

**PENNSVILLE PUBLIC SCHOOL DISTRICT
BOARD OF EDUCATION
BOARD MEETING
JANUARY 30, 2012**

- 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. December 12, 2011
 - 1. REGULAR SESSION
 - 2. CLOSED SESSION
 - B. December 19, 2011
 - 1. REGULAR SESSION
 - 2. CLOSED SESSION
- VI. COMMUNICATIONS
- VII. SUPERINTENDENT'S REPORT
 - A. Professional Services Award
 - B. Educational Foundation Grant Awards
 - C. HIB Semi-Annual Report
 - D. School Uniforms
 - E. Approve Fire/Security Drill - December 2011
 - F. Approve Workshop Report - December 2011
- 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) on those you wish to comment.
4. Wait to be recognized before you make your comment (just before the motion is voted on).
5. Limit your comments to the specific resolution you identified in #3.

X. ACTION ITEMS

A. ADMINISTRATION/POLICY

01-30-1AD	-	Approve General Fund Invoices
01-30-2AD	-	Approve Payroll Invoices
01-30-3AD	-	Certify Secretary's Report
01-30-4AD	-	Line Item Transfers
01-30-5AD	-	Second Reading – Policy #6150
01-30-6AD	-	Second Reading – Policy #6151
01-30-7AD	-	Second Reading – Policy #6152
01-30-8AD	-	Second Reading – Policy #6153
01-30-9AD	-	Withdrawn
01-30-10AD	-	Second Reading – Policy #6156
01-30-11AD	-	Second Reading – Policy #6160
01-30-12AD	-	Approve Agreement
01-30-13AD	-	Approve Amendment
01-30-14AD	-	Withdrawn
01-30-15AD	-	Withdrawn
01-30-16AD	-	First Reading – Policy #6162.1
01-30-17AD	-	First Reading – Policy #6162.5
01-30-18AD	-	First Reading – Policy #6163.1
01-30-19AD	-	Additional Line Item Transfers
01-30-20AD	-	First Reading – Policy #6162.4
01-30-21AD	-	Accept NJMEA Grant

B. ACADEMIC PROGRAMS

- 01-30-1AP - Incoming McKinney-Vento Student
- 01-30-2AP - Approve Education Contract Agreement
- 01-30-3AP - Rescind and Approve Extra-curricular Contract
- 01-30-4AP - Approve Class Advisor
- 01-30-5AP - Approve Home Instruction
- 01-30-6AP - Approve Out of District Placement
- 01-30-7AP - Accept Retirement - Gerstein
- 01-30-8AP - Approve Substitute Teacher
- 01-30-9AP - Approve Field Trips
- 01-30-10AP - Approve NJASK Parent Night Personnel
- 01-30-11AP - Approve Additional Breakfast Duty Personnel
- 01-30-12AP - Employ Grade 4 Teacher (Maternity)
- 01-30-13AP - Approve Tuition Student
- 01-30-14AP - Approve Curricula
- 01-30-15AP - Approve Workshop
- 01-30-16AP - Adjust FMLA/NJFMLA Leave

C. OPERATIONS/BUILDING/SECURITY

- 01-30-1OP - Accept Agreement
- 01-30-2OP - Accept Addendum

D. NEW BUSINESS

- 01-30-1NB - Additional Field Trips
- 01-30-2NB - Accept Retirement – Smithoover
- 01-30-3NB - Additional McKinney-Vento Students
- 01-30-4NB - Adopt Resolution – Annual School Election
- 01-30-5NB - Approve Family Leave – Petro
- 01-30-6NB - Approve Volunteers
- 01-30-7NB - Approve Transfer – Niblock
- 01-30-8NB - Approve Additional Adjunct
- 01-30-9NB - Approve Additional Substitute Teacher
- 01-30-10NB - Approve Additional Home Instruction
- 01-30-11NB - Approve Additional Workshops
- 01-30-12NB - Approve Music Residency
- 01-30-13NB - Approve Competitive Event

XI. SUPERINTENDENT'S COMMENTS

XII. PRESIDENT'S REPORT/NJSBA UPDATES

XIII. BOARD MEMBER REPORTS

Central Park School	-	Mr. Pierce
Penn Beach School	-	Mr. Acton
Valley Park School	-	Mrs. Phillips
Pennsville Middle School	-	Mr. Nugent
PMHS	-	Mr. Elwell
Academies	-	Mrs. Myers

XIV. 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 member of the public as soon as they 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. This 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.

XV. CLOSED SESSION

XVI. RECONVENE TO OPEN SESSION

XVII. ADJOURNMENT

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

1. AGENDA
2. UPDATED CURRICULUM

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)

et seq.

Possible

Cross References:

3220/3230	State funds; federal funds
4113/4114	Assignment; transfer
4213/4214	Assignment; transfer
5145.4	Equal educational opportunity
6121	Nondiscrimination/affirmative action
6141	Curriculum design/development
6142.2	English as a second language; bilingual/bicultural
6161.1	Guidelines for evaluation and selection of instructional materials
6171.3	At-risk and Title 1
6171.4	Special education

DRAFT

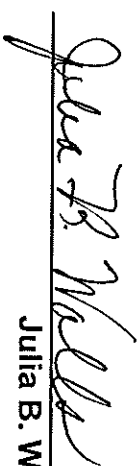
MONTHLY FIRE/SECURITY DRILL REPORT

Central Park School

Date Submitted to
Superintendent's Office -12/22/11

DATE OF FIRE DRILL	TIME TO COMPLETE DRILL	CONDITIONS	WEATHER
12/19/11 1:28 p.m.	1 min. 9 secs.	Pull Station	Cold & sunny 47° F
Staff in Building = 31	Substitutes = 5	Students = 269	Visitors = 0
Alarm signal verified by central monitoring/Operator #37			

