

# CAMDEN COUNTY EDUCATIONAL SERVICES COMMISSION

## MINUTES OF DECEMBER 1, 2010

Meeting Opened: The regular meeting of the Camden County Educational Services Commission was called to order at 7:30 p.m. on Wednesday, December 1, 2010 by Mrs. Walsh, President.

Flag Salute: Everyone participated in the pledge of allegiance.

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

- a. transmitted to the Courier Post and Record Breeze
- b. transmitted to the County Clerk's office
- c. posted at the Commission office and the website

Roll Call: Those members in attendance at the time of roll call included: Mr. Souza, Ms. Storer, Ms. Judge, Ms. de Haan, Ms. Soulos, Dr. Teichman, Ms. Miller, Mr. Spaventa, Ms. Chudd, Mrs. Walsh, Ms. Gibbs-Smith, Mr. Kammler and Mr. Nelson.

Mr. Borden and Mr. Rafferty informed us prior to the meeting that they could not attend.

Also present were Mr. Schwartz, Superintendent, Ms. Boston, Board Secretary, and Dr. Sorce, Director of Instruction.

Minutes: Motion by Mrs. Miller, seconded by Ms. de Haan and unanimously approved by roll call vote of 11 yes, 0 no and 2 abstain (Mr. Nelson and Ms. Storer) to approve the minutes of September 1, 2010 Board meeting.

Motion by Mrs. Miller, seconded by Ms. de Haan and approved by roll call vote of 11 yes, 0 no and 2 abstain (Mr. Nelson and Ms. Storer) to approve the closed session minutes of September 1, 2010 Board meeting.

Motion by Mrs. Miller, seconded by Ms. de Haan and approved by roll call vote of 9 yes, 0 no and 4 abstain (Ms. Soulos, Mr. Souza, Mr. Spaventa and Mr. Kammler) to approve the minutes of the October 6, 2010 Board meeting.

Motion by Mrs. Miller, seconded by Ms. de Haan and approved by roll call vote of 9 yes, 0 no and 4 abstain (Ms. Soulos, Mr. Souza, Mr. Spaventa and Mr. Kammler) to approve the closed session minutes of the October 6, 2010 Board meeting.

MINUTES OF DECEMBER 1, 2010 CONTINUED

Board Secretary's  
Report:

Motion by Mrs. Miller, seconded by Dr. Teichman and unanimously approved by roll call vote to approve the Board Secretary's Report as of October 31, 2010, which includes the following line item changes.

TRANSFERS:

FROM:	20-231C-100-100-20-204	CARRYOVER - INSTRUCTIONAL SALARIES	10,466.16
TO:	20-231B-100-100-20-203	SUMMER- INSTRUCTIONAL SALARIES	
FROM:	20-231C-100-300-20-204	CARRYOVER - PURCH. PROF./TECH. SERVICES	5,103.50
TO:	20-231B-100-300-20-203	SUMMER - PURCH. PROF./TECH. SERVICES	
FROM:	20-231C-100-500-20-204	CARRYOVER - OTHER PURCHASED SERVICES	1,762.40
TO:	20-231B-100-500-20-203	SUMMER - OTHER PURCHASED SERVICES	
FROM:	20-231C-200-200-20-204	CARRYOVER - BENEFITS	3,434.87
TO:	20-231B-200-200-20-203	SUMMER - BENEFITS	
FROM:	20-231C-100-600-20-204	CARRYOVER - SUPPLIES & MATERIAL	67.86
TO:	20-231B-100-600-20-203	SUMMER - SUPPLIES & MATERIAL	
FROM:	20-231C-200-200-20-204	CARRYOVER - BENEFITS	1,867.36
TO:	20-231C-100-300-20-204	CARRYOVER - PURCH. PROF./TECH. SERVICES	1,564.50
	20-231C-100-600-20-204	CARRYOVER - SUPPLIES & MATERIAL	302.86
DECREASES:	REVENUE 20-4411-0203	TITLE I PART D/YOUTH CENTER SUMMER	20,834.79
	20-231B-100-100-20-203	INSTRUCTIONAL SALARIES	10,466.16
	20-231B-100-300-20-203	PURCH. PROF./TECH. SERVICES	5,103.50
	20-231B-100-500-20-203	OTHER PURCHASED SERVICES	1,762.40
	20-231B-200-200-20-203	BENEFITS	3,434.87
	20-231B-100-600-20-203	SUPPLIES	67.86
INCREASES	REVENUE 20-4411-0204	TITLE I PART D/CARRYOVER	20,834.79
	20-231C-100-100-20-204	INSTRUCTIONAL SALARIES	10,466.16
	20-231C-100-300-20-204	PURCH. PROF./TECH. SERVICES	5,103.50
	20-231C-100-500-20-204	OTHER PURCHASED SERVICES	1,762.40
	20-231C-200-200-20-204	BENEFITS	3,434.87
	20-231C-100-600-20-204	SUPPLIES	67.86
	REVENUE	20-3232-0100	214,607.00
	20-500A-200-890R-10-100	REIMBURSEMENT TO DISTRICTS	

