

**PENNSVILLE PUBLIC SCHOOL DISTRICT  
BOARD OF EDUCATION MEETING – PUBLIC AGENDA  
FEBRUARY 29, 2016**

- I. CALL TO ORDER**
- II. ROLL CALL**
- III. FLAG SALUTE AND MOMENT OF SILENCE**
- IV. READING OF THE SUNSHINE LAW STATEMENT**
- V. APPROVAL OF THE MINUTES**
  - A.** January 19, 2016
    - 1. REGULAR SESSION
    - 2. CLOSED SESSION
  - B.** January 25, 2016
    - 1. REGULAR SESSION
    - 2. CLOSED SESSION
  - C.** February 9, 2016
    - 1. REGULAR SESSION
- VI. COMMUNICATIONS**
- VII. SUPERINTENDENT'S REPORT**
  - A.** Central Park School Character Education, Part 2 – Mr. Hindman
  - B.** Valley Park Super Bees – Miss Jordan
  - C.** Family and Consumer Science – Mrs. Holmes
  - D.** ESEA Accountability Profile Participation Rate – Ms. Ficke
  - E.** Approve Fire and Security Drills – January 2016
  - F.** Approve Workshop Reports – January 2016
- VIII. MOTION TO ACCEPT SUPERINTENDENT'S REPORT**

## **IX. NOTATION OF PUBLIC COMMENTS ON AGENDA ITEMS**

The Board President will recognize those individuals in the audience who wish to comment on agenda items. Please respect the following procedure:

1. Be recognized by the Board President
2. State your full name and address
3. Identify the resolution number(s) that you wish to comment on
4. Wait to be recognized before you make your comment (just before the resolution is voted on)
5. Limit your comments to the specific resolution you identified in #3

## **X. ACTION ITEMS**

### **A. SUPERINTENDENT**

- 02-29-[1SP](#) - Approve Field Trips
- 02-29-[2SP](#) - Approve Homebound Instruction
- 02-29-[3SP](#) - Approve Workshops
- 02-29-[4SP](#) - Approve Volunteer
- 02-29-[5SP](#) - Accept Coaching Resignation – A. Chiaradonna
- 02-29-[6SP](#) - Accept Retirement – V. Stiles
- 02-29-[7SP](#) - Approve Substitute Teachers
- 02-29-[8SP](#) - Approve Longevity Stipend
- 02-29-[9SP](#) - Accept Resignation and Approve Head Coach – Girls' Track
- 02-29-[10SP](#) - Approve Assistant Coach – Girls' Track
- 02-29-[11SP](#) - Approve Assistant Coach – Boys' Tennis
- 02-29-[12SP](#) - Approve Unpaid Leave of Absence – L. Bowen
- 02-29-[13SP](#) - Approve Practicum Students
- 02-29-[14SP](#) - Accept Retirement – L. Huber
- 02-29-[15SP](#) - Approve 2016 Summer Schedule

### **B. BUSINESS ADMINISTRATOR**

- 02-29-[1BA](#) - Approve General Fund Invoices – February 2016
- 02-29-[2BA](#) - Approve Payroll Invoices – December 2015
- 02-29-[3BA](#) - Approve Resolution – Requisition for Taxes
- 02-29-[4BA](#) - Accept Donations to Penn Beach School
- 02-29-[5BA](#) - Accept Mini-Grant Award for Central Park Library
- 02-29-[6BA](#) - Approve Outgoing Tuition Students
- 02-29-[7BA](#) - Approve Incoming McKinney-Vento Students
- 02-29-[8BA](#) - Approve Line Item Transfers – November 2015

- 02-29-[9BA](#) - Approve Tuition Rates for 2016-2017
- 02-29-[10BA](#) - Approve Audit Recommendations
- 02-29-[11BA](#) - Adopt Corrective Action Plan for the 2014-2015 Audit
- 02-29-[12BA](#) - Approve Contract – Archway Programs

**XI. NEW BUSINESS**

- 02-29-[1NB](#) - Approve Line Item Transfers – December 2015
- 02-29-[2NB](#) - Approve Budget Certification – December 2015
- 02-29-[3NB](#) - Approve Payroll Invoices – January 2016
- 02-29-[4NB](#) - Accept Donation for Valley Park School
- 02-29-[5NB](#) - Accept Donation of School Supplies
- 02-29-[6NB](#) - Accept Retirement – L. McDonald
- 02-29-[7NB](#) - Approve Incoming McKinney-Vento Students
- 02-29-[8NB](#) - Approve Professional Service Budget Amounts
- 02-29-[9NB](#) - Approve Spring Track Personnel
- 02-29-[10NB](#) - Approve Field Trip
- 02-29-[11NB](#) - Approve Nursing Services
- 02-29-[12NB](#) - Employ Teacher – C. Spano

