings of the Board.

DATES OF THE MEETING	TYPE OF MEETING	ABSENT MEMBERS
December 17, 2015	Conference Meeting	
December 21, 2015	Business Meeting	
January 5, 2016	Reorganization Meeting	

Motion_____ Second _____ Action Taken_____

REPORT OF THE STUDENT MEMBERS OF THE BOARD OF EDUCATION – Tara Phan, Danny Nguyen
(Business Meeting Only)

REPORT OF THE ZONE PARENT-TEACHER ASSOCIATION – (Business Meeting Only)

PUBLIC COMMENT – AGENDA ITEMS ONLY

The Pennsauken Township Board of Education recognizes that the schools are the concern of all members of the community. With this in mind, the Board of Education welcomes and solicits input from the public. During board meetings, members of the community are afforded an opportunity to express their views. It does, however, respectfully suggest that citizens attempt to resolve concerns by speaking directly to school administrators before bringing it to the Board. **Further, the Board asks that citizens who choose to speak at a public board meeting be reminded that comments should always be respectful, non-defamatory and should maintain the level of decorum appropriate for a meeting of a public body.** Individuals with an interest in the functions or duties of the Board are invited to speak a maximum of five (5) minutes on any one issue. You are required to give your name and address before speaking.

REPORT OF BOARD SOLICITOR

REPORT OF COMMITTEES OF THE BOARD OF EDUCATION

ITEMS PREVIOUSLY APPROVED

ITEMS PREVIOUSLY WITHDRAWN – 3C

ITEMS FOR BOARD OF EDUCATION APPROVAL

Personnel

1. RECOMMEND that the Board of Education approve the following leave of absence contingent upon verification:

Item	ID #	Position School	Reason	Dates	Conditions
A	1058 (Extension)	Educational Assistant Franklin	Medical	1/4/16-1/28/16	Without salary but with benefits as per FMLA
B	0857 (Extension)	Bus Aide Transportation	Medical	1/11/16- 1/19/16	Without salary but with benefits as per FMLA
C	2814 (Revision)	Teacher Delair	Maternity	1/4/16-1/29/16	With salary and benefits as sick days are used
				2/1/16-3/18/16	Without salary but with benefits as per FMLA
D	0450	Food Service Phifer	Medical	10/20/15- 10/23/15 11/9/15-1/19/16	Without salary but with benefits as per FMLA
E	1999 (Extension)	Teacher PHS	Maternity	12/22/15-1/14/16	With salary and benefits as sick days are used
				1/15/16 – 2/29/16	Without salary but with benefits as per FMLA

2. RECOMMEND that the Board of Education approve the following appointments. Salaries to be adjusted pursuant to successor collective bargaining agreement:

Item	Name	Position	Date	Location	Salary	Interview Committee	Replaces	Account
A	June Flanagan	School Nurse	On or about 2/1/16	Franklin	\$53,225 BA Step 1 prorated	Ms. DeLape, Mrs. Scalise	Elizabeth Wira	11-000-213- 104-000-99
B	Keneesha Judge (Extension)	LTS	1/4/16- 1/12/16	Franklin	\$53,225 BA Step 1 prorated	Mr. Logan, Mr. Lewis	Emily Bell	11-120-100- 101-004-99
C	Jennifer Buchholz	Food Service Worker	On or about 2/1/16	District	\$10,924.20 Prorated	Mr. Meloni, Mrs. Smith	April Williams	60-910-310- 110-090-99
D	Roberta Szymanski	Food Service Worker	On or about 2/1/16	District	\$11,365.20 Prorated	Mr. Meloni, Mrs. Smith	Chanelle Smith	60-910-310- 110-090-99

3. RECOMMEND that the Pennsauken Board of Education approve the following resignations and retirements:

Item	Name	Position	School	Effective Date	Reason For Resignation	Yrs of Service in Pennsauken
A	Chanelle Smith	Food Service Worker	Phifer	1/19/16	Personal	2 yrs
B	Kevin Price	Teacher	Intermediate	3/6/16	Personal	7 mon
C	Ivys Portobanco	Substitute Food Service Worker	District	1/15/16	Personal	10 mon
D	Vicki Robinson	Teacher	PHS	6/30/16	Retirement	25 yrs
E	Scott Jones	Non-Teaching Assistant	PHS	6/30/16	Retirement	31 yrs
F	April Williams	Food Service Worker	Phifer	1/29/16	Resignation	2 yrs
G	Bettie Jones	Counselor	PHS	6/30/16	Retirement	19 yrs

