

AGENDA

Board of Directors Meeting

February 2, 2022

5:30 PM

BOARD OF DIRECTORS

Camden County Educational Services Commission

VIRTUAL MEETING LINK:

https://xtel.accessionmeeting.com/j/1150401864?pwd=oiVmrSOcLK-BP0hWMW8S2_9-UHwWX9V8

I. Meeting Called to Order

II. Pledge of Allegiance

III. Public Announcement

In accordance with the Open Public Meetings Law, the Camden County Educational Services Commission has caused notice of the meeting to be posted as follows:

(A) Transmitted to the Courier Post

(B) Transmitted to the County Clerk's Office

(C) Posted at the Commission office and website

Policy 0167 authorizes the presiding officer to manage meeting participation during the meeting.

IV. Roll Call

V. Budget Vote

Motion to approve the budget for the 2022-2023 school year in the amount of Current Expense **\$29,348,403** and Special Revenue **\$165,794**. Also, that the maximum total amount budgeted for travel related expenses in the Commission budget is **\$13,700 (\$1,700 in federal funds)**. Total budgeted for travel for the 2021-2022 budget is **\$2,700 (\$1,700 in federal funds)** and the total funds expended as of January 31, 2022 is **\$1,188.28 (\$150 in federal funds)**. (see Attachments below)

[\(2022-23 Budget Document.pdf \(Attached\)\)](#)

VI. Oaths of Office

VII. President's Remarks

VIII. Approval of Minutes

Recommend to approve the minutes of the December 1, 2021 Regular Meeting

[\(Minutes DRAFT 2021-12-01.pdf \(Attached\)\)](#)

IX. Correspondence

X. Public Comments

XI. Superintendent's Report

XII. Old Business

XIII. New Business

XIV. General Business

A. FINANCE/BUSINESS OPERATIONS

1. Board Secretary's Report

Motion to approve the Board Secretary's Reports as of November 30, 2021 and December 31, 2021, which include the line item transfers.

([Financial Report November 30, 2021.pdf \(Attached\)](#),
[Financial Report December 31, 2021.pdf \(Attached\)](#))

2. Approval of Resolutions

a. N.J.A.C. 6A:23A-16.10 (c) 3

Pursuant to N.J.A.C. 6A:23A-16.10 (c) 3, I certify that as of November 30, 2021 and December 31, 2021 no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the Camden County Educational Services Commission pursuant to N.J.S.A. 18A:22-8.1 and N.J.S.A. 18A:22-8.2 and no budgetary line item account has been over-expended in violation of N.J.A.C. 6A:23A-16.10 (a) 1.

b. Anticipated Revenue N.J.A.C. 6A:23A-16.10 (c) 2

There was no change to revenue in November 2021 or December 2021.

c. N.J.A.C. 6A:23A-16.10 (c) 4

Pursuant to N.J.A.C. 6A:23A-16.10 (c) 4, the Camden County Educational Services Commission certifies that as of November 30, 2021 and December 31, 2021 and after review of the Secretary's Monthly Financial Reports 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

3. CONTRACTS

4. PROFESSIONAL SERVICE PROVIDERS

A. Approve the following professionals to provide Child Study Team services, effective February 1, 2022 - June 30, 2022 at the approved rates. Contracts not to exceed \$44,000:

Ashli Williams	School Social Worker
Jeannine James	LDTC

5. PROFESSIONAL DEVELOPMENT

Recommend to approve the following professional development items:

- a. Ratify Mary Hartsell, Supervisor of Clinical Services, to enroll in Wilmington University MED8903. Fees to be paid from Ms. Hartsell's available professional development allocation in her contract.
- b. Tammy Hardy-Kesler, Principal at the Camden County Juvenile Detention Center, to attend NJJDA Planning Committee meeting on January 26, 2022 at no cost to the Commission.
- c. Stockton SRI & ETTC to present three training modules on Stuttering to CCESC Speech Language Specialists at a cost of \$950 per module on the following dates:
March 17, 2022, May 12, 2022, and a date to be determined
- d. Rita Carfagno, Transportation Supervisor, to attend the annual School Transportation Supervisors conference March 24, 2022 in Atlantic City NJ at a cost of \$175.00 plus mileage/tolls/parking expenses
- e. **ADDENDUM - Tammy Hardy, Patti Russo, Mary Hartsell, Anna Grant, Norell Gurcsik, Nina Longer, and Rita Carfagno to attend the NJASA sponsored 4th Annual Regional Women's Educational Leadership Forum and Luncheon, February 25, 2022, in Garwood, NJ 07027, Fee: \$50 per person**

6. OTHER

Recommend to approve the following:

