PENNSAUKEN TOWNSHIP PUBLIC SCHOOLS BOARD OF EDUCATION

BUSINESS MEETING MINUTES THURSDAY, JULY 26, 2012 7:00 P.M. PENNSAUKEN HIGH SCHOOL ROOM 327

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.

Mr. O'Brien as President, declared this to be a legal meeting of the Board of Education.

ROLL CALL

Those in attendance and answering roll call were Mr. Kofoet, Dr. Meloni, Mr. Stargell, Mr. Nguyen, Mr. O'Brien. Mr. Brown was absent, Mr. McDevitt arrived at 8:30pm, Mrs. James-Wilson arrived at 7:40pm, Mr. Rodriguez was absent. Also in attendance were Mrs. Martinez Superintendent, Mr. Oberg Interim Business Administrator/Board Secretary, Mr. Wrzczynski Director of Personnel, Mr. Oliver Director of Elementary, Mr. Zorzi Director of Curriculum, Mr. Piarulli Solicitor.

FLAG SALUTE

VISION

The Pennsauken Schools will foster diversity and talent as well as prepare students with the knowledge, higher-order thinking skills, and communication-readiness for college, career, and workforce success.

MISSION

In partnership with parents and community stakeholders, the Pennsauken School District will provide continuous student academic improvement for the pursuit of life-long learning and happiness.

BELIEFS

Potential:

• The district believes that all students have great potential to become innovators of the next generation. It is our responsibility to educate all students to their fullest potential and to foster an expectation for high performance. This requires adopting a positive attitude that drives the belief that with a high quality education and appropriate supports, students can be successful regardless of circumstances.

Diversity:

• The district believes that our strength is in our diversity. Diversity enhances learning. The individuality and uniqueness of all school community members will be fostered and celebrated.

Accountability:

The district will make all decisions in the best interests of all students by aligning our vision and mission with policies, budgets, guidelines, curricula and district performance data. Students should be afforded a highly effective educator in each classroom, differentiated instruction and alternative ways of learning. We believe that the current disparity in academic performance between different groups of students can and must be eliminated.

Responsiveness:

The district believes that communicating consistently with respect and honesty builds relational trust. Mutual trust fuels responsiveness that focuses appropriately to address the needs of each school community member. The district should be responsive to the needs of students in an evolving educational world and society.

PRESENTATIONS

APPROVAL MINUTES OF PRIOR MEETINGS

A motion was made by Mr. Stargell and seconded by Mr. Kofoet to approve item #1. The motion was approved by a roll call vote (5-0-0) with Mr. Nguyen abstaining on June 21, 2012 Conference Meeting, Executive Session #1 & #2.

1. **BE IT RESOLVED** by 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
June 21, 2012	Conference	Mrs. James Wilson, Mr. Nguyen
June 21, 2012	Executive #1	Mrs. James Wilson, Mr. Nguyen
June 21, 2012	Executive #2	Mrs. James Wilson, Mr. Nguyen
June 28, 2012	Business	None
June 28, 2012	Executive	None

REPORT OF THE ZONE PARENT-TEACHER ASSOCIATION

BREAK FOR REFRESHMENTS AND TO GREET CITIZENS

- 2. **BE IT RESOLVED by the Board of Education of the Township of Pennsauken** to take a brief recess in order to share refreshments with citizens and guests.
- 3. **BE IT RESOLVED by the Board of Education of the Township of Pennsauken** to reconvene the meeting. The President of the Board of Education certifies that all members present before the recess are now present.

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 the regular monthly Business Meeting, 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. Individuals with a relevant 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.

Seeing no comments a motion was made by Mr. Stargell and seconded by Mr. Nguyen to close Public Comment. The motion was approved by a voice vote.

REPORT OF BOARD SOLICITOR

REPORT OF COMMITTEES OF THE BOARD OF EDUCATION

REPORT OF COMMUNICATIONS TO THE BOARD OF EDUCATION

Please refer to the Report of the Superintendent of Schools

REPORT OF OLD BUSINESS

- 1. Update on Search for Business Administrator currently open.
- 2. Student Code of Conduct
- 3. RFQ mandatory requirements

REPORT OF NEW BUSINESS

- 1. Title 1 Audit discussion
- 2. Public Relations person. Who is ours?
- 3. Letter of intent letter
- 4. Finance internal controls

REPORT OF THE SCHOOL BUSINESS ADMINISTRATOR

A motion was made by Mr. Stargell and seconded by Mr. Nguyen to approve items 4 -15, 18,19. The motion was approved by a roll call vote with Mr. Kofoet who recused on June bill list Mr. Oberg, Township of Pennsauken, July bill list Arnold's Safe & Lock, July supplemental bill list Conner Strong-Mr. Oberg's surety bond, June Food Service A&A Pretzel, . Dr. Meloni who recused on June bill list Mr. Oberg, July supplemental Conner Strong-Mr. Oberg's surety bond, Food Service bill list. BOE payroll, Mr. Nguyen who recused on _______, Mr. O'Brien who recused on June bill list Township of Pennsauken

- 4. **BE** *IT RESOLVED by the Board of Education of the Township of Pennsauken* to approve line item transfers per the attached exhibit.
- 5. **BE IT RESOLVED by the Board of Education of the Township of Pennsauken** to approve payment of bills for the month of June and July 2012 that are duly signed and authorized in a total amount of \$4,503,393.00.

DEPARTMENT	TOTAL
JUNE BILL LIST-GENERAL FUND #3	\$ 233,664.44
JULY BILL LIST-GENERAL FUND	\$ 4 ,187,425.17
JUNE FOOD SERVICE BILL LIST	82,303.39
TOTAL	\$ 4,503,393.00

- 6. **ACTION ANTICIPATED** The Report of the Treasurer of School Monies for January 2012 at the Business Meeting of Thursday, July 26, 2012.
- 7. **ACTION ANTICIPATED** the School Business Administrator/Board Secretary and the Cash Reports for January 2012 at the Business Meeting of Thursday, July 26, 2012.
- 8. ACTION ANTICIPATED BE IT RESOLVED by the Board of Education of the Township of Pennsauken to certify the following: Pursuant to N.J.A.C. 6A:23A-16.10 (c) 4, the Pennsauken Board of Education certifies that as of January 31, 2012 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
- 9. ACTION ANTICIPATED BE IT RESOLVED by the Board of Education of the Township of Pennsauken to certify the following: Pursuant to N.J.A.C. 6A:23A-16.10 (c) 3, I, John C. Oberg, certify that as of January 31, 2012 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.
- **10. BE IT RESOLVED by the Board of Education of the Township of Pennsauken** to approve renewing its membership with the Burlington and Camden County Educational Insurance Consortium (BACCEIC) which is a sub fund of the New Jersey School Board Insurance Group.
- 11. **BE IT RESOLVED by the Board of Education of the Township of Pennsauken** to approve the IDEA FY12 carry-over application.
- 12. **BE IT RESOLVED by the Board of Education of the Township of Pennsauken** to establish tuition rates for the 2012-2013 school year for non-resident students for regular education students as follows:

Regular EducationPreK & K\$10,603.00Grades 1 - 5\$13,378.00Grades 6 - 8\$12,603.00Grades 9 - 12\$13,381.00

- 13. **BE IT RESOLVED by the Board of Education of the Township of Pennsauken** to approve renewal of EMC financial software for the 2012-2013 school year.
- WHEREAS N.J.S.A. 40A:11-11(5) authorizes contracting units to enter into Cooperative Pricing Agreements;
 and

WHEREAS the Educational Services Commission of Morris County, hereinafter referred to as the "Lead Agency", has offered voluntary participation in a Cooperative Pricing System known as the "Educational Cooperative Pricing System" #26EDCP ,for the purchase of work, materials and supplies; and

WHEREAS, the Pennsauken Public School District within the County of Camden New Jersey would like to renew their contract with Educational Data Services, Inc., administrative agent for the Cooperative Pricing System, for the licensing and maintenance fee of \$14,900.00,

NOW THEREFORE, BE IT RESOLVED that the Pennsauken Board of Education approve this agreement with Ed Data for the 2012-2013 school year, for the amount of \$14,900.00

- 15. **BE IT RESOLVED by the Board of Education of the Township of Pennsauken** to approve the renewal contract of Paul's Commodity Hauling Inc. for delivery of state commodities.
- 16. **WHEREAS** advertised bids were received through Ed Data for the purpose of purchasing **Athletic Clothing** (Fall Sports) for the Pennsauken School District for the 2012-2013 school year; and

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

Fd Data Bid

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COMPANY	ADDRESS	AMOUNT			
Ampro	Primos, PA	\$ 5,881.67			
Effingers	Bound Brook, NJ	\$ 6,775.25			
Levy's	West New York, NJ	\$ 595.80			
Massapequa	Massapequa Park, NY	\$ 241.95			
Metuchen	New Brunswick, NJ	\$ 1,815.50			
Passons Sports	Dresher PA	\$ 1.88			
R & R Trophy	No. Arlington, NJ	\$ 484.90			
Riddell	Elyria, OH	\$ 360.00			
Sportman's	Johnstown, PA	\$ 230.40			
The Stratis Group	Piscataway, NJ	\$ 2,549.19			
Triple Crown	Old Bridge, NJ	\$ 2,918.30			
Uniforms for All Sports	Old Forge, PA	\$ 380.00			
	\$20,804.78				
	<u>\$ 1,430.06</u>				
	\$22,234.84				

THEREFORE, BE IT RESOLVED by the Board of Education of the Township of Pennsauken that the Board award this bid to the above-mentioned vendors, in the amounts noted, payable from the 2012-13 budget.

