

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 Student 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 August 23, 2016

AGENDA FOR REGULAR MEETING - July 25, 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**

No presentation this month.

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 June: 9/10 High School (33); 11/12 High School (12); Bunker Hill Middle School (29); Chestnut Ridge Middle School (16); Orchard Valley Middle School (15); and elementary schools (0).

V. APPROVAL OF MINUTES: June 7, 20, & 27, 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 June 27, 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 following dates for the SAT Review Program for the 2017-2018 school year. The program cost is offset through a \$40.00 registration fee. Account Number 11-140-000-100-47-101-17.

Tentative Program Dates:

Program 1: 9/19, 9/20, 9/26, 9/27, 10/3, 10/4
SAT Test Date: 10/7/17

Program 2: 4/17, 4/18, 4/24, 4/25, 5/1, 5/2
SAT Test Date: 5/5/18

Program 3: 5/15, 5/16, 5/22, 5/23, 5/29, 5/30
SAT Test Date: 6/2/18

2. Approval to add the following destinations to the 2017-2018 Field Trip Destinations. *The MD and Autism programs will begin Community Based Instruction in September, and they will be visiting the following destinations throughout 2017-2018.*
3. Approval of the following Proposals For Improvement:
 - Everyday Mathematics Training
 - See Saw and Apple Certified Teacher (iPad Tech Cohort)
 - WTHS Science Dept./Science League
 - Summer PowerSchool Gradebook and On-Course Lesson Planner Teacher Training

B. POLICY Jack McGee, Administrative Liaison

Administration recommends approval of the following:

Approval requested at work session

1. **First Reading:**

B 0000.02 Introduction Attachment B.1
P 2415.06 Unsafe School Choice Option Attachment B.2

P 5116	Education of Homeless Children	Attachment B.3
R 5116	Education of Homeless Children	Attachment B.4
P 2320	Independent Study (Abolished)	Attachment B.5
P 5465	Early Graduation (Abolished)	Attachment B.6
P 5111	Eligibility of Students for Admission	Attachment B.7
R 5111	Eligibility of Students for Admission	Attachment B.8
P 2481	Home or Out-Of-School Instruction	Attachment B.9
R 2481	Home or Out-Of-School Instruction	Attachment B.10
P 5200	Attendance	Attachment B.11
R 5200	Attendance	Attachment B.12
P 2622	Student Assessment	Attachment B.13

**Approval
requested at
work session**

2. **Second Reading:**

R 4250	Terms and Conditions of Employment -Non-Unit Personnel	Attachment B.14
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C. **STUDENT ACTIVITIES/SERVICES** **Janice M. Giel,**
Administrative Liaison

Administration recommends approval of the following:

1. Homeless, charter, and foster students for the month of July per attached.
2. Request approval of the following Washington Township students who will be attending the Gloucester County Institute of Technology in 2017-18 at a cost to District of \$2,340 per student.
3. Approval for the 2017-18 WTHS Gymnastics team to practice at Atlantic Coast Gym at no cost to the district. This facility will only be used for practices during times when the high school gym is not available.

4. Approval for the 2017-18 WTHS cheerleading team to practice at the Jersey Pride Gym at no cost to the district. Facility will be used for tumbling practice, as needed.

D. HUMAN RESOURCES Sharon A. Rife,
Administrative Liaison

Superintendent recommends acceptance/approval of the following:

Approval requested at work session

1. Ms. Madeline Flaherty's letter of retirement as Special Education Assistant, Hurffville Elementary School, effective September 30, 2017. Ms. Flaherty has worked for the Washington Township School District for approximately 26 years.

Approval requested at work session

2. Ms. Allison Cohen's letter of resignation as Speech Correction/Language Specialist, Bunker Hill Middle School, effective July 6, 2017.

Approval requested at work session

3. Ms. Jennifer Zuzulock's letter of resignation as Clerical Assistant, High School Core, effective July 23, 2017.

Approval requested at work session

4. Ms. Catherine Locantore's letter of resignation as Specialized Instructional Assistant, Birches Elementary School, effective June 28, 2017.

Superintendent recommends approval of the following:

Approval requested at work session

1. Accept the following Professional Development in accordance with A-5.
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 2016/17 and 2017/18 school year.
4. Accept the following transfers for the 2017/18 school year:

Megan Zilly, Elementary Teacher, Birches Elementary School, \$52,340 per annum (Acct. #11-120-000-100-00-101-06/20-270-000-100-00-101-21, Pos. #TCH-0831) to Kindergarten Teacher, Thomas Jefferson Elementary School, \$52,340 per annum (Acct. #11-110-000-100-00-101-10, Pos. #TCH-0069) (Replacing Samantha Dulude) effective August 28, 2017.

