

AGENDA

Board of Directors Meeting

May 1, 2019

7:30 PM

BOARD OF DIRECTORS

Camden County Educational Services Commission

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

IV. Roll Call

V. President's Remarks

VI. Approval of Minutes

Recommend to approve the minutes of the April 3, 2019 Regular Meeting and April 3, 2019 Closed Session

([Minutes 2019-04-03.pdf \(Attached\)](#),

[Closed Session Minutes - 2019-04-03.pdf \(Attached\)](#))

VII. Correspondence

VIII. Public Comments

IX. Superintendent's Report

X. Old Business

XI. New Business

XII. General Business

A. FINANCE/BUSINESS OPERATIONS

1. Board Secretary's Report

ADDENDUM - Motion to approve the Board Secretary's Report as of March 31, 2019 which includes the line item transfers

2. Approval of Resolutions

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

ADDENDUM - Pursuant to N.J.A.C. 6A:23A-16.10 (c) 3, I certify that as of March 31, 2019 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

ADDENDUM - In accordance with N.J.A.C. 6A:23A-16.10 (c) 2, it is certified that anticipated revenue has been revised for the month ending March 31, 2019 as follows:
Increased Transportation \$1,154,600.00 60-1420-152-0

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

ADDENDUM - Pursuant to N.J.A.C. 6A:23A-16.10 (c) 4, the Camden County Educational Services Commission certifies that as of March 31, 2019, 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

Recommendation to approve contracts with the following school districts:

- PUBLIC SCHOOLS
- CHARTER SCHOOLS
- OTHER

4. PROFESSIONAL SERVICE PROVIDERS

Recommend to approve the following professional service providers:

1. Bonnie Fanz and Grace Mannino, LDTCS, to provide Child Study Team services on an as-needed, per case basis at the previously approved rates, effective May 1, 2019 - June 30, 2019; contracts not to exceed \$40,000

5. PROFESSIONAL DEVELOPMENT

Recommend to approve the following professional development items:

1. Lori Perlow to attend NJASA Spring Leadership Conference May 16, 2019 in Atlantic City NJ at a cost of \$240 registration fee, mileage expenses and parking \$20
2. Dan DeVecchio to attend NJASA Spring Leadership Conference May 16, 2019 in Atlantic City NJ at a cost of \$290 registration fee, mileage expenses and parking \$20
3. Stacey DiMeo, Mary Hartsell, Patricia Russo, Joan Ludlam and Wendy Magitz to attend Strauss Esmay Associates' Annual School Law and Policy Seminar June 7, 2019 in Lincroft NJ at a cost of \$50 per person and mileage expenses
4. Francesca Vaspoli, Transportation Clerk, to attend NJ Supervisors Certificate program classes - on days when Saturday classes are required, a non-pensionable per diem/per hour stipend will be

paid.

5. ADDENDUM - Wendy Magitz to attend a Title I Part D meeting May 9, 2019 in Trenton NJ at a cost of mileage expenses only

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. Lori Perlow to serve as an advisory member on the NJ Department of Education Marketing and Career Technical Education Committee
- d. Use of online voting for the Representative Assembly at the Reorganization Meeting on June 5, 2019
- e. **ADDENDUM - Allow Superintendent latitude with Policy 1651 for staff who are non-renewed for the 2019-2020 school year due to reasons of economy**

7. BILL LISTS

Approval of the lists of bills dated April 24, 2019 **ADDENDUM - list of bills dated May 1, 2019** ([Bill List 2019-04-24.pdf \(Attached\)](#), [Bill List 2019-05-01.pdf \(Attached\)](#))

B. EDUCATION

Recommend to approve the following for Education:

1. Joseph Tee, Physical Therapist, to observe Anne Schaeffer and Chelsy Mulvenna for 1/2 day the week of May 6 - 10, 2019

C. PERSONNEL/NEGOTIATIONS

Recommendation to approve the following for personnel matters:

