

**PENNSVILLE PUBLIC SCHOOL DISTRICT  
BOARD OF EDUCATION MEETING – PUBLIC AGENDA  
JULY 27, 2015**

**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. June 8, 2015
  - 1. REGULAR SESSION
  - 2. CLOSED SESSION
- B. June 22, 2015
  - 1. REGULAR SESSION
  - 2. CLOSED SESSION

**VI. COMMUNICATIONS**

**VII. SUPERINTENDENT'S REPORT**

- A. Phonics Program – Susan Ficke
- B. Approval of Security Drill Records for 2014-2015
- C. Approval of Fire/Security Drills – June 2015
- D. Approval of Workshop Reports – June 2015

**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**

- 07-27-[1SP](#) - Approve Substitute Nurses for ESY Program
- 07-27-[2SP](#) - Approve Substitute Teacher for ESY Program
- 07-27-[3SP](#) - Approve Revised Section 504 Committee
- 07-27-[4SP](#) - Approve Employment Date for Teacher
- 07-27-[5SP](#) - Revise Employment Hours for Receptionists
- 07-27-[7SP](#) - Approve Anti-Bullying Self-Assessment for 2014-2015
- 07-27-[8SP](#) - Employ Lunch Aide – C. Bohn
- 07-27-[9SP](#) - Approve Field Trips
- 07-27-[10SP](#) - Approve Related Arts Calendar of Events for 2015-2016
- 07-27-[11SP](#) - Approve Attendance at Adjudicated Festival
- 07-27-[12SP](#) - Approve Substitute Teacher
- 07-27-[13SP](#) - Accept Donation
- 07-27-[14SP](#) - Approve Workshops
- 07-27-[15SP](#) - Accept Resignation – E. Probst
- 07-27-[16SP](#) - Accept Resignation – S. Graziano
- 07-27-[17SP](#) - Employ Paraprofessional Aide – B. DePew
- 07-27-[18SP](#) - Employ Paraprofessional Aide – H. Greene
- 07-27-[19SP](#) - Employ Paraprofessional Aide – L. Silver
- 07-27-[20SP](#) - Accept Resignation – S. Falconiero
- 07-27-[21SP](#) - Approve Job Description - LPN
- 07-27-[22SP](#) - Employ Reading Interventionist/Coach – M. Puitz
- 07-27-[23SP](#) - Employ Paraprofessional Aide – J. Nardelli
- 07-27-[24SP](#) - Employ Teacher – C. Pagden

### **B. BUSINESS ADMINISTRATOR**

- 07-27-[1BA](#) - Approve General Fund Invoices – July 2015
- 07-27-[4BA](#) - Approve Athletic Supply Bid
- 07-27-[5BA](#) - Approve Transportation Bid #B0116
- 07-27-[6BA](#) - Approve Custodial Supply Bid
- 07-27-[7BA](#) - Approve Bank Account Signatories – Central Park
- 07-27-[8BA](#) - Approve Incoming Tuition Student for 2015-2016
- 07-27-[9BA](#) - Approve NJSBA Annual Conference
- 07-27-[10BA](#) - Approve Contract – Catapult Learning LLC (Evaluations)
- 07-27-[11BA](#) - Approve Contract – Catapult Learning LLC (Chapter 192/193)
- 07-27-[12BA](#) - Approve Chemical Hygiene Coordinator for 2015-2016

- 07-27-[13BA](#) - Approve Contract – Bayada Pediatrics
- 07-27-[14BA](#) - Approve Incoming Tuition Students for 2015-2016
- 07-27-[15BA](#) - Approve Outgoing Tuition Students for 2015-2016
- 07-27-[16BA](#) - Approve Board Secretary/Bid Threshold
- 07-27-[17BA](#) - Approve Use of Facilities Fees for 2015-2016
- 07-27-[18BA](#) - Employ Part-time Student Workers for 2015-2016
- 07-27-[19BA](#) - Approve Outgoing Tuition Students for 2015-2016
- 07-27-[20BA](#) - Approve Route 1714 Increase Correction
- 07-27-[21BA](#) - Approve General Fund Invoices – June 2015
- 07-27-[22BA](#) - Approve Transportation Jointure with Trenton
- 07-27-[23BA](#) - Approve Transportation Jointure with Wildwood City
- 07-27-[24BA](#) - Approve Transportation Jointure with Cherry Hill
- 07-27-[25BA](#) - Approve Related Expenses for Senior Trip
- 07-27-[26BA](#) - Approve Contract – Senior Class Trip
- 07-27-[27BA](#) - Approve Resolution for HS Gym Toilet Room Renovations
- 07-27-[28BA](#) - Apply for Other Capital Project with NJDOE
- 07-27-[29BA](#) - Approve Title III Consortium Memorandum
- 07-27-[30BA](#) - Approve Incoming McKinney-Vento Students

**XI. NEW BUSINESS**

- 07-27-[1NB](#) - Employ Lunch Aide – D. Nitkowski
- 07-27-[2NB](#) - Accept Resignation – M. Mesghali
- 07-27-[3NB](#) - Approve Outgoing Tuition Students for 2015-2016
- 07-27-[4NB](#) - Approve Commission for Blind Services for 2015-2016
- 07-27-[5NB](#) - Approve Revised Job Description – Tech Mentor
- 07-27-[6NB](#) - Authorize Preparation for Bond Referendum