**XII. SECRETARY’S REPORT**

**XIII. TREASURER’S FINANCIAL REPORT**

**XIV. SUPERINTENDENT’S COMMENTS**

**XV. PRESIDENT’S REPORT/NJSPA UPDATES**

**XVI. BOARD MEMBER REPORTS**

- |                                 |                         |
|---------------------------------|-------------------------|
| Central Park School             | - Mr. Chambers          |
| Penn Beach School               | - Mrs. Staffieri-Morris |
| Valley Park School              | - Mr. Lang              |
| Pennsville Middle School        | - Mr. Nugent            |
| Pennsville Memorial High School | - Mr. Hassler           |
| Academies                       | - Mr. Thomas            |

**XVII. PUBLIC COMMENTS**

This meeting will now be open to members of the public who wish to speak or make comment on agenda items or a school district issue that may be of concern to the residents of the Township of Pennsville. Pursuant to the Open Public Meetings Act. The Board has set aside a portion of this meeting, the length of which will be announced by the presiding Board Officer prior to the first member of the public being acknowledged, for public comment.

Any person who wishes to speak must wait to speak until they have been recognized by the presiding Board Officer. Out of respect for other members of the public that may wish to speak, the Board requests that each speaker cede the floor to the next members of the public as soon as they have finished making their respective comment(s).

If your questions or comments pertain to litigation, student, or personnel matters, the Board asks that you see the Superintendent after the meeting since the Board does not, pursuant to the Open Public Meetings Act, discuss or respond to these items in public.

In addition, please note that the Board has established a specific grievance process in order to ensure an orderly and prompt response to certain public complaints. The process is set forth in File Code: 1312, "Community Complaints and Inquiries." A copy of this policy is available at your request in the Office of the Superintendent. In order to best facilitate public complaints, the Board requests that members of the public follow the process set forth in File Code: 1312.

**XVIII. CLOSED SESSION**

**XIX. RECONVENE TO OPEN SESSION**

**XX. HIB CASES**

02-29-[HB1](#) - Affirm Findings and Conclusions of HIB Cases

**XXI. ADJOURNMENT**

THE FOLLOWING MATERIALS WERE AVAILABLE FOR PUBLIC REVIEW AT THIS MEETING:

1. AGENDA

**PLEASE NOTE:**

QUESTIONS FREQUENTLY ARISE CONCERNING WHAT AN AGENDA MUST LOOK LIKE. IN COMMON USAGE, AGENDA REFERS TO A LIST OF ITEMS TO BE DISCUSSED AND ACTED UPON, AN OUTLINE OF THINGS TO DO. SINCE THERE IS NOTHING IN THE SUNSHINE LAW TO INDICATE ANY SPECIAL MEANING TO THE WORD AGENDA, THE ATTORNEY GENERAL HAS STATED THAT THE ORDINARY AND UNDERSTOOD MEANING OF THE WORD IS TO BE USED. HE CONCLUDED THAT AGENDA REFERS SOLELY TO THE LIST OF SUBJECT MATTERS TO BE DISCUSSED AND ACTED UPON AT THE NEXT MEETING, AND DOES NOT INCLUDE THE SUPPORTIVE OR EXPLANATORY MATERIALS AND REPORTS. (A.G.F.O. 19.1976)

# FIRE/SECURITY DRILL REPORT

## VALLEY PARK SCHOOL

### January 2015



DATE/TIME OF FIRE DRILL	DURATION OF DRILL	WEATHER CONDITIONS	CONDITIONS
1/21/16 1:37 p.m.	1 min 19 sec	36 degrees Sunny	Pull station in main hall

STAFF: 37      SUBSTITUTES: 5      VISITORS: 0      STUDENTS: 248

DATE/TIME OF CRISIS DRILL	TYPE OF DRILL	DURATION OF DRILL	WEATHER CONDITIONS	PARTICIPANTS OF DRILL	BRIEF DESCRIPTION OF WHAT WAS DRILLED
1/22/16 1:20 p.m.	Lockdown	10 min.	27 degrees Mostly cloudy	Staff Students Substitutes	Protocols and procedures for lockdown