1. Rescind the stipend of \$100 a month for Franscesa Vaspoli as after-hours, on-call for transportation emergencies and approve the stipend for Kristin Sparks, effective April 16, 2019 - June 30, 2019
2. FMLA leave for employee #0005 effective June 3 - June 30, 2019, approximately
3. An unpaid Leave of Absence for employee #567 on April 11, 12, 2019
4. The resignation of the following staff members:
 - Stephanie Roth, Occupational Therapist, effective June 30, 2019
 - Lori Henderson, Teacher, effective June 30, 2019
5. Continued employment of the following tenured staff in the Non-Public Programs (**Schedule A Salary Guide**) effective September 1, 2019 - June 30, 2020; salaries to be determined upon ratification of a bargaining agreement between the Camden County Educational Services Commission and the Camden County Educational Services Education Association; with benefits for those .8 or greater FTE:

Name	FTE	2018-2019 Step
Bancroft, Ruth	1.0	13
Berry-Kain, Bernadette	1.0	13
Bridgeford, Wendy	1.0	13
Capone, Lucia Bonnie	1.0	13+M
Capone-Levin, Adrienne	1.0	13+M
Clifford, Melissa	1.0	13
Esposito, Kathryn	1.0	13
Feriozzi, Patricia	1.0	13
Grier, Sr. Ronnie	1.0	13+M
Harrell, Janice	0.6	13
Henry, Fiona	1.0	10+M
Iannarella, Pauline	1.0	13+M
McDevitt, Loretta	1.0	13+M
McGrath, Mary	1.0	13
Mucci, Marc	1.0	13
Newman, Margaret	0.4	8+M
Payne-Hambrose, Nancy	1.0	13
Peter, Ashley	.8	5+M
Racobaldo, Elizabeth	1.0	13
Ribeiro, Deborah	1.0	11
Richter, Kathleen	1.0	13+M
Romm, Susan	1.0	13
Ropka, Jennifer	1.0	13
Silverman, Barbara	1.0	13
Stefano, Dawn	1.0	13+M

Stevens, Rosemary	1.0	13
Turner, Nancy	1.0	13
Urbanovich, Mary	1.0	13

6. Continued employment of and issue an employment contract to Jaimi McWilliams, Teacher in the Public School Programs (**Schedule B Salary Guide**), effective September 1, 2019 - June 30, 2020; salary to be determined upon ratification of a bargaining agreement between the Camden County Educational Services Commission and the Camden County Educational Services Education Association.

7. Continued employment of and to issue an employment contract to Colette Hoban, Instructional Assistant for Project Search, effective September 1, 2019 - June 30, 2020, fulltime with benefits, \$32,800

8. Jaimi McWilliams and Colette Hoban to work up to 20 days over the summer break in the Project Search Program at their per diem rates

9. Continued employment of the following teachers at the Camden County Juvenile Detention Center effective July 1, 2019 - June 30, 2020 and to issue employment contracts to non-tenured staff as indicated; fulltime with benefits Final approval and salaries are contingent upon receipt of an executed contract from the Camden County Board of Chosen Freeholders.

Name

Elizabeth Cheer

Shanell Edwards*

Nicole Hodges*

Robert Hoelke

Amanda Ramirez

Bernadette Swietanski

Rekha Veluchamy-Pandian*

Jeffrey Wenzel

Amelia Zabroski

* indicates Non-Tenured

10. Continued employment of the following Instructional Assistants at the Camden County Juvenile Detention Center, effective July 1, 2019 - June 30, 2020, and to issue employment contracts to the same; fulltime with benefits Approval and salaries will be determined upon receipt of the Title I Part D allocation.

Name

Tara Cassidy*

Lisa Leone*

Ashlee McCullough*

* indicates Non-Tenured

11. Continued employment of and to issue an employment contract to Tammy Hardy-Kesler, Principal at the Camden County Juvenile Detention Center, effective July 1, 2019 - June 30, 2020; fulltime with benefits. Approval and salary contingent upon receipt of an executed contract with the Camden County Board of Chosen Freeholders.