4. RECOMMEND that the Pennsauken Board of Education approve the payment for unused vacation days:

Name	Vacation	Rate	Total	Account Number
Carol Weaver	15	\$121.58	\$1,823.70	11-000-291-290-000-03

5. RECOMMEND that the Pennsauken Board of Education approve the following teachers to work Extended Day Program at a rate of \$40 per hour for the 2015-2016 school year. This program is funded by Title I. Account #20-231-100-101-xxx-98

Sentia Rudd	Maura Pawlowski	Nancy MacClemmy
Tierra Sewell	Kelly Burget	Pam Grant
Andrea Jalojos	Sharon Bowman	Stephanie Zucconi
Maureen Wheeler	Denise Monaghan	Janelle Wright
Kim Ciurlino	Maureen Wagner	Megan Hook

6. RECOMMEND that the Pennsauken Board of Education approve the following teachers to attend the SIOP Saturday workshops from 10:00AM to 3:00PM on February 27, March 12, and March 19, 2016. Teachers will be paid at a rate of \$40 per hour. This program is funded by Title III.

Account #20-241-100-101-000-99

Brian Barg	William Snyder	Kaitlin Martinovich	Peter Woodcock
Maria Ward	Debra Kobus	Jeffrey Hirshorn	Jennifer O'Malley
Nancy Dodimead	Cheri Schlags	Tara Mozee	Lauren Addison
Katie Cooney	Jody Silverman	Kaitlin Kelly	Sarah Mansilla
Heather Salerno	Allison Schott	Michele Gillis	Lisa Hybiske
Aline Usatai	Brooke Morett	Laura Swirsky	Jillian Coyne
Kimberly Cohn	Carol Morris	Danielle Komis	Patricia Fox
Jessica Santiago	Melissa DeAngelis	Martin Hagan	Renee Macrina Collins
Michelle Bradley	Brittany Skinner		

7. RECOMMEND that the Pennsauken Board of Education approve the following teachers to participate in the five hours curriculum writing from the Language Arts Department to be held on Saturday, January 23, 2016 at a rate of \$40 per hour.

Account #11-000-221-104-002-98

Tara Gillespie	Lisa Haines	Christine Lim	Edward Trautz
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8. RECOMMEND that the Pennsauken Board of Education approve Lori Tedesco Singley, Director of Educare to present the 'Working With Children Who Live In Substance Abusing Environment' to guidance counselors during the In-Service Day on Friday, February 12, 2016. Cost to the district is \$1,000.

Account #11-000-218-320-001-04

9. RECOMMEND that the Pennsauken Board of Education approve Celynda Cortez to translate at a student hearing meeting on Thursday, January 14, 2016 at a rate of \$25 per hour.

Account #11-240-100-101-004-98

10. RECOMMEND that the Pennsauken Board of Education approve Thy Pham to work at the Superintendent Interview Nights at the contractual rate.

Account #11-000-230-105-001-98

Educational Program

11. RECOMMEND that the Pennsauken Board of Education approve the placement of the following students in out-of-district programs for students with disabilities during the 2015-2016 school year.

Student	Placement	Cost	Dates	Non-Resident Fee	Account Number
201674186	GCSSSD	\$35,820 Tuit. Prorated	11/9/15-6/14/16	\$3,000	11-000-100-565-008-08
202885683	GCSSSD	\$36,000 1:1 prorated	10/9/15-6/14/16	\$3,000	
202844210	GCSSSD	\$35,820 Tuit. Prorated	1/4/16-6/14/16	\$3,000	
201549218	Abilities Center	\$16,220.00 Prorated	1/4/16-6/14/16	\$3,000	11-000-100-564-000-00
135416816	Garfield Park	\$50,814.00 prorated	12/14/15-6/17/16	n/a	11-000-100-566-000-08
201746560	Garfield Park	\$50,814.00 prorated	1/5/16-6/17/16	n/a	
201588994	Archbishop Damiano	\$29.13/hr. After school 1-on-1 aide	1/12/16-3/1/16	n/a	11-000-100-566-000-08
135402509	Gloucester City BOE	\$10,984.00	11/9/15-6/20/16	n/a	11-000-100-561-000-08
135406209	Gloucester City BOE	\$9,892.80	11/9/15-6/20/16	n/a	
202844897 REVISED	Kingsway	\$53,764.20 Tuit prorated	11/9/15-6/20/16	n/a	11-000-100-566-000-08