MINUTES OF DECEMBER 1, 2010 CONTINUED

Board Secretary's  
Report (cont'd):

Motion by Mrs. Miller, seconded by Dr. Teichman and unanimously approved by roll call vote to approve the Board Secretary's Report as of September 30, 2010, which includes the following line item changes.

TRANSFERS:

FROM:	20-231B-100-100-20-203	SUMMER- SUPPORT SERVICE SALARIES	10,466.16
TO:	20-231C-100-100-20-204	CARRYOVER - SUPPORT SERVICE SALARIES	
FROM:	20-231B-100-300-20-203	SUMMER - PURCH. PROF./TECH. SERVICES	5,103.50
TO:	20-231C-100-300-20-204	CARRYOVER - PURCH. PROF./TECH. SERVICES	
FROM:	20-231B-100-500-20-203	SUMMER - OTHER PURCHASED SERVICES	1,762.40
TO:	20-231C-100-500-20-204	CARRYOVER - OTHER PURCHASED SERVICES	
FROM:	20-231B-200-200-20-203	SUMMER -BENEFITS	3,434.87
TO:	20-231C-200-200-20-204	CARRYOVER - BENEFITS	
FROM:	20-231B-100-600-20-203	SUMMER - SUPPLIES & MATERIAL	67.86
TO:	20-231C-100-600-20-204	CARRYOVER - SUPPLIES & MATERIAL	

INCREASES/DECREASES:

REVENUE	10-1950-0308	BUSINESS SERVICES	77,900.00
	11-000-251-100-30-308	SALARY	72,000.00
	11-000-291-220-30-308	SOCIAL SECURITY	5,600.00
	11-000-291-250-30-308	UNEMPLOYMENT COMPENSATION	300.00

MINUTES OF DECEMBER 1, 2010 CONTINUED

Certification: Motion by Mrs. Miller, seconded by Dr. Teichman and unanimously approved by roll call vote to accept the following resolution:

Pursuant to N.J.A.C. 6A:23A-16.10 (c) 3, I certify that as of September 30, 2010, 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.

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 September 30, 2010 as follows:

Increased – Business Services \$77,900.00

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 October 31, 2010 as follows:

Increased – PL 192-193 \$214,607.00  
Increased – NCLB Carryover \$20834.79  
Decreased – NCLB Summer \$20834.79

Pursuant to N.J.A.C. 6A:23A-16.10 (c) 4, the Camden County Educational Services Commission certifies that as of September 30, 2010 and October 31, 2010 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.

Correspondence: The following resolutions have been returned from the districts following their reorganization meetings, which show their approval for the Commission to provide services during the 2010-2011 school year and inform us of their election or re-election of their representative:

<u>District</u>	<u>Services</u>	<u>Representative</u>
Berlin Boro	Special Education Transportation Non-Public Transportation PL 192-193 Aid-in-Lieu of Transportation	Francine Viscome
BHPR		Louis Johnston (alternate)

## MINUTES OF DECEMBER 1, 2010 CONTINUED

Public Discussion: Motion by Mrs. Miller, seconded by Ms. de Haan and unanimously approved by roll call vote to open the floor to public discussion.

There was no public discussion.

Motion by Mrs. Miller, seconded by Ms. Gibbs-Smith and unanimously approved by roll call vote to close the floor to public discussion.