17. **WHEREAS** advertised bids were received through Ed Data for the purpose of purchasing **Athletic Equipment** (Fall Sports) for the Pennsauken School District for the 2012-2013 school year; and

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

Ed Data Bid

COMPANY	ADDRESS	AMOUNT
Aluminum Athletic	Royersford, PA	\$ 29.00
Ampro	Primos, PA	\$ 419.69
ARC Sports	North Salem, NY	\$ 380.80
Effinger Sporting Goods	Bound Brook, NJ	\$ 739.50
Korney Board	Roxton, TX	\$ 898.50

Levy's	West New York, NJ	\$ 525.69
Longstreth	Parkerford, PA	\$ 232.78
Passon's Sports	Dresher, PA	\$ 2,948.34
R & R Trophy and Sporting	No. Arlington, NJ	\$ 2,738.60
Sportsman's	Johnstown, PA	\$ 2,152.59
Triple Crown	Old Bridge, NJ	\$ 399.65
Winning Teams	Flemington, NJ	\$ 89.85
	11-402-100-600-00-AS1	\$ 9,355.24
	11-402-100-600-00-AS2	<u>\$ 2,199.75</u>
TO	\$11,554.99	

THEREFORE, BE IT RESOLVED by the Board of Education of the Township of Pennsauken that the Board award this bid to the above-mentioned vendors, in the amounts noted, payable from the 2012-13 budget.

18. **BE IT RESOLVED by the Board of Education of the Township of Pennsauken** to approve the following payment, per recommendation from Garrison Architects, for the Partial Roof Replacement Project at the Pennsauken High School, in the amount indicated. Payment to be released July 27, 2012.

VENDOR	PAYMENT NUMBER	AMOUNT
Jottan, Inc.	Application #1	\$921,826.22
	Application #2	\$304,172.40
	12-000-400-450-000-40 TOTAL	\$1,225,998.62

19. **WHEREAS** per NJSA #18A:18A-10 states 'a board of education, without advertising for bids, or after having rejected all bids obtained pursuant to advertising therefore, by resolution may purchase/lease any goods or services pursuant to a contract or contracts for such goods entered into on behalf of the State by the Division of Purchase and Property, and

WHEREAS Flemington Buick, Pontiac, GMC currently has a New Jersey State Contract #A78847 for the provision of GMC Sierra Pick Up Trucks for the amount listed below:

ITEM	QUANTITY	<u>TOTAL</u>
Flemington Buick, Pontiac, GMC	Flemington, NJ	\$90,744.00
	12-000-260-730-00-EQM	\$90744.00

THEREFORE, BE IT RESOLVED by the Board of Education of the Township of Pennsauken to purchase two (2) 2013 GMC Sierra Pick Up Trucks at \$45,372.00 each for use by the maintenance department, payable from the 2011-2012 budget.

AT 8:10PM THERE WAS A POWER FAILURE AT THE HIGH SCHOOL. BOARD CALLED A RECESS. MEETING RECONVENED AT 8:37PM.

EXECUTIVE SESSION OF THE BOARD OF EDUCATION

A motion was made by Mr. Stargell and seconded by Mr. Nguyen to approve the following resolution: 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 collective bargaining, pending and potential litigation, 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 was approved by a voice vote. Board entered Executive Session at 8:39pm.

Board returned to Public Session at 9:40pm.

REPORT OF THE SUPERINTENDENT OF SCHOOLS

The Superintendent of Schools recommends the following:

PERSONNEL

SPECIAL NOTICE: Each of the following appointments are contingent on the Camden County Superintendent of

Schools approving the "emergent hiring" for a period of 90 days with the possibility of a 60-day extension pending the New Jersey Department of Education completing the required criminal history background check (NJSA 18A:6-7.1 revised 6/30/98). The appointments are also contingent upon verification of certifications.

NOTE: Items #16, #17, #57, and #61 were approved by Board of Education at the Conference Meeting. Items #27 was withdrawn by the Superintendent at the Conference Meeting.

A motion was made by Mr. McDevitt and seconded by Mr. Nguyen to approve items 20-26, 28-73. The motion was approved by a roll call vote (7-0-0) with Mr. Kofoet who recused on item 31, Dr. Meloni who recused on item 31.

A motion was made by Mr. Stargell and seconded by Mrs. James Wilson to approve item 70, amended. The motion was defeated by a roll call vote (4-2-1) with Mr. McDevitt and Mr. O'Brien voting no.

20. **BE IT RESOLVED by the Board of Education of the Township of Pennsauken** to accept the following Resignations/Retirements:

ITEM	NAME	POSITION	SCHOOL	DATE RESIGNATION IS EFFECTIVE	REASON FOR RESIGNATION	YEARS OF SERVICE TO PENNSAUKEN
Α	Sharon Paris	Teacher	Baldwin	07/05/12	Personal Reasons	16
В	Barbara Aquilino	Bus Driver	Transportation	07/27/12	Job Abandonment	2

21. **BE IT RESOLVED by the Board of Education of the Township of Pennsauken** to approve the following as substitutes, called on an as-needed basis, for the 2012-2013 school year.

TEACHERS - \$85.00 PER DIEM				
1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1				
Semia Rafeh	Nikole DeLecce			
EDUCATIONAL ASSIST	ANTS - \$7.25 PER HOUR			
FOOD SERVICES	- \$8.50 PER HOUR			
NURSE - \$14	40 PER DIEM			
CUSTODIAN - \$	10.00 PER HOUR			
James Strickland	Dante Truitt			
Matthew Cowgill	Walter Wilson			
SECRETARY - \$8.00 PER HOUR				
TRANSPORTATION – BUS DRIVER - \$11.50 PER HOUR				

22. **BE IT RESOLVED by the Board of Education of the Township of Pennsauken** to approve the following transfer:

Item	Name	Current Position	Current Location	Date	New Location	Replacing
А	Jeff James	Maintenance "A" Position	Maintenance Department	08/01/12	Phifer Middle School	Ronald Smith - Retired

23. BE IT RESOLVED by the Board of Education of the Township of Pennsauken to appoint the following:

Item	Name	Position	Date	Person Replaced	Salary	Account Number
А	Matthew Cowgill	Night Custodian at PHS	08/01/12- 06/30/13	Robert Pierce	\$26,474 pro-rated (terms and conditions as per AFSCME contract)	11-000-262-110-00-99
В	Asa Hall	Night Custodian at PMS	08/01/12 – 06/30/13	Michael Gonzales	\$26,474 pro-rated (terms and conditions as per AFSCME contract)	11-000-262-110-00-99

Note: Residency policy is in effect. Interviews were conducted by Coordinator of Buildings and Grounds, Jack Killion and Supervisor, Frank Warwick

24. BE IT RESOLVED by the Board of Education of the Township of Pennsauken to approve absence incentive bonus for the period of February 1, 2012 through June 14, 2012 for the following food service employees as per CWA contract:

NAME	EMPLOYEE STATUS	AMOUNT
Carmen Dingui	Part Time	\$150
Pedro Dingui	Part Time	\$150
Judith Dowdy	Part Time	\$150
Charlene Francis	Part Time	\$150
Melissa Francis	Part Time	\$150
Yolanda Nasuti	Part Time	\$150
Patricia O'Brien	Part Time	\$150
Joanne Pimble	Part Time	\$150
Wendy Bernard	Part Time	\$150
Judith Troche	Part Time	\$150
Judith Fabry	Part Time	\$150
Donna Bell	Full Time	\$175
Zaharas Disbot	Full Time	\$175
Susan Croge	Full Time	\$175
Maureen Disbot	Full Time	\$175
Maria Pasamihalis	Full Time	\$175
Yvonne Rehrer	Full Time	\$175
TOTAL		\$2,700

- 25. **BE IT RESOLVED by the Board of Education of the Township of Pennsauken** to reappoint Carmen Rodriguez to the position of Foreman assigned to Pennsauken High School. Ms. Rodriguez will receive a stipend of \$1,500 for the 2012-2013 school year.
- 26. **BE IT RESOLVED by the Board of Education of the Township of Pennsauken** to reappoint James Morley to the position of Foreman assigned to Phifer Middle School. Mr. Morley will receive a stipend of \$1,500 for the 2012-2013 school year.
- 27. **BE IT RESOLVED by the Board of Education of the Township of Pennsauken** to appoint the following personnel to coaching positions at Pennsauken High School for Winter 2012-2013.