SECURITY DRILL	TIME TO COMPLETE DRILL	TYPE OF DRILL	WEATHER
12/22/11 9:08 a.m.	4.5min.	Bomb Threat	Sunny 54° F
Staff in Building = 32	Substitutes = 2	Students = 263	Visitors = 0



Julia B. Walls, Principal

FIRE/SECURITY DRILL REPORT


Penn Beach School: DECEMBER 2011

FIRE DRILL:

DATE/TIME OF FIRE DRILL	DURATION OF DRILL	WEATHER CONDITIONS	CONDITIONS
12/2/11 12:46pm	1 minute 1 second	52 & Sunny	Multi-Purpose Room Left Pull Station
STAFF: 32 SUBSTITUTES: 2 VISITORS: 0 STUDENTS: 283			

SECURITY DRILL:

DATE/TIME OF CRISIS DRILL	TYPE OF DRILL	DURATION OF DRILL	WEATHER CONDITIONS	PARTICIPANTS OF DRILL	BRIEF DESCRIPTION OF WHAT WAS DRILLED
12/9/11 2:00pm	Lockdown	10 minutes	51 & Partly Cloudy	School Staff	An announcement to go into lockdown 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: 31 SUBSTITUTES: 3 VISITORS: 0 STUDENTS: 284					



 Mr. Mark Zoppina
 Principal

FIRE/SECURITY DRILL REPORT

VALLEY PARK SCHOOL


December

FIRE DRILL

DATE/TIME OF FIRE DRILL	DURATION OF DRILL	WEATHER CONDITIONS	CONDITIONS
12/20/11 2:02 p.m.	66 seconds	45 degrees showers	Pull station in main hall.
STAFF: 38 SUBSTITUTES: 2 VISITORS: 0 STUDENTS: 276			

SECURITY DRILL

DATE/TIME OF CRISIS DRILL	TYPE OF DRILL	DURATION OF DRILL	WEATHER CONDITIONS	PARTICIPANTS OF DRILL	BRIEF DESCRIPTION OF WHAT WAS DRILLED
12/19/11 9:35 a.m.	Active Shooter lockdown	8 min.	33 degrees sunny	Staff students substitutes	Active Shooter protocols and procedures as part of the Crisis Plan.
STAFF: 32 SUBSTITUTES: 2 VISITORS: 0 STUDENTS: 277					


 Miss Bobbie-Ann Jordan
 Principal

MONTHLY FIRE/EMERGENCY DRILLS

Middle School

Submitted to Superintendent's Office
for month of December 2011

FIRE DRILL

Fire Drill Date	Time to Complete Drill	Conditions	Weather Conditions
12-21-2011	1 minute, 25 seconds 7 minutes, 22 seconds	Regular drill	Cloudy, 51°

Accountability of Students/Staff/Substitutes/Visitors in Building

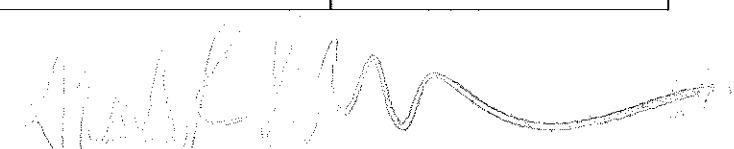
Students	Staff	Substitutes	Visitors
445	64	4	1

EVACUATION/LOCKDOWN (NON-FIRE) DRILL

Lockdown Drill Date	Time to Complete Drill	Conditions	Weather Conditions
12-20-2011	8 minutes	Bomb Threat Drill	Cloudy, 47°

Accountability of Students/Staff/Substitutes/Visitors in Building

Students	Staff	Substitutes	Visitors
395	58	8	0


Principal's Signature

MONTHLY FIRE/EMERGENCY DRILLS

Submitted to Superintendent's Office
for month of December 2011

High School

FIRE DRILL

Date of Fire Drill	Time to Complete Drill	Conditions	Weather Conditions
12/23/2011	1.48	Normal	Cloudy, 52°

Accountability of Students/Staff/Substitutes/Visitors in Building

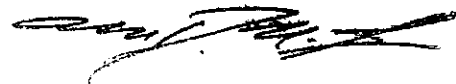
Students	Staff	Substitutes	Visitors
510	65	4	0

ACTIVE SHOOTER/SECURITY DRILL

Date of Lockdown Drill	Time to Complete Drill	Conditions	Weather Conditions
12/2/2011	3 minutes	Normal	Sunny, 54°

Accountability of Students/Staff/Substitutes/Visitors in Building

Students	Staff	Substitutes	Visitors
563	59	9	0



Principal's Signature

WORKSHOP REPORT
DECEMBER, 2011

Sandra Allen	NJAFPA Winter Training Institute – 12/2/11	\$149
Julie Brown	The Bully Proof Classroom – 12/6/11	\$175
Alicia Busillo	Renaissance Training Workshop – 12/2/11	\$34
Jennifer Cayer-Johnson	The Bully Proof Classroom – 12/6/11	\$175
Lynda Carney	Renaissance Training Workshop – 12/2/11	\$34
Donna Dickhart	NJAFPA Winter Training Institute – 12/2/11	\$149
Colleen Fulmer	Renaissance Training Workshop – 12/2/11	\$33
Bobbie-Ann Jordan	Pre-K Leadership Training Series – 12/5/11	\$0
Kevin Lewis	Renaissance Training Workshop – 12/2/11	\$33
John Maniglia	U.S. All Star Track & Field Clinic – 12/15-16/11	\$85
Michele Mesghali	Renaissance Training Workshop – 12/2/11	\$33
Dr. Lori Moore	NJAFPA Winter Training Institute – 12/2/11	\$149
Felicita Rosado	Renaissance Training Workshop – 12/2/11	\$33
Geoffrey Shute	U.S. All Star Track and Field Clinic – 12/15-16/11	\$85
Julia Walls	NJAFPA Winter Training Institute – 12/2/11	\$149
	Total for December	\$1316

January 30, 2012

01-30-02AD - On recommendation of the Superintendent and the Committee of the Whole, please move the board approve payment of the December 2011 Payroll and Handwritten Check List for a total of \$1,946,446.46 which have been properly signed.