### SUPERINTENDENT'S REPORT

Rescind

Appointment: Motion by Dr. Teichman, seconded by Ms. de Haan and unanimously approved by roll call vote to accept the Superintendent's recommendation to ratify the Commission's Executive Committee's approval to rescind the appointment and employment contract approved at the October 6, 2010 meeting for Danielle Doyle as instructional assistant at the Camden County Youth Center.

Amended

Reappointments: Motion by Dr. Teichman, seconded by Ms. de Haan and unanimously approved by roll call vote to accept the Superintendent's recommendation to ratify the Commission's Executive Committee's approval to amend a motion previously approved on October 6, 2010 changing the reappointments of Margaret Altomare and Angela Campbell in the PL 192-193 program from 0.969 FTE to .0769 FTE.

Employment

Contracts: Motion by Dr. Teichman, seconded by Ms. de Haan and unanimously approved by roll call vote to accept the Superintendent's recommendation to ratify the Commission's Executive Committee's approval to appoint and approve an employment contract for Peter Colangelo as a full time teacher at the Camden County Youth Center at a prorated annual salary of \$61,988.00 with benefits effective as soon as possible to June 30, 2011 and to provide tutoring services and supervise additional activities after school and during breaks when classes are not in session at his hourly rate.

Motion by Dr. Teichman, seconded by Ms. de Haan and unanimously approved by roll call vote to accept the Superintendent's recommendation to ratify the Commission's Executive Committee's approval to appoint and approve an employment contract for Amanda Kline as an instructional assistant at the Camden County Youth Center at a prorated annual salary of \$21,168.00 with no benefits effective as soon as possible to August 31, 2011 contingent upon receipt of a substitute teacher certificate; and, to approve her as a substitute teacher at the previously established rates and to provide tutoring services and supervise additional activities after school and during breaks when classes are not in session at her hourly rate.

MINUTES OF DECEMBER 1, 2010 CONTINUED

SUPERINTENDENT'S REPORT (CONTINUED)

Substitute Teacher Certificate: Motion by Dr. Teichman, seconded by Ms. de Haan and unanimously approved by roll call vote to accept the Superintendent's recommendation to ratify the Commission's Executive Committee's approval of the submittal of an application for a substitute teacher certificate for Amanda Kline.

Emergent Hiring: Motion by Dr. Teichman, seconded by Ms. de Haan and unanimously approved by roll call vote to accept the Superintendent's recommendation to ratify the Commission's Executive Committee's approval of emergent hiring applications for Peter Colangelo and Amanda Kline.

Teacher Contracts: Motion by Dr. Teichman, seconded by Ms. de Haan and unanimously approved by roll call vote to accept the Superintendent's recommendation to renew employment and issue contracts for the following teachers effective as soon as possible to June 30, 2011. Salaries will be prorated and determined upon ratification of a bargaining agreement between the Camden County Educational Services Education Association and the Commission.

<u>Name</u>	<u>FTE</u>	<u>Program/Location</u>
Stacey Bittmann*	0.7	PL 192-193
	0.2	John Paul II
	0.1	Children of Promise
Barbara Silverman**	0.6	PL 192-193
	0.4	St Cecilia

\* Non-tenured

\*\* Tenure Contract

Amended Reappointment: Motion by Dr. Teichman, seconded by Ms. de Haan and unanimously approved by roll call vote to accept the Superintendent's recommendation to amend the reappointment of Eileen Palladino from part time teacher (0.6 FTE) in the PL 192-193 and part time teacher (0.4 FTE) at St. Cecilia School to full time teacher (1.0 FTE) in the PL 192-193 program.

Substitute Teacher/  
Instructional Assist./  
Homebound Instr.: Motion by Dr. Teichman, seconded by Ms. de Haan and unanimously approved by roll call vote to accept the Superintendent's recommendation to approve Maria Saylor as a substitute teacher/instructional assistant and homebound instructor for the 2010-2011 school year at the previously established rates.

Emergent Hiring Application: Motion by Dr. Teichman, seconded by Ms. de Haan and unanimously approved by roll call vote to accept the Superintendent's recommendation to approve an emergent hiring application for Barbara Silverman.

MINUTES OF DECEMBER 1, 2010 CONTINUED

SUPERINTENDENT'S REPORT (CONTINUED)

Workshops/  
Conferences:

Motion by Dr. Teichman, seconded by Ms. de Haan and unanimously approved by roll call vote to accept the Superintendent's recommendation to approve staff attendance at the workshops and conferences and related travel expenses as presented in Attachment A sent to members and appended to these minutes.