ITEM	PHS Coaching Position	Name	Interviews Conducted By	Stipend	Account Number
А	Head Boys Basketball	Jonathan Taylor Teacher – Bonsall School, Camden, NJ	High School Principal, Athletic Director, Assistant Principal, Director of Personnel	\$6,910	11-401-100-100-00-13L

В	Assistant Boys Basketball	Chad Pierce PMS Social Studies Teacher	High School Principal, Athletic Director, Assistant Principal, Director of Personnel	\$5,385	11-401-100-100-00-13L
С	Assistant Boys Basketball	Kyle Bernard PHS Special Education Teacher	High School Principal, Athletic Director, Assistant Principal, Director of Personnel	\$5,385	11-401-100-100-00-13L
D	Head Girls basketball	Laura Bell PHS Math Teacher	High School Principal, Athletic Director, Assistant Principal, Director of Personnel	\$6,910	11-401-100-100-00-13L
E	Assistant Girls Basketball	Brandon Bond PHS Business Teacher	High School Principal, Athletic Director, Assistant Principal, Director of Personnel	\$5,385	11-401-100-100-00-13L
F	Assistant Girls Basketball	Sarah Sovibile PHS Language Arts Teacher	High School Principal, Athletic Director, Assistant Principal, Director of Personnel	\$4,635	11-401-100-100-00-13L
G	Head Winter Track	Clinton Tabb PHS Physical Education Teacher	High School Principal, Athletic Director, Assistant Principal, Director of Personnel	\$5,485	11-401-100-100-00-13L
Н	Head Bowling	Mark Klimek PHS Physical Education Teacher	High School Principal, Athletic Director, Assistant Principal, Director of Personnel	\$4,635	11-401-100-100-00-13L
I	Head Wrestling	Eric Mossop PHS Business Teacher	High School Principal, Athletic Director, Assistant Principal, Director of Personnel	\$6,910	11-401-100-100-00-13L
J	Assistant Wrestling	Steven Wallace PHS Language Arts Teacher	High School Principal, Athletic Director, Assistant Principal, Director of Personnel	\$5,385	11-401-100-100-00-13L
К	Assistant Wrestling	Marc Granieri PHS Language Arts Teacher	High School Principal, Athletic Director, Assistant Principal, Director of Personnel	\$5,385	11-401-100-100-00-13L

28. **BE IT RESOLVED by the Board of Education of the Township of Pennsauken** to approve the following staff members to the listed co-curricular activities for the 2012-2013 school year at Pennsauken Intermediate School.

NAME	ACTIVITY	STIPEND
Desiree Luongo	Student Council Moderator	\$3,795
Maura Harbison	Newspaper Moderator	\$3,595
Amana Hill	Vocal Music Moderator	\$3,595

Justification: As per contract.

- 29. **BE IT RESOLVED by the Board of Education of the Township of Pennsauken** to extend the hours of the high school library from 2:00 p.m. to 3:30 p.m. on Mondays through Thursdays beginning September 5, 2012 at a cost of \$39 per hour for one teacher to work after school hours.
- 30. **BE IT RESOLVED by the Board of Education of the Township of Pennsauken** to approve payment for the following Pennsauken High School teachers to proctor the after-school library program: *Lauren Cunningham*, Somanette Seang, Dennis Armento, Julia Kozuhowski, Krystal Kubichek, Debbie Kobus, Starnya Ware, and librarian Bridget Zino.

Justification: Supports student achievement. Substitutes will be called only when the regular proctor is not available.

31. **BE IT RESOLVED by the Board of Education of the Township of Pennsauken** to correct the salary of Samiel Fuller to \$82,500.

Justification: Salary was incorrectly stated on the June Board Agenda.

INSTRUCTIONAL

32. **BE IT RESOLVED by the Board of Education of the Township of Pennsauken** to renew the purchase of the OnCourse lesson planning system at a cost of \$19,237.50. Account – 11-000-252-500-000-06

Justification: Pennsauken elementary schools currently use the OnCourse system. This purchase will help expand the OnCourse system to grades 5 through 12.

33. **BE IT RESOLVED by the Board of Education of the Township of Pennsauken** to compensate Susan Fuir, Registered Nurse, to work on 6th grade immunizations during the months of July and August for a total of no more than 10 hours at a cost not to exceed \$390.

Justification: To track the return of required immunization documentation of incoming 6th grade students as mandated by state law. These requirements (Tdap and meningococcal vaccine) are due by the first day of school in September for continued attendance.

34. **BE IT RESOLVED by the Board of Education of the Township of Pennsauken** to contract with the Clarke School for Hearing and Speech (Clarke School for the Deaf Center for Oral Education) to provide program evaluations, observations/consultation services to hearing impaired students for the 2012-2013 school year. Account – 11-000-219-320-008-08

Justification: Program is designed to meet the educational and communication needs of hearing impaired children and to instill hearing impaired children with a belief in their own capabilities and to provide them with the skills need to participate freely and independently in a hearing speaking world.

35. **BE IT RESOLVED by the Board of Education of the Township of Pennsauken** to contract with the New Jersey Commission for the Blind and Visually Impaired (CBVI) to provide education services for students listed below eligible to receive CBVI education services for the 2012-2013 school year. Level of Service 1 – Cost is \$1700 per student. Account – 11-000-217-320-304-08

Student #	Student #
135419873	135407607
135409770	135415933
135403912	8001120
5001569	135404260
135405904	1100077
5001399	135404743

36. **BE IT RESOLVED by the Board of Education of the Township of Pennsauken** to approve the hiring of Stephanie Dangerfield, high school counselor, to participate as the required regular/special education teacher/guidance counselor on the IEP Team for initial evaluations, re-evaluations, etc. during the weeks of July 2 and August 31, 2012. Compensation for hours worked will be paid at the hourly rate of \$39.00 per hour.

Justification: As mandated by Special Education Code N.J.A.C. 6A:14

37. **BE IT RESOLVED by the Board of Education of the Township of Pennsauken** to contract with Professional Pulmonary Service (PPD Homecare) to provide portable oxygen for student # 3001074 for the 2012-2013 school year at the rate of \$50.00 per month not to exceed \$600.00 for the school year. Account – 11-000-217-320-304-08

Justification: Student requires oxygen in school building at all times.

38. **BE IT RESOLVED by the Board of Education of the Township of Pennsauken** to drop the following students in out-of-district programs for pupils with disabilities during the 2012-2013 school year.

Student	Placement	Cost	Dropped Date	Account Number
135431096	Y.A.L. E. School	\$43,603.20	6/8/12	11-000-100-566-000-08
135439093	Garfield Park Academy	State Responsible	6/21/12	11-000-100-566-000-08

135404147	Bancroft	\$54,223.24 MD Program	7/6/12	11-000-100-566-000-08
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Justification: Students have moved and/or been placed in other programs.

39. **BE IT RESOLVED by the Board of Education of the Township of Pennsauken** to approve the following students in out-of-district programs for students with disabilities during the 2012-2013 school year.

Student	Placement	Cost	Effective Date	Account Number
135404552	Crescent Hill Academy	\$7248 MD Program	7/1 – 8/13/12	11-000-100-566-000-08
135404552	Crescent Hill Academy	\$43,486 MD Program	9/1 – 6/30/13	11-000-100-566-000-08
135403912	Crescent Hill Academy	\$7248 MD Program	7/1 – 8/13/12	11-000-100-566-000-08
135403912	Crescent Hill Academy	\$43,486 MD Program	9/1 – 6/30/13	11-000-100-566-000-08
135404260	Crescent Hill Academy	\$7248 MD Program	7/1 – 8/13/12	11-000-100-566-000-08
135404260	Crescent Hill Academy	\$43,486 MD Program	9/1 – 6/30/13	11-000-100-566-000-08
135404260	Crescent Hill Academy	\$4721 1-1 Aide MD Program	7/1 – 8/13/12	11-000-100-566-000-08
135404260	Crescent Hill Academy	\$28, 318 1-1 aide MD Program	9/1 – 6/30/13	11-000-100-566-000-08
1100076	Crescent Hill Academy	\$7248 MD Program	7/1 – 8/13/12	11-000-100-566-000-08
1100076	Crescent Hill Academy	\$43,486 MD Program	9/1 – 6/30/13	11-000-100-566-000-08
13060062	Garfield Park Academy	\$5100 MD Program	7/9 – 8/9/12	11-000-100-566-000-08
13060062	Garfield Park Academy	\$45,900 MD Program	9/1 – 6/30/13	11-000-100-566-000-08
6000943	Garfield Park Academy	\$5100 ED Program	7/9 – 8/9/12	11-000-100-566-000-08
6000943	Garfield Park Academy	\$45,900 ED Program	9/1 – 6/30/13	11-000-100-566-000-08
6000943	Garfield Park Academy	\$2800 1-1 aide ED Program	7/9 – 8/9/12	11-000-100-566-000-08
6000943	Garfield Park Academy	\$25,200 1-1 aide ED Program	9/1 – 6/30/13	11-000-100-566-000-08
135404348	Garfield Park Academy	\$5100 ED Program	7/9 – 8/9/12	11-000-100-566-000-08
135404348	Garfield Park Academy	\$45,900 Ed Program	9/1 – 6/30/13	11-000-100-566-000-08
4002052	Garfield Park Academy	\$5100 ED Program	7/9 – 8/9/12	11-000-100-566-000-08
4002052	Garfield Park Academy	\$45,900 ED Program	9/1 – 6/30/13	11-000-100-566-000-08
4002052	Garfield Park Academy	\$2800 1-1 aide ED Program	7/9 – 8/9/12	11-000-100-566-000-08
4002052	Garfield Park Academy	\$25,200 1-1 aide ED Progam	9/1 – 6/30/13	11-000-100-566-000-08
135418714	Garfield Park Academy	\$5100 ED Program	7/9 – 8/9/12	11-000-100-566-000-08
135418714	Garfield Park Academy	\$45,900 ED Program	9/1 – 6/30/13	11-000-100-566-000-08
135435935	Garfield Park Academy	\$5100 MD Program	7/9 – 8/9/12	11-000-100-566-000-08
135435935	Garfield Park Academy	\$45,900 MD Program	9/1 - 6/30/13	11-000-100-566-000-08
5001331	Garfield Park Academy	\$5100 BD Program	7/9 – 8/9/12	11-000-100-566-000-08
5001331	Garfield Park Academy	\$45,900 BD Program	9/1 – 6/30/13	11-000-100-566-000-08