**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	- Mr. Thomas
Valley Park School	- Mr. Lang
Pennsville Middle School	- Mr. Nugent
Pennsville Memorial High School	- Mrs. Phillips
Academies	- Mrs. Staffieri-Morris

**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**

07-27-[HB1](#) - Affirm Findings and Conclusions of HIB Cases

**XX. 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)

WORKSHOP REPORTS – JUNE 2015		
DATE	NAME	DESCRIPTION
June 3 – 5, 2015	Davidson, Richard	NJASBO Annual Convention
June 8, 2015	Short, Mary Lou	SGO 2.1 – On the Road to Ownership
June 18, 2015	Beyl, Lorraine	IBCCES: Certified Autism Specialist
June 22 – 24, 2015	Busillo, Alicia	Girl Bullying and Empowerment Conference
June 24 – 25, 2015	Gibau, Nancy	NJCIE 13 <sup>th</sup> Annual Summer Inclusion Conference
June 26 – 28, 2015	Brodzik, Michael	ASCD Conference on Teaching Excellence

July 27, 2015

- 07-27-[1SP](#)
- On recommendation of the Superintendent and the Committee of the Whole, please move to approve the following nurses as substitutes for the Special Education Summer Extended Year Program from July 6 to July 30, 2015, at the rates listed:
    - Charlotte Humphries (per diem hourly rate)
    - Nikole (Henley) Johnson (substitute rate of \$20.00 per hour worked)

MCB

kag

July 27, 2015

- 07-27-[2SP](#)
- On recommendation of the Superintendent and the Committee of the Whole, please move to approve Kristen Craner, Special Education Teacher, as a substitute teacher for the Summer Special Education Extended Year Program from July 6, to August 13, 2015, and to be paid at her hourly per diem rate.

MCB

kag

July 27, 2015

- 07-27-[3SP](#)
- On recommendation of the Superintendent and the Committee of the Whole, please move to appoint Steven Hindman, Principal, as the Central Park Section 504 Committee Chair, effective August 1, 2015 to June 30, 2016.

MCB

kag

July 27, 2015

- 07-27-[4SP](#)
- On recommendation of the Superintendent and the Committee of the Whole, please move to amend the previously approved motion to employ Kim Liccardo as a Special Education Teacher in the Pennsville Memorial High School on Step 1, Phase 3 of the 2014-15 Bachelor's Plus 30 Guide at an annual contracted salary of \$44,943, with a revised salary to be determined when negotiations are complete, effective September 1, 2015 through June 30, 2016.

MCB

kag

July 27, 2015

- 07-27-[5SP](#)
- On recommendation of the Superintendent and the Committee of the Whole, please move to correct the hours of the following Receptionists from part-time/20 hours per week at the rate of \$10.50 per hour, to part-time/25 hours per week at the rate of \$10.50 per hour, effective July 1, 2015 through June 30, 2016.
    - Lorraine Herrmann
    - Vicki Taylor

MCB

kag

July 27, 2015

- 07-27-[7SP](#)
- On recommendation of the Superintendent and the Committee of the Whole, please move to approve the attached New Jersey Anti-Bullying Bill of Rights Self-Assessment Report for the 2014-2015 school year.

MCB

kag

July 27, 2015

- 07-27-[8SP](#) - On recommendation of the Superintendent and the Committee of the Whole, please move to employ Christina Bohn, pending criminal history approval, as a Lunch Aide at Valley Park School, at the rate of \$9.00 per hour worked, effective September 1, 2015 through June 30, 2016.

MCB

kag

July 27, 2015

- 07-27-[9SP](#) - On recommendation of the Superintendent and the Committee of the Whole, please move to approve the following field trips:
1. Choir Rehearsal
  2. Choir Rehearsal
  3. Choir Rehearsal
  4. College Visit

MCB

kag

July 27, 2015

- 07-27-[10SP](#) - On recommendation of the Superintendent and the Committee of the Whole, please move to approve the attached Related Arts Calendar for the 2015-2016 school year.

MCB

kag



## 2015-2016 DATES FOR RELATED ARTS

### Elementary School

10/26-30	Valley Park Book Fair
11/16-20	Central Park Book Fair
12/7-11	Penn Beach Book Fair
12/14	Central Park Winter Choir Concert 6p.m.
4/4-8	Central Park Book Fair
4/6	Central Park Elementary Choir Concert and Art Show
4/18-25	Penn Beach Book Fair
4/21	Penn Beach Elementary Choir Concert and Art Show
4/28	Central Park, Penn Beach, Middle School and High School Choral Concert 4pm and 7pm
5/23	Music Department Awards Evening* 6p.m.
5/30-6/6	Valley Park Book Fair
5/31	Valley Park Art and Book Fair Evening

### Middle School - All concerts are at 7pm in the High School Auditorium unless otherwise noted

10/26-30	Middle School Library Book Fair (10/28 open until 5pm for parents and students)
12/9	Winter Middle Orchestra Concert
12/16	Winter Middle School Choir Concert
12/17	Winter Middle School Band Concert
4/28	Central Park, Penn Beach, Middle School and High School Choral Concert 4pm and 7pm
5/11	Spring Middle School Choir Concert
5/19	Spring Middle School Band Concert
5/23	Music Department Awards Evening* 6p.m.
6/1	Spring Middle School Orchestra Concert
6/2	Middle School Art Show 5:30-7:30pm (MS Cafeteria)