Hope Millward, Special Education Teacher, Wedgwood Elementary School, \$51,890 per annum (Acct. #11-213-000-100-00-101-08, Pos. #TCH-0325) to Elementary Teacher, Wedgwood Elementary School, \$51,890 per annum (Acct. #11-120-000-100-00-101-08, Pos. #TCH-0227) (Replacing Margaret Herrera) effective August 28, 2017.

Morgan Lamanna, Kindergarten Teacher, GTECC, \$52,895 per annum (Acct. #11-110-000-100-00-101-03, Pos. #TCH-0724) to Elementary Teacher, Wedgwood Elementary School, \$52,895 per annum (Acct. #11-120-000-100-00-101-08, Pos. #TCH-0089) (Replacing Maureen Anderson) effective August 28, 2017.

Bridgette McCann, Hall/Lavatory Monitor, High School 9/10, 3.5 hrs/day, 5 days/week, \$12.74 per hour (Acct. #11-000-000-262-40-107-17, AST-0331) to Student Supervision Assistant, High School 9/10, 3.5 hrs/day, 5 days/week, \$12.74 per hour (Acct. #11-190-000-100-00-106-16, Pos. #AST-0295) (Vacant Position) effective August 30, 2017.

5. Accept the following staff as Summer Freshman Transition Camp Counselors. Final number of staff utilized will be determined by camp

enrollment. Compensation: per diem rate, not to exceed 5 days each. The cost of this program is funded through a student registration fee of \$80.00. (Acct. #11-000-000-218-47-104-16).

Andrew Holmes
Jenny Kerfoot
Shane Snyder

6. Accept the following staff members to teach a sixth period class during the 2017/18 school year. Compensation: \$4,100.
7. Accept the following staff to conduct Elementary Summer Testing for new entrants for the 2017/18 school year. Compensation: At their per diem rate. (Acct. #11-230-000-100-47-101-25).

Samantha Dulude - 6 days
Thomas Jefferson Elementary School

Dawn Johnson - 5 days
Whitman Elementary School

8. Rescind/accept the following staff as Compliance Officer, Section 504, for the 2017/18 school year.

Rescind:
Annette Miller

Accept:
Jennifer Grimaldi

**Approval
requested at
work session**

9. To approve State approved contracts for the 2017/18 school year for the following:

John McGee, Jr., Assistant Superintendent

Annette Miller, Assistant Superintendent

Margaret F. Meehan, School Business
Administrator/Board Secretary

10. Approval to adjust the salary for the 2017/18 school year for the following staff:

Nicole Redrow - Cashier
Whitman Elementary School
5 hrs/day, \$19.78/hr.

Michelle Mitchell
Part-time Elementary Teacher - BSI (.53)
Step B - \$27,386 per annum

Belinda Murray
World Language Teacher - Spanish
Step P - \$81,046 plus \$2,757 longevity per annum

11. Accept the following Transportation employees for the Extended School Year Program and Summer Field Trips:

Jomar Martin - Sub Driver
\$17.75/hr.
Acct. #11-000-000-270-46-160-35

Joanne Van Twuyver - Sub Assistant
\$9.00/hr.
Acct. #11-000-000-270-46-161-35

12. Accept the following staff members to participate in the Next Generation Science Standards (NGSS) Summer 2017 Institute for Grades 8-12. Compensation: \$95 per day for 5 days, not to exceed \$2,375.00. (Acct. #11-000-000-223-47-104-21).

Grade 8:

Joanne Braker
Susan Flaherty

Grades 9-12:

John Basile	Karen Nowicki
Angela Cardamone	Nivedita Shukla
Amy Carpinelli	Mary Roche

Kenneth Cooper	Costantinos Tsoukalis
Leslie Cosgrove	James Weitzman
Bonnie Farrell	Christina Woertz
Andrew Holmes	Lorri Zeiders
Shannon Hornibrook	Jennifer Reali
Mary Howard	Ronald Ippolite
Adjua LaFleur	Ronald Caccese
Beth McIlvaine	Denise Merrill
Amy Muermann	

13. Accept the following summer grass cutters for the 2017/18 school year at the rate of \$11.00 per hour. (Acct. #11-000-000-263-47-110-39).

