

CAMDEN COUNTY EDUCATIONAL SERVICES COMMISSION

MINUTES OF DECEMBER 2, 2009

- Meeting Opened: The regular meeting of the Camden County Educational Services Commission was called to order at 7:30 p.m. on Wednesday, December 2, 2009 by Mrs. Walsh, Vice 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 on the website
- Roll Call: Mrs. Walsh welcomed the new member from Somerdale and alternates. Mr. Schwartzer asked if anyone had any trouble getting into the website's Board Communication. Everyone responded that they had no problem.
- Those members in attendance at the time of roll call included: Ms. Storer, Ms. de Haan, Ms. Soulos, Dr. Teichman, Ms. Warner (alternate), Ms. Reid (alternate), Ms. Chudd, Mrs. Walsh, Ms. Gibbs-Smith, Mr. Salamone (alternate), Mr. Kammler and Ms. Cronce. Also present were Mr. Schwartzer, Superintendent, Ms. Boston, Board Secretary, Dr. Sorce, Director of Instruction and Mr. Muccilli, representing our Solicitor.
- The following members informed us prior to the meeting that they would not be attending: Ms. Costello, Mr. Lalli, Mrs. Miller and Mr. Rafferty.
- Minutes: Motion by Mr. Kammler, seconded by Dr. Teichman and approved by a vote of 10 yes, 0 no, 2 abstain (Ms. Warner and Ms. Cronce) to approve the minutes of the October 7, 2009 Board meeting.
- Board Secretary's Report: Motion by Mr. Kammler, seconded by Dr. Teichman and approved by a vote of 10 yes, 0 no, 2 abstain (Ms. Warner and Ms. Cronce) to approve the Board Secretary's Report as of October 31, 2009, which includes the necessary line item changes.
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|-----------|-----------------------|-------------------------------------|-----------|
| INCREASE: | REVENUE 10-1950-0250 | PURCHASE ED. SERVICES | |
| | 11-000-223-320-30-305 | INSTR. STAFF TRNG:PROF. EDUC. SERV. | 19,900.00 |
| | 11-000-223-610-30-305 | INSTR. STAFF TRNG:SUPPLIES | 1,100.00 |

MINUTES OF DECEMBER 2, 2009 (CONTINUED)

Board Secretary's
Report (cont'd):

Motion by Mr. Kammler, seconded by Dr. Teichman and approved by a vote of 10 yes, 0 no, 2 abstain (Ms. Warner and Ms. Cronce) to approve the Board Secretary's Report as of September 30, 2009, which includes the necessary line item changes.

TRANSFERS:

FROM:	11-216-100-101-05-054	TEACHERS' SALARIES	330.00
TO:	11-000-216-320-05-054	RELATED SERV. PURCH. ED. SERV.	

DECREASES:	REVENUE 20-4411-0203	TITLE I PART D/YOUTH CENTER SUMMER	11,672.32
	20-231B-100-100-20-203	SUPPORT SERVICE SALARIES	2,916.84
	20-231B-100-300-20-203	PURCH. PROF./TECH. SERVICES	6,917.68
	20-231B-200-200-20-203	BENEFITS	1,837.80

	REVENUE 20-4411-0202	TITLE I PART D/YOUTH CENTER	22,228.00
	20-231A-100-100-20-202	INSTRUCTIONAL STAFF SALARIES	2,156.00
	20-231A-200-200-20-202	BENEFITS	20,072.00

INCREASES	REVENUE 20-4411-0204	TITLE I PART D/CARRYOVER	11,672.32
	20-231C-100-100-20-204	SUPPORT SERVICE SALARIES	2,916.84
	20-231C-200-200-20-204	BENEFITS	1,837.80
	20-231C-100-300-20-204	PURCH. PROF./TECH. SERVICES	6,917.68