- a. Pursuant to and in accordance with NJSA 18A:6-57 and NJSA 18A:19-4.1, the Board of Directors of the Camden County Educational Services Commission designates Patrick Madden or Dan DelVecchio to approve for payment any account or demand prior to presentation to the Board. Any approval shall be presented to the Board of Directors for ratification at the next Board meeting.
- b. Due to the dynamic nature of fulfilling staffing requests for member districts and in order to allow the Camden County Educational Services Commission to provide quality services to member districts in a timely manner, the Board of Directors authorizes the Executive Committee of the Board of Directors to approve employment requests submitted by the Superintendent between Board meetings. Any request so approved will be ratified at the next regularly scheduled meeting.
- c. Accept the following districts as members of CCESC Cooperative Pricing System #66CCEPS:

City of Ventnor	Township of Edison	Borough of Glassboro	Salem Co. Board of Commissioners
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- d. Ratify membership into Cross County Transportation, a NJ DOT funded organization that will assist us with training high school students with disabilities for transportation independence and districts with preferred routes to school surveys. Cost is \$5,000. **See Attachment B below.**
- e. Ratify the updated Restart and Recovery Plan, effective May 2021 - June 30, 2022 **See Attachment C below.**
- f. Approve the cancellation of the following stale checks totaling \$1,420.80:

Check #	Date	Vendor	Amount
87956	6-9-20	Ivy Awofusi	177.60
88019	6-9-20	Sylveria Bougazelli	177.60
88041	6-9-20	Michelle Brownser	177.60

88220	6-9-20	Heidy Espada	355.20
88306	6-9-20	Jessica Gorecki	177.60
88515	6-9-20	Carliany Luna	177.60
88733	6-9-20	Angelica Polanco	177.60

g. ADDENDUM - Update 2021-2022 and 2022-2023 Price Lists to include the following:

- **Early Childhood Program Consultation** **\$150.00 per hour**
- **Early Childhood Master Teacher** **\$665.00 per diem (7 hours)**

(Attachment B - Cross County Connect.pdf (Attached),

Attachment C - CCESC-Restart and Recovery Plan- May-June 2021_SY2021-2022.doc (Attached))

7. BILL LISTS

Approval of the lists of bills dated December 6, 2021, December 14, 2021, December 15, 2021, December 16, 2021, January 6, 2022, January 6, 2022 -Transportation; January 10, 2022 - ACH, January 20 2022, January 25, 2022, January 27, 2022, January 27, 2022 - Transportation, January 27, 2022 - ACH, January 27, 2022 (2), January 27, 2022 - AIL ([Bill List 2021-12-14.pdf \(Attached\)](#), [Bill List 2021-12-15.pdf \(Attached\)](#), [Bill List 2021-12-16.pdf \(Attached\)](#), [Bill List 2022-01-06.pdf \(Attached\)](#), [Bill List 2022-01-06 Trans.pdf \(Attached\)](#), [Bill List 2022-01-10 ACH.pdf \(Attached\)](#), [Bill List 2022-01-20.pdf \(Attached\)](#), [Bill List 2022-01-25.pdf \(Attached\)](#), [Bill List 2022-01-27.pdf \(Attached\)](#), [Bill List 2022-01-27 - Trans.pdf \(Attached\)](#), [Bill List 2022-01-27 ACH.pdf \(Attached\)](#), [Bill List 2022-01-27 \(2\).pdf \(Attached\)](#), [Bill List 2022-01-27 AIL.pdf \(Attached\)](#))

B. EDUCATION

Recommend to approve the following for Education:

1. Ratify the following Thomas Jefferson University Masters Speech Language Pathology students to complete their internship from 1/10/22-5/6/22:

- Kaitlyn Bryn Carey- with Alicia O'Donnell in Gloucester City School District
- Emily Meyers- with Whitney Samuels in Camden City School District
- Erika Ravaoli- with Brianna Santoro in Brooklawn School District
- Alexa Raspanti- with Kelsey Schall in Camden City School District

2. Ratify Vita Roitman, student at Stockton University, to complete pre-OT observation hours under CCESC Occupational Therapists to fulfill her graduate school application requirement

3. ADDENDUM - Kathleen Devaney, COTA student at Harcum College, to complete her Level I fieldwork with Stephanie Lucignano in Camden City School District on 3/3, 3/10, 3/22, and 3/29/22.

C. PERSONNEL/NEGOTIATIONS

Recommendation to approve the following for personnel matters:

1. Rescind the approved unpaid leave of absence at the June 2, 2021 board meeting for Jeffrey Wenzel, Teacher at the Camden County Juvenile Detention Center

2. Accept the resignations of the following Instructional Assistants:

	EFFECTIVE
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EMPLOYEE	DATE
Elizabeth Beaver	1/17/2022
Gia Salvo	12/31/2021
Denisha Snow	12/31/2021

3. Accept the resignation of Colleen Ghegan, Instructional Assistant at the Camden County Juvenile Detention Center, effective 12/31/2021.