12. The following staff members at the Juvenile Detention Center to provide tutoring and after school program services at their hourly rates, effective July 1, 2019 - June 30, 2020: Elizabeth Cheer, Shanell Edwards, Nicole Hodges, Robert Hoelke, Amanda Ramirez, Bernadette Swietanski, Rekha Veluchamy-Pandian, Jeffrey Wenzel, Amelia Zabroski, Tara Cassidy, Lisa Leone and Ashlee McCullough.

13. Continued employment of the following staff members and to issue employment contracts to non-tenured staff as indicated for the Clementon Office staff, effective July 1, 2019 - June 30, 2020; with benefits:

Name	FTE	Position	2019-2020 salary
Amato, Michael*	1.0	Bus Drive/Maintenance	\$39,430
Clerico, Diane	1.0	Transportation Clerk	\$39,102
Fitzgerald, Thomas*	1.0	Technology Coordinator	\$68,423
Galarza, Sandra	1.0	Transportation Clerk	\$39,102
Lopez, Anne	1.0	Transportation Clerk	\$40,154
Ludlam, Joan**	1.0	Payroll/Human Res. Assistant	\$45,708
MacNeill, Sheila	1.0	Accounts Payable Assistant	\$45,708
Magill, Debra	1.0	Assistant for Education	\$45,708
Magitz, Wendy	1.0	Assistant to the SBA	\$66,618
McCloskey, Sandra	1.0	Accounts Receivable Assistant	\$45,708
McKinney, Susan	1.0	Executive Assistant II	\$52,633
McMullen, Joseph*	0.8	Computer Software Specialist	\$79,395
Napolsky, Ann*	1.0	Bus Driver/Maintenance	\$39,430
Resto, Betzaida	1.0	Assistant for Education	\$45,708
Sparks, Kristin*	1.0	Transportation Clerk	\$39,102
Vaspoli, Francesa*	1.0	Transportation Clerk	\$39,102
Zuckerman, Gloria	1.0	Assistant for Transportation	\$43,243

* indicates Non-Tenured

**attains tenure 2019-2020

14. A stipend in the amount of \$100 per month each for Kristin Sparks and Gloria Zuckerman as after-hours on-call employees for transportation emergencies, effective July 1, 2019 - June 30, 2020

15. A stipend in the amount of \$100 per month for Michael Amato for services related to maintenance of Commission buses; effective July 1, 2019 - June 30, 2020

16. Continued employee of the following administrators and to issue employment contracts effective July

1, 2019 - June 30, 2020 fulltime with benefits:

Name	Position	FTE	2019-2020 Salary
Rita Carfagno*	Transportation Supervisor	1.0	\$79,999
Stacey DiMeo	Director of Special Services	1.0	\$104,215
Mary Hartsell*	Supervisor of Clinical Services	1.0	\$97,299
Patricia Russo**	Supervisor of Instruction	1.0	\$97,299

*indicates Non-tenured

**attains tenure 2019-2020

17. Continued employment of the following program managers and to issue employment contracts effective July 1, 2019 - June 30, 2020; fulltime with benefits:

Name	Position	FTE	2019-2020 Salary
Nina Longer*	Program Manager - Education	1.0	\$97,299
Lori Perlow*	Communications Manager	1.0	\$82,000

*indicates Non-Tenured

18. Lori Perlow to work up to 10 days over the summer break at her per diem rate

19. Continued employment of and to submit an employment contract to the Executive County Superintendent for Wm. Patrick Madden, School Business Administrator/Board Secretary, \$132,225 with benefits, effective July 1, 2019 - June 30, 2020, pending approval of the Executive County Superintendent

20. Continued employment of and to issue an employment contract to Rachael Clancy, Structured Learning Experience Coordinator, \$54,054 with benefits, .8 FTE, effective September 1, 2019 - June 30, 2020

21. Rachael Clancy to work up to 10 days in the Transition Program over the summer break at her per diem rate

22. Substitute teachers effective July 1, 2019 - June 30, 2020

Tara Cassidy Lisa Leone Ashlee McCullough Colette Hoban

23. Per diem rates for substitutes

Teacher	\$75.00
Teacher (for employed Instructional Assistants)	\$20.00
Instructional Assistant with teaching certificate	\$75.00
Instructional Assistant	\$65.00