### High School - All concerts are at 7pm in the High School Auditorium unless otherwise noted (\*includes academy students)

10/6	Pre-School Parent meeting 6pm
10/21	Pre-School classes begin
11/16	Tri-M Music Honor Society Induction Ceremony* 7pm
12/10	High School Orchestra Concert*
12/14	High School Small Ensembles Concert*
12/22	High School Band and Choir Concert*
1/20	Academy Juries* 2:15-5pm
1/21	High School Advance Music Composition Night*
3/17-19	Drama Club Musical 6:30pm*
3/20	Drama Club Musical 2pm* (senior citizens free)
4/28	Central Park, Penn Beach, Middle School and High School Choral Concert 4pm and 7pm
4/28	Pre-school Family Day
5/9	High School Small Ensembles Concert*
5/12	High School Choir and Orchestra Concert*
5/18	High School Art Expo/GMT Senior Gallery 5:30 HS Gym and Lobby*
5/18	High School Band Concert*
5/23	Music Department Awards Evening* 6p.m.
5/24	HS Word Language Honor Society Induction 7p.m.
5/25	Academy Recitals 6pm and 7:30pm*
6/2	High School Orchestra Pops Concert*
6/3	Pre-School Graduation 9am
6/6	Advanced Music Composition Night*

July 27, 2015

- 07-27-[11SP](#) - On recommendation of the Superintendent and the Committee of the Whole, please move to approve the 2015-2016 Music Department Adjudication/Festival and Trip to Annapolis, Maryland, April 1-3, 2016, at a student cost of \$300.

MCB

kag

July 27, 2015

- 07-27-[12SP](#) - On recommendation of the Superintendent and the Committee of the Whole, please move to approve the following substitute teacher for the 2015-2016 school year:

- Dara Ruiz

MCB

kag

July 27, 2015

- 07-27-[13SP](#) - On recommendation of the Superintendent and the Committee of the Whole, please move to accept a donation of \$200 from the Valley Park Education Association (VPEA) to the PMHS Strolling Strings for playing at the Valley Park Grandparents' Dinner Dance.

MCB

kag

July 27, 2015

- 07-27-[14SP](#) - 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 set forth by the Department of the Treasury:
- Nancy Gibau, Supervisor of Special Programs; Kyle Baker-Plale, Supervisor of Related Arts; Laura Sandy, Supervisor of Science and Math; and Marian Sennstrom, Supervisor of Humanities; to attend the FEA/NJPSA/NJASCD Fall Conference in Long Branch, NJ, on October 22 and 23, 2015, at a registration cost per staff member not to exceed \$260.00, plus lodging and meals in accordance with State regulations not to exceed a total cost of \$1300.00.
  - Laura Sandy, Supervisor of Science and Math, to attend the 2015 NJ Science Convention in Princeton, NJ, on October 13, 2015, at a registration cost of \$175.00.
  - Revision to previously approved motion for Nancy Gibau, Supervisor of Special Programs, to attend the NJCIE Summer Inclusion Conference in Montclair, NJ, on June 24 and 25, 2015, at a registration cost of \$235, plus mileage, lodging, and meals in accordance with State regulations not to exceed an modified amount of \$172.30 instead of \$150.00.

MCB

kag

July 27, 2015

- 07-27-[15SP](#) - On recommendation of the Superintendent and the Committee of the Whole, please move to accept the resignation of Emmalene Probst, Teacher of Grade 5 at Penn Beach, effective June 30, 2015.

MCB

kag

July 27, 2015

- 07-27-[16SP](#) - On recommendation of the Superintendent and the Committee of the Whole, please move to accept the resignation of Susan Graziano, Teacher of English at PMHS, effective June 30, 2015.

MCB

kag

July 27, 2015

- 07-27-[17SP](#) - On recommendation of the Superintendent and the Committee of the Whole, please move to employ Bethany DePew as a Paraprofessional Aide at PMHS, effective September 1, 2015 through June 30, 2016, on Step 2 of the 2014-2015 Paraprofessional Aide's Guide at an annual salary of \$16,357, plus a degree stipend of \$325, with a revised salary to be determined when negotiations are complete.

MCB

kag

July 27, 2015

- 07-27-[18SP](#) - On recommendation of the Superintendent and the Committee of the Whole, please move to employ Heather Greene as a Paraprofessional Aide at Penn Beach, effective September 1, 2015 through June 30, 2016, on Step 1 of the 2014-2015 Paraprofessional Aide's Guide at an annual salary of \$16,157, plus a degree stipend of \$325, with a revised salary to be determined when negotiations are complete.

MCB

kag

July 27, 2015

- 07-27-[19SP](#) - On recommendation of the Superintendent and the Committee of the Whole, please move to employ Lori Silver as a Paraprofessional Aide at Penn Beach, effective September 1, 2015 through June 30, 2016, on Step 1 of the 2014-2015 Paraprofessional Aide's Guide at an annual salary of \$16,157, plus a degree stipend of \$325, with a revised salary to be determined when negotiations are complete.

MCB

kag

July 27, 2015

- 07-27-[20SP](#) - On recommendation of the Superintendent and the Committee of the Whole, please move to accept the resignation of Sharon Falconiero, Lunch Aide at Valley Park, effective June 30, 2015.