Eric Mastran	Christopher Schultz
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**Approval
requested at
work session**

14. Accept the appointment of Jeremiah Laster, Jr., Health & Physical Education Teacher, Chestnut Ridge Middle School, for the 2017/18 school year, effective August 28, 2017, BS, Step B, \$51,840 per annum pending receipt of criminal history letter. Mr. Laster received BS from West Chester University. (Replacing Bruce Burdsall) (Acct. #11-130-000-100-00-101-14, Pos. #TCH-0550).

**Approval
requested at
work session**

15. Accept the appointment of Corinne L. Arenz, School Counselor, Whitman Elementary School, for the 2017/18 school year, effective August 28, 2017, MA, Step C, \$54,755 per annum pending receipt of criminal history letter. Ms. Arenz received MA from Rowan University. (Replacing Charlene Stumpf) (Acct. #11-000-000-218-00-104-09, Pos. #GUI-0025).

**Approval
requested at
work session**

16. Accept the appointment of Nancy Intrieri, Special Education Teacher, Hurffville Elementary School, for the 2017/18 school year, effective August 28, 2017, BS, Step C, \$51,890 per annum pending receipt of criminal history letter. Ms. Intrieri received BS from West Chester University.

(Replacing Marisa Santucci) (Acct. #11-213-000-100-00-101-07, Pos. #TCH-0130).

17. Accept the appointment of Kimberly Christine Mellwig, Clerical Assistant, Special Education Department, for the 2017/18 school year, effective August 22, 2017, 3.5 hrs/day, 5 days/week, \$12.00 per hour, pending receipt of criminal history letter. (New Position) (Acct. #11-000-000-219-00-105-22, Pos. #AST-0505).
18. Accept the appointment of Edward Anthony Mogck, Secondary Force Bus Driver, Transportation, for the 2017/18 school year effective August 30, 2017, hrs/day and days/week to be determined, \$21.20 per hour. (Replacing Harry Lucas) (Acct. #11-000-000-270-00-160-35, Pos. #BUS-0025).
19. Accept the appointment of Deanne Marie Nafziger, Secondary Force Bus Driver, Transportation, for the 2017/18 school year effective August 30, 2017, hrs/day and days/week to be determined, \$21.20 per hour. (Replacing Shyretta Withers) (Acct. #11-000-000-270-00-160-35, Pos. #BUS-0031).
20. Accept the change/transfer of the following position for the 2017/18 school year.

Change/transfer:
1 - Kindergarten Teacher, Whitman Elementary School (Acct. #11-110-000-100-00-101-09, Pos. #TCH-0146) to Elementary Teacher, Bells Elementary School (Acct. #11-120-000-100-00-101-05, Pos. #TCH-0146).
21. Accept course reimbursement to staff members who have completed approved course work in compliance with provisions of WTEA-Board of Education Agreement, 2016-2019.

4. REQUISITION FOR DEBT SERVICE TAXES

RESOLVED, that the amount of district taxes needed to meet all interest and debt redemption charges during the next eight (8) weeks is \$212,400.00 and that the Township Council is hereby requested to place in the hands of the Treasurer of School Monies that amount on or before September 10, 2017.

5. REQUISITION FOR TAXES

RESOLVED, that the amount of district taxes exclusive of the debt service requirements, needed to meet the obligations of this Board for the next eight (8) weeks is \$1,694,052.42 and that the Township Council is hereby requested to place in the hands of the Treasurer of School Monies that amount on or before September 10, 2017.

6. Account transfers.

7. July 2017 warrant bill list in the amount of \$_____.

8. July 2017 textbook lease bill list in the amount of \$_____.

9. July 2017 construction bill list in the amount of \$_____.

10. July 2017 Energy Savings Improvement Plan (ESIP) lease bill list in the amount of \$_____.

11. July 2017 Food Service bill list in the amount of \$_____.

12. July 2017 Food Service Financial Report.

13. Resolution to approve State Contract purchases.

14. Disposal of Fixed Assets.

15. Approval of transportation Joint Venture with Monroe Board of Education for the 2017-2018 extended school year as follows:

<u>School</u>	<u>Contractor</u>	<u>Route</u>	<u>Cost</u>
Kingsway Haddonfield	Monroe	ESY12-B	\$178.00
Kingsway Moorestown	Monroe	ESY13-B	\$177.00