January 30, 2012

01-30-3AD - On recommendation of the Superintendent and the Committee of the Whole, 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, 2011, 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.

January 30, 2012

01-30-4 AD – 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, 2011.

JJR

January 30, 2012

01-30-5AD On recommendation of the Superintendent and the Committee of the Whole, please move to rescind Policy #6150 – Instructional Arrangements (second reading).

MTJ

kag
01/11/12

January 30, 2012

01-30-6AD On recommendation of the Superintendent and the Committee of the Whole, please conduct a second reading on Policy #6151 – Class Size, and move for adoption.

MTJ

kag
01/11/12

January 30, 2012

01-30-7AD On recommendation of the Superintendent and the Committee of the Whole, please move to rescind Policy #6152 – Grouping for Instruction (second reading).

MTJ

kag
01/11/12

INSTRUCTIONAL ARRANGEMENTS

NOW CONTAINED IN FILE CODE 6156

RESCIND

CLASS SIZE

The Superintendent or his/her designee will recommend for Board approval the number of class sections for each course or grade level. In making such recommendation, the Superintendent or his/her designee will take into consideration such factors as student needs, curriculum requirements, types of instructional setting, District finances and space or equipment limitations.

Particular attention will be paid to space-per-pupil requirements of the Department of Education and any applicable Administrative Regulations.

Class size and grouping for instruction are closely interrelated. The Superintendent or his/her designee will monitor class size closely and report to the Board well in advance whenever class sizes approach the maximum levels indicated by professional research.

In order to achieve effective individual learning, grouping arrangements will be kept flexible in size and membership. Groups will not be established on a permanent basis.

The basic criteria for grouping should be the learning goals and objectives being addressed and the students ability to achieve those purposes. Students should be grouped so that each benefits to a greater extent than would otherwise be possible, with provisions for altering the grouping as often as necessary to fit the specific purposes involved.

Date: October 1, 2011

Legal References:

N.J.S.A. 18A:11-1

N.J.S.A. 18A:54-20

N.J.A.C. 6A:8-2.1

N.J.A.C. 6A:14-4.7

N.J.A.C. 6A:23A-9.5

N.J.A.C. 6A:26-2.1 et seq.

N.J.A.C. 6A:32-8.2

N.J.A.C. 6A:32-8.3

General mandatory powers and duties
Powers of board (county vocational schools)
Authority for educational goals and standards
Program criteria: special class programs, secondary and vocational rehabilitation
Commissioner to ensure achievement of the Core Curriculum Content Standards
Long-Range Facilities Plans
School enrollment
School attendance

Possible

Cross References:

5118	Nonresidents
5120	Assessment of individual needs
5145.4	Equal educational opportunity
6171.4	Special education
7110	Long-range facilities planning

DRAFT

GROUPING FOR INSTRUCTION

NOW CONTAINED IN FILE CODE 6156

RESCIND

January 30, 2012

01-30-8AD On recommendation of the Superintendent and the Committee of the Whole, please conduct a second reading on Policy #6153 – Field Trips, and move for adoption.

MTJ

kag
01/11/12

January 30, 2012

WITHDRAWN

01-30-9AD On recommendation of the Superintendent and the Committee of the Whole, please conduct a second reading on Policy #6154 – Homework/Make-Up Work, and move for adoption.

MTJ

kag
01/11/12

January 30, 2012

01-30-10AD On recommendation of the Superintendent and the Committee of the Whole, please conduct a second reading on Policy #6156 – Instructional Planning/Scheduling, and move for adoption.

MTJ

kag
01/11/12

FIELD TRIPS

The Board of Education recognizes that field trips, used as a device for teaching and learning integral to the curriculum, are an educationally sound and important ingredient in the instructional program of the school.

For purposes of this policy, a field trip shall be defined as any journey by a group of pupils away from the school premises, under the supervision of a teacher, which is an integral part of an approved course of study and conducted for the purpose of affording a first-hand educational experience not available in the classroom.

The Board of Education shall consider field trips which are included in curriculum guides to have been approved in advance. All trips not listed in the curriculum guide must be individually approved by the Board. Times and locations of field trips shall not be posted on any district web sites.

When field trips and excursions are to be arranged, the following guidelines apply:

- A. All trips, and the arrangements for them, must have advance approval. This includes whether district buses will be used; whether these may be supplemented by private vehicles; the route to be followed; and parking arrangements if necessary.
- B. Costs must be ascertained.
- C. Each child who goes on a field trip or excursion must have written parental permission.
- D. Pupil safety must be of prime concern, and adequate supervision must be provided by staff aided by other adult chaperones if necessary. In general parents of students are not permitted to accompany their child on a field trip. However, the Building Principal, in his/her sole discretion, may permit the parent of a student to serve as an adult chaperone for the class on a field trip in limited circumstances.
- E. All trips must be well planned, properly timed, and related to regular learning activities, or to District goals and objectives.
- F. Each field trip should be evaluated by pupils, teachers, and the Administration.
- G. The Board may authorize field trips for which all or part of the costs are borne by the pupils' parent(s) or legal guardian(s), except that no pupil in a special

education class or pupil unable to pay the cost assessed shall be prohibited from attending a field trip. (N.J.S.A. 18A:36-21)

Pupils on field trips remain under the supervision of this Board and are subject to its rules and regulations. A pupil who violates rules or disregards the authority of supervisors on a field trip significantly endangers the safety of other pupils and may be summarily dismissed from the trip. The teaching staff member in charge, in consultation with the administration, will make arrangements for the dismissed pupil's transportation to home or school as appropriate. The cost of any such transportation will be borne by the parent(s) or legal guardian(s) of the pupil. The Board reserves the right to take further disciplinary measures in accordance with the applicable Board Policy, Regulation or provision of the Student/Parent Handbook.