MCB

kag

July 27, 2015

- 07-27-[21SP](#) - On recommendation of the Superintendent and the Committee of the Whole, please move to approve the attached job description for the proposed position of Licensed Practical Nurse: Educational Setting and Support.

MCB

kag

## **JOB DESCRIPTION**

**TITLE:** Licensed Practical Nurse (LPN): Educational Setting and Support

**QUALIFICATIONS:**

- Graduation from an accredited LPN program
- Current NJ State LPN license required
- Current certification in CPR/AED required
- 

**REPORTS TO:** Principal/Department Supervisor

**POSITION RESPONSIBILITIES:**

The following statement of duties and responsibilities are intended to describe the general nature and level of work being performed by the individuals assigned to this position. These statements are not intended to be an exhaustive list of all duties and responsibilities required of all personnel within this position.

- Provide health services such as first aid, medication administration, etc., assist with daily living activities, and encourage self-management for medically complex/special needs students.
- Perform delegated independent nursing functions using established procedures, policies, guidelines, and standards as observed by the registered nurse.
- Implement student health care plans and emergency medical plans as directed by the registered nurse and maintain accurate health records.
- Assist with and monitor students to ensure safety during feeding, transfer, toileting, positioning and other activities.
- Participate in ongoing communication with the registered nurse regarding student health issues. Identify students at risk for health problems and refer to the registered school nurse as appropriate.
- Communicate with and assist the classroom teacher in identifying health related concerns impacting delivery of the instructional program.
- Provide supplementary instructional support to medically complex/special needs students under the direction of the classroom teacher.
- Communicate with and assist instructional staff in the delivery of the instructional program.
- Monitor students in a variety of settings (e.g., classroom, transportation, field trips) for the purpose of providing care as defined by student health plans and assessment of student needs.
- Report outcomes of nursing care, including delegated tasks, to the supervising registered nurse and other designated personnel.
- Comply with all applicable school district policies and procedures, health services practices, and scope of practice for LPN licensure.
- Perform other duties as assigned.

**TERMS OF EMPLOYMENT:**

Ten, eleven or twelve-month year. Salary and work year to be in accordance with the current contract.

**EVALUATION:**

Performance of this job will be evaluated in accordance with provisions of the Board's policy on Evaluation of Professional Personnel.

July 27, 2015

- 07-27-[22SP](#) - On recommendation of the Superintendent and the Committee of the Whole, please move to approve Monika Puitz, Teacher of Grade 3 at Central Park, as a Reading Interventionist/Coach effective September 1, 2015 to June 30, 2016, at her current annual salary of \$45,495, which is Step 3 on the 2014-2015 Bachelor's Guide, and at a revised salary to be determined when negotiations are complete.

MCB

kag

July 27, 2015

- 07-27-[23SP](#) - On recommendation of the Superintendent and the Committee of the Whole, please move to employ Jenna Nardelli as a Paraprofessional Aide at Central Park, effective September 1, 2015 through June 30, 2016, on Step 2 of the 2014-2015 Paraprofessional Aide's Guide at an annual salary of \$16,357, plus a degree stipend of \$325, with a revised salary to be determined when negotiations are complete.

MCB

kag

July 27, 2015

- 07-27-[24SP](#) - On recommendation of the Superintendent and the Committee of the Whole, please move to employ Cathy Pagden as a Teacher of Special Education at the Pennsville Middle School, effective September 1, 2015 to June 30, 2016, on Step 2, Phase 1, of the 2014-2015 Bachelor's Guide at an annual salary of \$44,095, and at a revised salary when negotiations are complete.

MCB

kag

July 27, 2015

- 07-27-[1BA](#) - On recommendation of the Superintendent and the Committee of the Whole, please move to approve payment of July 2015 General Fund invoices in the amount of \$542,926.32 which have been properly signed.

RD

tc

July 27, 2015

07-27-[4BA](#)

- On recommendation of the Superintendent and the Committee of the Whole, please move to accept the below Athletic Bid opening June 5, 2015, at 10:30 a.m., corrections as listed for the following total amounts for the 2015-2016 school year. Total Bid: **\$31,076.99**.

VENDOR	ORIG. AMT.	CORRECT AMT.
1. BSN Sports	\$ 3,195.28	<b><u>\$3,469.28</u></b>
2. Kelly's Sports	\$ 9,893.00	<b><u>\$9,946.90</u></b>
3. M&F Athletic Co.	\$ 2,109.95	OK
4. Metuchen	\$ 1,867.50	OK
5. Pyramid Athletic	\$ 3,639.04	OK
6. Riddell	\$ 1,992.09	OK
7. S & S Worldwide	\$ 129.58	OK
8. Triple Crown	\$ 7,537.65	<b><u>\$7,922.65</u></b>

RD

dmr

July 27, 2015

07-27-[5BA](#)

- On recommendation of the Superintendent and the Committee of the Whole, please move to accept the below routes from September 1, 2015 through June 30, 2016 for Transportation Bid #B0116:

1716 Route to/from Salem Community College  
\$173.00 per diem  
\$1.50 per mile increase/decrease

1116c SpEd. Route to/from Central Park School  
\$ 55.00 per diem  
\$1.50 per mile increase/decrease

1816 McKinney-Vento Route to/from Central Park School from Salem Area  
\$128.00 per diem  
\$1.50 per mile increase/decrease

RD

dmr



July 27, 2015

- 07-27-[6BA](#) - On recommendation of the Superintendent and the Committee of the Whole, please move to accept the low bids for the Janitorial/Custodial Supply Bid items for the 2015-2016 school year as listed below. The total bid is \$15,430.84.

