

BOARD OF EDUCATION
OF
WASHINGTON TOWNSHIP SCHOOL DISTRICT
206 EAST HOLLY AVENUE
SEWELL, NJ 08080-9931

The mission of the Washington Township Public Schools is to provide a safe, positive, and progressive environment that provides opportunity for all students to attain the knowledge and skills specified in the NJ Core Curriculum Content Standards and the NJ State Learning Standards at all grade levels, as to ensure their full participation in an ever-changing world as responsible, self-directed and civic-minded citizens.

Adopted by the Board of Education on September 26, 2017

AGENDA FOR REGULAR MEETING - December 19, 2017

I. **OPENING - ROLL CALL**

The New Jersey Open Public Meeting Law was enacted to ensure the rights of the public to have advance notice of and to attend the meetings of public bodies at which any business affecting their interests is discussed or acted upon. In accordance with the provisions of the Act, public notice of the meeting has been given by the Board Secretary in the following manner: Posting written notice on the official bulletin board at the Eileen Abbott Central Administration Building; mailing written notice to the **Courier Post** and the **South Jersey Times** and filing written notice with the Clerk of the Township of Washington on January 4, 2017.

This meeting is being videotaped. Anyone not wishing to be seen on television may be excused.

PLEDGE OF ALLEGIANCE

II. **PRESENTATIONS**

Bunker Hill Middle School

Bunker Hill Middle School art teachers Bethany Franz and Mike Murro will highlight their lesson on the Mexican holiday, "Dia de los Muertos" or the "Day of the Dead,"

that this year was expanded into a school-wide activity to celebrate culture and creativity. The teachers invited classes across the curriculum to visit their art rooms to create and decorate sugar skulls, which are one of the many traditions that honor the deceased in many Hispanic cultures.

Bunker Hill Middle School principal Mike D'Ostilio will introduce students who are responsible for raising and lowering the American flag each day at the school's entrance. The students will share their sentiments on the honor of their selection and provide a demonstration on the proper way to fold the flag.

Liaison: T. Orihel
Presenter: R. Lucarini

Helping Hands Super Bowl Hoagie Sale

Maddy LaVoe, Kim Hinrichs and Ron Lucarini will share a video preview and information on the upcoming Helping Hands Super Bowl Hoagie Sale, slated for Sunday, February 4.

III. SCHOOL/COMMUNITY RELATIONS

Student Registration, Data Technology and Information Manager, Jan Giel, will update the Board of Education with a report.

IV. CORRESPONDENCE

1. Letters of Discipline for the month of November: 9/10 High School (104); 11/12 High School (120); Bunker Hill Middle School (34); Chestnut Ridge Middle School (63); Orchard Valley Middle School (71); and elementary schools (1).
2. Letter dated November 6, 2017 from Maureen Falls re: Student Safety.
3. Letter dated November 17, 2017 from Felsey re: Program-One Judge/One School.

V. APPROVAL OF MINUTES: November 13, 20, & 28, 2017

VI. SCHOOL LIAISON UPDATES

VII. OLD BUSINESS

VIII. OPEN TO THE PUBLIC

IX. REPORT OF THE SUPERINTENDENT

**Approval
requested at
work session**

1. Approval to affirm the Superintendent's recommendation on the HIB incidents reported in the November 28, 2017 HIB Report to the Board pursuant to Policy 5512.
2. Acceptance of fire drill reports and suspension reports as listed.

X. REPORTS OF COMMITTEES

A. INSTRUCTION Jack McGee, Administrative Liaison

The Board Instructional Affairs Committee and the Administration recommend approval of the following:

1. Approval of the Dual Credit Articulation Agreement between Rowan College at Gloucester County and Washington Township High School for the 2017-2018 school year.
2. Approval to add the following destination to the 2017-2018 Field Trip Destinations:
 - Gloucester County Library, 389 Wolfert Station Road, (Rt. 45 and Wolfert Station Road), Mullica Hill, NJ 08062 (2018 Consumer Bowl)
3. Approval of the following Proposals for Improvement:

- Creation of an NAACP High School Youth Chapter
- Use of Total Registration Services to Process CollegeBoard AP Exams

B. POLICY Jack McGee, Administrative Liaison

Administration recommends approval of the following:

Readings of the following Administrative Procedures and Policies.