STAFF: 36      SUBSTITUTES: 5      VISITORS: 0      STUDENTS: 242

*Bobbie-Ann R. Jordan*  
 Miss Bobbie-Ann Jordan  
 Principal

# FIRE/SECURITY DRILL REPORT

## Central Park Elementary

### January 2016

#### FIRE DRILL

DATE/TIME OF FIRE DRILL	DURATION OF DRILL	WEATHER CONDITIONS	CONDITIONS
1/25/16 - 2:10 am	70 seconds	56 & Partly sunny	Pull Station 2 <sup>nd</sup> grade boys bathroom
STAFF: 32    SUBSTITUTES: 4    VISITORS: 0    STUDENTS: 270			

#### SECURITY DRILL

DATE/TIME OF CRISIS DRILL	TYPE OF DRILL	DURATION OF DRILL	WEATHER CONDITIONS	PARTICIPANTS OF DRILL	BRIEF DESCRIPTION OF WHAT WAS DRILLED
1/28/16 1:00pm	Tabletop Scenario	30 min		Principal & Nurse	Evacuation
STAFF: 32    SUBSTITUTES: 4    VISITORS: 0    STUDENTS: 270					

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Mr. Steve Hindman  
Principal

**FIRE/SECURITY DRILL REPORT**  
**PENN BEACH SCHOOL**  
**January 2016**

<b>FIRE DRILL</b>			
DATE/TIME OF FIRE DRILL	DURATION OF DRILL	WEATHER CONDITIONS	CONDITIONS
1/21/16 2:20PM	58 seconds	Sunny & 35°	Main Entrance Pull Station
STAFF: 32      SUBSTITUTES: 4      VISITORS: 0      STUDENTS: 252			

<b>SECURITY DRILL</b>					
DATE/TIME OF CRISIS DRILL	TYPE OF DRILL	DURATION OF DRILL	WEATHER CONDITIONS	PARTICIPANTS OF DRILL	BRIEF DESCRIPTION OF WHAT WAS DRILLED
1/7/16 1:30PM	Bomb Threat	5 minutes	Partly Sunny & 43°	Staff Students	An announcement to go into lock-in was made and staff followed the prescribed crisis plan procedures. Security team members monitored the building to ensure the proper procedures took place. An announcement was made which ended the drill. Security team members then communicated to staff pertinent information regarding the drill procedure.
STAFF: 30      SUBSTITUTES: 4      VISITORS: 0      STUDENTS: 257					

*Mark Zoppina*

\_\_\_\_\_  
 Mr. Mark Zoppina  
 Principal

**FIRE/SECURITY DRILL REPORT**  
**PENNSVILLE MIDDLE SCHOOL**  
**January 2016**

**FIRE DRILL**

DATE/TIME OF FIRE DRILL	DURATION OF DRILL	WEATHER CONDITIONS	CONDITIONS
01/21/2016 8:16:10	1 min., 10 sec 4 min., 35 sec	Sunny, 25°	Regular Fire Drill
STAFF: 64      SUBSTITUTES: 5      VISITORS: 0      STUDENTS: 390			

**SECURITY DRILL**

DATE/TIME OF CRISIS DRILL	TYPE OF DRILL	DURATION OF DRILL	WEATHER CONDITIONS	PARTICIPANTS OF DRILL	BRIEF DESCRIPTION OF WHAT WAS DRILLED
01/05/2016 8:46:35	Lock In	3 min, 38 sec	Sunny, 17°	Staff & students	Lock in procedures with students and staff
STAFF: 65      SUBSTITUTES: 4      VISITORS: 0      STUDENTS: 405					

*Shella R. Burris*  
Shella R. Burris, Principal




**FIRE/SECURITY DRILL REPORT**  
**PENNSVILLE MEMORIAL HIGH SCHOOL**  
**January 2016**

**FIRE DRILL**

DATE/TIME OF FIRE DRILL	DURATION OF DRILL	WEATHER CONDITIONS	CONDITIONS
January 21, 2016 10:18-10:19:58 Schedule A	1.58	Sunny, 33°	Normal
STAFF: 81      SUBSTITUTES: 4      VISITORS: 2      STUDENTS: 496			