Camden Bag & Paper	\$ 3,857.34
Indco, Inc.	\$ 6,936.90
Interline Brands/AmSan	\$ 2,534.31
Philip Rosenau	\$ 2,102.29

RD

dmr

July 27, 2015

- 07-27-[7BA](#) - On recommendation of the Superintendent and the Committee of the Whole, please move to approve and authorize the following signatories on behalf of the Pennsville Township Board of Education for the Central Park Elementary School General Account held at Pennsville National Bank effective August 1, 2015:

Central Park Elementary School Steven Hindman and Barbara Miller

RD

es

July 27, 2015

- 07-27-[8BA](#) - On recommendation of the Superintendent and the Committee of the Whole, please move to approve the following incoming tuition student for the 2015-16 extended and regular school year:

1 student	Sending District:	Salem City Board of Education
	School:	Extended School Year
	Grade:	4 LD classification
	Effective Dates:	July 6, 2015–July 30, 2015
		Monday – Thursday
		Total of 16 days
	Tuition:	\$2,244.32 (\$140.27 per day)
	1-1 Aide:	\$1,744.64 (\$109.04 per day)

and

School:	Penn Beach School
Grade:	4 LD classification
Effective Dates:	September 3, 2015–June 30, 2016
Tuition:	\$25,247.00 per year
1-1 Aide:	\$34,936.00 per year

RD

es

July 27, 2015

- 07-27-[9BA](#) - On recommendation of the Superintendent and the Committee of the Whole, please move to approve the payment of a group registration fee of \$1300.00 to the New Jersey School Boards Association for attendance at their 2015 annual conference, October 27, 2015 through October 29, 2015, in Atlantic City, New Jersey.

RD

es

July 27, 2015

- 07-27-[10BA](#) - On recommendation of the Superintendent and the Committee of the Whole, please move to approve the attached Professional Services Agreement between the Pennsville School District and Catapult Learning LLC of Camden, New Jersey for the period of September 1, 2015 through June 30, 2016 for the provision of evaluation and determination of eligibility services to students in nonpublic schools within our district in accordance with NJSA 18A:46-19.1 et seq., NJSA 18A:46A-1 et seq. and all rules and regulations promulgated there under by the State Board of Education and the Commissioner of Education at a fee in the total sum received by the State for the Services as set forth on Attachment B of the attached agreement.

RD

es

July 27, 2015

- 07-27-[11BA](#) - On recommendation of the Superintendent and the Committee of the Whole, please move to approve the attached Professional Services Agreement between the Pennsville School District and Catapult Learning LLC of Camden, New Jersey for the period of September 1, 2015 through June 30, 2016 for the provision of Chapter 192/193 instructional services in accordance with the New Jersey Department of Education guidelines under Public Law 192/193 at a fee in the total sum received from the State of New Jersey for Chapter 192/193 Services for the program.

RD

es

July 27, 2015

- 07-27-[12BA](#) - On recommendation of the Superintendent and the Committee of the Whole, please move to appoint Laura Sandy as the Chemical Hygiene Coordinator for the Pennsville Township School District for the 2015-2016 school year.

RD

es

July 27, 2015

- 07-27-[13BA](#) - On recommendation of the Superintendent and the Committee of the Whole, please move to approve the following nursing services for the 2015-16 school year:

1 student #55-1296	Provider:	Bayada Pediatrics Cherry Hill, New Jersey
	Grade:	9
	Effective Dates:	July 1, 2015-June 30, 2016
	Cost:	\$50.00 per hour – RN services \$40.00 per hour – LPN services

RD

es

- 07-27-[14BA](#) - On recommendation of the Superintendent and the Committee of the Whole, please move to approve the following incoming tuition students for the 2015-16 school year as follows:

1 student	Sending District:	Paterson Board of Education
	Grade:	11
	Effective Dates:	July 6, 2015–June 30, 2016
	School Attending:	Pineland Learning Center
	Tuition:	\$55,139.70 per year
1 student	Sending District:	Cherry Hill Board of Education
	Grade:	11
	Effective Dates:	July 6, 2015–June 30, 2016
	School Attending:	Pineland Learning Center
	Tuition:	\$55,139.70 per year
1 student	Sending District:	Wildwood Board of Education
	Grade:	11
	Effective Dates:	July 6, 2015–June 30, 2016
	School Attending:	Pineland Learning Center
	Tuition:	\$55,139.70 per year

RD

July 27, 2015

- 07-27-[15BA](#) - 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:	YALE School Inc. Medford, New Jersey
	Grade:	9
	Effective Dates:	July 6, 2015-June 30, 2016
	Tuition:	\$56,645.40 per year
1 student	School:	YALE School Inc. Medford, New Jersey
	Grade:	11
	Effective Dates:	July 6, 2015-June 30, 2016
	Tuition:	\$56,645.40 per year
1 student	School:	Mary A. Dobbins School Legacy Treatment Services Hainesport, New Jersey
	Grade:	10
	Effective Dates:	July 6, 2015-June 30, 2016
	Tuition:	\$67,242.00 per year
	1-1 Aide:	\$25,935.00 per year

RD

es

July 27, 2015

- 07-27-[16BA](#) - On recommendation of the Superintendent and the Committee of the Whole, please move the board appoint Richard Davidson as Secretary of the Board, Custodian of Records and District Purchasing Agent with a bid limit of \$40,000.00 from July 1, 2015 to June 30, 2016 as per the attached RESOLUTION.