The Superintendent or his/her designee shall develop guidelines for planning trips suitable to the various grade levels, and regulations governing frequency, distance and expense.

The Board does not endorse, support or assume liability in any way for any staff member of this district who takes pupils on trips not approved by the board. No staff member may solicit pupils of this district for such trips within the facilities or on the school grounds of this district without board permission.

Pupil Self-Administration of Medication

The Board shall permit self-administration of medication on field trips for asthma or other potentially life-threatening illness by pupils. All conditions established by law and board policy shall be met (see File Code 5141.21).

NOTE: THIS SECTION APPLIES TO THE EMERGENCY ADMINISTRATION OF EPINEPHRINE ON FIELD TRIPS.

Epinephrine shall be administered via epi-pen to pupils in emergencies on field trips by the school nurse, his/her designee(s), the student's parent/guardian or the student himself/herself, in accordance with File Code 5141.21 "Administering Medication" and as required by a pupil's Section 504 Accommodation Plan and Individual Emergency Medical Plan.

Date: January 18, 1983
Date Revised: July 27, 2009
Date Reviewed: November ____, 2011

<u>Legal References:</u>	N.J.S.A. 18A:25-2	Authority over pupils
	N.J.S.A. 18A:36-21 to -23	Field trips; costs to be borne by parents or guardians ...
	N.J.S.A. 18A:36-35	School Internet web sites; disclosure

	of certain student information prohibited
N.J.S.A. 18A:39-20.1	Transportation to and from related school activities in private vehicle with capacity of eight or less; authorization of qualified school personnel, state employees or parents
N.J.S.A. 18A:40-12.3 to -12.4	Self-administration of medication by pupils; conditions
N.J.S.A. 18A:40-12.5	Policy for emergency administration of epinephrine to public school pupils
N.J.S.A. 18A:40-12.6	Administration of epinephrine; primary responsibility; parental consent
N.J.A.C. 6A:27-1.1 et seq.	Student transportation
See particularly:	
N.J.A.C. 6A:27-1.1(b), -7.6, -11.1, -11.2	
<u>Rhodes v. Caldwell Board of Education</u> , 1981 S.L.D. 140	

Possible**Cross References:**

1210	Community organizations
1230	School-connected organizations
3450	Money in school buildings
3541.31	Privately owned vehicles
5020	Role of parents/guardians
5136	Fund-raising activities
5141.21	Administering medication
6145	Extracurricular activities
6154	Homework/makeup work

INSTRUCTIONAL PLANNING/SCHEDULING

The Superintendent or his/her designee and staff will keep abreast of developing technologies and teaching methodologies, investigating those likely to be of benefit to District pupils, and recommending them for Board consideration.

The Board recognizes that District pupils vary in learning styles and in ability. Therefore, the Superintendent or his/her designee will ensure that teaching staff adapt their instructional methods and arrangements to meet identified pupil needs and encourage maximum individual progress.

The Superintendent or his/her designee will ensure that District personnel, time and facilities are used in such a way as to provide the most favorable learning environment for all pupils, as well in a manner that fosters achievement of District goals, objectives and standards.

Because the Board believes that pupils can learn better and faster when the skills learned in one discipline are integrated into another, programs, projects and units of study will be encouraged that require the use of reading, writing and mathematics skills in conjunction with other areas of study, such as music, art, science, etc.

Every effort should be made to further the District Affirmative Action and Equality goals in developing instructional arrangements.

The Board directs that instruction be planned and scheduled in such a way that there is minimum disruption of the school day, including movement between classes and conflicting activities.

Nonpublic School Pupils

Required instructional services will be delivered to nonpublic school pupils in facilities that are acceptable and convenient to staff and students.

Date: October __, 2011

INSTRUCTIONAL PLANNING/SCHEDULING
(continued)

File Code: 6156

Legal References:

<u>N.J.S.A.</u> 18A:33-1	District to furnish suitable facilities; adoption of courses of study
<u>N.J.S.A.</u> 18A:46-19.5	Services to students in nonpublic schools
<u>N.J.S.A.</u> 18A:46A-5	Consent of parent or guardian; location
<u>N.J.A.C.</u> 6A:8-1.1 <u>et seq.</u>	Standards and Assessments
<u>N.J.A.C.</u> 6A:14-1.1 <u>et seq.</u>	Special Education
<u>N.J.A.C.</u> 6A:15-1.1 <u>et seq.</u>	Bilingual Education
<u>N.J.A.C.</u> 6A:26-12.1 <u>et seq.</u>	Operation and Maintenance of Facilities
<u>Agostini v. Felton</u> , 521 <u>U.S.</u> 203 (1997), overruling <u>Agular v. Felton</u> , 473 <u>U.S.</u> 402 (1985)	

Possible

Cross References:

2224	Nondiscrimination/affirmative action
4113/4114	Assignment; transfer
5145.4	Equal educational opportunity
5200	Nonpublic school pupils
6010	Goals and objectives
6142.2	English as a second language; bilingual/bicultural
6151	Class size
6171.2	Gifted and talented
6171.4	Special education

January 30, 2012

01-30-11AD On recommendation of the Superintendent and the Committee of the Whole, please conduct a second reading on Policy #6160 – Instructional Services and Resources, and move for adoption.

MTJ

kag
01/11/12

January 30, 2012

01-30-13AD On recommendation of the Superintendent and the Committee of the Whole, please move the board to approve an amended submission of the No Child Left Behind Act (NCLB) Consolidated Formula Sub Grant (FY 2012) in order to submit the Pennsville Middle School Unified Plan and Penn Beach Elementary School Unified Plan to the Title I Office in accordance with State regulations.

JJR

jr

January 30, 2012

01-30-14AD On recommendation of the Superintendent and the Committee of the Whole, please move to conduct a first reading of Policy #6161.1 – Guidelines for Evaluation and Selection of Instructional Materials.