	REVENUE 20-4411-0202	TITLE I PART D/YOUTH CENTER	10,935.00
	20-231A-100-300-20-202	PURCH. PROF./TECH. SERVICES	7,435.00
	20-231A-100-500-20-202	OTHER PURCHASED SERVICES	2,000.00
	20-231A-100-600-20-202	INSTRUCTIONAL SUPPLIES	1,500.00

	REVENUE 20-4511-0451	ARRA - TITLE I, PART D	62,840.00
	20-451A-200-100-20-206	SUPPORT SERVICES SALARIES	50,600.00
	20-451A-100-300-20-206	PURCH. PROF./TECH. SERVICES	2,142.00
	20-451A-100-500-20-206	OTHER PURCHASED SERVICES	1,000.00
	20-451A-100-600-20-206	INSTRUCTIONAL SUPPLIES	1,000.00
	20-451A-200-200-20-206	BENEFITS	8,098.00

	REVENUE 60-1611-910	PAID LUNCH SALES	2,502.00
	60-1612-910	PAID BREAKFAST SALES	1,404.00
	60-3220-910	STATE REIMBURSEMENT LUNCH	90.00
	60-3221-910	STATE REIMBURSEMENT BREAKFAST	90.00
	60-4461-910	FEDERAL BREAKFAST REIMBURSEMENT	1,314.00
	60-4462-910	FEDERAL LUNCH REIMBURSEMENT	2,412.00
	60-910-310-500-35-351	OTHER PURCHASED SERVICES- FOOD SERVICE	7,812.00

MINUTES OF DECEMBER 2, 2009 (CONTINUED)

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

BE IT HEREBY RESOLVED, to approve the certification by Noreen Boston, Board Secretary, that as of September 30, 2009 and October 31, 2009 no budgetary line item account has been over expended in violation of N.J.A.C. 6A:23-2:11(c)3.

Correspondence: Mrs. Boston reported that the Board received a letter from the Teachers' Association with their intent to pursue a new contract.

Public Discussion: There were no comments from the public at this meeting.

Mr. Souza arrived at 7:35 p.m.

SUPERINTENDENT'S REPORT

No Child Left Behind:

Motion by Ms. de Haan, seconded by Dr. Teichman and unanimously approved by roll call vote to accept the Superintendent's recommendation to approve the submission of the No Child Left Behind Final Report for 2008-2009 with carryover unused funds in the amount of \$11,746.32.

Employment Contract:

Motion by Ms. de Haan, seconded by Dr. Teichman and unanimously approved by roll call vote to accept the Superintendent's recommendation to appoint and approve an employment contract for Lisa Mateo-Marquez as a long term substitute teacher at White Horse Academy from November 23, 2009 to April 9, 2010 (estimated) at a per diem rate of Step 1 on the salary guide with no benefits.

Motion by Ms. de Haan, seconded by Dr. Teichman and unanimously approved by roll call vote to accept the Superintendent's recommendation to appoint and approve an employment contract for Stacey Bittmann as a teacher in the PL 192-193 (0.6 FTE) and at St. Joseph Pro Cathedral School (0.4 FTE) at an annual salary of \$47,689 (step B1) plus benefits effective as soon as possible to June 30, 2010.

After School Program Coord.:

Motion by Ms. de Haan, seconded by Dr. Teichman and unanimously approved by roll call vote to accept the Superintendent's recommendation to approve Shanell Edwards as an After School Program Coordinator at the Camden County Youth Center from December 1, 2009 to August 31, 2010 at a rate of \$20.00 per hour. This position and related activities are funded by the Center's ARRA grant.

MINUTES OF DECEMBER 2, 2009 (CONTINUED)

SUPERINTENDENT'S REPORT CONTINUED

Homebound
Instructor: Motion by Ms. de Haan, seconded by Dr. Teichman and unanimously approved by roll call vote to accept the Superintendent's recommendation to approve Joy Patterson-Gross as a homebound instructor for the 2009-2010 school year at the previously established rate.