**SECURITY DRILL: Lock-In**

DATE/TIME OF CRISIS DRILL	TYPE OF DRILL	DURATION OF DRILL	WEATHER CONDITIONS	PARTICIPANTS OF DRILL	BRIEF DESCRIPTION OF WHAT WAS DRILLED
Jan. 29, 2016 8:15-8:18 Schedule A	Lock-in Drill	3 minutes	Cloudy, 28°	All Staff, Students, and Administrators	Lock-in drill announced, halls cleared, doors closed and locked according to procedure. Attendance taken.
STAFF 83      SUBSTITUTES: 2      VISITORS: 0      STUDENTS: 515					

  
 Mr. Matthew D. McFarland  
 Principal

## WORKSHOP REPORTS – JANUARY 2016

DATE	NAME	DESCRIPTION
01/12/16	Belding, Robert Coleman, Darnell	McSiip – Navigating the NGSS 7-12
01/12/16	Ficke, Susan Sandy, Laura Sennstrom, Marian	Demystifying PARCC Data Reports
01/12/16	Graff, Jacqueline	Math Work Stations
01/14/16	Fulmer, Colleen Lewis, Kevin Matylewicz, Christine	Becoming a Mentor Educator
01/19/16	Ficke, Susan Sandy, Laura Sennstrom, Marian	PARCC: Real Teachers, Real Data
01/21/16	Hollis, Shantia Liccardo, Kim Massari, Katelyn McCullough, Amber Pagden, Cathy Stewart, Jenifer	Supporting the New Teacher: Blueprint for Success
01/22/16	Spears, Jennifer	Mentor Training, Part I
01/22/16	Mistichelli, Michelle Van Gemert, Wendy Webb, Jennifer	Practical Strategies to Address Challenges of Today's School Nurse
01/28 & 01/29/16	Bonowski, David Brodzik, Michael	TechSPO 2016
01/29/16	Bennett, Rita	Understanding and Using Mindfulness
01/29/16	Jackson, Beth Reilley, Rich Sandy, Laura	The PARCC Math Data (6-8) is Here: What's Next?
01/30/16	Greenzweig, Greg	Art of Education Winter Conference (online)

February 29, 2016

- 02-29-[1SP](#)
- On recommendation of the Superintendent and the Committee of the Whole, please move to approve the following field trips:
    1. Music performance
    2. Cultural excursion
    3. Music performance
    4. Academic competition
    5. Music performance
    6. Music performance
    7. Academic competition

MCB

kag

February 29, 2016

- 02-29-[2SP](#)
- On recommendation of the Superintendent and the Committee of the Whole, please move to approve homebound instruction for the following students:

<u>Student #1</u>	Place:	Daytop
	Grade:	09
	Dates:	10/22/15 to TBA
	Instructors:	Daytop Staff
	Hours/Week:	2 hours @ \$120.00 per day
<u>Student #2</u>	Place:	Brookfield Schools
	Grade:	07
	Dates:	11/05/15 to TBD
	Instructors:	Brookfield School Staff
	Hours/Week:	5 hours per week
	Rate:	\$31.15 per hour
<u>Student #3</u>	Place:	Home
	Grade:	12
	Dates:	February 1, 2016 to TBD
	Instructors:	Lorrie Beyl and Kristin Craner
	Hours/Week:	Up to 10 hours per week (1 hour daily to start, will increase later)
	Rate:	\$31.15 per hour
<u>Student #4</u>	Place:	Daytop
	Grade:	11
	Dates:	01/28/16 to approximately 6 months
	Instructors:	Daytop Staff
	Hours/Week:	2 hours per day @ \$120.00 per day
<u>Student #5</u>	Place:	Home
	Grade:	11
	Dates:	02/08/16 to TBD
	Instructors:	Lorrie Beyl, Ashley White, Debra Meyer
	Hours/Week:	9 hours per week
	Rate:	\$31.15 per hour

MCB

kag

February 29, 2016

02-29-[3SP](#)