135420995	Garfield Park Academy	\$5100 BD Program	7/9 – 8/9/12	11-000-100-566-000-08
135420995	Garfield Park Academy	\$45,900 BD Program	9/1 – 6/30/13	11-000-100-566-000-08
135415935	Kingsway	\$7766.70 Mild Cog. Program	7/2 – 8/13/12	11-000-100-566-000-08
135415935	Kingsway	\$46,600.20 Mild Cog. Program	9/1 – 6/30/13	11-000-100-566-000-08
135415935	Kingsway	\$2550 1-1 aide Mild Cog. Program	7/2 – 8/13/12	11-000-100-566-000-08
135415935	Kingsway	\$25,020 1-1 aide Mild Cog. Program	9/1 – 6/30/13	11-000-100-566-000-08
135406489	Kingsway	\$6762.30 MD Program	7/2 – 8/13/12	11-000-100-566-000-08
135406489	Kingsway	\$40,573.80 MD Program	9/1 – 6/30/13	11-000-100-566-000-08
135406489	Kingsway	\$2805 1-1 aide MD Program	7/2 – 8/13/12	11-000-100-566-000-08
135406489	Kingsway	\$26,280 1-1 aide MD Program	9/1 – 6/30/13	11-000-100-566-000-08
7002006	Kingsway	\$6762.30 MD Program	7/2 – 8/13/12	11-000-100-566-000-08
7002006	Kingsway	\$40,573.80 MD Program	9/1 – 6/30/13	11-000-100-566-000-08
7002006	Kingsway	\$2805 1-1 aide MD Program	7/2 – 8/13/12	11-000-100-566-000-08
7002006	Kingsway	\$26,280 1-1 aide MD Program	9/1 – 6/30/13	11-000-100-566-000-08
3001006	Kingsway	\$6762.30 MD Program	7/2 – 8/13/12	11-000-100-566-000-08
3001006	Kingsway	\$40,573.80 MD Program	9/1 – 6/30/13	11-000-100-566-000-08
3001006	Kingsway	\$2805 1-1 aide MD Program	7/2 – 8/13/12	11-000-100-566-000-08
3001006	Kingsway	\$26,280 1-1 aide MD Program	9/1 – 6/30/13	11-000-100-566-000-08
135404300	Kingsway	\$6762.30 MD Program	7/2 – 8/13/12	11-000-100-566-000-08
135404300	Kingsway	\$40,573.80 MD Program	9/1 – 6/30/13	11-000-100-566-000-08
135404300	Kingsway	\$2805 1-1 aide MD Program	7/2 – 8/13/12	11-000-100-566-000-08
135404300	Kingsway	\$26,280 1-1 aide MD Program	9/1 – 6/30/13	11-000-100-566-000-08
6000809	Hampton Academy	\$1600 BD Program	7/9 – 7/27/12	11-000-100-566-000-08
135419615	Bancroft	\$8184.64 MD Program	7/5 – 8/17/12	11-000-100-566-000-08
135419615	Bancroft	\$46,038.60 MD Program	9/1 – 6/30/13	11-000-100-566-000-08
135419615	Bancroft	\$4928 1-1 aide MD Program	7/5 – 8/17/12	11-000-100-566-000-08
135419515	Bancroft	\$27,720 1-1 aide MD Program	9/1 – 6/30/13	11-000-100-566-000-08
135406203	Bancroft	\$8184.64 MD Program	7/5 – 8/17/12	11-000-100-566-000-08
135406203	Bancroft	\$46,038.60 MD Program	9/1 – 6/30/13	11-000-100-566-000-08
135404147	Bancroft	\$8184.64 MD Program	7/5 – 8/17/12	11-000-100-566-000-08

135404147	Bancroft	\$46,038.60	9/1 – 6/30/13	11-000-100-566-000-08
		MD Program \$8184.64		
135404145	Bancroft	MD Program	7/5 – 8/17/12	11-000-100-566-000-08
135404145	Bancroft	\$46,038.60 MD Program	9/1 – 6/30/13	11-000-100-566-000-08
135404145	Bancroft	\$4928 1-1 aide MD Program	7/5 – 8/17/12	11-000-100-566-000-08
135404145	Bancroft	\$27,720 1-1 aide MD Program	9/1 – 6/30/13	11-000-100-566-000-08
13060063	Bancroft	\$8184.64 MD Program	7/5 – 8/17/12	11-000-100-566-000-08
13060063	Bancroft	\$46,038.60 MD Program	9/1 – 6/30/13	11-000-100-566-000-08
13060063	Bancroft	\$4928 1-1 aide MD Program	7/5 – 8/17/12	11-000-100-566-000-08
13060063	Bancroft	\$27,720 1-1 aide MD Program	9/1 – 6/30/13	11-000-100-566-000-08
135404108	Bancroft	\$8184.64 MD Program	7/5 – 8/17/12	11-000-100-566-000-08
135404108	Bancroft	\$46,038.60 MD Program	9/1 – 6/30/13	11-000-100-566-000-08
135404108	Bancroft	\$4928 1-1 aide MD Program	7/5 – 8/17/12	11-000-100-566-000-08
135404108	Bancroft	\$27,720 1-1 aide MD Program	9/1 – 6/30/13	11-000-100-566-000-08
135415927	Bancroft Early Educ. Program	\$259.99 per diem 1-1 staffing \$154 per diem	7/5 – 6/30/13	11-000-100-566-000-08
135404470	Bancroft Early Educ. Program	\$259.99 per diem 1-1 staffing \$154 per diem	7/5 – 6/30/13	11-000-100-566-000-08
135402775	Y.A.L.E.	\$7475.10 Aut. Program	7/5 – 8/15/13	11-000-100-566-000-08
135402775	Y.A.L.E.	\$44,850.60 Aut. Program	9/1 – 6/30/13	11-000-100-566-000-08
3000637	Y.A.L.E.	\$7475.10 MD Program	7/5 – 8/15/13	11-000-100-566-000-08
3000637	Y.A.L.E.	\$44,850.60 MD Program	9/1 – 6/30/13	11-000-100-566-000-08
6001401	Y.A.L.E.	\$7475.10 Aut. Program	7/5 – 8/15/13	11-000-100-566-000-08
6001401	Y.A.L.E.	\$44,850.60 Aut. Program	9/1 – 6/30/13	11-000-100-566-000-08
6001401	Y.A.L.E.	\$4500 1-1 aide Aut. Program	7/5 – 8/15/13	11-000-100-566-000-08
6001401	Y.A.L.E.	\$31,000 1-1 Aide Aut. Program	9/1 – 6/30/13	11-000-100-566-000-08
6001251	Y.A.L.E.	\$7475.10 Aut. Program	7/5 – 8/15/13	11-000-100-566-000-08
6001251	Y.A.L.E.	\$44,850.60 Aut. Program	9/1 – 6/30/13	11-000-100-566-000-08
135404309	Y.A.L.E.	\$7475.10 SLD Program	7/5 – 8/15/13	11-000-100-566-000-08
135404309	Y.A.L.E.	\$44,850.60 SLD Program	9/1 – 6/30/13	11-000-100-566-000-08
135404310	Y.A.L.E.	\$7475.10 BD Program	7/5 – 8/15/13	11-000-100-566-000-08
135404310	Y.A.L.E.	\$44,850.60 BD Program	9/1 – 6/30/13	11-000-100-566-000-08
6001395	Y.A.L.E.	\$9240 Aut. Program	7/2 – 8/23/12	11-000-100-566-000-08
6001395	Y.A.L.E.	\$55,440 Aut. Program	9/1 – 6/30/13	11-000-100-566-000-08