Amended
Appointment: Motion by Ms. de Haan, seconded by Dr. Teichman and unanimously approved by roll call vote to accept the Superintendent's recommendation to amend the appointment of Melody Laranjeira from part time teacher (0.015 FTE) at Martin Luther School and part time teacher (0.985 FTE) in the PL 192-193 program to full time teacher (1.0 FTE) in the PL 192-193 program.

Special Ed.
Internship: Motion by Ms. de Haan, seconded by Dr. Teichman and unanimously approved by roll call vote to accept the Superintendent's recommendation to approve a special education internship for Sr. Ronnie Grier.

Leave W/O Pay: Motion by Ms. de Haan, seconded by Dr. Teichman and unanimously approved by roll call vote to accept the Superintendent's recommendation to approve a leave without pay for William Keane, instructional assistant, on December 11, 2009.

Curriculum Lab: Motion by Ms. de Haan, seconded by Dr. Teichman and unanimously approved by roll call vote to accept the Superintendent's recommendation to approve an additional one and one-half hours of work in the curriculum lab during summer 2009.

Local Prof. Dev.
Committee: Motion by Ms. de Haan, seconded by Dr. Teichman and unanimously approved by roll call vote to accept the Superintendent's recommendation to approve an additional 11.5 hours of work for the Local Professional Development Committee during summer 2009.

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

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

Date/Time	Location	Activity	Cost
12/17/2009 9:30 AM-2:15 PM	Ronald McDonald House	Community service Character education	\$175 est.

MINUTES OF DECEMBER 2, 2009 (CONTINUED)

SUPERINTENDENT’S REPORT CONTINUED

Contract: Motion by Ms. de Haan, seconded by Dr. Teichman and unanimously approved by roll call vote to accept the Superintendent’s recommendation to approve a contract with the following school districts to provide the services listed during the 2009-2010 school year. Amounts listed are annual costs and will be prorated depending upon start date of services.

District	Service	Amount
Camden City	Teacher(s)	\$15,850
Pennsauken	Counseling	\$31,700
Camden City	Teacher(s)	\$31,700

Evaluation Instrument: Motion by Ms. de Haan, seconded by Dr. Teichman and unanimously approved by roll call vote to accept the Superintendent’s recommendation to approve the evaluation instrument presented in Appendix A sent to members with their agendas and appended to the minutes.

ACT: The Alliance for Competitive Telecommunications (ACT) consists of hundreds of school districts that bid for telecommunication services through a cooperative purchasing system in accordance with N.J.S.A. 18A:18A-1 et seq. and N.J.S.A. 40A: 11-11-1 et seq.

Motion by Ms. de Haan, seconded by Dr. Teichman and unanimously approved by roll call vote to accept the Superintendent’s recommendation to approve the resolution presented in Appendix B sent to members with their agendas to participate in the ACT cooperative purchasing system and to bind the Commission to purchase telecommunication services through ACT until June 30, 2012.

MINUTES OF DECEMBER 2, 2009 (CONTINUED)

SUPERINTENDENT'S REPORT CONTINUED

**ALLIANCE FOR COMPETITIVE TELECOMMUNICATIONS (ACT)
PARTICIPATION AGREEMENT FOR COOPERATIVE PURCHASING OF
TELECOMMUNICATION SERVICES**

The Camden County Educational Services Commission agrees to participate in the **Alliance for Competitive Telecommunications** with the Monmouth-Ocean Educational Services Commission and the New Jersey Association of School Business Officials (NJASBO) for the period of July 1, 2010 to June 30, 2012. The Monmouth-Ocean Educational Services Commission shall be the lead Local Educational Agency (LEA) for this program. All New Jersey School districts are invited to participate in the **Alliance for Competitive Telecommunications, which is intended to fulfill the districts obligation under 18A:55-3.**

The Board of Education shall provide the Commission with accurate data, i.e. telephone line numbers for each number included in the bid and any other appropriate information necessary for the development of bid specifications.

The Board of Education shall not solicit bids or enter into a contract that would jeopardize the award of a contract for cooperative telecommunication services by the Commission. The Board shall abide by the award of contract made by the Commission. The Board shall not withdraw from this agreement prior to June 30, 2012.

