

AGENDA

Board of Directors Meeting

September 5, 2018

7:30 PM

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. Oath of Office for newly elected Board member(s)

VI. President's Remarks

VII. Approval of Minutes

To approve the minutes of the August 1, 2018 Regular Meeting ([2018-08-01 DRAFT MINUTES.pdf \(Attached\)](#))

VIII. Correspondence

IX. Public Comments

X. Old Business

XI. New Business

XII. General Business

A. FINANCE/BUSINESS OPERATIONS

1. Board Secretary's Report

Motion to approve the Board Secretary's Report as of June 30, 2018, which includes the line item transfers.

([Financial Report June 30, 2018.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 June 30, 2018 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

In accordance with N.J.A.C. 6A:23A-16.10 (c) 2, it is certified that anticipated revenue has changed for the month ending June 30, 2018 as follows:

Transportation	60-1420-152-0	\$1,679,661
Aid in Lieu	60-1420-153-0	\$ 137,382
Public School Related Serv.	60-1950-407-0	\$ 6,200

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 June 30, 2018, and after review of the Secretary's Monthly Financial Report 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

- a. A contract with Gloucester Township School District to provide Non-Public Nursing services for Our Lady of Hope for the 2018-2019 school year in the amount of \$37,248

- b. General Services Contracts with the following school districts:

- Sparta Township Public Schools

- High Point Regional High School District

4. PROFESSIONAL SERVICE PROVIDERS

Recommend to approve the following professional service providers:

- a. Erin Spinello, Speech Language Specialist of Speech Language Partners, LLC as an independent contractor to provide speech therapy services and Clinical Fellowship supervision at the previously approved rates, from September 1, 2018 - June 30, 2019; contract not to exceed \$40,000

- b. Suzanne McMaster, School Psychologist, to provide CST services on an as-needed, per case basis at the previously approved rates, from September 1, 2018 - June 30, 2019; contract not to exceed \$40,000

- c. A rate of \$85.00 to be paid to Speech Language Specialists for a speech articulation evaluation for the 2018-2019 school year

5. PROFESSIONAL DEVELOPMENT

Recommend to approve the following professional development items:

- a. Jeff Wenzel to attend Reimagining Math Education, November 2, 2018 at Stevens Institute of Technology, at a cost of \$75.00 registration fee and travel/mileage costs

- b. Jeff Wenzel to attend Differentiating Instruction in High School Math, October 11, 2018 at FEA Conference Center in Monroe Twp. NJ at a cost of \$149.00 registration and travel/mileage costs

c. The following teachers to attend Danielson Training to be held at the Commission on September 12, 2018 at a total cost of \$1,090:

Russell Carney, Chante Coleman, Tuula Malik, Melissa Paolini, Charles Rowand, Samantha Smith, Danielle Filippone, Laura Jordan **ADDENDUM - Lauren Romm and Amanda Friedrich**

d. **ADDENDUM: Lori Perlow to attend Gloucester County Chamber of Commerce event, "The Individual. The Business." September 20, 2018, at Rowan University, at a cost of \$175 plus mileage expenses**

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 DeVecchio 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:

Woodbridge Township Board of Education

Greater Egg Harbor Regional High School

Bridgeton Board of Education

Clayton Board of Education

Ridgefield Park Public Schools

Holmdel Township School District

d. Submit the Statement of Assurance for Paraprofessional Staff to the County Office by September 30, 2018

e. Change Orders for the Trailer/Ramp projects at various schools as approved at the August 1, 2018 meeting:

St. Teresa	\$4,013.20
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St. Peter	\$6,907.20
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St. Joseph #2	\$5,413.21
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f. A Memorandum of Agreement between the Commission and the County of Camden for unpaid, school sponsored Structured Learning Experiences, effective September 1, 2018 - June 30, 2019 (see attachment below)

g. Project SEARCH Agreement between the Commission, TD Bank, Division of Vocational Rehabilitation Services, Division of Developmental Disabilities, Employment Network Team of NJ, and Project SEARCH (see attachment below)

([Project SEARCH Agreement.pdf \(Attached\)](#),
[MOA-CCESC and CCGovernment18-19.pdf \(Attached\)](#))

7. BILL LISTS

Approval of the lists of bills dated August 22, 2018, August 28, 2018, August 29, 2018, September

5, 2018 (FY18 Enc.), September 5, 2018 (FY18 AP), and September 5, 2018 Regular Bill List ([Bill List 2018-08-22.pdf \(Attached\)](#),
[Bill List 2018-08-29.pdf \(Attached\)](#),
[Bill List 2018-08-28.pdf \(Attached\)](#),
[Bill List 2018-09-05 FY18 AP.pdf \(Attached\)](#),
[Bill List 2018-9-05 FY18 Enc.pdf \(Attached\)](#),
[Bill List 2018-09-05.pdf \(Attached\)](#))

B. EDUCATION

Recommend to approve the following:

C. PERSONNEL/NEGOTIATIONS

Recommendation to approve the following for personnel matters:

1. Ratify Nicole Hodges, Teacher at the CC Juvenile Detention Center, to volunteer at the CCJDC 8/27/18 - 8/31/18 (note: School is closed for that week at the CCJDC.)