<b>Travel Date</b>	<b>Event</b>	<b># of Employees</b>	<b>Cost</b>
Various	Trng. Rewards Program Subscription Plan	1	\$199

Field Trip:

Motion by Dr. Teichman, seconded by Ms. de Haan and unanimously approved by roll call vote to accept the Superintendent's recommendation to approve the following field trip for White Horse Learning Center's students and staff:

<b>Date/Time</b>	<b>Location</b>	<b>Activity</b>	<b>Cost</b>
12/1/2010 9:30 AM-1:30 PM	Jelly Bean Jungle	Sensorimotor exploration, community awareness, turn-taking self- help skills	\$170

CST Contract:

Motion by Dr. Teichman, seconded by Ms. de Haan and unanimously approved by roll call vote to accept the Superintendent's recommendation to approve a contract with Barbara Epstein to provide Child Study Team services from September 1, 2010 to August 31, 2011 on an as needed per case basis at the previously established rates.

Amended  
Calendar:

Motion by Dr. Teichman, seconded by Ms. de Haan and unanimously approved by roll call vote to accept the Superintendent's recommendation to amend the Nonpublic Schools Program's calendar by changing the faculty meeting from December 8, 2010 to December 15, 2010.

District Contracts:

Motion by Dr. Teichman, seconded by Ms. de Haan and unanimously approved by roll call vote to accept the Superintendent's recommendation to approve contracts with the following school districts to provide the services listed during the 2010-2011 school year. Amounts listed are annual costs and will be prorated depending upon start date of services.

<b>District</b>	<b>Service</b>	<b>Amount</b>
Lindenwold	Teacher(s)	\$15,800

Home Instruction  
Services:

Motion by Dr. Teichman, seconded by Ms. de Haan and unanimously approved by roll call vote to accept the Superintendent's recommendation to approve a contract with the Clementon School District to provide home instruction services for the 2010-2011 school year at the previously established rates.

MINUTES OF DECEMBER 1, 2010 CONTINUED

SUPERINTENDENT'S REPORT (CONTINUED)

Evaluation

Instruments: Motion by Dr. Teichman, seconded by Ms. de Haan and unanimously approved by roll call vote to accept the Superintendent's recommendation to approve the evaluation instruments presented in Appendix B sent to members and appended to these minutes.

Homebound

Instructor: Motion by Dr. Teichman, seconded by Ms. de Haan and unanimously approved by roll call vote to accept the Superintendent's recommendation to approve Melody Laranjeira as a homebound instructor for the 2010-2011 school year at the previously established rate.

Contract for CST

Evaluation Services: Motion by Dr. Teichman, seconded by Ms. de Haan and unanimously approved by roll call vote to approve a contract with the Collingswood School District to provide independent Child Study Team evaluation services for the 2010-2011 school year at the previously established rates.

Information Items: Mr. Schwartzer reported the following:

- Enrollment Updates: Pine Hill Preschool 3
- Fire Drill 10/25/2010 1:44  
Non-fire Evacuation 11/12/2010 2:59  
Fire Drill 11/22/2010 1:13
- On November 17, 2010, Ms. Boston, Dr. Sorce and I met with the Association's Liaison Committee to discuss the items on the agenda presented in Appendix C and appended to the minutes.

Old Business: There was no old business.

New Business: There was no new business.

MINUTES OF DECEMBER 1, 2010 CONTINUED

COMMITTEE REPORTS

Transportation  
Report:

Motion by Ms. Gibbs-Smith, seconded by Dr. Teichman and unanimously approved by roll call vote to award a temporary route as per quotes received to the following contractor, which represents the lowest quote received until the time of bidding:

<b>Rte.</b>	<b>Destination</b>	<b>Contractor</b>	<b>Per Diem Amount</b>	<b>Mileage Ext.</b>
860	Mary Dobbins Sch.	EnRoute	\$120.00	\$2.00

Motion by Ms. Gibbs-Smith, seconded by Dr. Teichman and unanimously approved by roll call vote to approve a Joint Transportation Agreement between C.C.E.S.C. as host and Pleasantville Public Schools for the 2010-2011 school year to transport one of their students to Pineland Learning Center for the proportionate share of the route cost.