If, as a result of filing an E-Rate Form 470, the Commission receives a proposal with rates lower than those received by the ACT cooperative purchasing system, then the Commission may opt out of the cooperative and accept the proposal with lower rates.

The Board understands that the services to be provided under this cooperative purchasing agreement will include dial tone/local calls (where available), regional toll calls, long distance toll calls and voice over internet protocol (VOIP) when such option is chosen by the participating district. All fees for the work of the Commission and the expenses of NJASBO will be incorporated into the price for services as provided by the successful vendor (s).

Commission's
Section 403(b)

Retirement Plan: Motion by Ms. de Haan, seconded by Dr. Teichman and unanimously approved by roll call vote to accept the Superintendent's recommendation to approve the resolution presented in Appendix C sent to members with their agendas to amend the Commission's Section 403(b) Retirement Plan.

MINUTES OF DECEMBER 2, 2009 (CONTINUED)

SUPERINTENDENT'S REPORT CONTINUED

**RESOLUTION TO AMEND
THE CAMDEN COUNTY EDUCATIONAL SERVICES COMMISSION
403(b) RETIREMENT PLAN**

WHEREAS, the Camden County Educational Services Commission ("District") maintains the Camden County Educational Services Commission 403(b) Retirement Plan ("Plan"); and

WHEREAS, the Plan was duly adopted on the 3rd day of December, 2008 by the District's Board of Education ("Board"); and

WHEREAS, the Board desires to restate and amend the Plan as regards section 2.1 Eligibility;

NOW, THEREFORE, BE IT RESOLVED that section 2.1 of the Plan is hereby restated and amended to read as follows:

2.1 Eligibility

Each Employee shall be eligible to participate in the Plan and elect to have Elective Deferrals made on his or her behalf hereunder immediately upon becoming employed by the Employer.

BE IT FURTHER RESOLVED that the Plan, as restated and amended is hereby approved and adopted.

E-Rate Application: Motion by Ms. de Haan, seconded by Dr. Teichman and unanimously approved by roll call vote to accept the Superintendent's recommendation to approve submission of an E-Rate application for the reimbursement of qualified telecommunications expenses for the 2010-2011 school year and to authorize the Superintendent and School Business Administrator/Board Secretary to execute contracts for same. Mr. Schwartz explained the Commission wants to have internet access to the teachers.

MINUTES OF DECEMBER 2, 2009 (CONTINUED)

SUPERINTENDENT'S REPORT CONTINUED

Reappointments: Motion by Ms. de Haan, seconded by Dr. Teichman and unanimously approved by roll call vote to accept the Superintendent's recommendation to amend the reappointment of Linda Stokes from full time teacher in the PL 192-193 Program to part time (0.8 FTE) teacher in the PL 192-193 Program and part time (0.2 FTE) teacher at St. Cecilia School contingent upon approval of a contract with the Camden City School District.

Motion by Ms. de Haan, seconded by Dr. Teichman and unanimously approved by roll call vote to accept the Superintendent's recommendation to amend the reappointment of Alyce Taylor from part time counselor (0.5 FTE) at White Horse Academy and Our Lady of Mt. Carmel School to part time counselor (0.9 FTE) at White Horse Academy, Our Lady of Mt. Carmel and St. Stephen School at a revised annual salary of \$43,550 plus benefits contingent upon approval of a contract with the Pennsauken School District.

FMLA: Motion by Ms. de Haan, seconded by Dr. Teichman and unanimously approved by roll call vote to accept the Superintendent's recommendation to approve leave under the provisions of the Federal Family Medical Leave Act for Employee # 258 from November 16, 2009 to January 25, 2010.