16. Approval of the following Requests to be Operational at the Chestnut Ridge Middle School for the 2017-2018 school year:

- a. 6th Grade Class Council
- b. 7th Grade Class Council
- c. 8th Grade Council
- d. Art Club
- e. Band
- f. Chorus
- g. Drama Club
- h. Future Acts
- i. Humanities Club
- j. Life Skills
- k. Orchestra
- l. Student Council
- m. World Language Club
- n. Yearbook Club

17. Approval of the following Requests to be Operational at the Washington Township High School for the 2017-2018 school year:

- a. AFJROTC - Air Force Reserve Training Corp
- b. African American Culture Club
- c. Advanced Placement
- d. Asian Awareness
- e. Band Club
- f. Band Trip
- g. Business Ed Honor Society
- h. CEE - Community Employment Experience
- i. Chorus Club
- j. Class of 2018 - Seniors
- k. Class of 2019 - Juniors
- l. Class of 2020 - Sophomores
- m. Class of 2021 - Freshman

- n. Close Up
- o. Dance Club
- p. DECA - Distributive Education Clubs of America
- q. Drama Club
- r. Engineering by Design Club
- s. FBLA - Future Business Leaders of America
- t. FCCLA - Family Career and Community Leaders of America
- u. French Club
- v. Freshman Transition
- w. Gay and Straight
- x. German Club
- y. Guitar Club
- z. Interact
- aa. Jazz Ensemble Club
- bb. Model UN (United Nations) Youth and Government
- cc. Mu Alpha Theta (Math Honor Society)
- dd. National Honor Society
- ee. Orchestra
- ff. P.A.W.S. - Promoting Animal Welfare Society
- gg. Peer Outreach
- hh. Prom Coordinator - Class of 2018 - SEN
- ii. Prom Coordinator - Class of 2019 - JUN
- jj. Renaissance
- kk. RHO KAPPA - National Social Studies Honor Society
- ll. SAVE - Students Against Violation of the Earth
- mm. Science League
- nn. Senior Trip Funds
- oo. Spanish Club
- pp. Sports Club
- qq. Student Book Club
- rr. Student Council
- ss. Student Store
- tt. Students in Action
- uu. SURE - Students United for Respect and Equality
- vv. Tri M-Music
- ww. TWP's STAR Club
- xx. Way Off Broadway Players (formerly All School Musical)

- yy. WTHS Class Council (all Years)
- zz. Yearbook

18. Approval of the following bids and proposals:
 - a. 18-017 RFP - Temporary Certified Substitute Teacher and Substitute Support Staff Placement Services.
 - b. 18-023 - Lease Purchase Finance.
 - c. 18-024C - Washington Township High School Performing Arts Center Sound System Replacement, Re-Bid.
19. Resolution to purchase Gasoline/Diesel Fuel through Gloucester County Purchasing Cooperative #16-GLCP, Purchasing Number PD-014-027 as per the attached.
20. Resolution to approve Joint Purchase of Baked Goods - Pennsgrove - Carneys Point.
21. Resolution to approve Joint Purchase of Milk - Pennsgrove - Carneys Point.
22. Resolution to approve Joint Purchase of Ice Cream - Pennsgrove - Carneys Point.
23. Resolution to contract with The Nemours Foundation, Inc., Alfred I. DuPont Hospital for Children of the Nemours Foundation to provide Neurological Evaluation (less than 60 minutes) and Neurological Evaluation (more than 60 minutes) for the period July 1, 2017 through June 30, 2018. (Account #11-000-000-219-00-320-22)
24. Extraordinary Unspecifiable Services Resolution to contract with Third Sector New England to provide/perform Tools of the Mind Training for one day at a total cost not to exceed \$5,000.00. (Account #20-252-000-200-00-300-22)

25. Approval of transportation route contracted through Gloucester County Special Services School District for the extended school year as follows:

<u>School</u>	<u>Contractor</u>	<u>Route</u>	<u>Cost</u>
Larc (starting 7-11-17)	CJ's	SG441*	\$461.00
Country Acre (starting 7-12-17)	B.R. Williams	SG442*	\$288.00

*Route shared with another district.