WITHDRAWN

MTJ

kag
01/17/12

INSTRUCTIONAL SERVICES AND RESOURCES

The Board believes that personnel and materials appropriate to the needs of the school program must be available to each pupil and teacher.

To be in compliance with the requirements of Federal Law, the Board directs the Superintendent or his/her designee to distribute curriculum materials and instructional supplies to the schools in such a way that equivalence of such materials is ensured among the schools. Staff assignments will also comply with this directive.

The District will adhere to and follow applicable State and Federal Laws concerning student assessment and achievement.

The Board will endeavor to provide the supportive resources and personnel necessary for teachers to implement the approved curriculum in their classrooms and work effectively with students.

It will be the Administration's responsibility to set up and maintain such central services for curriculum materials, including audiovisual materials, as needed and appropriate channels through which teachers and pupils will be supplied with these resources.

In addition, there will be a Media Resource Center and Media Specialist to offer children instruction and teachers assistance in selecting and using learning resources.

Date: January 18, 1983

Date Revised: May 17, 1988

Date Revised: October 2011

Legal References:

N.J.S.A. 18A:34-1

Textbooks; selection; furnish free with supplies; appropriations

N.J.A.C. 6A:7-1.4 et seq.

Responsibilities of the district board of education

N.J.A.C. 6A:8-2.1

Authority for educational goals and standards

N.J.A.C. 6A:30-1.1 et seq.

Evaluation of the Performance of School Districts

N.J.A.C. 6A:32-14.1

Review of mandated programs and services

No Child Left Behind Act of 2001, Pub. L. 107-110, 20 U.S.C.A. 6301

INSTRUCTIONAL SERVICES AND
RESOURCES (continued)

File Code: 6160

et seq.

Possible
Cross References:

3220/3230	State funds; federal funds
4113/4114	Assignment; transfer
4213/4214	Assignment; transfer
5145.4	Equal educational opportunity
6121	Nondiscrimination/affirmative action
6141	Curriculum design/development
6142.2	English as a second language; bilingual/bicultural
6161.1	Guidelines for evaluation and selection of instructional materials
6171.3	At-risk and Title 1
6171.4	Special education

DRAFT

January 30, 2012

01-30-12AD – On recommendation of the Superintendent and the Committee of the Whole, please move to approve the attached Lease Purchase Bidding/ Financial Advisory Services Agreement with the Middlesex Regional Educational Services Commission at a cost of \$2,250.00.

JJR

January 30, 2012

01-30-16AD On recommendation of the Superintendent and the Committee of the Whole, please move to conduct a first reading to rescind Policy #6162.1 – Audiovisual Equipment and Materials.

MTJ

kag
01/17/12

AUDIOVISUAL EQUIPMENT AND MATERIALS

NOW INCORPORATED INTO FILE CODE 6163.1

Date Revised:

Legal References:

Possible
Cross References:

RESCIND

January 30, 2012

WITHDRAWN

01-30-15AD On recommendation of the Superintendent and the Committee of the Whole, please move to conduct a first reading of Policy #6161.2 – Complaints Regarding Instructional Materials.

MTJ

kag
01/17/12

January 30, 2012

01-30-17AD On recommendation of the Superintendent and the Committee of the Whole, please move to conduct a first reading of Policy #6162.5 – Research.

MTJ

kag
01/17/12

January 30, 2012

01-30-18AD On recommendation of the Superintendent and the Committee of the Whole, please move to conduct a first reading of Policy #6163.1 – Media Center and Library.

MTJ

kag
01/17/12

RESEARCH

The Board recognizes that educational research can be a valuable tool in identifying and applying strategies to enhance student achievement and in identifying factors that could prevent students from becoming contributing members of society. Surveys among student populations can be an important part of this research.

Students and parents/guardians retain certain rights, however, in the administration of surveys. The Board and Administration will ensure that prior written consent is obtained from parents/guardians or emancipated students before any survey is administered that is funded in whole or in part by any program, if the survey (analysis or evaluation) is designed to reveal information on any of the following:

- A. Political affiliations or beliefs of the student or the student's parents/guardians;
- B. Mental and psychological problems of the student or the student's family;
- C. Sex behavior or attitudes;
- D. Illegal, anti-social, self-incriminating, or demeaning behavior;
- E. Critical appraisals of other individuals with whom respondents have close family relationships;
- F. Legally recognized privileged or analogous relationships, such as those of lawyers, physicians, or ministers;
- G. Religious practices, affiliations, or beliefs of the student or the student's parent/guardian; or
- H. Income (other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such program).

Written informed consent must also be obtained from parents/guardians or emancipated students prior to the administration of any academic or nonacademic survey, assessment, analysis or evaluation that would reveal the student's social security number.

Parents/guardians will be given the opportunity to inspect any survey, analysis or evaluation that solicits information in any of the above areas. If parents/guardians object to their child's/children's participation in the survey, the child/children will be allowed to opt out.

Prior approval of the Superintendent or his/her designee is required for all other surveys on topics not listed. Anyone seeking approval of a proposed survey must provide the

Superintendent or his/her designee with details of the survey methodology, its specific educational purpose and a description of how results will be disseminated and applied.

For all surveys the identity of the respondent must remain confidential.

The Superintendent or his/her designee will develop regulations to implement this policy that include reasonable timelines for parents/guardians to access and review surveys as prescribed by law, and arrangements to protect student privacy in the administration of a survey.

This policy and the regulations will be made available to the public at least annually at the beginning of the school year, especially to parents/guardians, as well as to District staff. The public will be informed within a reasonable period of time if substantive change is made to policy and regulations. The public will also be informed of specific or approximate dates, if known, when surveys may be administered.