- On recommendation of the Superintendent and the Committee of the Whole, please move to approve the following workshops, meals plus mileage not to exceed the state travel reimbursement requirements as set forth by the Department of the Treasury:
  - Susan Kibbe, Teacher of PreK at Valley Park, to attend *Preschool Autism* in Mount Laurel, NJ, on March 11, 2016, at a registration cost not to exceed \$219.99.
  - Jamison Thomas, Athletic Director, to attend the *DAANJ-AD State Conference* in Atlantic City, NJ, on March 21 to March 25, 2016, at a registration cost not to exceed \$350.00.
  - Susan Bobjak, Teacher of Special Education at PMHS, to attend *Highly Effective Strategies to Help Your Struggling Students Meet State Standards in Literacy* in Voorhees, NJ, on April 5, 2016, at a registration cost not to exceed \$239.00.
  - Alicia Chiaradonna, Social Worker, to attend *Facing the Future 24 – Discovering a World of Employment Opportunities* in New Brunswick, NJ, on March 18, 2016, at a registration cost not to exceed \$195.00.
  - Susan Burstein and Cynthia Silver, Speech-Language Specialists, to attend the *Annual Symposium for Speech-Language Pathologists* in Swedesboro, NJ, on March 18, 2016, at a registration cost not to exceed \$169 per person.
  - Mathew Plale, Teacher of Journalism at PMHS, to attend the *Society of Professional Journalists Spring Conference* in Cincinnati, Ohio, on April 1 – 3, 2016, at a registration cost not to exceed \$150, plus airfare, lodging, and meals in accordance with state regulations not to exceed \$1,175.00.
  - Laura Sandy, Supervisor of Math and Science, to attend the *Rowan University Expo* in Glassboro, NJ, on April 15, 2016, at a registration cost not to exceed \$175.00.
  - Christina Neff, Teacher of English at PMHS, to attend *Making Best Use of Free Google Tools to Enhance Content Learning* in Mt. Laurel, NJ, on April 29, 2016, at a registration cost not to exceed \$239.00.

MCB

kag

February 29, 2016

- 02-29-[4SP](#) - On recommendation of the Superintendent and the Committee of the Whole, please move to approve Clinton Herrmann as a volunteer for the 2015-2016 school year.

MCB

kag

February 29, 2016

- 02-29-[5SP](#) - On recommendation of the Superintendent and the Committee of the Whole, please move to accept the resignation of Alicia Chiaradonna as Head Coach – Girls' Track for the 2015-2016 school year, effective immediately.

MCB

kag

February 29, 2016

- 02-29-[6SP](#) - On recommendation of the Superintendent and the Committee of the Whole, please move to accept the retirement of Virginia Stiles, Teacher of Special Education at the Pennsville Middle School, effective June 30, 2016.

MCB

kag

February 29, 2016

- 02-29-[7SP](#) - On recommendation of the Superintendent and the Committee of the Whole, please move to approve the following substitute teachers, who have criminal history approval and State of New Jersey Substitute Teaching credentials:
- Ivan Frampton
  - Macey Malusis
  - Laura Sparks
  - Cindi Strong

MCB

kag

February 29, 2016

- 02-29-[8SP](#) - On recommendation of the Superintendent and the Committee of the Whole, please move to approve a \$450 contractual longevity stipend for Shari Chase, PMHS Guidance Secretary, retroactive to January 9, 2016.

MCB

kag

February 29, 2016

- 02-29-[9SP](#) - On recommendation of the Superintendent and the Committee of the Whole, please move to accept the resignation of Justin Simmons as Assistant Coach for Girls' Track for the 2015-2016 school year, and approve him as the Head Coach for Girls' Track for the 2015-2016 school year at an annual contractual stipend of \$5,637.

MCB

kag

February 29, 2016

- 02-29-[10SP](#) - On recommendation of the Superintendent and the Committee of the Whole, please move to Ashley White as Assistant Coach for Girls' Track for the 2015-2016 school year at a contractual annual stipend of \$3,795.

MCB

kag

February 29, 2016

- 02-29-[11SP](#) - On recommendation of the Superintendent and the Committee of the Whole, please move to approve Candelle Richman as Assistant Coach – Boys' Tennis, for the 2015-2016 school year at a contractual annual stipend of \$3,454.

MCB

kag

February 29, 2016

- 02-29-[12SP](#) - On recommendation of the Superintendent and the Committee of the Whole, please move to approve an unpaid NJFLA leave of absence for Lauren Bowen, Teacher of Special Education at Central Park, from March 8 through April 20, 2016.

MCB

kag

February 29, 2016

- 02-29-[13SP](#) - On recommendation of the Superintendent and the Committee of the Whole, please move to approve the following Rowan University practicum students, pending criminal history approval, for a total of sixty (60) hours from March 1 to May 31, 2016:
- Brittany Ballard
  - Paris Newsome

MCB

kag

February 29, 2016

- 02-29-[14SP](#) - On recommendation of the Superintendent and the Committee of the Whole, please move to accept the retirement of Laura Huber, Teacher of Special Education at Pennsville Middle School, effective June 30, 2016.