Information Items: Mr. Schwartz reported the following:

- Enrollment Updates: Gibbsboro Preschool 9
 White Horse Academy 7

- Fire Drill 10/19/2009 1:57
 Fire Drill 10/20/2009 2:06
 Tier I Lockdown Drill 11/3/2009
 Fire Drill 11/17/2009 2:06
 Fire Drill 11/25/2009 1:34

- CCSCRT Report
 Group training for the Camden County School Crisis Response Team was conducted on November 3 and 4, 2009 by Cheri Lovre from Crisis Management Institute. Feedback and evaluations have been very positive describing the training as very informative, dynamic, practical, stimulating, challenging and intense. The role playing activities were described as eye-opening, thought provoking and exhausting. Many felt more confident and better prepared to respond in a crisis.

Targeting the first of the year to be operational, the team is scheduled to meet on December 4, 2009 to work out final details.

MINUTES OF DECEMBER 2, 2009 (CONTINUED)

SUPERINTENDENT'S REPORT CONTINUED

- White Horse Academy Report – Joseph A. Sambuco, Principal
Since the beginning of school, we have had several inquiries about the program at White Horse Academy. Districts interested in our program include Merchantville, Voorhees, and Gloucester Township. So far, these queries have resulted in one new student from Gloucester Township. He is an eighth grade student who joined us on Monday, October 26, 2009. That would have brought our total to eight, but our sixth grade student moved to Philadelphia. We now have two seventh graders and five eighth graders. I am expecting to interview another eighth grader from Voorhees shortly.

I have been informed by Camden County Technical School that two former students are doing well at the Sicklerville campus. I have also spoken to our former student who is now attending Pennsauken High School and he appears to have made the transition nicely.

Be sure to look at the bulletin board outside the main office to see this year's motivational quotes composed by our students as part of Miss Taylor's Character Education Program. Since last year's trip was so successful, Miss Taylor is planning another trip to Ronald McDonald House during the holiday season so that students have the opportunity to demonstrate character traits of caring, compassion and citizenship.

Last week brought us to the end of the First Marking Period. Our first ever Parent-Teacher Report Card Conferences went better than expected. Every student's parent/guardian showed up to discuss the report cards with our staff. I am proud to say that two of our students made the Honor Roll for the first marking period, while two more just missed. Along those lines, I am pleased to report that every parent/guardian has shared the personal e-mail addresses with the staff which provides us with the opportunity to communicate with them on a daily basis without having to interrupt the daily routines.

November 30, 2009 marked the last day until mid April for Mrs. Latka, our Language Arts Literacy, Social Studies and Vocational teacher. She will be going on maternity leave and could have her first child, a baby girl, as early as Thanksgiving or as late as December 17th. We wish her well and, at the same time, welcome her long-term substitute, Lisa Mateo-Marquez. Our students should be in very capable hands.

In closing, I would like to take this opportunity to wish everyone a very happy Thanksgiving.

MINUTES OF DECEMBER 2, 2009 (CONTINUED)

Old Business: Ms. de Haan asked about the suspension report. Are there a number of incidents that would cause us to expel a student? Mr. Schwartz said that as an alternative program it is on a case by case basis.

New Business: There was no new business.

COMMITTEE REPORTS

Transportation: A complete list of all quotes received for temporary routes was sent to members with their agendas and is appended to the minute book. Motion by Ms. Gibbs-Smith, seconded by Ms. Soulos and unanimously approved by roll call vote to award temporary routes to the following until the time of bidding.

Rte.	Destination	Contractor	Per Diem Amount	Ext.
742	Delaware Ave. Sch.	Caring Transport	\$ 77.50	\$1.58
741	Lindenwold Sch.#4	West Berlin	\$ 60.00	\$2.00

A complete list of all bids received on November 18, 2009 for Transportation Bid No. 11-18-09 for the 2009-2010 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 appended to the minutes.