RD

es

RESOLUTION  
INCREASING BID THRESHOLD AND APPOINTING A QUALIFIED PURCHASING AGENT IN A BOARD  
OF EDUCATION SUBJECT TO THE PROVISIONS OF N.J.S.A. 18A:18A-1 et seq.

Resolution increasing the bid threshold and appointing a Qualified Purchasing Agent, pursuant to N.J.S.A. 18A:18A-3a and N.J.A.C. 5:34-5 et seq.

WHEREAS, the recent changes to the Public School Contracts Law gave boards of education the ability to increase their bid threshold up to \$40,000; and

WHEREAS, N.J.S.A. 18A:18A-3a, permits an increase in the bid threshold if a Qualified Purchasing Agent is appointed as well as granted the authorization to negotiate and award such contracts below the bid threshold; and

WHEREAS, N.J.A.C. 5:34-5 et seq. establishes the criteria for qualifying as a Qualified Purchasing Agent; and

WHEREAS, Richard Davidson possesses the designation of Qualified Purchasing Agent as issued by the Director of the Division of Local Government Services in accordance with N.J.A.C. 5:34-5 et seq.; and

WHEREAS, the Pennsville Board of Education desires to increase the bid threshold as provided in N.J.S.A. 18A:18A-3; now, therefore, be it

RESOLVED, that the governing body of the Pennsville Board of Education, in the County of Salem, in the State of New Jersey hereby increases its bid threshold to \$40,000; and be it further

RESOLVED, that the governing body hereby appoints Richard Davidson as the Qualified Purchasing Agent to exercise the duties of a purchasing agent pursuant to N.J.S.A. 18A:18A-2b, with specific relevance to the authority, responsibility, and accountability of the purchasing activity of the Board of Education; and be it further

RESOLVED, that in accordance with N.J.A.C. 5:34-5.2 the Board of Education Secretary is hereby authorized and directed to forward a certified copy of this resolution and a copy of Richard Davidson's certification to the Director of the Division of Local Government Services.

I, Richard Davidson, Secretary of the Pennsville Board of Education, in the County of Salem, State of New Jersey do hereby certify that the foregoing is a true and correct copy of a Resolution adopted by the governing body of the Pennsville Board of Education, County of Salem, State of New Jersey at a regular meeting of said governing body held on July 27, 2015.

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Richard Davidson, Board Secretary

July 27, 2015

- 07-27-[17BA](#) - On recommendation of the Superintendent and the Committee of the Whole, please move to approve the attached Use of Facilities Rental Fees Schedule effective July 1, 2015.

RD

es

## **PENNSVILLE BOARD OF EDUCATION USE OF FACILITIES RENTAL FEES SCHEDULE EFFECTIVE JULY 1, 2015**

CAFETERIA – HIGH SCHOOL	\$150.00 Daily
CAFETERIA – MIDDLE SCHOOL	\$200.00 Daily
CAFETERIA – ELEMENTARY	\$100.00 Daily
KITCHEN	\$100.00 Daily
KITCHEN STAFF	Contact Food Service Company
CLASSROOM	\$ 50.00/Room–Daily
AUDITORIUM	\$300.00 Daily
EQUIPMENT OPERATOR/ STAGE MANAGER	\$ 33.00/Hour per Employee
STAGE CREW	\$ 7.25/Hour per Student
GYM – HIGH SCHOOL	\$300.00 Daily
GYM – MIDDLE SCHOOL	\$200.00 Daily
GYM – ELEMENTARY SCHOOL	\$100.00 Daily
ATHLETIC FIELD	\$250.00 Daily Security NOT Included
CUSTODIAN /GROUNDSKEEPER	\$50.00/Hour per Employee

Daily = Per Calendar Day

July 27, 2015

- 07-27-[18BA](#) - On recommendation of the Superintendent and the Committee of the Whole, please move to employ the below part-time, student employees from July 1, 2015 to June 30, 2016 for the hourly wages as listed.

Parker L. Shimp	\$8.38 per hr.
Drew W. Staring	\$8.38 per hr.

RD

dmr

July 27, 2015

- 07-27-[19BA](#) - 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 Middle School
Grade:	6
Effective Dates:	September 3, 2015–June 30, 2016
Tuition:	\$ 18,500.00 per year

1 student

School:	Salem County Special Services School District Alternative Middle School
Grade:	7
Effective Dates:	September 3, 2015–June 30, 2016
Tuition:	\$ 18,500.00 per year

RD

es



July 27, 2015

- 07-27-[20BA](#) - On recommendation of the Superintendent and the Committee of the Whole, please move to accept the corrected increased contract amount for contract #CR0214, route 1714, with B.R. Williams Bus Service for the 2014-2015 school year. An additional 7 days are being added at the contracted rate of \$73.11 per diem (\$511.77 per annum), bringing the total contracted amount from \$10,454.73 to \$10,966.50 per annum.

RD

dmr

July 27, 2015

- 07-27-[21BA](#) - On recommendation of the Superintendent and the Committee of the Whole, and the Committee of the Whole, please move to approve the payment of the General Fund invoices for the month of June 2015 in the amount of \$406,956.96 which have been properly signed.