26. 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 \$22,800.00:

Students: #307274, #306533, #11097, #303054, #13875, #305698, #301199, #307345, #11310, #303625, #306656, #308481

27. Approve petty cash account for Bunker Hill Middle School MD Class in the amount of \$500.00. (Account #11-000-000-219-92-610-22)
28. Approve petty cash account for Washington Township High School MD Class in the amount of \$500.00. (Account #20-250-000-200-00-600-22)
29. Resolution to contract with Dr. Francis C. Meeteer, Advocare Family Medicine Associates, to perform Fitness for Duty examinations as per the attached rate schedule for the 2017-2018 school year.

30. Approval of transportation route contracted through Hamilton Township for the 2017-2018 school year as follows:

<u>School</u>	<u>Contractor</u>	<u>Route</u>	<u>Cost</u>
Mary Dobbins	Rick's Bus Service	MDS-1	\$319.96

31. Approval of the following Requests to be Operational at the Bunker Hill Middle School for the 2017-2018 school year:
- a. 6th Grade Class Council
 - b. 7th Grade Class Council
 - c. 8th Grade Class Council
 - d. Band
 - e. Bulldog Pride
 - f. Chorus
 - g. Craft Club
 - h. Drama/Musical
 - i. Futureact
 - j. Future Business Leaders of America
 - k. Greenhouse
 - l. Newspaper Club
 - m. Orchestra
 - n. PAWS - Promoting Animal Welfare Society
 - o. Red Ribbon
 - p. Roots and Shoots
 - q. Student Council
 - r. Technology Club
 - s. World Language and Culture Club
 - t. Yearbook

**F. SPECIAL EDUCATION Annette Miller,
Administrative Liaison**

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

- 1. Approval of the Washington Township Public Schools Nurses' Guide for the 2017-2018 school year as per the attached.
- 2. Approval of the Washington Township Public Schools Nursing Services Plan for the 2017-2018 school year as per the attached.
- 3. Approval of the Athletic Training Standing Protocol as per the attached.

4. Extended School Year Attachment, June, 2017
CHANGES / CORRECTIONS:
- a. Revise one-to-one aide cost for student #306057 attending Bancroft (Cherry Hill, NJ) for the 2017-2018 ESY Program retroactively beginning July 7, 2017 to August 21, 2017 from a cost of \$4,000.00 to \$5,152,00.
 - b. Revise one Multiple Disabled student #10784 to Bancroft (Haddonfield, NJ) starting, July 7, 2017 to August 21, 2017 from a cost of \$9,344.00 to \$10,317.76
 - c. Revise one-to-one aide cost for student #10784 to Bancroft (Haddonfield, NJ) starting, July 7, 2017 to August 21, 2017 from a cost of \$4,000.00 to \$5,152.00.
 - d. Revise one-to-one aide cost for student #10563 to Kingsway Learning Center (Moorestown, NJ) starting, July 10, 2017 to August 18, 2017 from a cost of \$4,560.00 to \$4,950.00.
 - e. Revise one-to-one aide cost for student #201509 to Kingsway Learning Center (Moorestown, NJ) starting, July 10, 2017 to August 18, 2017 from a cost of \$4,560.00 to \$4,950.00.
 - f. One Other Health Impaired student #309049 to LARC School (Bellmawr, NJ) retroactive to July 6, 2017 through August 16, 2017 at a tuition rate of \$7,750.80. One-to-One aide is required at a cost of \$4,800.00.

G. NEGOTIATIONS

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

**Approval
requested at
work session**

1. Approval of the Memorandum of Agreement between the Washington Township Board of Education and the Washington Township Principals' Association.

**Approval
requested at
work session**

2. Approval of the Memorandum of Agreement between the Washington Township Board of Education and the Washington Township Education Association.

XI. NEW BUSINESS

XII. OPEN TO THE PUBLIC

XIII. MEETING ADJOURNED

AGENDA FOR WORK SESSION - June 17, 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 June 26, 2017.

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

PLEDGE OF ALLEGIANCE

B. PRESENTATION AT WORK SESSION

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 #1-2, First & Second Readings
3. Human Resources, Section 1, Items #1-4
Section 2, Items #1, 9, 14-16, 22
4. Negotiations, Items #1-2

F. COMMITTEE REPORTS

1. Instructional Affairs Committee
2. Student Activities/Communications/Policy/
Personnel Committee
3. Business Affairs/Budget/Facilities Committee
4. Negotiations Committee
5. Town Council/Board Committee

G. OLD BUSINESS FROM THE BOARD

H. DISCUSSION ITEMS

I. NEW BUSINESS FROM THE BOARD

J. OPEN TO THE PUBLIC

K. MEETING ADJOURNED