135404906	Y.A.L.E.	\$9240 Aut. Program	7/2 – 8/23/12	11-000-100-566-000-08
135404906	Y.A.L.E.	\$55,440 Aut. Program	9/1 – 6/30/13	11-000-100-566-000-08
135403483	Brookfield Elementary	\$5400 BD Program	7/9 – 8/9/12	11-000-100-566-000-08
135403483	Brookfield Elementary	\$48,600 BD Program	9/1 – 6/30/13	11-000-100-566-000-08
135435976	Brookfield Elementary	\$5400 BD Program	7/9 – 8/9/12	11-000-100-566-000-08
135435976	Brookfield Elementary	\$48,600 BD Program	9/1 – 6/30/13	11-000-100-566-000-08
135416816	Brookfield Elementary	\$5400 BD Program	7/9 – 8/9/12	11-000-100-566-000-08
135416816	Brookfield Elementary	\$48,600 BD Program	9/1 – 6/30/13	11-000-100-566-000-08
135435875	Brookfield Academy	\$44,280 BD Program	9/6 – 6/30/13	11-000-100-566-000-08
135435875	Brookfield Academy	\$28,880 1-1 Aide BD Program	9/6 – 6/30/13	11-000-100-566-000-08
6001407	Brookfield Academy	\$44,280 MD Program	9/6 – 6/30/13	11-000-100-566-000-08
7001284	Brookfield Academy	\$44,280 SLD Program	9/6 – 6/30/13	11-000-100-566-000-08
L.V.	Archway	\$6717.20 MD Program	7/2 – 8/20/12	11-000-100-566-000-08
L.V.	Archway	\$34,545.60 MD Program	9/1 – 6/30/13	11-000-100-566-000-08
135419873	Archbishop Damiano/St. John of God	\$6353.70 PSD Program	7/5 – 8/15/12	11-000-100-566-000-08
135419873	Archbishop Damiano/St. John of God	\$38,122.20 PSD Program	9/1 – 6/30/13	11-000-100-566-000-08
135419873	Archbishop Damiano/St. John of God	\$5049.90 1-1 aide PSD Program	7/5 – 8/15/12	11-000-100-566-000-08
135419873	Archbishop Damiano/St. John of God	\$30,299.40 1-1 aide PSD Program	9/1 – 6/30/13	11-000-100-566-000-08
1100065	Archbishop Damiano/St. John of God	\$6353.70 MD Program	7/5 – 8/15/12	11-000-100-566-000-08
1100065	Archbishop Damiano/St. John of God	\$38,122.20 MD Program	9/1 – 6/30/13	11-000-100-566-000-08
5001569	Archbishop Damiano/St. John of God	\$6353.70 MD Program	7/5 – 8/15/12	11-000-100-566-000-08
5001569	Archbishop Damiano/St. John of God	\$38,122.20 MD Program	9/1 – 6/30/13	11-000-100-566-000-08
5001569	Archbishop Damiano/St. John of God	\$5049.90 1-1 aide MD Program	7/5 – 8/15/12	11-000-100-566-000-08
5001569	Archbishop Damiano/St. John of God	\$30,299.40 1-1 aide MD Program	9/1 – 6/30/13	11-000-100-566-000-08
135405904	Archbishop Damiano/St. John of God	\$6353.70 MD Program	7/5 – 8/15/12	11-000-100-566-000-08
135405904	Archbishop Damiano/St. John of God	\$38,122.20 MD Program	9/1 – 6/30/13	11-000-100-566-000-08
135404076	Archbishop Damiano/St. John of God	\$6353.70 MD Program	7/5 – 8/15/12	11-000-100-566-000-08
135404076	Archbishop Damiano/St. John of God	\$38,122.20 MD Program	9/1 – 6/30/13	11-000-100-566-000-08

Justification: Approved Private School Placement

40. **BE IT RESOLVED by the Board of Education of the Township of Pennsauken** to approve the purchase of Classroom Collections from Booksource in the amount not to exceed \$50,000 for district-wide elementary classrooms. Account – 11-190-100-610-000-04

Justification: This was budgeted to support the initiative started last year to infuse more books into every classroom.

41. **BE IT RESOLVED by the Board of Education of the Township of Pennsauken** to approve a 5 hour day of professional development in August for the 14 BSIP teachers not to exceed \$2,730 to prepare for school-wide Title I initiative. Account – 20-272A-100-101-20

Justification: To improve student achievement.

STUDENT ACTIVITIES

42. **BE IT RESOLVED by the Board of Education of the Township of Pennsauken** to approve the following Elementary, Intermediate and Phifer Middle School field trips for the 2012-2013 school year:

ITEM	DESTINATION	COST
	Elementary	
Α	Pennsauken Library	\$100
В	Walking Trip-Delaware Gardens Fire House	0
С	Costa's Market	\$100
D	Shop Rite – Cinnaminson	\$100
E	Pennsauken Library	\$100
F	Barnes & Noble – Moorestown	\$100
G	Pennsauken Library	\$100
Н	Barnes & Noble – Moorestown	\$100
<u> </u>	Haines Garden Center – Cinnaminson	\$100
J	Cooper River Park	\$100
K	Spa Fitness	\$100
L	Palmyra Cove Nature Center	\$100
M	Barnes & Noble – Moorestown	\$100
N	Cooper River Park	\$100
0	Johnson's Farm	\$100
P	Pinsetters Bowling	\$100 \$100
Q	Cooper River Park	\$100
R	NJ Aquarium or Academy of Natural Sciences	\$670
S	Philadelphia Zoo	\$670
T	Woodford Cedar Run Wildlife Refuse or	\$670
'	Palmyra Cove	φυ/υ
U	Franklin Institute	\$670
V	Johnson's Farm – Medford	\$60
W	Academy of Natural Sciences	\$60
•	Phifer Middle	400
Х	Franklin Institute	1 bus with life
	School not selected to date – Students will	1 2 4 5 1 1 1 1 1 1
Y	audition for Olympic Conference Honor's	1 bus
	Band - Grades 7 & 8	
	School not been selected to date - Students	
Z	will rehearse in preparation for Olympic	1 bus
	Conference Honor's Band – Grades 7 & 8	
AA	Ski Trip to Jack Frost	None
	Mt. White Haven, PA	None
BB	School not been selected to date – Students	
	will rehearse in preparation for Olympic	1 bus
	Conference Honor's Band – Grades 7 & 8	
CC	Olympic Conference Honor's Band Concert – Selected Students	1 bus
DD	Selected Students	1 bus plus 1
00	School not been selected to date – Jazz	Equipment Bus
	Festival – Students will perform and be	Registration fee –
	adjudicated – Jazz Band – Grades 7 & 8	\$300
EE	Pennsauken High School	1 bus plus 1
] <u></u>	Students will perform in front of an audience	Equipment Bus
	and be adjudicated	Registration fee –
	Jazz Band – Grades 7 & 8	\$75
FF		2 busses
	Rowan University Concert Band Festival	Registration fee –
		\$200
GG	National Constitution Center – Grade 7	4 busses
	Group 1	7 003303
HH	National Constitution Center – Grade 7	4 busses
,.	Group II	
II	Dorney Park, PA – Festival Trip – Students	Private

	to perform and be adjudicated Band – Chorus – Strings	Transportation used			
JJ	Washington, DC Trip – Culmination of 8 th grade curriculum	Private Transportation used			
KK	Pinsetter's Bowling for Gold Card Reward Trip – Grades 7 & 8 selected students	5 busses			
INTERMEDIATE					
LL	Herrs Factory, Nottingham, PA	0			

43. **BE IT RESOLVED by the Board of Education of the Township of Pennsauken** to approve the submission of an Alternative Method of Compliance for Toilet Room Facilities Application for the 2012-2013 school year to the New Jersey Department of Education for the following classrooms:

BUILDING	ROOM(S)	GRADE LEVEL	NUMBER OF STUDENTS
Baldwin Elementary School	# 1, #2, #3	Pre-School	25 Maximum
Longfellow School	#101	Kindergarten	25 Maximum
Delair School	#203	Kindergarten & Grade 1 Special Education	16 Maximum
Burling	#5	Kindergarten, Grades 1 & 2 Special Education	8 Maximum

44. **BE IT RESOLVED by the Board of Education of the Township of Pennsauken** to approve one 5.5 hour professional development planning day for each Response to Intervention (RTI) Team. Teachers will be paid at the hourly rate of \$39.00. NCLB/ARRA.

Justification: All principals will schedule a planning meeting prior to the start of the school year with up to four members of their RTI team to review RTI plan.

- 45 A. **BE IT RESOLVED by the Board of Education of the Township of Pennsauken** to approve the transfer of Denise Monaghan from Delair Elementary School to Fine Elementary School.
- 45 B. **BE IT RESOLVED by the Board of Education of the Township of Pennsauken to** appoint the following personnel to co-curricular positions at Pennsauken Elementary Schools for the 2012-2013 school year:

	TEACHER	POSITION	STIPEND	EXPLANATION
ITEM				
Α	Matthew Kauffman	Vocal Music	\$2145	Held position last year
В	Deborah Bergen	Vocal Music	\$2145	Held position last year
С	Andrea Boucher	Vocal Music	\$2145	Held position last year
D	Mary Jo Test	Vocal Music	\$2145	Held position last year
Е	Kurt Henderson	Instrumental Music	\$2145	Held position last year
F	Jennifer Bradbury	Instrumental Music	\$2145	Held position last year
G	Ellen Cessna	Head Teacher-Baldwin	\$4810	New to position
Н	Dorothy Schuda-Wilkerson	Head Teacher-Burling	\$4810	Held position last year
1	Daryl Fox-Tonia	Head Teacher-Carson	\$4810	Held position last year
J	Dana Veneziani	Head Teacher-Delair	\$4810	Held position last year
K	Denise Monaghan	Head Teacher-Fine	\$4810	New to position
L	Lynn Drexel	Head Teacher-Franklin	\$4810	Held position last year
М	Terry Laverty	Head Teacher-Longfellow	\$4810	Held position last year
N	Joyce Foster	Head Teacher-Roosevelt	\$4810	Held position last year

46. **BE IT RESOLVED by the Board of Education of the Township of Pennsauken** to approve the Teaching Strategies, Inc. Online Services Subscription Agreement for the preschool reporting and assessment systems, "Teaching Strategies GOLD". The cost of the subscription is \$5,167.80.