Date: January 18, 1983
 Date Reviewed/Revised: May 17, 1988
 Date Reviewed/Revised: November __, 2011

Legal References:

N.J.S.A. 18A:36-34

Written approval required prior to acquisition of certain survey information from students

N.J.A.C. 6A:16-1.4

District policies and procedures

20 U.S.C.A. 1232g

Family Educational Rights and Privacy Act

20 U.S.C.A. 1232h

Protection of Pupil Rights Amendment

No Child Left Behind Act of 2001, P L. 107-110, 20 U.S.C.A. 6301 et seq.

In re: Application of Charles W. Reilly, Robert A. Hutton and Sean Reilly to Contest the Validity of the Enactment of Assembly Bill 3359 (P.L. 2001, c. 364), Superior Court of New Jersey, Appellate Division, Docket No. A-0163-02T2, 2003 N.J. Super. L. 376

Possible Cross References:

5020	Role of parents/guardians
5124	Reporting to parents/guardians
5125	Pupil records
5141.3	Health examinations and immunizations
6147.1	Evaluation of individual student performance

MEDIA CENTER/LIBRARY

The District's media center shall contain a wide range of materials on all levels of difficulty, appealing to diverse tastes, and presenting different points of view. Every pupil will have access to a media collection containing materials appropriate to age level, interests and courses of study.

The Superintendent or his/her designee has final responsibility for the selection of media center materials by professionally trained personnel — media specialists, teachers, principals and supervisors. Requests from faculty and pupils will be given consideration.

In selecting materials to recommend for purchase, the media specialist(s) will evaluate the existing collection and consult reputable, unbiased, professionally prepared selection aids, and specialists from all departments and/or all grade levels.

In addition to standard book materials, the Board will provide for the use of a wide variety of audiovisual materials and equipment to enhance the curriculum.

The media center will offer a continuous program of instruction in library and study skills, preparing pupils for independent use of learning resources and for development of reading, listening and viewing abilities and tastes.

The Superintendent or his/her designee will develop and present for Board approval a media center/library program to provide necessary space, personnel and material to implement this policy.

Date: January 18, 1983
Date Reviewed/Revised: May 17, 1988
Date Reviewed/Revised: November ____, 2011

Legal References

N.J.A.C. 6A:9-13.14
N.J.A.C. 6A:9-13.15

School library media specialist
Associate school library media specialist

Board of Education Island Trees U.F.S.D. v. Pico, 457 U.S. 853 (1982)

Possible Cross References:

1312	Community complaints and inquiries
6161.1	Guidelines for evaluation and selection of instructional materials
6161.2	Complaints regarding instructional materials

January 30, 2012

01-30-19 AD – On recommendation of the Superintendent and the Committee of the Whole, please move to approve the attached Line Item Transfers for the month of December, 2011.

January 23, 2012

01-30-21AD - On recommendation of the Superintendent and the Committee of the Whole, please move to accept a grant in the amount of \$1,000 from NJMEA.

MTJ

January 30, 2012

01-30-20AD - On recommendation of the Superintendent and the Committee of the Whole, please conduct a First Reading on Policy #6162.4 – Community Resources.

MTJ

mek
1/23/12

COMMUNITY RESOURCES

The Board will draw on the knowledge and opinions of the community in developing mandated policies and programs in compliance with applicable Statutes and Administrative Code provisions, as well as to aid in meeting the District's identified needs.

The Board encourages local businesses and individual residents who are especially qualified because of training, experience or interest to take an active part in the District's educational programs. Those persons and representatives of businesses identified by the Superintendent or his/her designee and the staff, and are approved by the Board may be invited to act as advisors in groups or individually in appropriate circumstances and situations.

The District shall also take advantage of the physical and financial resources of the community and of organizations, including businesses, when such facilities or locations provide learning and enrichment opportunities not otherwise available to our pupils. Pupil safety shall be a primary concern in making use of such resources.

In accordance with law, the Administration will identify and establish working relationships with licensed community agencies that are involved in evaluation and treatment of drug/alcohol problems.

Date: January 18, 1983
Date Reviewed/Revised: May 17, 1988
Date Reviewed/Revised: November __, 2011

Legal References:

N.J.S.A. 18A:11-1
N.J.S.A. 18A:40A-11
N.J.S.A. 18A:54-20
N.J.A.C. 6A:16-1.1 et seq.

General mandatory powers and duties
Policies for evaluations, referral, discipline
Powers of board (county vocational schools)
Programs to Support Student Development

See particularly:

N.J.A.C. 6A:16-4.1,-4.2
N.J.A.C. 6A:30-1.4
N.J.A.C. 6A:32-12.1

Evaluation process for the annual review
Reporting requirements

Possible

Cross References:

1000/1010	Concepts and roles in community relations; goals and objectives
1220	<u>Ad hoc</u> advisory committees
1410	Local units
1600	Relations between other entities and the district
3280	Gifts, grants and bequests
4222	Noninstructional aides
5131.6	Drugs, alcohol, tobacco (substance abuse)
6142.1	Family life education
6142.2	English as a second language; bilingual/bicultural
6142.13	HIV prevention education
6153	Field trips
6171.2	Gifted and talented
6171.3	At-risk and Title 1
6171.4	Special education

DRAFT

01-30-1AP – On recommendation of the Superintendent and the Committee of the Whole, please move to approve the following incoming McKinney-Vento eligible student for the 2011-2012 school year:

1 student	Sending District:	Pennsville
	School Attending:	Valley Park School
	Grade:	1
	Effective Date:	January 4, 2012 – June 2012
	Tuition:	None

January 30, 2012

01-30-2AP – On recommendation of the Superintendent and the Committee of the Whole, please move to approve the attached Education Contract Agreement with the Salem County Vocational Technical Schools for the 2011-2012 school year at a fee of \$1,000.00 per year per full-time student and \$500.00 per year per shared-time student participating in a career academy which includes vocational and academy students.

JJR

January 30, 2012

01-30-3AP On recommendation of the Superintendent and the Committee of the Whole, please move to rescind the employment of Adam Slusher as Sophomore Class Advisor, and re-employ him as Junior Class Advisor for the 2011-12 school year at the contractual stipend of \$1,951.