1. First Reading:

R 5430 Weighted Grading at High School
[Attachment B.1](#)

2. Second Reading: No items at this time.

C. STUDENT ACTIVITIES/SERVICES Janice M. Giel, Administrative Liaison

Administration recommends approval of the following:

1. Alternative school placements for the month of December per attached.

2. Homeless, charter, and foster students for the month of December per attached.

3. Approval of the 2017-18 Middle School Wrestling Schedule. Attachment C.3 (Available for regular session.)

4. Approval of the 2017-18 WTHS Spring Sports Schedules. Attachment C.4 (Available for regular session.)

D. HUMAN RESOURCES Sharon A. Rife, Administrative Liaison

Approval
requested at
work session

Superintendent recommends acceptance/approval of the following:

Approval requested at work session

1. Rescind Ms. Margaret Chorzelewski's letter of resignation as Specialized Instructional Assistant, Birches Elementary School, effective February 28, 2018. (This item was previously approved at the November 20, 2017 Board meeting).

Approval requested at work session

2. Ms. Margaret Chorzelewski's letter of disability retirement as Specialized Instructional Assistant, Birches Elementary School, effective February 28, 2018. Ms. Chorzelewski has worked for the Washington Township School District for approximately 18 years.

Approval requested at work session

3. Ms. Marjorie Renick's letter of retirement as Bus Driver, Transportation, effective May 31, 2018. Ms. Renick has worked for the Washington Township School District for approximately 31 years.

Approval requested at work session

4. Ms. Rebekah DeNight's letter of resignation as Food Service Worker, GTECC, effective December 7, 2017.

Approval requested at work session

5. Ms. Crystal Germscheid's letter of resignation as Special Education Assistant 1:1, Wedgwood Elementary School, effective December 22, 2017.

Approval requested at work session

6. Mr. Michael Birnbaum's letter of resignation as Drivers' Education Supervisor, effective December 31, 2017.

Superintendent recommends approval of the following:

Approval requested at work session

1. Accept the following Professional Development in accordance with A-5.

**Approval
requested at
work session**

2. Accept the following student teaching/field placements in Washington Township School District for the 2017/18 school year.
3. Accept the following Co-Curricular recommendations, rescissions and volunteers for the 2017/18 school year.
4. Unpaid leave of absence for Jeanette Cunliffe-Belfus, Cafeteria/Playground Assistant, Thomas Jefferson Elementary School, beginning October 9, 2017 and ending January 1, 2018.
5. Paid sick leave of absence for disability associated with childbirth for Christina Iavarone, Special Education Teacher, Orchard Valley Middle School, beginning May 29, 2018 and ending the last day of school, 2018. Unpaid leave of absence, under the New Jersey Family Leave Act, beginning August 27, 2018 and ending October 7, 2018.
6. Paid sick leave of absence for disability associated with childbirth for Heather Finn, English Teacher, Bunker Hill Middle School, beginning April 9, 2018 and ending June 3, 2018. Unpaid leave of absence, under the New Jersey Family Leave Act, beginning June 4, 2018 and ending the last day of school, 2018. Unpaid leave of absence, under the New Jersey Family Leave Act, beginning August 27, 2018 and ending November 4, 2018.
7. Paid sick leave of absence for Kristina Yeater, Specialized Instructional Assistant, GTECC, beginning December 11, 2017 and ending January 4, 2018. Unpaid leave of absence beginning December 5, 2018 and ending January 21, 2018.
8. Accept the following transfer for the 2017/18 school year:

**Approval
requested at
work session**

Jennifer Jordan, Specialized Instructional Assistant, Hurffville Elementary School, 3.5 hrs/day, 5 days/week, \$14.90 per hour (Acct. #11-000-000-217-00-110-22, Pos. #SPC-0108) to Specialized Instructional Assistant, Hurffville Elementary School, 6 hrs/day, 5 days/week, \$14.90 per hour (Acct. #11-000-000-217-00-110-22, Pos. #SPC-0002) (Replacing Josephine DiDonato) effective January 2, 2018.

Nicole Trabosh, Title I Instructional Assistant, Thomas Jefferson Elementary School, 3.5 hrs/day, 5 days/week, \$12.00 per hour (Acct. #20-231-000-100-00-106-106, Pos. #AST-0337) to Secretary III (10 month), High School 9/10, \$39,266 per annum prorated (Acct. #11-000-000-211-00-105-16, Pos. #SEC-0017) (Replacing Stacey Orrio) effective January 2, 2018.