Justification: The NJDOE recognizes and recommends this online service. The assessments are aligned with the Core curriculum content standards. Early Childhood Program Aid will support this renewal.

ATHLETICS

47. **BE IT RESOLVED by the Board of Education of the Township of Pennsauken** to allow Pennsauken High School NTA Garrett Hood to serve as a volunteer coach during the 2012 summer recess period in both the PHS weight-room and with the football team conditioning program.

48. **BE IT RESOLVED by the Board of Education of the Township of Pennsauken** to approve amount for at high school home athletic games during the 2012-13 school year. The rates are as follows:

ITEM	POSITION	SEASON	RATE
Α	Ticket Seller	Fall	\$50
В	Ticket Seller	Winter	\$40
С	Ticket Takers/Security	Fall/Winter/Spring	\$40
D	Clock Operator/Announcer	Fall	\$50
E	Clock Operator/ Announcer	Winter	\$40
F	Football Sideline Assistants (chain holders)	Fall	\$25
G	Rudderow Cup Announcer	Fall	\$50 per game
Н	Rudderow Cup Videographer	Fall	\$50 per game
1	Game Videographer	Fall/Winter	\$50

- 49. **BE IT RESOLVED by the Board of Education of the Township of Pennsauken** to approve the use of Laurel Lanes Bowling Center by the Pennsauken High School Bowling team for practice and home contests for the 2012-13 winter athletic season at a cost not to exceed \$4,200 for the season.
- 50. **BE IT RESOLVED by the Board of Education of the Township of Pennsauken** to accept the attached 2012 Fall Athletic Schedule for Phifer Middle School. (SEE ATTACHMENT).
- 51. **BE IT RESOLVED by the Board of Education of the Township of Pennsauken** to approve the Pennsauken High School Football team to attend one Temple University intercollegiate Football contest at Lincoln Field, Philadelpia, PA. On August 31, Sept. 8, Nov. 10 or 23. Bus transportation to be provided.

Justification: Provide college role models for student academic achievement.

52. **BE IT RESOLVED by the Board of Education of the Township of Pennsauken** to approve sponsoring PYAA athletes of soccer, cheerleading, football and parents at the home football game versus Cherry Hill East on Friday, September 14, 2012.

Justification: Creating stronger relationship between PYAA and high school athletic teams. Provide opportunity for community to participate in school activity.

53. **BE IT RESOLVED by the Board of Education of the Township of Pennsauken** to allow the Pennsauken High School Varsity Football team to conduct an evening practice under the lights at the PYAA Pit Crescent Park Football Field on Wednesday, September 5, 2012 from 6:00 to 9:00pm. Bus transportation to be provided.

Justification: The team will compete at Triton High School on Friday, September 7, 2012. Practicing under the lights allows team members to be acclimated to night conditions.

FACILITIES

54. **BE IT RESOLVED by the Board of Education of the Township of Pennsauken** to approve the following facilities usages during the 2012-2013 school year. Required documentation is on file.

ITEM	DATES	TIME	ORGANIZATION	SCHOOL REQUESTED	FEES
А	Saturday October 29, 2012	7:15 a.m. (Vendor Set-up) 9:00 a.m. – 1:00 p.m. Conference	NJ Association for Gifted Children Regional Conference (Francine Eisenmann)	High Auditorium, Cafeteria, and 10 classrooms	N/A

Note: These dates exclude school holidays and individual school events.

OTHER

- 55. *BE IT RESOLVED by the Board of Education of the Township of Pennsauken* to apply for the State of New Jersey Department of Labor and Workforce Development Continuation Consolidated Adult Basic Skills and Integrated English Literacy and Civics Education Discretionary Grant Program. This Continuation Application is in the amount of, \$28,400 starting on July 1, 2012 and ending on June 30, 2013. This Continuation Grant is through the New Jersey Department of Labor and Workforce Development, Workforce Investment Act (WIA) of 1998, (PL 105-220), Title II, Adult Education and Literacy Consolidated Adult Basic Skills / Integrated English Literacy and Civics Education Grant Program ABS-FY13004. Camden County College will again participate as the lead agency for the Camden County Consortium. See Attached: Board Resolution to Apply and Statement of Assurances.
- 56. **BE IT RESOLVED by the Board of Education of the Township of Pennsauken** to approve payment for unused sick and/or vacation days to the following retirees:

NAME	POSITION	SICK DAYS	VACATION DAYS	PER DIEM SICK	PER DIEM VACATION	TOTAL
MARLEEN O'DONNELL	TEACHER	118.5		63.00		7,465.50
MARY LECHLEIDNER	TEACHER	201		80.00		16,080.00
DELTA TERRERO	SOCIAL WORKER	29.5		54.00		1,593.00
THOMAS LODGE	COUNSELOR	104		63.00		6,552.00
IRENE BERMAN	SOCIAL WORKER	29		54.00		1,566.00
JO ANNE FOSTER	EDUCATIONAL ASST.	79.5		23.00		1,828.50
ELEANOR ALESSANDRONI	EDUCATIONAL ASST.	144		25.00		3,600.00
MARY ANN GALLICCHIO	EDUCATIONAL ASST.	16		23.00		368.00
GLORIA RIVERA	EDUCATIONAL ASST.	5		23.00		115.00
YVONNE REHRER	FOOD SERVICES	280		30.00		8,400.00
MARIA PASAMIHALIS	FOOD SERVICES	157		28.00		4,396.00
	TOTAL \$51,964.00					

57. **BE IT RESOLVED by the Board of Education of the Township of Pennsauken** to approve training for the following teachers in the use of the new Genesis data system. Training will be for 10 hours over two days in July, and the hourly rate of \$39 will apply. Account – 11-000-223-110-000-98

Alex Seidel	Dorothy Wilkerson
Dawn Ritzler	Jim Carr
Kate Pacello	Kaitlin DeSantis
Nancy Tryon	Terry Noone
Rebecca Capizzi	Larry Helfman
Jack Killion, Jr.	Brian McKenna
Christie DeCarolis	Jennifer Fisher
Laura Kinney	Jennifer Stopek

All Guidance Counselors from elementary to high school will be trained in August for one day at \$275 per Diem. Account – 11-000-218-104-000-98

Justification: Preparation for full use of new Genesis program across the district in September.

58. **BE IT RESOLVED by the Board of Education of the Township of Pennsauken** to provide Professional
JULY 2012 - FINAL

Development for Mathematics General and Special Education teachers for the new Algebra 1 program on Tuesday, August 28, 2012 at Pennsauken High School from 8:30-1:30 p.m. Gabrielle Monahan from Pearson Education will provide training. The cost to the Board of Education is the payment for teachers attending not to exceed \$4,875. Account – 11-000-223-110-000-98

Justification: Professional Development is essential with the implementation for the success of any new program. Pearson, the publishing company, will support the district by training the teachers at no cost.

59. **BE IT RESOLVED by the Board of Education of the Township of Pennsauken** to approve the following payment, per recommendation from Remington and Vernick Engineers, for the Asbestos Abatement at the Central School in the amount indicated. Payment to be released July 27, 2012.

VENDOR	PAYMENT NUMBER	AMOUNT
Pernaco	Application #1/FINAL	\$140,147.82
	12-000-400-450-000-40 TOTAL	\$140,147.82

60. **WHEREAS** N.J.S.A. 18A:18A-42 allows for the renewal of contracts when negotiated price is within the CPI for that year, the original contract (IFQ#2011-004) was entered into through competitive bidding and the terms of the contract remain the same, and

WHEREAS Western Pest Services, has expressed interest in renewing their contract for the 2012-2013 school year,

COMPANY	ADDRESS	TOTAL
Western Pest Services	Maple Shade, NJ	\$8,736.00
RENEWAL		

THEREFORE, BE IT RESOLVED by the Board of Education of the Township of Pennsauken that the Board approve the renewal of the above contract for the 2012-2013 school year and issue a purchase order to Western Pest Control, in the amount totaling \$8,736.00 and payable from the 2012-2013 Budget.

61. **WHEREAS** advertised bids were received, opened and read on June 12, 2012, for the WINDOW REPLACEMENT at Pennsauken High School; and

WHEREAS the contractor listed below submitted the lowest prices in conformance with the specifications; and per recommendation received from Spiezel Architects,

	ADDRESS		AMOUNT
Garozzo & Scimeca	Williamstown, NJ	Base I	Bid \$1,849,000.00
		Alt	. 1 33,500.00
IFB#2012-026 R		Acct #12-000-400-450-00 TOT	AL \$1,882,500.00

THEREFORE, BE IT RESOLVED by the Board of Education of the Township of Pennsauken that the Board award this bid to the above named contractor, in the amount noted, totaling \$1,882,500.00 payable from the 2012-2013 budget pending approval.