MTJ

kag
01/11/12

January 30, 2012

01-30-4AP On recommendation of the Superintendent and the Committee of the Whole, please move to employ Kevin Lewis as Sophomore Class Advisor effective January 1, 2012, to June 30, 2012, at the annual stipend of \$1,491.

MTJ

kag
01/11/12

January 30, 2012

01-30-5AP On recommendation of the Superintendent and the Committee of the Whole, please move to approve the homebound instruction for the following eligible students the contractual rate of \$31.15 per hour:

Student #1:

- Place: Home
- Grade: 10
- Dates: January 3 – January 10, 2012
- Instructors: S. Allen, K. Dunkleberger, K. Lewis

Student #2:

- Place: Home
- Grade: 7
- Dates: January 11, 2012 – June 30, 2012
- Instructors: S. Allen, K. Dunkleberger, D. Martin

MTJ

kag
01/11/12

January 30, 2012

01-30-6AP On recommendation of the Superintendent and the Committee of the Whole, please move to approve the following outgoing tuition students:

Student #1:

- Grade: 9
- School: SCSSSD – Alternative High School
- Dates: December 12, 2011 – June 15, 2012
- Tuition: \$17,687 (annual)

Student #2:

- Grade: 8
- School: SCSSSD – Alternative Middle School
- Dates: January 3, 2012 – June 15, 2012
- Tuition: \$15,606 (annual)

MTJ

kag
01/11/12

January 30, 2012

01-30-7AP On recommendation of the Superintendent and the Committee of the Whole, please accept the retirement of Lori Gerstein, PMHS Guidance Counselor, effective July 1, 2012.

MTJ

kag
01/11/12

January 30, 2012

01-30-8AP On recommendation of the Superintendent and the Committee of the Whole, please move to approve the following substitute teacher, who has criminal history approval, for the remainder of the 2011-2012 school year at the rate of \$85 per day worked.

- Erin Scott

MTJ

kag
01/11/12

January 30, 2012

01-30-9AP On recommendation of the Superintendent and the Committee of the Whole, please move to approve the following field trips:

1. Music Auditions
2. Child Care and Development
3. Small Ensemble Orchestra Performance
4. Grade 4 Science
5. Music Performance
6. Choral Festival
7. Choir Rehearsal
8. Culinary Arts

MTJ

kag
01/11/12

January 30, 2012

01-30-10AP On recommendation of the Superintendent and the Committee of the Whole, please move to approve the following grade level teachers, who will be paid at the contractual overtime rate of \$31.15 per hour worked, not to exceed 2 hours, to develop and present NJ ASK Parent Meeting:

1. Robin Efelis – Grade 3
2. Katherine Reilly – Grade 4
3. Pamela Hogan – Grade 5

MTJ

kag
01/11/12

January 30, 2012

01-30-11AP On recommendation of the Superintendent and the Committee of the Whole, please move to approve the following additional Breakfast Duty staff at Central Park for the 2011-2012 school year at the contractual overtime rate of \$31.15 per hour worked:

- Mary Lou Short

MTJ

kag
01/11/12

January 30, 2012

01-30-12AP On recommendation of the Superintendent and the Committee of the Whole, please move to employ Jessica Haenn, Grade 4 teacher at Penn Beach School (Maternity) on Step #1 of the Bachelor's Guide at an annual salary of \$40,900, effective January 16, 2012, through May 31, 2012.

MTJ

kag
01/11/12

01-30-13AP On recommendation of the Superintendent and the Committee of the Whole, please move to approve the following incoming tuition student from the Penns Grove-Carneys Point Regional Board of Education:

Grade: 8
School: Pennsville Middle School
Dates: January 18, 2012 – June 30, 2012
Tuition: \$13,632 per year (\$75.73 per day) plus \$21,400.72 per year (\$118.89 per day) for 1-1 Aide

January 30, 2012

01-30-14AP On recommendation of the Superintendent and the Committee of the Whole, please move to approve the following updated curricula, a copy of which is on file in the Director of Instruction's office:

- Computer Art 1 (Grades 9 – 12)
- Computer Art 2 (Grades 9 – 12)
- Computer Art 3 (Grades 9 – 12)
- World Crafts (Grades 9 – 12)
- Library/Media Curriculum (Grades K – 5)
- GMT 1 (Academy)
- GMT 2 (Academy)
- Child Care and Development 1 (Grades 9 – 12)
- Child Care and Development 2 (Grades 9 – 12)
- High School Orchestra
- German III
- German IV Honors
- Elementary Spanish (Grade 1)
- Elementary Spanish (Grade 2)
- Elementary Spanish (Grade 3)
- Elementary Spanish (Grade 4)
- Elementary Spanish (Grade 5)
- Elementary Art (K-2)
- Elementary Art (3-5)
- Print Production
- Advanced Print Production
- GMT 3
- GMT 4

MTJ

January 30, 2012

01-30-15AP On recommendation of the Superintendent and the Committee of the Whole, please move to approve the following workshop plus mileage not to exceed the state travel reimbursement requirements established by the Department of the Treasury:

- Linda Wardell (Elementary Music Teacher) to attend the New Jersey Music Educators Association (NJMEA) Conference in East Brunswick, NJ, on February 24, 2012, at a registration cost of \$150 plus mileage.

January 30, 2012

01-30-16AP - On recommendation of the Superintendent and the Committee of the Whole, please move to adjust the unpaid FMLA/NJFLA of Colleen Press, Grade 5 teacher at Penn Beach School from December 13, 2011 through May 18, 2012 to December 13, 2011 through May 25, 2012.

MTJ

mek

1/30/12

01-30-1OP - On recommendation of the Superintendent and the committee of the whole, please move to accept the Joint Transportation Agreement with Penns Grove-Carneys Point Regional School District for Route #1110a. Pennsville Board of Ed. will be transporting a Penns Grove/Carney's Point Special Education student (B.S.) to Pennsville Memorial High School. The Jointure contract is from January 18, 2012 to June 30, 2012 at \$103.26 per diem (\$10,016.22 per annum).