RD

tc

July 27, 2015

- 07-27-[22BA](#) - On recommendation of the Superintendent and the Committee of the Whole, please move to accept a Transportation Jointure with Trenton Board of Education. Pennsville BOE is transporting one of their students to SCSSSD Alternative High School in Salem, NJ, and will be billing Trenton BOE for the total amount of \$2,745.00. The contract is from September 1, 2015 to June 30, 2016 as listed below:

9/1/2015 – 6/30/2016, 180 days @ \$14.25 per diem + 7% admin. fee  
from GCSSSD (\$15.25 total p/d)

RD

dmr

July 27, 2015

- 07-27-[23BA](#) - On recommendation of the Superintendent and the Committee of the Whole, please move to accept a Transportation Jointure with Wildwood City School District. Pennsville BOE is transporting one of their students to Pineland Learning Center in Vineland, NJ, for their summer program as well as for the 2015-16 school year, and will be billing Wildwood City SD for the total amount of \$22,165.05. The contract is from July 1, 2015 to June 30, 2016 as listed below:

7/1/2015 – 8/31/2015, 30 days @ \$96.50 per diem + 7% admin. fee  
from GCSSSD (\$103.26 total p/d)

9/1/2015 – 6/30/2015, 180 days @ \$198.00 per diem + 7% admin. fee  
from GCSSSD (\$211.86 total p/d)

RD

dmr

July 27, 2015

- 07-27-[24BA](#) - On recommendation of the Superintendent and the Committee of the Whole, please move to accept a Transportation Jointure with Cherry Hill School District. Pennsville BOE is transporting one of their students to Pineland Learning Center in Vineland, NJ for the summer program and then to Titusville Academy in Titusville, NJ, for the 2015-16 school year, and will be billing Cherry Hill SD for the total amount of \$58,566.45. The contract is from July 1, 2015 to June 30, 2016 as listed below:

7/1/2015 – 8/31/2015, 30 days @ \$96.50 per diem + 7% admin. fee  
from GCSSSD (\$103.26 total p/d)

9/1/2015 – 6/30/2016, 180 days @ \$288.00 per diem + 7% admin. fee  
from GCSSSD (\$308.16 total p/d)

RD

dmr

July 27, 2015

- 07-27-[25BA](#) - On recommendation of the Superintendent and the Committee of the Whole, please move the board approve the following costs associated with the 2015-2016 Senior Class trip to Orlando, Florida from April 18, 2016-April 22, 2016:

Busing to and from Philadelphia airport	
Maximum 3 @ \$511.20 per bus	\$1533.60
Substitute teachers	
Maximum 5 @ \$85/day	
\$425 per substitute	\$2125.00
Meal Reimbursements for chaperones	
Maximum 6 @ maximum of \$252 each	\$1512.00
Nurse trip fee	
Maximum 1 (if enough students attend this fee is waived)	\$1546.00
Overtime	
Maintenance – Sunday night, Monday morning, Friday night – transport luggage to/from airport – approximate cost	<u>\$ 360.00</u>
Total	\$7076.60

RD

es

July 27, 2015

- 07-27-[26BA](#) - On recommendation of the Superintendent and the Committee of the Whole, please move the board approve the attached contract with Educational Travel Tours, Inc. of Trenton, New Jersey for the provision of the 2015-2016 Senior Class trip services occurring April 18, 2016 – April 22, 2016 as outlined in the contract and at the per student cost of \$1210.00 each, to be paid for by the participating student.

RD

es

July 27, 2015

- 07-27-[27BA](#) - On recommendation of the Superintendent and the Committee of the Whole, please move the board approve the following Resolution regarding DOE Project #4075-050-15-5000, the Pennsville Memorial High School Gym Toilet Room Renovations Project:

**RESOLUTION**

**WHEREAS**, on July 15, 2015 the Pennsville Board of Education conducted a public bid opening for the award of the Pennsville Memorial High School Gym Toilet Room Renovations project, DOE Project #4075-050-15-5000, which yielded the following for consideration:

**Contractor**

Joseph Porretta Builders	Base Bid	\$253,711.00
	Alternate Deduct No. 1	(\$10,000.00)
	Alternate Deduct No. 2	(\$10,000.00)
	Total Bid	\$253,711.00
Aliano Brothers General Contractors, Inc.	Base Bid	\$255,760.00
	Alternate Deduct No. 1	(\$10,000.00)
	Alternate Deduct No. 2	(\$10,000.00)
	Total Bid	\$255,760.00
Levy Construction Company	Non-Responsive	
W.J. Gross, Inc.	Non-Responsive	
Peter V. Pirozzi General Contracting, Inc.	Non-Responsive	

And;

**WHEREAS**, in accordance with the provisions of the Public Schools Contract Law, N.J.S.A. 18A:18A-1 et seq.;

**NOW, THEREFORE BE IT RESOLVED**, that the Pennsville Board of Education awards the contract for the Pennsville Memorial High School Gym Toilet Room Renovations project, DOE Project #4075-050-15-5000, to Joseph Porretta Builders of Hammonton, New Jersey in the total contract lump sum of \$253,711.00 as follows:

Joseph Porretta Builders	Base Bid	\$253,711.00
	Alternate Deduct No. 1	(\$10,000.00)
	Alternate Deduct No. 2	(\$10,000.00)
	Total Bid	\$253,711.00

RD

July 27, 2015

- 07-27-[28BA](#) - On recommendation of the Superintendent and the Committee of the Whole, please move that the Pennsville Township Board of Education (Board) authorizes the School Business Administrator/Board Secretary and Remington and Vernick Engineers to prepare and apply for Other Capital Project on the Board's behalf with the New Jersey Department of Education (NJDOE) for the following project:

PMHS Gymnasium Toilet Room Renovations

RD

es

July 27, 2015

- 07-27-[29BA](#) - On recommendation of the Superintendent and the Committee of the Whole, please move to approve the attached Title III Consortium Memorandum of Understanding Agreement between the Penns Grove-Carneys Point School District and the Pennsville Board of Education for the 2015-2016 school year to meet the Title III Section 3115(c) requirement of the *Elementary and Secondary Education Act*.