George Lagos, Jr., Technology Support Specialist, Technology Department, 6.92 hrs/day, 5 days/week, \$19.81 per hour (Acct. #11-190-000-100-05-106-27, Pos. #CMT-0018) to Technology Support/Voice Specialist, Technology Department, 6.92 hrs/day, 5 days/week, \$19.81 per hour (Acct. #11-190-000-100-05-106-27, Pos. #CMT-0015) (Replacing Ronald Snyder) effective December 18, 2017.

_____, Specialized Instructional Assistant, Orchard Valley Middle School, 3.5 hrs/day, 5 days/week, \$14.37 per hour (Acct. #11-000-000-217-00-110-22, Pos. #SPC-0088) to Specialized Instructional Assistant, Orchard Valley Middle School, 6.25 hrs/day, 5 days/week, \$14.37 per hour (Acct. #11-000-000-217-00-110-22, Pos. #SPC-0087) (New Position) effective December 18, 2017.

**Approval
requested at
work session**

9. Rescind the appointment of Carole L. Gibson, Cafeteria/Playground Assistant, Bells Elementary School, for the 2017/18 school

year, effective December 1, 2017, 2.5 hrs/day, 5 days/week, \$12.00 per hour (Replacing Diane Kaisinger) (Acct. #11-000-000-262-40-107-05, Pos. #AST-0140). (This item was previously approved at the November 28, 2017 Board meeting).

**Approval
requested at
work session**

10. Accept the appointment of Jennifer Pauline Montano, Social Studies Teacher, High School 11/12, for the 2017/18 school year, effective February 1, 2018, MS, Step M, \$69,610 per annum prorated pending receipt of criminal history letter. Ms. Montano received MS from Walden University. (Replacing Thomas Morris) (Acct. #11-140-000-100-00-101-17, Pos. #TCH-0331).

**Approval
requested at
work session**

11. Accept the appointment of Katie Jo McGoldrick, Special Education Teacher, Bunker Hill Middle School, for the 2017/18 school year, effective January 2, 2018, MS, Step B, \$54,705 per annum prorated pending receipt of criminal history letter and official transcripts. Ms. McGoldrick received MS from St. Joseph's University. (Replacing Tina Casale) (Acct. #11-213-000-100-00-101-15, Pos. #TCH-0504).
12. Accept the appointment of Alyssa Marie Biscardi, Specialized Instructional Assistant, Birches Elementary School, for the 2017/18 school year, effective January 2, 2018, 3.5 hrs/day, 5 days/week, \$14.37 per hour pending receipt of criminal history letter. (Replacing Courtney Wills) (Acct. #11-000-000-217-00-110-22, Pos. #SPC-0045).
13. Accept the appointment of Gabrielle Ann McCabe, Special Education Assistant 1:1, High School, for the 2017/18 school year, effective January 2, 2018, 3.5 hrs/day, 5 days/week, \$12.00 per hour pending receipt of criminal history letter. (Vacant Position) (Acct. #20-250-000-200-00-100-22, Pos. #AST-0456).

14. Accept the appointment of Dorothy J. Pescatore, Hall/Lavatory Monitor, High School 9/10, for the 2017/18 school year, effective January 2, 2018, 3.5 hrs/day, 5 days/week, \$12.00 per hour pending receipt of criminal history letter. (Replacing Christine Corro) (Acct. #11-000-000-262-40-107-16, Pos. #AST-0112).
15. Accept the appointment of Sheryl Clapp Potter, Jr., Instructional Assistant, Thomas Jefferson Elementary School, for the 2017/18 school year, effective January 2, 2018, 3.5 hrs/day, 5 days/week, \$12.00 per hour. (Vacant Position) (Acct. #11-190-000-100-00-106-10, Pos. #AST-0055).
16. Accept the change in hours for the following staff members for the 2017/18 school year:

Deanne Nafziger - Secondary Force Bus Driver, Transportation, 4.25 hrs/day, 4 days/week to 4.5 hrs/day, 5 days/week, \$21.20 per hour effective January 2, 2018. (Acct. #11-000-000-270-00-160-35, Pos. #BUS-0031).

Christine Alessandrine - Secondary Force Bus Driver, Transportation, 4.75 hrs/day, 5 days/week to 5.25 hrs/day, 5 days/week, \$21.20 per hour effective January 2, 2018. (Acct. #11-000-000-270-00-160-35, BUS-0037).

Ronald Olt - Secondary Force Bus Driver, Transportation, 4.5 hrs/day, 5 days/week to 4.75 hrs/day, 5 days/week, \$21.20 per hour effective January 2, 2018. (Acct. #11-000-000-270-00-160-35, BUS-0045).