Motion by Ms. Gibbs-Smith, seconded by Ms. Soulos and unanimously approved by roll call vote to approve transportation contracts for the 2009-2010 school year as follows:

<u>Rt. No.</u>	<u>Destination</u>	<u>Contractor</u>	<u>Per Diem Amount</u>	<u>Aide</u>	<u>Extension</u>
713	Crescent Hill	Holcomb	\$160.00	\$23.00	\$1.00
716	Yale –Mansfield	EnRoute	100.00	47.00	3.00
717	Child Dev. Ctr	Holcomb	160.00	23.00	1.00
719	Eastern Regional	First Student	52.00	17.00	1.00
725	Bankbridge	EnRoute	67.00		3.00
733	BCSS	First Student	153.00	38.00	1.50
739	Carusi Middle	EnRoute	67.00		3.00
741	Lindenwold #4	West Berlin	135.00	25.00(2x)	2.00
742	Delaware Ave	CT Student	77.00	1.00	1.50

Motion by Ms. Gibbs-Smith, seconded by Ms. Soulos and unanimously approved by roll call vote to approve the following Joint Transportation Agreements for the 2009-2010 school year:

A Joint Transportation Agreement between C.C.E.S.C. as host and Salem County Board of Education for the 2009-2010 school year to transport one of their students to Bancroft School for the proportionate share of the route cost.

MINUTES OF DECEMBER 2, 2009 (CONTINUED)

COMMITTEE REPORTS CONTINUED

- Transportation
Report (cont'd):
- A Joint Transportation Agreement between C.C.E.S.C. as host and Evesham Township Board of Education for the 2009-2010 school year to transport one of their students to Durand Academy for the proportionate share of the route cost.
- A Joint Transportation Agreement between C.C.E.S.C. as host and Hillsborough Board of Education for the 2009-2010 school year to transport one of their students to Sawtelle for the proportionate share of the route cost.
- Finance: No report.
- Policy: Motion by Ms. de Haan, seconded by Dr. Teichman and unanimously approved by roll call vote to accept the Second Reading of the following policies:
- 1110 Organization Chart, 1220 Employment of CSA, 3159 Teacher and Commission Reporting Requirements, 8760 Pupil Accident Insurance

RESOLUTION TO ADOPT POLICY

RESOLVED that Policy 1110, Organization Chart, Policy 1220, Employment of CSA, Policy 3159, Teacher and Commission Reporting Requirements, and Policy 8760, Pupil Accident Insurance, are hereby adopted, and

BE IT FURTHER RESOLVED that all corresponding bylaws, policies and regulations heretofore adopted by the Board of Directors of the Camden County Educational Services Commission and inconsistent with the bylaws, policies and regulations hereby adopted are hereby rescinded, and

BE IT FURTHER RESOLVED that any bylaw, policy, regulation or part thereof is judged to be inconsistent with law or inoperative by a court of competent jurisdiction or is invalidated by a policy or contract duly adopted by this Board, the remaining bylaws, policies, regulations and parts thereof shall remain in full effect.

- Personnel/
Negotiations: No report.
- Education: No report.
- Insurance: No report.
- Future Programs/
In Services: No report.
- Facilities: No report.

MINUTES OF DECEMBER 2, 2009 (CONTINUED)

Bills Payable: Motion by Dr. Teichman, seconded by Mr. Kammler and unanimously approved by roll call vote to approve the list of bills payable during the months of November and December as presented.

Public Comments: There were no public comments at this meeting.

Board Comments: Mr. Schwartz asked if there were any questions, comments or concerns about the new procedures in reference to the Board Meetings. He thanked all the members and alternates for their cooperation in our effort to go paperless.

Closed Session: Motion by Ms. de Haan, seconded by Mr. Souza and unanimously approved by roll call vote to approve the following resolution:

BE IT HEREBY RESOLVED, to enter into closed executive session for the purpose of discussing personnel and potential litigation with advice from Counsel.

Closed session began at 7:55 p.m.

Motion by Ms. de Haan, seconded by Dr. Teichman, and unanimously approved by roll call vote to reopen the meeting to the public at 8:10 p.m.

Adjournment: Motion by Ms. de Haan, seconded by Mr. Souza, and unanimously approved by roll call vote to adjourn the meeting at 8:13 p.m.

Respectfully submitted,

Noreen Boston
Board Secretary