MCB

kag

February 29, 2016

- 02-29-[15SP](#) - On recommendation of the Superintendent and the Committee of the Whole, please move to approve the 2016 Summer Schedule for all 12-month employees.

MCB

kag

## 2016 SUMMER SCHEDULE

Administrators, supervisors, and secretaries - summer hours are as follows:

June 20 through Aug 25, 2016 (Monday-Thursday): 8:00 a.m. - 4:30 p.m. There is NO flexing of hours.

The following Fridays will be no work days:

June 24; July 1, 8, 15, 22, 29; August 5, 12, 19, 26, 2016

\*\*\*No work on Monday, July 4 (Independence Day).

On Monday, August 29, all administrators, supervisors, and secretaries return to regular hours:  
8:00 a.m. - 3:45 p.m. (unless building hours are different). Secretaries work 7 hours and 45 minutes.

\*\*\*\*\*

Maintenance - summer hours are as follows\*:

June 24 through Aug 18, 2015 (Monday-Thursday): 6:00 a.m. - 3:45 p.m. There is NO flexing of hours.

The following Fridays will be no work days:

June 24; July 1, 8, 15, 22, 29; August 5, 12, 19, 2016

\*\*\*No work on Monday, July 4 (Independence Day).

On Monday, August 22, all maintenance staff returns to regular hours: 7:00 a.m. - 3:00 p.m.

**\* One Maintenance position will work a Tuesday through Friday schedule through summer with these daily hours. This position will be filled on a rotating basis through the summer.**

**REMINDERS: Dress Code is casual and professional – NO JEANS (excluding maintenance)!**

For males: During summer hours, males can wear a collared shirt with either dress shorts cut just above the knee (or longer) or dress pants.

For females: During summer hours, dress shorts, dresses or skirts should be cut just above the knee (or longer).

Dress shorts, skirts and dresses should be appropriate for professional appearance.

### Summer 1/4 Values

Administrators / Supervisors / Secretaries: 8.50 hour day

1/2 day = may leave @ 1:00 p.m.

1/4 day = may leave @ 2:45 p.m.

1/2 day (come in late): 11:30 a.m.

1/4 day (come in late): 9:45 a.m.

Maintenance: 9.75 hour day

1/2 day = may leave @ 11:45 a.m.

1/4 day = may leave @ 1:45 p.m.

1/2 day (come in late): 10:00 a.m.

1/4 day (come in late): 8:00 a.m.

**\*\*\* Schedule is subject to change if additional snow days are added to the end of the school year\*\*\***



February 29, 2016

- 02-29-[1BA](#) - On recommendation of the Superintendent and the Committee of the Whole, please move to approve payment of February 2016 General Fund invoices in the amount of \$897,148.28 which have been properly signed.

RD

tc

February 29, 2016

- 02-29-[2BA](#) - On recommendation of the Superintendent and the Committee of the Whole, please move the board approve payment of the December 2015 Payroll and Handwritten Check List for a total of \$1,986,837.70 which has been properly signed.

RD

es

February 29, 2016

- 02-29-[3BA](#) - On recommendation of the Superintendent and the Committee of the Whole, please move to approve and adopt the following **RESOLUTION** concerning Requisition for Taxes:

**RESOLUTION**

RESOLVED, that the amount of district taxes, exclusive of debt service requirements, needed to meet the obligations of the Pennsville Board of Education for the next eight (8) weeks is \$3,268,465.17, and that Pennsville Township is hereby requested to place in the hands of the Custodian of School Moneys that amount within the next thirty days in accordance with the statutes relating thereto.

RD

es

February 29, 2016

- 02-29-[4BA](#) - On recommendation of the Superintendent and the Committee of the Whole, please move to accept the following donations to the Penn Beach School nurse's office from Mr. Bob Ridsdale of Pennsville, New Jersey, valued at approximately \$226.00:
- 1 Four drawer filing cabinet
  - 3 Storex plastic stackable file drawers

RD

es

February 29, 2016

- 02-29-[5BA](#) - On recommendation of the Superintendent and the Committee of the Whole, please move to accept a mini-grant award of \$500.00 to the Central Park School library from the Gloucester and Salem Community Advisory Panel to purchase materials to supply a Makerspace in the library.