NOTE:

Other bidders:

	Base Bid	<u>Alt. #1</u>	<u>Total</u>
Winderco	1,861,000.00	33,500.00	1,894,500.00
T Windows	1,877,000.00	33,000.00	1,910,000.00
Panoramic Window	1,946,000.00	35,000.00	1,981,000.00
Cherokee Glass	2,318,980.00	50,000.00	2,368,980.00

Bid packages were picked up by the companies listed below, but no response received from:

Architectural Window

62. **WHEREAS** advertised bids were received, opened and read on July 17, 2012 for the purpose of providing

JULY 2012 - FINAL

TRANSPORTATION to Non-Public Schools IFB#2013-010, for the Pennsauken School District for the 2012-13 school year and

WHEREAS there were two routes, for Leap Academy that received bids,

COMPANY	ADDRESS	ROUTE #	ROUTE COST/ANNUM	INC/DEC COST
Safety Bus	Pennsauken, NJ	LACS1	\$23,999.00	1.50
First Student	Lawnside, NJ	LACS2	\$22,080.00	1.50
	11-000-2	70-511-000-07 Total	\$46,380.00	

BE IT RESOLVED by the Board of Education of the Township of Pennsauken to award the contract to the contractors noted above, to provide student transportation for the routes listed for the 2012-2013 school year,

BE IT FURTHER RESOLVED by the Board of Education of the Township of Pennsauken that aide in lieu of transportation be provided to those eligible non-public school students having properly submitted applications and/or payment vouchers for the routes, with no bids, noted below. The maximum allowable per student expenditure for non-public school transportation for the 2012-2013 school year is \$884.00.

Other bids:

First Student LACS1 \$24,300.00 Safety Bus LACS2 \$23,999.00

NOTE: No bids were received for routes noted below.

Baptist Regional Bishop Eustace Christ the Kina City Invincible **DUE Season Charter** Doane Academy Good Shepherd **ECO Charter School** Gloucester Catholic Haddonfield Friends Holy Cross Holy Name JDT Christian Kings Christian Life Center Acad Montessori Academy Moorestown Friends Martin Luther Our Lady of Perpetual Help Our Lady/Good Counsel Regis Acad Charter Sacred Heart Resurrection Catholic St. Charles Borromeo

St. Joseph Pro Westfield Friends

Audubon HS Brooklawn Gateway Regional

Merchantville Sterling

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

GST Transport H. A. DeHart Hillman Bus
Holcomb Bus McGough Bus Stouts
STA T & L Trans. Trans-ED

63. **BE IT RESOLVED by the Board of Education of the Township of Pennsauken** to appoint the following:

Name	Position	Date	Step	Salary	Account Number
Hilda Guzman	School Social Worker	09/01/12- 06/30/12	Step 2 MA	\$56,225 (MA/2) with benefits (Salary and Conditions as per PEA Contract) pursuant of successor agreement	11-000-219-104-01-99

64. **BE IT RESOLVED by the Board of Education of the Township of Pennsauken** to approve the work of teacher teams to review and revise Related Arts curricula. Teams of four (4) teachers will be assembled for each of the state-monitored Related Arts subjects: Art, Music, Technology, Career Education. Each team will work for two days in August to review and revise its respective curriculum. The hourly rate of \$39 will apply. Total cost will be \$6,240 (\$1,560 per four-person team). Account – 11-000-221-104-002-98

Justification: Revision of Related Arts curricula to align with NJCCCS (NJ Standards) and state monitoring

requirements.

65. **BE IT RESOLVED by the Board of Education of the Township of Pennsauken** to approve additional training for teachers in the use of the new Genesis data system, especially the Grade Book component. The teachers trained will provide turnaround training for staff in their respective schools. Training will be for one day (5 hours) for Elementary teacher trainers and 2 hours for Intermediate, Middle and High School teacher trainers. Training will take place in August 2012. The hourly rate of \$39 will apply. Total cost will not exceed \$2,400. Account 11-000-223-110-00-08 The teachers to be trained are:

NAME	SCHOOL
Alex Seidel	Elementary
Dorothy Wilkerson	Elementary
Dawn Ritzler	Elementary
Kate Pacello	Elementary
Kaitlin DeSantis	Elementary
Nancy Tryon	Elementary
Terry Noone	Intermediate
Rebecca Capizzi	Phifer
Larry Helfman	Elementary
Jack Killion, Jr.	Phifer
Brian McKenna	Phifer
Christie DeCarolis	High
Jennifer Fisher	High
Laura Kinney	High
Jennifer Stopek	Elementary

Justification: Preparation for full use of new Genesis program across the district in September.

66. **BE IT RESOLVED by the Board of Education of the Township of Pennsauken** to approve training and work time for Educational Assistants who serve as Attendance Designees in the use of the new Genesis data system. Training and work time combined will be for a maximum of 3 days, 7 hours per day, per Educational Assistant at the contractual hourly rate. Total cost will not exceed \$2,000. Accounts – 11-190-100-106-003-98 And 11-000-223-110-000-98

Justification: preparation for full use of new Genesis program across the district when school reopens in September.

67. **BE IT RESOLVED by the Board of Education of the Township of Pennsauken** to approve training for School Nurses in the use of the new Genesis data system. Training will be for one-half day (3 hours), to occur in August 2012. Pay will be at the contractual hourly rate. Total cost will not exceed \$1,500. Account – 11-000-213-104-103-98

Justification: Preparation for full use of new Genesis program across the district when school reopens in September.

68. **BE IT RESOLVED by the Board of Education of the Township of Pennsauken** to appoint the following to the positions:

Item	Name	Position	Date	Person Replaced	Step	Salary	Account Number
A	Melisa Nyekan	Guidance Counselor	9/1/2012- 6/30/2012	Maryanne Munning	Step 2 MA	\$56,225 pro-rated salary (MA/2) with benefits (Salary and Conditions as per PEA Contract) pursuant of successor agreement	11-000-218-104-004-99
В	Florentina Crawford	Guidance Counselor	1 6/30/2012 Thomas Lodge		Step 4 MA	\$57, 575 salary (MA/4) with benefits (Salary and Conditions as per PEA Contract) pursuant of successor agreement	11-000-218-104-004-99

- **Justification:** Interviews were conducted by John Oliver, Director of elementary Education, Monroe Logan, Principal Phifer Middle School, Rosalyn Lawrence, principal Fine and Roosevelt, and Landrus Lewis, Principal Franklin and Longfellow.
- 69. **BE IT RESOLVED by the Board of Education of the Township of Pennsauken** to appoint the following personnel to Fall coaching positions at Pennsauken High School for Winter 2012-2013.

ITEM	PHS Coaching Position	Name	Interviews Conducted By	Stipend	Account Number
А	Assistant Football Coach	Garrett Hood	High School Principal and Athletic Director	\$6,235	11-401-100-100-00-13L

- 70. **BE IT RESOLVED by the Board of Education of the Township of Pennsauken** to authorize the Superintendent to issue "Letters of Intent to Hire" during the 2012-2013 school year.
 - **Justification:** "Letters of Intent to Hire" will allow the administration to fill vacancies until the September Conference Meeting. Vacancies occur and some must be filled quickly. The recommended letters will be issued to the Board of Education to ratify the candidates. The Superintendent will work with the Solicitor so that it does not bind the Board.
- 71. **BE IT RESOLVED by the Board of Education of the Township of Pennsauken** to approve the work of Bridget Zino, High School Librarian, to work one day (5 hours) to identify books (titles) suitable for project-Based learning in the U.S. History II course. The hourly rate of \$39 will apply. Total cost will be \$195. Account 11-000-221-104-002-98
 - **Justification:** Creation of a new U.S. History II course that incorporates project-based learning and is aligned With NJCCCS (NJ Standards).
- 72. **BE IT RESOLVED by the Board of Education of the Township of Pennsauken** to approve the revision of Policy and Regulations of Policy 8330 Pupil Records.
- 73. **BE IT RESOLVED by the Board of Education of the Township of Pennsauken** to approve the transfer of Patricia Carruth from secretary to the Director of Curriculum to secretary to the Director of Personnel.

PUBLIC COMMENT

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 the regular monthly Business Meeting, 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. Individuals with a relevant 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.

Donna Zuber Pennsauken, NJ

- #42
- 2-6 program time spent, number of children, range-did not exceed 50, average time spent, description criteria
- Handbook for High School. GPA for athletic department. Suggests 2.5 to participate.