2. Rescind the employment of the following Instructional Assistants as approved at the August 1, 2018 meeting:

Name

Caroline Calin

Anne Leonhardt

3. Approve the salaries and FTEs of the following Instructional Assistants who were approved at August 1, 2018 meeting:

Name	FTE	Assignment	Salary	Benefits
Babiak, Mary	0.6	Resurrection	\$10,003	N
Bada, Natalie	1.0	St. Joseph Reg. Elem.	\$16,822	Y
Bollendorf, Jacqueline	1.0	Erial Christian School	\$17,459	Y
Brown-Caul, Chiavonnie	1.0	St. Anthony	\$15,621	Y
Byrd, Gisele	1.0	Camden Catholic	\$19,632	Y
Clark, Steven	1.0	Holy Name	\$18,982	Y
Dorety, Peter	1.0	Resurrection	\$16,822	Y
Ewald, Frances	1.0	Sacred Heart	\$16,349	Y
Fario, Patricia	1.0	King's Christian	\$17,346	Y
Fox, Kyle	1.0	Holy Name	\$16,822	Y
Gaehring, Paula	0.4	Baptist Regional	\$7,865	N
Godsey, Debra	1.0	Our Lady of Hope	\$17,346	Y
Karra, Sumathy	0.8	King's Christian	\$15,208	N
Keefe, Christine	0.7	Our lady of Mt. Carmel	\$11,775	N

Kenney, Richard	1.0	Camden Catholic	\$19,100	Y
Labine, Rae	1.0	St. Joseph Pro Cathedral	\$19,982	Y
Lee, Ann Maureen	0.8	St. Teresa	\$14,952	N
Loudenslager, Glenn	1.0	St. Anthony	\$16,822	Y
Massara, Kimberly	1.0	Urban Promise	\$15,621	Y
Mattia, Elizabeth	1.0	Holy Name	\$17,346	Y
McAler, Linda	1.0	Camden Catholic	\$19,009	Y
Merlino, Sharon	1.0	St. Cecelia	\$20,670	Y
Visco, Leslie	0.8	St. Rose	\$15,791	N
Walmsley, Anne	1.0	St. Joseph High School	\$18,025	Y
Watkins, Cathy	1.0	Camden Forward	\$17,005	Y

4. Ratify the reappointment of Rosemary Thompson as an Instructional Assistant at Our Lady of Hope, effective September 1, 2018 - June 30, 2019, fulltime with benefits, at an annual salary of \$16,822

5. Ratify the following as Instructional Assistants, effective September 1, 2018 - June 30, 2019 and issue contracts:

Name	FTE	Assignment	Salary	Benefits
Taylor DiVirgilio	1.0	St. Joseph Pro	\$16,380	Y
Patrice Fisher	.6	John Paul II	\$11,232	N - note: emergent hire
Matthew Orosz	1.0	St. Joseph Pro	\$16,380	Y - note: emergent hire
Rachel Turner	1.0	St. Cecelia	\$16,380	Y
James Waters	1.0	Camden Catholic	\$17,550	Y

6. Approve the salaries and FTEs of the following School Counselors in the Non-Public Schools, **Schedule A Salary Guide**, who were approved at the August 1, 2018 meeting, effective September 1, 2018 - June 30, 2019:

Name	FTE	Step	Salary	Benefits
Henry, Trista	.8	6+M	\$46,640	Y
Stefano, Dawn	1.0	13+M	\$74,042	Y

7. Amend the employment of Margaret Newman, School Counselor in the Non-Public Schools, as approved at the May 2, 2018, from .5 FTE \$30,001 to .4 FTE \$24,000 with no benefits, effective September 1, 2018 - June 30, 2019

8. Ratify the appointment of Jessica Tracy as a School Counselor in the Non-Public Schools, **Schedule A Salary Guide**, effective September 1, 2018 - June 30, 2019, .4 FTE with no benefits, Step 1+M, \$22,080

9. A stipend in the amount of \$100 per month per person for Francesa Vaspoli and Betzaida Resto, Transportation staff, as after-hours on-call employees for transportation emergencies, effective September 1, 2018 - June 30, 2019

10. Rosemary Thompson to do Homebound Instruction on an on-call, as-needed basis, September 1, 2018 - June 30, 2019 at the previously approved rates

11. Ratify the appointment of the following as Special Education Teachers in the Non-Public Schools, **Schedule A Salary Guide**, effective September 1, 2018 - June 30, 2019:

Name	FTE	Step	Salary	Benefits
Carney, Russell	1.0	1	\$54,200	Y
Coleman, Chante	1.0	3+M	\$56,300	Y
Malik, Tuula	1.0	7	\$58,100	Y
Paolini, Melissa	1.0	3	\$55,300	Y
Rowand, Charles	1.0	4	\$55,900	Y
Smith, Samantha	1.0	3+M	\$56,300	Y - note: emergent hire