RD

es

July 27, 2015

- 07-27-[30BA](#) - 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:	Pennsville Board of Education
	School:	Pennsville Memorial High School
	Grade:	9
	Effective Dates:	September 3, 2015 – June 30, 2016
	Tuition:	None

1 student	Sending District:	Pennsville Board of Education
	School:	Pennsville Memorial High School
	Grade:	12
	Effective Dates:	September 3, 2015 – June 30, 2016
	Tuition:	None

RD

es

July 27, 2015

- 07-27-[1NB](#) - On recommendation of the Superintendent, please move to employ Deborah Nitkowski, pending criminal history approval, as a Lunch Aide at Valley Park, effective September 1, 2015 through June 30, 2016, at the rate of \$9.00 per hour worked.

MCB

kag

July 27, 2015

- 07-27-[2NB](#) - On recommendation of the Superintendent, please move to accept the resignation of Michelle Mesghali, PMHS Teacher of Biology, effective July 21, 2015.

MCB

kag

July 27, 2015

- 07-27-[3NB](#) - On recommendation of the Superintendent, please move to approve the following outgoing tuition students for the 2015-2016 extended school year:

1 student	School	Salem County Special Services School District Cumberland campus
	Grade	4
	Effective Dates	July 6, 2015-August 13, 2015
	Tuition Cost	\$4,310.00
	1-1 Aide Cost	\$3,200.00
1 student	School	Salem County Special Services School District Salem campus
	Grade	9
	Effective Dates	July 6, 2015-August 13, 2015
	Tuition Cost	\$4,310.00
	1-1 Aide Cost	\$3,200.00
1 student	School	Salem County Special Services School District Salem campus
	Grade	11
	Effective Dates	July 6, 2015-August 13, 2015
	Tuition Cost	\$4,310.00
1 student	School	Salem County Special Services School District Salem campus
	Grade	12
	Effective Dates	July 6, 2015-August 13, 2015
	Tuition Cost	\$4,310.00

RD

es

July 27, 2015

07-27-[4NB](#)

- On recommendation of the Superintendent, please move to approve the following services from the State of New Jersey, Commission for the Blind and Visually Impaired for the 2015-2016 school year:

1 student	Grade	4
	Effective Dates	September 1, 2015 – June 30, 2016
	Level I Services	\$1,900.00
1 student	Grade	2
	Effective Dates	September 1, 2015 – June 30, 2016
	Level I Services	\$1,900.00
1 student	Grade	10
	Effective Dates	September 1, 2015 – June 30, 2016
	Level I Services	\$1,900.00
1 student	Grade	9
	Effective Dates	September 1, 2015 – June 30, 2016
	Level I Services	\$1,900.00

RD

es

July 27, 2015

07-27-[5NB](#)

- On recommendation of the Superintendent, please move to approve the attached revised job description for Technology Mentors, effective with the 2015-2016 school year.

MCB

kag

**PENNSVILLE BOARD OF EDUCATION**  
**JOB DESCRIPTION**

**TITLE:** TECHNOLOGY MENTOR

**REPORTS TO:** Building Principal

**EVALUATED BY:** Building Principal

**CERTIFICATION/  
QUALIFICATIONS:**

1. Must be a certified staff member
2. Experienced in using education technology with students
3. Ability to work effectively with all staff members, regardless of their position or technical ability
4. Demonstrate initiative and ability to follow through on projects
5. Model classroom teaching using technology
6. Interested in increasing personal technology skills

**SUPERVISES:** No supervisory responsibilities

**DUTIES AND  
RESPONSIBILITIES:**

1. Attend and participate in the District Technology Committee meetings.
2. The development and integration of a grade-by-grade, subject-specific scope and sequence of technology skills for all Pennsville students
3. Work in collaboration with staff to create exemplar lessons that are technology-centric and related to the scope and sequence referenced previously.
4. Serve as the “point person” for their grade level/content area for technology-related pedagogy issues. Assistance to colleagues could be offered in the form of collaboration, pre-teaching, co-teaching, advisement for technology-based lessons, after-school sessions, etc.
5. Prepare and present the use of new and existing technology to staff.
6. Participate in *Google for Education* Training with the intention of training staff in the use of those resources.

**ANNUAL STIPEND:** \$1000



July 27, 2015

- 07-27-[6NB](#)
- On recommendation of the Superintendent, the Pennsville Board of Education authorizes District Administration to prepare and submit the necessary documents for a bond referendum that will be offered for public consideration on Tuesday, November 3, 2015, (or the next allowable date should the process be delayed by unforeseen circumstances).

MCB

kag

July 27, 2015

- 07-27-[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