DATES, TIMES AND LOCATIONS OF THE NEXT MEETING(S) OF THE BOARD

DATE	TIME	LOCATION	TYPE OF MEETING	WILL PUBLIC COMMENT BE TAKEN
July 26, 2012	7:00 P.M.	Pennsauken High School Room 327	Business	Yes
August 16, 2012	7:00 P.M.	Board Offices	Conference	Yes

INFORMATIONAL

A. PROFESSIONAL DEVELOPMENT

ITEM	NAME	WORKSHOP	DATE OF WORKSHOP	REGISTRATION
А	Susan Fuir	21 st Annual AAP/NJ School Health Conference Somerset, NJ	Wednesday, October 17, 2012	\$140.00
В	William Coyle	Notebook II Rutgers Center for Math, Science & Computer Education Piscataway, NJ	Wednesday, August 15, 2012	\$125.00

B. **RESIDENCY AND ATTENDANCE (2010-2011)** – The following is a summary of residency and attendance Investigations:

Month	Truancy/Attendance Cases	Home Visits	Complaints Signed	Residency Cases	Field Investigations	Transfer Cards / Sign Outs
September	7	22	0	17	10	2
October	8	20	1	15	15	4
November	4	37	0	34	0	6
December	7	32	1	17	8	7
January	8	27	1	21	9	9
February	7	25	9	18	8	17
March	11	52	2	16	9	7
April	12	37	3	12	7	7
May	6	27	3	9	8	5
June	2	12	1	3	3	0

C. **COMPUTER REPAIRS** – The following is a record of service calls requested of the district technology staff. The data is for individual computer problems and does not include major incidents such as servers going down.

MONTH	SERVICE CALLS SUBMITTED	SERVICE CALLS COMPLETED				
AUGUST	27	11				
SEPTEMBER	232	220				
OCTOBER	141	1114				
NOVEMBER	77	54				
DECEMBER	68	74				
JANUARY	97	111				
FEBRUARY	105	73				
MARCH	67	143				
APRIL	81	72				
MAY	50	59				
JUNE	41	51				
	TOTAL TO DATE					
2011-2012	889	879				
2010-2011	1064	1048				
2009-2010	1241	1265				
2008-2009	1534	1506				
2007-2008	1181	1123				
2006-2007	1005	989				
2005-2006	1059	1059				
2004-2005	853	774				
2003-2004	1260	1212				
2002-2003	1676	1459				
2001-2002	238	198				
2000-2001	75	75				

D. CHILD STUDY TEAM

The Child Study Team caseload is as follows:

MONTH	# Stud.	R	EFERRA	LS	EVALUATIONS				MEETINGS								
		PK	CST	SP	P S Y C	L D	SW	SP	ОТ	PT	ID/ C O N	E L I G	I N I T	R E E V	A N N U	T R A N	O T H E

											S E N T	I B I L I T	I A L	A L	A L	S F E R	R
Sept.	1248	10	5	9	8	16	7	10			42	9	4	22	3	368	70
Oct.	1267	8	4	17	41	29	27	8	10		61	13	19	15	9	22	91
Nov.	1204	11	4	2	19	26	16	5	8	1	38	56	11	58	192	7	122
Dec.	1248	3	4	7	16	23	11	12	7		35	11	21	23	157	4	73
Jan.	1258	1	6	1	12	27	19	1	1	1	40	15	6	15	30	2	13
Feb.	1245	3	7	2	32	55	12	3	14	2	30	43	17	54	122	6	77
March	1252	3	2	2	29	37	5	17	6		25	25	11	48	81	0	36
April	1253	0	5	9	38	38	5	13	6		31	64	9	46	275	7	21
May	1254	5	6	0	37	47	16	18	15	2	24	26	1	19	85	2	66
June	1254	2	7		6	12	4	3		1	12	24	6	14	3	1	10

$\hbox{\bf E. } \ \textbf{ENROLLMENTS}-\hbox{\bf The following is a summary of district enrollments:}$

YEAR	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE
				ELEN	MENTRY SCH	IOOL				
2000- 2001	2782	2810	2816	2792	2791	2798	2812	2811	2802	2795
2001- 2002	2747	2768	2783	2781	2785	2794	2806	2805	3809	2795
2002- 2003	2250	2273	2279	2274	2275	2283	2297	2298	2298	2275
2003- 2004	2221	2223	2231	2236	2234	2235	2228	2225	2226	2220
2004- 2005	2241	2241	3355	2258	2268	2269	2279	2273	2271	2265
2005- 2006	2215	2213	2213	2213	2216	2222	2216	2219	2213	2214
2006- 2007	2190	2189	2199	2195	2198	2196	2193	2184	2191	2193
2007- 2008	2146	2134	2158	2151	2159	2151	2168	2168	2176	2177
2008- 2009	2168	2174	2185	2186	2179	2184	2174	2174	2156	2167
2009- 2010	2238	2243	2246	2238	2258	2243	2243	2241	2239	2236
2010- 2011	2284	2275	2290	2290	2285	2287	2281	2285	2268	2273
2011- 2012	2194	2194	2490	2204	2183	2182	2191	2199	2192	2185
				INTER	MEDIATE SO	HOOL				
2002- 2003	1042	1043	1023	1008	1008	1000	1000	999	999	996
2003- 2004	939	907	917	917	908	905	903	894	895	888
2004- 2005	858	864	859	856	857	855	862	858	856	856
2005- 2006	840	851	856	856	861	868	869	867	864	857
2006- 2007	847	847	854	853	846	837	835	832	828	827
2007- 2008	800	811	800	801	811	812	807	810	810	807
2008- 2009	775	781	783	786	790	786	793	793	807	792
2009- 2010	807	807	794	794	796	800	794	794	794	800
2010- 2011	805	812	809	805	806	798	803	800	800	798
2011- 2012	817	814	814	816	806	817	815	816	815	815
				MI	DDLE SCHO	OL				
2000- 2001	1488	1491	1500	1506	1501	1492	1494	1493	1489	1488
2001- 2002	1554	1566	1559	1560	1560	1558	1556	1556	1555	1553

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2002- 2003	1031	1030	1043	1041	1058	1054	1044	1042	1035	1035
2003- 2004	1057	1050	1058	1057	1048	1044	1035	1040	1040	1036
2004- 2005	1021	1025	1023	1030	1029	1025	1022	1020	1021	1020
2005- 2006	949	955	950	947	948	944	935	936	935	934
2006- 2007	919	918	916	918	914	905	898	897	896	894
2007- 2008	910	905	901	896	899	894	890	887	883	882
2008- 2009	893	893	895	890	888	885	882	883	882	885
2009- 2010	849	847	849	852	858	861	858	859	857	855
2010- 2011	837	839	841	840	832	835	831	837	837	834
2011- 2012	820	816	820	816	815	812	810	808	809	808
2222	Ī	ı		ŀ	IIGH SCHOO	L	Ī	Ī	ı	
2000- 2001	1720	1712	1712	1715	1707	1697	1696	1695	1685	1680
2001- 2002	1834	1833	1817	1803	1810	1801	1804	1791	1791	1777
2002- 2003	1868	1883	1883	1889	1877	1863	1859	1838	1839	1829
2003- 2004	1922	1909	1911	1901	1879	1869	1864	1845	1829	1819
2004- 2005	1875	1849	1852	1849	1833	1824	1801	1786	1776	1772
2005- 2006	1892	1816	1812	1808	1788	1783	1782	1776	1766	1759
2006- 2007	1788	1778	1779	1771	1758	1761	1749	1743	1735	1734
2007- 2008	1724	1695	1723	1723	1728	1714	1712	1696	1683	1676
2008- 2009	1704	1694	1675	1677	1671	1652	1635	1629	1676	1632
2009- 2010	1627	1606	1612	1603	1604	1598	1595	1629	1589	1589
2010- 2011	1659	1591	1596	1600	1596	1594	1581	1577	1575	1570
2011- 2012	1578	1558	1551	1546	1548	1545	1543	1546	1537	1535
2011-					JT OF DISTR					
2012	123	131	140	132	132 TOTAL	131	133	124	124	125
2000- 2001	5990	6013	6028	6013	5999	5987	6002	5999	5976	5963
2001- 2002	6135	6167	6159	6144	6155	6153	6166	6152	6155	6124
2002- 2003	6191	6229	6228	6212	6218	6200	6200	6177	6171	6135
2003- 2004	6139	6089	6117	6111	6069	6053	6030	6004	5990	5963
2004- 2005	5995	5979	5989	5993	5987	5973	5964	5937	5924	5913
2005- 2006	5896	5835	5831	5824	5813	5817	5802	5798	5778	5764
2006- 2007	5744	5732	5748	5737	5716	5699	5675	5639	5650	5648
2007- 2008	5580	5545	5479	5570	5597	5571	5577	5561	5552	5543
2008- 2009	5540	5552	5538	5539	5528	5507	5484	5479	5521	5476
2009- 2010	5521	5500	5501	5487	5516	5502	5490	5513	5481	5480
2010- 2011	5585	5517	5536	5668	5655	5650	5635	5628	5629	5621
2011- 2012	5532	5513	5512	5514	5484	5487	5493	5494	5477	5468
	1	1			1	1	1	1	1	1

Note: Also please find attached an enrollment summary by school and grade. (See Attachment)

- F. Board Member Attendance 2011-2012 school year. (See Attachment)
- G. Security Drill and Fire Drill Report (See Attachment)

MOTION TO ADJOURN

A motion was made by Mr. McDevitt and seconded by Mr. Nguyen to adjourn the meeting at 10:40pm. The motion was approved by a voice vote.

Respectfully submitted,

John C. Oberg RSBA Interim Board Secretary