12. Ratify the appointment of Michael Resenly as Bus Driver, effective September 1, 2018 - June 30, 2019, at a rate of \$18.00 per hour, not to exceed 29 hours per week

13. Ratify the appointment of the following as Job Coaches, effective September 1, 2018 - June 30, 2019, \$18 per hour:

Name	# of hours	District
Sara Archut	12	Camden
Racina Hankins	12	Cherry Hill
Alisha Lerman	15	Cherry Hill
Kayleigh Reim	6	Camden
Carrol Stella	12	Camden

14. An unpaid Leave of Absence for Anne Marie Walmsley, Instructional Assistant, from September 6, 2018 - September 12, 2018 Note: This is a one time, non-precedent setting event.

15. Ratify the appointment of Brian Reilly as a School Counselor in the Public Schools, **Schedule B Salary Guide**, effective September 1, 2018 - June 30, 2019, fulltime with benefits, Step 10+M, \$66,500

16. An unpaid leave of absence for Jennifer Ropka, Teacher in the Non-Public Schools, October 12 and October 15, 2018 Note: This is a one-time, non-precedent setting event.

17. **ADDENDUM - Accept the retirement of Susan Aitken, Assistant for Education, effective November 30, 2018 Note: Ms. Aitken retires with over 16 years of service to the Commission.**

18. **ADDENDUM - Ratify the appointment of Lauren Jordan as a Special Education Teacher in the Non-Public Schools, effective September 16, 2018 - June 30, 2019 fulltime with benefits, Step 10+M, \$62,300 (to be prorated based on start date) Note: emergent hire**

19. **ADDENDUM - Accept the resignation of Melissa Wells, Job Coach, effective immediately**

20. **ADDENDUM - A revised Job Description for Coordinator or Manager of Public Relations and Communications (see Attachment below)**

([Coordinator or Manager of Public Relations and Communications rev3 09-05-2018.docx](#) (Attached))

D. TRANSPORTATION

Recommend to the following:

1. Approve the results of 2018-2019 Transportation Bids received on August 2, 2018 (see Attachment A below)

2. Approval of the following Joint Transportation Agreements:

between CCECSC as host and Glassboro BOE for the 2018-2019 school year to transport one of their students to Archway school for the proportionate share of the route cost

between CCECSC as host and West Milford BOE for the 2018-2019 school year to transport one of

their students to Child Development Center school for the proportionate share of the route cost

between CCESC as host and City of Burlington BOE for the 2018-2019 school year to transport one of their students to JFK school for the proportionate share of the route cost

between CCESC as host and Patterson BOE for the 2018-2019 school year to transport one of their students to Titusville Academy school for the proportionate share of the route cost

between CCESC as host and GEHRHSD BOE for the 2018-2019 school year to transport one of their students to Bancroft school for the proportionate share of the route cost

between CCESC as host and Burlington Township BOE for the 2018-2019 school year to transport one of their students to Bancroft school for the proportionate share of the route cost

between CCESC as host and Manchester BOE for the 2018-2019 school year to transport one of their students to Bancroft school for the proportionate share of the route cost

3. Quotes for new transportation routes until the time of bidding (see Attachment C below)

4. Approval of the results of 2018-2019 School Activity Transportation Bids received on August 2, 2018 (see Attachment B below)

(Attachment A-8218 bid.xlsx (Attached),
Attachment C Quotes.docx (Attached),
Attachment B-Activity Bid 8218.xlsx (Attached))

E. USE OF FACILITIES

Recommend to approve the following for Use of Facilities:

- | | | |
|--|--------------------------|------------------|
| 1. 10/10/18, 1/24/19, 2/1/19, 4/9/19 | NJDOE | 9:00am – 2:30pm |
| 2. 11/27/18 | SNJPC | 9:00am – 12:30pm |
| 3. 9/24/18, 10/15/18, 12/17/18, 2/14/19
4/11/19, 5/23/19 | Traumatic Loss Coalition | 8:30am – 12:00pm |
| 4. 10/9/18, 11/13/18, 11/20/18, 11/27/18,
12/4/18, 12/11/18, 12/18/18 | NJ First Steps | 5:30pm – 8:30pm |

F. POLICY

Recommend to approve the following for Policy:

1. Approve the First Reading of the following Policies (see attachment below):

P & R 5561 Use of Physical Restraint and Seclusion Techniques for Students with Disabilities (M) (Revised)

P 8561 Procurement Procedures for School Nutrition Programs (M) (Revised)

P1651 Employment References as follows:

From time to time the Commission receives a request for an employment recommendation from a current or former employee. In the event of a current or former employee of the Commission requesting a letter of recommendation from the Commission, the Commission's response will contain only the employee's name, position held, and years of employment with the Commission. Requests for information made by a prospective employer pursuant to P.L. 2018, Chapter 5 will be responded to in accordance with the provisions of that law.

(Policies First Read.pdf (Attached))

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. Superintendent's Report

XVII. 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

XVIII Adjournment