RD

es

February 29, 2016

- 02-29-[6BA](#) - On recommendation of the Superintendent and the Committee of the Whole, please move to approve the following outgoing tuition students for the 2015-16 school year:

1 student

School: Salem County Special Services School District  
Alternative High School  
Grade: 10  
Effective Dates: February 1, 2016-June 30, 2016  
Tuition: \$20,910.00 per year

1 student

School: Pineland Learning Center  
Vineland, New Jersey  
Grade: 6  
Effective Dates: February 8, 2016-June 30, 2016  
Tuition: \$55,139.70 per year

1 student

School: Salem County Special Services School District  
Alternative Middle School  
Grade: 8  
Effective Dates: February 17, 2016-June 30, 2016  
Tuition: \$18,500.00 per year

RD

es

February 29, 2016

- 02-29-[7BA](#) - On recommendation of the Superintendent and the Committee of the Whole, please move to approve the following incoming McKinney-Vento eligible students for the 2015-16 school year:

1 student	Sending District:	Bronx, New York
	School:	Pennsville Memorial High School
	Grade:	9
	Effective Date:	February 1, 2016–June 30, 2016
	Tuition:	State of New Jersey

1 student	Sending District:	Bronx, New York
	School:	Pennsville Memorial High School
	Grade:	11
	Effective Date:	February 1, 2016–June 30, 2016
	Tuition:	State of New Jersey

RD

es

February 29, 2016

- 02-29-[8BA](#) - On recommendation of the Superintendent and the Committee of the Whole, please move to approve the attached Line Item Transfers for the month of November, 2015.

RD

es

February 29, 2016

- 02-29-[9BA](#) - On recommendation of the Superintendent and the Committee of the Whole, please move to approve the following list of annual tuition rates for the Pennsville Board of Education for the 2016-2017 school year:

Preschool/K	\$11,899.00
Grades 1-5	\$12,188.00
Grades 6-8	\$13,102.00
Grades 9-12	\$14,802.00
Learning and/or Language Disabled	\$28,371.00
Multiple Disability	\$36,288.00
Preschool Disabilities-PT	\$42,174.00

RD

es

February 29, 2016

- 02-29-[10BA](#) - On recommendation of the Superintendent and the Committee of the Whole, please move the board accept the 2014-2015 audit recommendations as follows:

The district will ensure that all fixed asset appraisal and depreciation reports are updated annually.

The district will revise the current ASSA procedures to ensure that the submitted report agrees with the supporting documentation.

RD

es

February 29, 2016

- 02-29-[11BA](#) - On recommendation of the Superintendent and the Committee of the Whole, please move the board adopt the attached Corrective Action Plan for the 2014-2015 Audit which states:

Updates to the fixed asset appraisal will be communicated to the proper individuals or organizations in a timeframe that allows for inclusion in the annual audit.

Written ASSA procedures will be examined and updated in order to submit a report with accurate supporting documentation.

RD

es

February 29, 2016

- 02-29-[12BA](#) - On recommendation of the Superintendent and the Committee of the Whole, please move to approve the attached contract between the Pennsville School District and Archway Programs, Inc. of Atco, New Jersey, to provide before and after school care for students for the 2016-2017 school year.

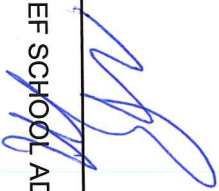

RD

es

# CORRECTIVE ACTION PLAN

SCHOOL DISTRICT Pennsville  
COUNTY Salem  
TYPE OF AUDIT Annual audit FY15  
DATE OF BOARD MEETING February 29, 2016  
CONTACT PERSON Richard Davidson  
TELEPHONE NUMBER 856-765-7007

RECOMMENDATION NUMBER	CORRECTION ACTION APPROVED BY THE BOARD	METHOD OF IMPLEMENTATION	PERSON RESPONSIBLE FOR IMPLEMENTATION	COMPLETION DATE OF IMPLEMENTATION
2015-1	District will ensure that all fixed asset appraisal and depreciation reports are updated annually.	Updates to the fixed asset appraisal will be communicated to the proper individuals or organizations in a time frame that allows for inclusion in the annual audit.	Business Administrator	March 2016
2015-2	District will revise the current ASSA procedures to ensure that the submitted report agrees with the supporting documentation.	Written ASSA procedures will be examined and updated in order to submit a report with accurate supporting documentation.	Business Administrator	March 2016

CHIEF SCHOOL ADMINISTRATOR  DATE 2/29/16  
BOARD SECRETARY/SCHOOL BUSINESS ADMINISTRATOR  DATE 2/29/16

February 29, 2016

- 02-29-[1NB](#) - On recommendation of the Superintendent, please move to approve the attached Line Item Transfers for the month of December, 2015.