Motion by Ms. Gibbs-Smith, seconded by Dr. Teichman and unanimously approved by roll call vote to approve a Joint Transportation Agreement between C.C.E.S.C. as host and Camden City BOE for the 2010-2011 school year to transport one of their students to Bankbridge School for the proportionate share of the route cost.

Motion by Ms. Gibbs-Smith, seconded by Dr. Teichman and unanimously approved by roll call vote to approve a Joint Transportation Agreement between C.C.E.S.C. as host and Burlington County Special Services for the 2010-2011 school year to transport two of their students to St. Joseph High School for the proportionate share of the route cost.

A complete list of all bids received on November 18, 2010 for Transportation Bid No. 11-18-10 for the 2010-2011 school year showing route numbers, destination, contractors, bid amount, per diem aide amount (if required) and mileage extension was sent to members with their agendas and is contained in the minute book.

MINUTES OF DECEMBER 1, 2010 CONTINUED

COMMITTEE REPORTS (CONTINUED)

Transportation  
Report (cont'd)

Motion by Ms. Gibbs-Smith, seconded by Dr. Teichman and unanimously approved by roll call vote to award the following contracts to the lowest bidder for each route as per Bid No. 11-18-10 held on November 18, 2010 for transportation during the 2010-2011 school year.

<u>Rt. No.</u>	<u>Destination</u>	<u>Contractor</u>	<u>Amount</u>	<u>Aide</u>	<u>Extension</u>
804	Glen Landing Middle	West Berlin	\$64.00	\$25.00	\$2.00
819	Brookfield College Pro.	T & L	76.50		1.25
830	Sterling –Pride Pro	T & L	59.50		1.25
832	Yale College Pro	Morgan	101.00		2.00
834	Timber Creek HS	T& L	58.00		.25
837	Eisenhower Elem	T & L	78.50	20.00	1.25
846	CP Center	T & L	154.50		1.25
848	Archway	T & L	162.50	20.00	1.25
860	Mary Dobbins	Morgan	112.00		3.00
4018	Vocational	First Student	152.00		1.00

Finance: No report.

Policy: Motion by Dr. Teichman, seconded by Ms. Soulos and unanimously approved by roll call vote to accept the First Reading of the policies listed:

- 0173 Duties of Public School Accountant
- 5516 Use of Electronic Communication and Recording Devices
- 6112 Reimbursement of Federal and Other Grant Expenditures
- 6830 Audit and Comprehensive Annual Financial Report
- 8310 Public Records

Personnel/  
Negotiations: Mr. Schwartzer stated he received an e-mail from Mr. Schmoll with dates for mediation meetings.

Education: No report.

Insurance: No report.

Future Programs/  
Services: No report.

Facilities: No report.

MINUTES OF DECEMBER 1, 2010 CONTINUED

Bills Payable: Motion by Dr. Teichman, seconded by Mrs. Miller and unanimously approved by roll call vote to approve the list of bills payable during the month of November as presented.

Motion by Dr. Teichman, seconded by Mrs. Miller and unanimously approved by roll call vote to approve the list of bills payable during the month of December as presented.

Public Comments: Motion by Mrs. Miller, seconded by Ms. Soulos and unanimously approved by roll call vote to open the floor to public comments.

Mrs. Schlereth commented positively on the meeting between Administration and the Associations' Liaison Committee.

Motion by Mrs. Miller, seconded by Ms. de Haan and unanimously approved by roll call vote to close the floor to public comments.

Board Comments: Mrs. Miller wished everyone Happy Holidays.

Closed Session: Motion by Mrs. Miller, seconded by Dr. Teichman and unanimously approved by roll call vote to approve the following resolution:

BE IT HEREBY RESOLVED, to enter into closed executive session to discuss personnel matters.

Closed session began at 7:40 p.m.

Motion by Mrs. Miller, seconded by Mr. Spaventa and unanimously approved by roll call vote to reopen the meeting to the public at 7:52 p.m.

Adjournment: Motion by Mrs. Miller, seconded by Dr. Teichman and unanimously approved by roll call vote to adjourn the meeting at 7:53 p.m.

Respectfully submitted,

Noreen Boston  
Board Secretary