* in addition to regular salary as an instructional assistant

24. Thomas Fitzgerald and Gloria Zuckerman as substitute bus drivers, effective July 1, 2019 - June 30, 2020

25. The following Commission employees to operate Commission vehicles for the 2019-2020 school year: Dan DeVecchio, Wm. Patrick Madden, Stacey DiMeo, Patricia Russo, Mary Hartsell, Thomas Fitzgerald, Michael Amato, Ann Napolsky, Gloria Zuckerman and others deemed appropriate by the Superintendent throughout the 2019-2020 school year.

26. Identify the following as Essential Personnel for the 2019-2020 school year: Diane Clerico, Sandra Galarza, Anne Lopez, Joseph McMullen, Kristin Sparks, Francesa Vaspoli, Gloria Zuckerman, Michael Amato, Ann Napolsky and all administrators

27. **ADDENDUM - the retirement of Eileen Palladino, Teacher in the Non-Public Programs, effective July 1, 2019 Note: Ms. Palladino retires with 15 years of service to the Commission.**

28. **ADDENDUM - Payment of the Commission's portion of the health benefits premium for any**

non-renewed certificated staff member whose health insurance terminates prior to August 31, 2018 (the employee is responsible for his/her portion, as deducted from paychecks - estimated at 3 staff members)

D. TRANSPORTATION

Recommend to approve the following:

1. 2018-2019 School/Athletic Trips Quotes - (see Attachment A below)
2. 2018-2019 Spring Bus Evacuations - (see Attachment B below)
3. Quotes for new transportation routes until time of bidding - (see Attachment C below)
4. Jointures:

Approval of a Joint Transportation Agreement between CCESC as Host and Deptford

BOE as Joiner to transport one student to Bankbridge -Shady Lane

Approval of a Joint Transportation Agreement between CCESC as Host and Greater Egg Harbor
BOE as Joiner to transport one student to Eastern HS

Approval of a Joint Transportation Agreement between CCESC as Host and Lenape Regional
BOE as Joiner to transport one student to Brookfield

Approval of a Joint Transportation Agreement between CCESC as Host and Morris County ESC
as Joiner to transport one student to Archway

Approval of a Joint Transportation Agreement between CCESC as Host and Brigantine BOE as
Joiner to transport one student to A.C.I.T.

[Approval of a Joint Transportation Agreement between CCESC as Host and Mine Hill BOE as
Joiner to transport one student to Brookfield](#)

Approval of a Joint Transportation Agreement between CCESC as Host and Penns Grove BOE
as Joiner to transport one student to Bankbridge

Approval of a Joint Transportation Agreement between CCESC as Host and Trenton BOE as
Joiner to transport one student to Woodland Middle School

Approval of a Joint Transportation Agreement between CCESC as Host and Glassboro BOE as
Joiner to transport one student to Thomas Bowe School

Approval of a Joint Transportation Agreement between CCESC as Host and East Brunswick
BOE as Joiner to transport one student to Pinelands

[\(Attachment A-School Activity Quotes May.docx \(Attached\),](#)

[Attachment B -Bus Evacuation Spring 2019.xlsx \(Attached\),](#)

[Attachment C - Quotes for new transportation routes until bid.docx \(Attached\)\)](#)

E. USE OF FACILITIES

To approve the following for Use of Facilities:

None

F. POLICIES

1. A change in citation as listed in Policy 3142, from NJ 6A:10-8.1 to NJ 6A:10-9.1

XIII. Committee Reports

A. TRANSPORTATION

B. FINANCE

- C. POLICY
- D. PERSONNEL/NEGOTIATIONS
- E. EDUCATION
- F. INSURANCE
- G. FUTURE PROGRAMS & SERVICES
- H. FACILITIES

XIV. Public Comment

XV. Board Member Comments

XVI. Closed Session

XVII. Adjournment