12. RECOMMEND that the Pennsauken Board of Education drop the following student in an out-of-district program for pupils with disabilities during the 2015-2016 school year:

Student	Placement	Dropped Date
201549218	GCSSSD	12/23/15
201717651	Archbishop Damiano/St. John of God	12/21/15
202197595	Bancroft	12/18/15

13. RECOMMEND that the Pennsauken Board of Education approve the following employee transfer:

Employee	Current Location	New Location	Replaces
Elizabeth Wira	Franklin School	Phifer Middle School	Maureen Butler

14. RECOMMEND that the Pennsauken Board of Education approve Camden County Educational Services Commission to provide one full-time instructional assistant five days per week to St. Cecilia's School in Pennsauken for the 2015-2016 school year, at a cost not to exceed \$29,475. Funding through the 2015-2016 IDEA Grant. (Amount revised from 8/27/15 Board Agenda.)

Account #20-251-100-320-416-08.

15. RECOMMEND that the Board of Education approve home instruction for the following student:

Account #11-219-100-101-304-98

Student	Cost	Reason
202338530	\$40 per hour	Behavior

16. RECOMMEND that the Pennsauken Board of Education approve the “Dome Theater” to set up and provide an interactive learning experience for selected elementary schools on dates to be determined. The performance is aligned with current science standards. Cost to the district is \$3,150.
Account #11-190-100-320-001-24, #11-190-100-320-001-25, #11-190-100-320-001-22
17. RECOMMEND that the Pennsauken Board of Education approve teachers Aline Usatai and Janelle Wright to provide instruction for the adult ESL classes. This program is funded by Title III Immigrant.
Account #20-245-100-100-000-98
18. RECOMMEND that the Pennsauken Board of Education approve the revised K-4 elementary report card. (See attachment)
19. RECOMMEND that the Pennsauken Board of Education approve the Phifer Middle School students grade 7 and 8 to attend the 2016 Coriell Science Fair on Saturday, March 19, 2016 at the Camden County College Blackwood Campus. Cost to the district is transportation.
20. RECOMMEND that the Pennsauken Board of Education approve Physical Education Teacher Asha Atkinson to hold a 30 minute assembly at Carson Elementary School on Tuesday, February 2, 2016 at 2:45PM in the all purpose room. A representative from Jump Rope for Heart will be there to discuss gifts, activities, and forms for the Jump Rope for Heart event on Tuesday, February 16, 2016.
21. RECOMMEND that the Pennsauken Board of Education approve the PHS Latin students to perform a skit of King Midas at Carson Elementary School on Tuesday, January 19, 2016 at 2:55PM. There is no cost to the district.
22. RECOMMEND that the Pennsauken Board of Education approve the NJHS Ceremony at 6:30PM on Wednesday, March 16, 2016 at the Phifer Middle School.
23. RECOMMEND that the Pennsauken Board of Education approve the following assemblies:

Item	Assembly	School	Date	Cost/Account
A	African Dance Troupe	Carson	Friday, February 5, 2016 at 2:00PM	n/a
B	Walnut Street Theater	Carson	Tuesday, April 5, 2016 at 2:00PM	n/a
C	Be a Peacemaker	Carson	Friday, March 18, 2016	\$800 (Performers) #11-190-100-320-001-23
D	Pennies for Patients	Intermediate	Monday, February 8, 2016	n/a
E	African American	Phifer	Wednesday, February 24, 2016	Not to exceed \$1,000 11-401-100-600-000-30

24. RECOMMEND that the Pennsauken Board of Education approve the New Jersey Council of County Colleges’ application to the AT&T Aspire 2016 Connect to Success competition.