Christopher Sparks - Secondary Force Bus Driver, Transportation, 5 hrs/day, 5 days/week to 5.25 hrs/day, 5 days/week, \$21.20 per hour effective January 2, 2018. (Acct. #11-000-000-270-00-160-35, BUS-0054).

Carol Mairano - Secondary Force Bus Driver, Transportation, 5.25 hrs/day, 5 days/week to 5 hrs/day, 5 days/week, \$21.20 per hour effective January 2, 2018. (Acct. #11-000-000-270-00-160-35, BUS-0062).

Michael Nardotti - Secondary Force Bus Driver, Transportation, 5.5 hrs/day, 5 days/week to 5 hrs/day, 5 days/week, \$21.20 per hour effective January 2, 2018. (Acct. #11-000-000-270-00-160-35, BUS-0002).

17. Accept the following substitute Bus Driver for the 2017/18 school year per approved substitute rate, not to exceed 29 hrs/week. (Acct. #11-000-000-270-46-160-35).

Brandon R. Vassalotti

18. Accept the following substitute Custodian for the 2017/18 school year per approved substitute rate, not to exceed 29 hrs/week. (Acct. #11-000-000-262-46-110-00).

Donna M. Orsini

19. Approval to charge the 2017/18 Title I Grant the cost of salaries for the following Language Arts Literacy/Mathematics Teachers/Interventionist/Language Literacy Instructors/Instructional/Clerical Assistants.
20. Accept Theresa Pietrowski, Middle School Executive Assistant Principal, as Interim District Anti-Bullying Coordinator from January 2, 2018 through March 23, 2018.
21. Rescind/accept the following as Issuing Officers for the 2017/18 school year to oversee the issuance of student employment certificates.

Rescind
Richard O'Neill

Accept
Daniel Saia

**Approval
requested at
work session**

22. Accept the following staff members to provide After School Supplemental Math instruction to at-risk Career & Technical Education students, 1 hour per day, 2 days per week, for 15 weeks, not to exceed 30 hours total per teacher. Compensation: \$43.00 per hour (Acct. #20-368-000-100-00-100-21).

Michael Wong
Simone Wong

23. Accept the following driver for Behind the Wheel Driver's Education Program for the 2017/18 school year at the rate of \$25/hour (number of hours to vary) effective January 2, 2018 pending successful completion of Behind the Wheel examination.

John Kane

24. Accept Daniel Fimiani to the Game Management list for the 2017/18 school year. Compensation: \$50 per game. (Acct. #11-402-000-100-47-110-17).

**Approval
requested at
work session**

25. Accept the following revised job description:

High School Data Specialist and District Student Data Specialist Assistant

**Approval
Requested at
Work session**

26. Accept the deletion/change of the following positions for the 2017/18 school year:

Delete:

1 - Specialized Instructional Assistant,
Orchard Valley Middle School, FTE .54,

(Acct. #11-000-000-217-00-110-22, Pos. #SPC-0088).

Change:

1 - Specialized Instructional Assistant, Orchard Valley Middle School, FTE .54 (Acct. #11-000-000-217-00-110-22, Pos. #SPC-0087) to Specialized Instructional Assistant, Orchard Valley Middle School, FTE 1.0 (Acct. #11-000-000-217-00-110-22, Pos. #SPC-0087)

27. Information item: Positions presently vacant. Interviews are being conducted. Some of the positions may appear on the regular agenda.

**E. FINANCE/FACILITIES Margaret F. Meehan,
Administrative Liaison**

The Board Business Affairs Committee and the Administration recommend approval of the following:

1. Board Secretary's report for the month ending November 30, 2017.
2. Treasurer's financial report for the month of November 2017.
3. Board Secretary's Monthly Certification, Budgetary Line Item status for the month of November 2017 as follows:

Pursuant to N.J.A.C. 6A:23A-16.10(c)3, I certify that as of November 30, 2017 no line item account has encumbrances or expenditures which in total exceed the line item appropriation in violation of N.J.A.C. 6A:23-2.11(a).

Margaret F. Meehan
Board Secretary

Date

- 13. Disposal of Fixed Assets.
- 14. Approval to accept the Audit Report for fiscal year ended June 30, 2017, as required by the N.J.S.A. 18A:23-5. (Synopsis available for public.)
- 15. Approval of the 2016-2017 Audit Corrective Action Plan.