4. Ratify the employment of and issue an employment contract to the following Instructional Assistants in the Non-Public School Program, \$18 per hour

EMPLOYEE	DAYS PER WEEK	HOURS PER DAY	TOTAL HOURS PER WEEK	START DATE
Denise Flem	5	5.5	27.5	1/3/2022
Johanna Quintero	5	5.5	27.5	1/3/2022
Jessica Rivera	5	5.5	27.5	2/1/2022 (projected)
Angel Strong	5	5.5	27.5	1/16/2022

5. Ratify the employment of and issue an employment contract to Charles Adams, 12 month Teacher at the Camden County Juvenile Detention Center, effective January 20, 2022 - June 30, 2022, Full time with benefits, \$68,348 annual salary pro-rated based on start date.

6. Ratify and issue amended contract to Jacqueline Bollendorf from Instructional Assistant, Part Time, \$18/hour, to Temporary Teacher in the Non-Public School Program, Salary Guide A, effective January 3, 2022 - May 15, 2022; full time, no benefits, Step 1, \$56,492 annual salary (pro-rated due to start and end dates)

7. FMLA Leave for employee #708, effective January 26, 2022 - March 23, 2022

8. ADDENDUM: Approve an unpaid leave of absence for employee# 1006, effective January 27, 2022 - February 7, 2022.

9. ADDENDUM: Ratify and issue a contract to Brianna Thomas, Instructional Assistant in the Non-Public School Program, \$18/hour, 5 days/week, 5.5 hours/day, 27.5 hours/week. Projected start date 2/1/2022.

10. ADDENDUM: Approve the hire of Alexis Juliano, Speech Language Specialist in the Non-Public School Program, Salary Guide A, effective February 16, 2022 - June 30, 2022, .4 FTE, no benefits, Step 1+M, \$22,996.80 annual salary to be prorated based on start date and pending all onboarding requirements and regulations.

D. TRANSPORTATION

Recommend to approve the following:

1. Recommendation to approve quotes for new 2021-22 school year transportation routes until time of bidding, **See Attachment A below.**

2. Approval of a Joint Transportation between CCESC as Host and Lyndhurst as Joiner to transport one student to Archway for 2021- 22 school year

Approval of a Joint Transportation between CCESC as Host and Lenape Regional as Joiner to transport

two students to Burlington County Special Services for 2021- 22 school year

Approval of a Joint Transportation between CCESC as Host and Lenape Regional as Joiner to transport one student to Kingsway for 2021- 22 school year

Approval of a Joint Transportation between CCESC as Host and Somers Point as Joiner to transport one student to Durand for 2021- 22 school year

Approval of a Joint Transportation between CCESC as Host and Delsea as Joiner to transport one student to Pinelands for 2021- 22 school year

[\(Attachment A - Transportation Quote.xlsx \(Attached\)\)](#)

E. USE OF FACILITIES

F. POLICIES

1. Approve the Second Reading of the following policies:

P 1648.13	School employee Vaccination Requirements (M) (New)
P 1648.14	Safety Plan for Healthcare Settings in School buildings – COVID-19 (M) (New)
P 2425	Emergency virtual or remote Instruction Program (M) (New)
P & R 5751	Sexual Harassment of Students (M) (Revised)

[\(Policies 1648.13 - 5751.pdf \(Attached\)\)](#)

XV. Committee Reports

A. TRANSPORTATION

B. FINANCE

C. POLICY

D. PERSONNEL/NEGOTIATIONS

E. EDUCATION

F. INSURANCE

G. FUTURE PROGRAMS & SERVICES

H. FACILITIES

XVI. Public Comment

XVII. Board Member Comments

XVIII. Closed Session

To adopt the following resolution to hold a closed session meeting in order to have the opportunity to discuss sensitive personnel issues, negotiations and litigation.

RESOLUTION

WHEREAS: Matters pertaining to sensitive personnel issues, negotiations, and litigation are proper topics for closed sessions under the Public Meetings Act,

therefore, be it RESOLVED: to hold a Closed Meeting of the Camden County Educational Services Commission Board of Directors for said purposes, and

BE IT FURTHER RESOLVED: to make available the results of the Closed Meeting in the minutes of this meeting or in subsequent actions of the Board of Directors.

BOARD OF DIRECTORS OF THE
CAMDEN COUNTY EDUCATIONAL SERVICES COMMISSION
IN THE COUNTY OF CAMDEN

_____ Secretary

XIX. Adjournment