RD

es

February 29, 2016

- 02-29-[2NB](#) - On recommendation of the Superintendent, please move that pursuant to N.J.A.C. 6A:23A-16.10(c)4, the Pennsville Board of Education certifies that as of December 31, 2015, and after review of the Secretary's Monthly Financial Report appropriations section as presented and upon consultation with the appropriate district officials, to the best of the Board's 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.

RD

es

February 29, 2016

- 02-29-[3NB](#) - On recommendation of the Superintendent, please move the board approve payment of the January 2016 Payroll and Handwritten Check List for a total of \$2,049,308.20 which has been properly signed.

RD

es

February 29, 2016

- 02-29-[4NB](#) - On recommendation of the Superintendent, please move to accept a donation for Valley Park School in the amount of \$34.36 as part of the *Take Charge of Education* program.

MCB

kag

February 29, 2016

- 02-29-[5NB](#) - On recommendation of the Superintendent, please move to accept a donation of school supplies from the Verizon Wireless Store in Pennsville, NJ, to be distributed to Central Park, Penn Beach, and Valley Park Schools.

MCB

kag

February 29, 2016

- 02-29-[6NB](#) - On recommendation of the Superintendent, please move to accept the retirement of Linda McDonald, Paraprofessional Aide at the Pennsville Middle School, effective June 30, 2016.

MCB

kag

February 29, 2016

- 02-29-[7NB](#) - On recommendation of the Superintendent, please move to approve the following incoming McKinney-Vento eligible students for the 2015-16 school year:

1 student	Sending District:	East Greenwich Township Board of Education
	School:	Penn Beach School
	Grade:	5
	Effective Date:	February 22, 2016–June 30, 2016
	Tuition:	\$12,665.00 per year
1 student	Sending District:	East Greenwich Township Board of Education
	School:	Central Park School
	Grade:	3
	Effective Date:	February 22, 2016–June 30, 2016
	Tuition:	\$12,665.00 per year
1 student	Sending District:	Woodstown-Pilesgrove School District
	School:	Valley Park School
	Grade:	0
	Effective Date:	February 24, 2016–June 30, 2016
	Tuition:	None (county agreement)

RD

es

February 29, 2016

- 02-29-[8NB](#) - On recommendation of the Superintendent, please move to approve the 2016-2017 pre-budgeted maximum dollar limits for professional services as follows:

Architect/Engineer	\$ 55,000
Attorney/Negotiator	\$105,000
Auditor	\$ 22,000
Mass Notification System	\$ 8,000
E-Rate	\$ 5,000
Negotiator	\$ 20,000
Public Relations	\$ 10,000

RD

es

February 29, 2016

- 02-29-[9NB](#) - On recommendation of the Superintendent, please move to approve the following personnel to work at all home track meets at the rates of \$25.00 per event for Two-Team Tracks Events; \$50.00 per event for Four Team Track Events; and \$75.00 per event for Six-Team Track Events:

- John Cooksey
- Keith Dunkelberger
- Jeff Fulmer
- Maria LaTorre
- Jill Schoenberg
- Robert Belding (substitute)
- Ammey Kennedy (substitute)

MCB

kag

February 29, 2016

- 02-29-[10NB](#) - On recommendation of the Superintendent, please move to approve the following field trip:

- Museum visit

MCB

kag



February 29, 2016

- 02-29-[11NB](#) - On recommendation of the Superintendent, please move to approve a contract with Bayada Nurses to provide one-to-one nursing services for one student, effective February 29, 2016 through June 30, 2016, at the following rates:
- RN services - \$50.00 per hour
  - LPN services - \$40.00 per hour

MCB

kag

February 29, 2016

- 02-29-[12NB](#) - On recommendation of the Superintendent, please move to employ Carmela Spano as a Teacher of Special Education at Penn Beach, effective March 1, 2016 through June 30, 2016, on Step #1 of the 2014-15 Bachelor's Guide at an annual salary of \$43,595, and at a revised salary to be determined when negotiations are complete.

MCB

kag

February 29, 2016

- 02-29-[1HB](#) - On recommendation of the Superintendent and the Committee of the Whole, please move to affirm the findings and conclusions of the HIB Case Reports as discussed in Executive Session.

MCB

kag