Staff Travel & Professional Development

25. 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:

Item	Name	Workshop	Date	Fee	Account Number
A	Ramon Sanchez	Planning for Safer Schools for a	1/29/16	travel expense	11-000-240-580-000-31

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Item	Name	Workshop	Date	Fee	Account Number
		Better Tomorrow			
B	Christine Lim	Graduation Portfolio Requirement	1/8/16	travel expense	11-190-100-580-000-02
C	Martin Ford	Graduation Portfolio Requirement	1/8/16	travel expense	11-000-221-580-000-02
D	Phyllis Plasky	Using PARCC Data to Inform the Curriculum	2/19/16	\$149 plus travel expense	11-000-223-580-000-02
E	Phyllis Plasky	Reforming Assessment Beliefs & Practices	2/2/16	\$149 plus travel expense	11-000-223-580-000-02
F	Angel Cook	Redesigning Science Labs	3/8/16	\$149 plus travel expense	11-000-223-580-000-02
G	Melissa DeAngelis	Redesigning Science Labs	3/8/16	\$149 plus travel expense	11-190-100-580-000-02
H	Sandra Allen	PARCC 2016 District Test Coord. Training	3/1/16	travel expense	11-000-223-580-000-02
I	Krystal Kubichek	Biduum Latinum Virginianum 2016	2/26/16	\$295	11-190-100-580-000-02
J	Rose Merrick	Improve Behavior and Increase Learning	3/2/16	\$239	11-190-100-580-000-02
K	Kelsey Skinner	2016 Conference for NJ Pre-K Teachers	2/22/16	\$242 plus travel expense	11-190-100-580-000-02
L	Diana Frank	Using Guided Reading to Differentiate Reading Instruction	2/10/16	\$239 plus travel expense	11-190-100-580-000-02
M	Bridget Zino	Planning for Safer Schools for a Better Tomorrow	1/29/16	Travel expense	11-190-100-580-000-02
N	Danielle Fidyk	Increase Student Learning by Using Ipads	1/21/16	\$239	11-190-100-580-000-02
O	Margaret Anderson	Guided Reading: Differentiating Using Small Group Inst.	2/29/16	\$239	11-190-100-580-000-02

Activities

26. RECOMMEND that the Board of Education approve the following facilities usages during the 2015 - 2016 school year. Required documentation is on file.

Item	Date & Time	Organization	School Requested	Fees
A	Thursday, April 14, 2016 from 6:30PM to 8:30PM	Book Bingo Night	Carson School MPR	N/a
B	Tuesday, May 31, 2016	Annual Awards Ceremony	High School Auditorium & Cafeteria	N/a
C	March thru December, 2016 (Sundays only - 14 games) (Excluding July & August) 9:00am – 12:00pm	Pennsauken United Soccer (Soccer Matches)	Middle School - Lower Soccer Field	N/a

D	Saturday, June 25th, 2016 3:30pm – 9:30pm	De Marco Dance Center (Dance Recital)	Pennsauken High School Auditorium & Freshman Cafeteria	Auditorium: \$1,200/day Renaissance (Freshman) Cafeteria: \$300 Sound System: \$50/hour Custodial Pers: \$45.00/hour
E	Tuesday, March 8, 2016 7:00pm – 9:30pm	Townhomes at Fairways Association, Inc.	Fine School – Library	N/a

BUSINESS & FINANCE

27. RECOMMEND the Board of Education of the Township of Pennsauken approve line item transfers for the month of December 2015 per attached exhibits.
28. RECOMMEND the Board of Education of the Township of Pennsauken approve payment of bills for the month of January 2016 that are duly signed and authorized in a total amount of dollars.