NOTE: PGCPSD will be paying for the cost to transport this student plus the extra mileage cost that had to be added to the route. Per Diem Cost for B.S. = \$58.26 +\$45.00 per diem extra mileage. Total Cost = \$103.26 per diem

January 30, 2012

01-30-2OP - On recommendation of the Superintendent and the committee of the whole, please move to accept the Addendum to Route 1110a to add extra mileage. The Addendum is from January 18, 2012 to June 30, 2012 at \$45.00 per diem (\$4,365.00 per annum).

NOTE: Penns Grove/Carney's Point S.D. will be paying for the cost of the extra mileage because of their student that was added to the route as per the Jointure Contract with them.

January 30, 2012

- 01-30-1NB On recommendation of the Superintendent, please move to approve the following additional field trips:
1. Science Fair
 2. Science Fair

January 30, 2012

- 01-30-2NB On recommendation of the Superintendent, please move to accept the retirement of William Smithoover, Substance Awareness Coordinator, effective July 1, 2012.

January 30, 2012

01-30-03NB – On recommendation of the Superintendent, please move to approve the following incoming tuition students from the Penns Grove-Carneys Point Regional School District for the 2011-2012 school year:

1 student	School:	Pennsville Middle School
	Grade:	6
	Dates:	December 15, 2011- June 30, 2012
	Tuition:	\$10,978.00 per year

1 student	School:	Penn Beach Elementary School
	Grade:	4
	Dates:	December 15, 2011 – June 30, 2012
	Tuition:	\$11,330.00 per year

1 student	School:	Valley Park Elementary School
	Grade:	1
	Dates:	December 15, 2011 – June 30, 2012
	Tuition:	\$11,330.00 per year

JJR

January 30, 2012

- 01-30-5NB On recommendation of the Superintendent, please move to approve the unpaid FMLA for Maria Petro, Basic Skills teacher at Valley Park, effective February 7, 2012 to March 30, 2012.

January 30, 2012

- 01-30-6NB On recommendation of the Superintendent, please move to approve the following volunteers, who have criminal history approval, for the 2011 – 2012 school year:

Gina Alliegro	Phillip Fox	Jackie Rapp
Christine Andrusiw	Diane Hartman	Beth Shewski
Kyle Baker	Mike Hildebrand	Becca Shulbank-Smith
Donna Belanger	Ammey Kennedy	Betsy Stone
Scott Belanger	Cindy Madara	Bill Stone
Suzelle Burgess	Matthew McCarthy	Sylvia Taylor
Maria Byers	Phyllis McCarthy	Dina Vigliotti
John Carpenter	Keith Muhs	Carol Vincent
Teresa Cruice	Lisa Muhs	Michelle Westfield
Cathy Cunningham	Tara Nugent	
Bonnie Fox	Jolene Petrowski	

January 30, 2012

- 01-30-4NB -- On recommendation of the Superintendent, please move to approve and adopt the attached Resolution regarding the change in date for the Annual School Election from April to November 2012.

JJR

January 30, 2012

- 01-30-7NB On recommendation of the Superintendent, please move to approve the transfer of Eugenia Niblock, Paraprofessional, to move from Pennsville Memorial High School to Central Park School, effective February 1, 2012 to March 14, 2012.

January 30, 2012

- 01-30-8NB On recommendation of the Superintendent, please move to approve the following additional adjunct for the Vocal and Instrumental Academy at the rate of \$50 per hour, not to exceed \$700.

- Anthony DiBartolo – Percussion (19 lessons/recitals)

MTJ

January 30, 2012

- 01-30-9NB On recommendation of the Superintendent, please move to approve the following substitute teachers, pending criminal history approval, for the remainder of the 2011-2012 school year at the rate of \$85 per day worked.

- Austin Ricketts
- James Sheldon
- Anthony Martin
- Jenna Moore
- Kylee Dolbow

MTJ

January 30, 2012

01-30-10NB On recommendation of the Superintendent, please move to approve the homebound instruction for the following eligible student at the contractual rate of \$31.15 per hour:

- Place: Home
- Grade: 11
- Dates: January 23, 2012 – February 13, 2012
- Instructors: S. Allen, A. Haeffner, A. Phillips, J. Powers, J. Grasso

MTJ

kag
01/30/12

January 30, 2012

01-30-11NB On recommendation of the Superintendent, please move to approve the following workshops plus mileage not to exceed the state travel reimbursement requirements established by the Department of the Treasury:

- Jamison Thomas (Athletic Director) to attend the 52nd annual DAANJ Conference in Atlantic City, NJ, on March 12 – 15, 2012, at a registration cost of \$350.
- John Cooksey, Jeff Fulmer, Ryan Wood, and Howard Herrmann (Teachers and Football Coaches), to attend the Glazier Clinic in Atlantic City, NJ, on March 1 – 3, 2012, at a registration cost of \$329 for the group.
- Lynda Carney (Behavior Analyst/Social Worker) to attend the Functional Analysis and Treatment of Severe Behavior Disorders seminar in Saddle Brook, NJ, on March 7 – 8, 2012, at a registration cost of \$305.

MTJ

kag
01/30/12

January 30, 2012

01-30-12NB On recommendation of the Superintendent, please move to approve a residency with the Pennsville School District's Advanced Music program and Sheridan Seyfried and Ya-Jhu Yang, teachers of theory at Curtis Institute of Music in Philadelphia, funded through the NJ Endowment for the Arts and Appel Farm.

MTJ

kag
01/30/12

January 30, 2012

01-30-13NB On recommendation of the Superintendent, please move to approve the student participation in the FBLA State Conference and Competitive Events on March 15 and 16, 2012, at a registration/hotel cost not to exceed \$1,120.

MTJ

kag
01/30/12