Recommendation: None
 Corrective Action: None

- 16. Approval of transportation routes contracted through Gloucester County Special Services School District for the 2017-2018 school year as follows:

<u>School</u>	<u>Contractor</u>	<u>Route</u>	<u>Cost</u>
Bankbridge Started 11-30-17	Deptford	BBS 001	\$10.97
Bells Starting 12-4-17	DCJ Transp.	S6702	\$125.00

**Approval
 requested at
 work session**

- 17. Approval to apply and accept a donation from Strider Education Foundation, Strider Sports International, Rapid City, South Dakota, as follows: \$3,500.00 to be used to cover the cost of fifteen (15) Strider Balance Bikes for the Adapted Physical Education students at Washington Township High School.

**Approval
 requested at
 Work session**

- 18. Approval to contract with Masso's Catering, Glassboro, NJ as the venue for the Freshman/Sophomore Semi-formal Dance to be held on February 16, 2018.

**Approval
 requested at
 work session**

- 19. Approval to use the Brunswick Zone Turnersville Lanes for community-based instruction for multiply disabled students on January 17, 2018 at the cost of \$9.99 per student, not to exceed \$412.59. (Account #11-000-000-219-95-890-22)

20. Approval of the following 2017-2018 students to receive educational services provided by the New Jersey Commission for the Blind and Visually Impaired, contracted through the Department of Human Services, at a total cost of \$2,915.00.

Students: #309124, 308313

21. To approve miscellaneous income in the amount of \$722.00 due to voided WTHS Fund (9/10) checks.

**Approval
requested at
work session**

22. Approval to accept the Target Field Trip Grant in the amount of \$700.00 on behalf of the WTHS AP Environmental Science students to travel to the PSEG Environmental and Energy Resource Center in Salem, NJ, the Gloucester County Utilities Authority in West Deptford, NJ, and Duffield's Farm in Sewell, NJ.

23. To establish a long-term substitute rate with Source4Teachers, effective January 1, 2018, for secretarial, for individuals working ten (10) days or more per assignment, at \$12.50 per hour.

**Approval
requested at
work session**

24. Resolution to approve Participation in the National Cooperative Purchasing Agreement with the National Intergovernmental Purchasing Alliance (National IPA) for the acquisition of copiers, printers, and printing services.

F. SPECIAL EDUCATION Annette Miller,
Administrative Liaison

The Board Instructional Affairs Committee and the Administration recommend approval of the following:

No items at this time.

G. NEGOTIATIONS

The Board Negotiations Committee and the Administration recommend approval of the following:

No business at this time.

XI. NEW BUSINESS

XII. OPEN TO THE PUBLIC

XIII. MEETING ADJOURNED

AGENDA FOR WORK SESSION -December 19, 2017

A. OPENING - ROLL CALL

The New Jersey Open Public Meeting Law was enacted to ensure the rights of the public to have advance notice of and to attend the meetings of public bodies at which any business affecting their interests is discussed or acted upon. In accordance with the provisions of the Act, public notice of the meeting has been given by the Board Secretary in the following manner: Posting written notice on the official bulletin board at the Eileen Abbott Central Administration Building; mailing written notice to the **Courier Post** and the **South Jersey Times** and filing written notice with the Clerk of the Township of Washington on January 4, 2017.

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PLEDGE OF ALLEGIANCE

B. PRESENTATION AT WORK SESSION

Data Analysis WTPS: A Review of K-5

A video recording will be presented by Mrs. Gerber.

C. QUESTIONS ON THE AGENDA

D. OPEN TO PUBLIC

E. ADMINISTRATIVE REQUESTS - AGENDA ITEMS TO BE VOTED ON

1. Superintendent, Item #1
2. Policy, Items #1, First Reading
3. Human Resources, Section 1, Items #1-6
Section 2, Items #1, 3, 8-11,
22, 25, 26
4. Finance, Items #17-19, 22, 24

F. COMMITTEE REPORTS

1. Business Affairs/Budget/Facilities Committee
2. Calendar Committee
3. Dress Code Committee
4. Equity Coalition Committee
5. Homework Committee
6. Instructional Affairs Committee
7. Personnel Committee/Negotiations
8. Private/Public Partnership Committee
9. Safe and Drug Free Schools Committee
10. SEPAG Committee
11. Student Activities/Communications/Policy
12. Technology Committee

13. Town Council Committee

14. WTPA Contract Committee

G. OLD BUSINESS FROM THE BOARD

H. DISCUSSION ITEMS

I. NEW BUSINESS FROM THE BOARD

J. OPEN TO THE PUBLIC

K. MEETING ADJOURNED