DEPARTMENT	TOTAL
January 2016 Bill List	4,056,485.98
January 2016 Add'l Bill List	112,764.94
January 2016 – Aid In Lieu (1)	107,570.39
December 2015 Special Check	1,650.00
January 2016 Special Check	2,892.00
December 2015 Payroll (12/4, 12/18 & 12/23)	7,101,970.21
Food Services December 2015 Bill List	130,008.84
Total	11,513,342.36

29. RECOMMEND the Board of Education of the Township of Pennsauken approve the Report of the Treasurer of School Monies for the month of December 2015 at the Business Meeting of Thursday, January 28, 2016.
30. RECOMMEND the Board of Education of the Township of Pennsauken approve the School Business Administrator/Board Secretary and the Cash Reports for the month of December 2015 at the Business Meeting of Monday, January 28, 2016.
31. RECOMMEND the Board of Education of the Township of Pennsauken certify the following: Pursuant to N.J.A.C. 6A:23A-16.10 (c) 4, the Pennsauken Board of Education certifies that as of December 2015 after review of the Secretary's Monthly Financial Report and the Treasurer's Monthly Financial Report and upon consultation with the appropriate district officials, to the best of the Boards' knowledge, no major account or fund has been over-expended in violation of N.J.A.C. 6A:23A-16.10 (a) 1 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.
32. RECOMMEND the Board of Education of the Township of Pennsauken certify the following: Pursuant to N.J.A.C. 6A:23A-16.10 (c) 3, I, Business Administrator, certify that as of December 2015 no

budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the Pennsauken Board of Education pursuant to N.J.S.A. 18A:22-8.1 and N.J.S.A. 18A:22-8.2 and no budgetary line item account has been over-expended in violation of N.J.A.C. 6:23-2.12 (a) 1.

John J. Deserable

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33. RECOMMEND the Pennsauken Board of Education of the Township of Pennsauken approve the proposal from Remington & Vernick to survey the Booker T. Washington School property. This is required for the pending sale of this property. Cost: \$5,975.00
Acct. #: 11-000-230-334-000-00
34. RECOMMEND the Pennsauken Board of Education of the Township of Pennsauken approve the Corrective Action Plan and accept the CAFR Report for the Fiscal Year Ending June 30, 2015. (SEE ATTACHED)

Corrective Action Required by the Board	Method of Implementation	Person Responsible for Implementation	Planned Completion Date of Implementation
Reconciliation of payroll deductions payable be completed on a monthly basis	An excel spreadsheet will be kept on a monthly basis showing amounts due to payroll agencies. Transactions will be recorded in CSI.	<ul style="list-style-type: none">• Payroll Clerks• Assistant School Business Administrator• School Business Administrator	Ongoing throughout the 2015-2016 school year

35. RECOMMEND the Pennsauken Board of Education of the Township of Pennsauken approve the 2016-2017 Continuing Disclosure Agent Services and Independent Registered Municipal Advisor “of record” Agreement with Phoenix Advisors, LLC. Cost: \$850.00 (SEE ATTACHED)
Acct. #: 11-000-230-339-000-00

INFORMATIONAL (See Attachments)

BOARD MEMBER ATTENDANCE 2015-2016 SCHOOL YEAR (See Attachment)

SECURITY DRILL AND FIRE DRILL REPORT (See Attachment)

PUBLIC COMMENT

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suggest that citizens attempt to resolve concerns by speaking directly to school administrators before bringing it to the Board. **Further, the Board asks that citizens who choose to speak at a public board meeting be reminded that comments should always be respectful, non-defamatory and should maintain the level of decorum appropriate for a meeting of a public body.** Individuals with an interest in the functions or duties of the Board are invited to speak a maximum of five (5) minutes on any one issue. You are required to give your name and address before speaking.

DATES, TIMES, & NEXT MEETING(S) OF THE BOARD

DATE	TIME	LOCATION	TYPE OF MEETING	WILL PUBLIC COMMENT BE TAKEN
1/28/16	7:00PM	PHS	Business	Yes
2/18/16	7:00PM	Administration	Conference	Yes
2/15/16	7:00PM	PHS	Business	Yes

EXECUTIVE SESSION OF THE BOARD

BE IT RESOLVED by the ***Board of Education of the Township of Pennsauken*** that it adjourn to Executive Session as prescribed under the “Sunshine Law”, if necessary, in order to discuss legal issues, contracts and personnel issues. Any discussion held by the Board of Education that need not remain confidential will be made public. Matters under discussion will not be disclosed to the public until the need for confidentiality no longer exists.

MOTION TO ADJOURN

EXECUTIVE SESSION

TOPICS:

1. LEGAL
2. CONTRACT
3. STUDENT
4. PERSONNEL