

CAMDEN COUNTY EDUCATIONAL SERVICES COMMISSION

MINUTES OF MAY 6, 2009

- Meeting Opened: The regular monthly meeting of the Camden County Educational Services Commission was called to order at 7:30 P.M. on May 6, 2009 by Mrs. Miller, Board 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
- Roll Call: Those members in attendance at the time of roll call included: Mr. Souza, Ms. Soulos, Mrs. Miller, Mrs. Walsh, Ms. Gibbs-Smith, Mr. Kammler, and Mr. Reeder. Also in attendance were Mr. Schwartzner, Superintendent, Dr. Sorce, Director of Instruction, Ms. Boston, Board Secretary and Mr. Muccilli, representing our Solicitor.
- Mr. Muccilli approved the use of the conference phone and Ms. Costello joined the meeting.
- The following members informed us prior to the meeting that they would not be able to attend: Mr. Nelson, Dr. Teichman, Ms. Shinkarow, Ms. Costantini and Ms. de Haan.
- Minutes: Motion by Mr. Kammler, seconded by Mrs. Walsh and approved by a roll call vote of 7 yes, 0 no, 1 abstain (Mr. Souza) to approve the minutes of the April 1, 2009 Board meeting.
- Motion by Mr. Kammler, seconded by Mrs. Walsh and approved by a roll call vote of 6 yes, 0 no 2 abstain (Mr. Souza and Mr. Reeder) to approve the minutes of the closed session of the April 1, 2009 Board meeting.

MINUTES OF MAY 6, 2009 CONTINUED

Board Secretary's
Report:

Motion by Mr. Kammler, seconded by Mr. Reeder, and unanimously approved by roll call vote to approve the Board Secretary's report as of March 31, 2009, which includes the following necessary line item changes.

INCREASE:

REVENUE:		
20-3232-0100	PL 192-193	47,145.00
APPROPRIATIONS:		
20-500A-200-890R-10-100	REIMBURSEMENT TO DISTRICTS	
REVENUE:		
10-1950-0305	PROFESSIONAL DEVELOPMENT SERVICES	375.00
APPROPRIATIONS:		
11-000-223-610-30-305	INSTR. STAFF TRNG:SUPPLIES	

TRANSFER:

FROM:	11-150-100-101-30-301	HOME INSTRUCTION TEACHERS' SALARIES	7,000.00
TO:	11-150-100-320-30-301	PROFESSIONAL EDUCATIONAL SERVICES	

Certification:

Motion by Mr. Kammler, seconded by Mrs. Walsh, 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 March 31, 2009 no budgetary line item account has been over expended in violation of N.J.A.C.6A:23-2.11(c) 3.

MINUTES OF MAY 6, 2009 CONTINUED

Correspondence: The following resolutions have been returned from districts following their reorganization meetings, which shows their approval for the Commission to provide services during the 2009-2010 school year and informing us of their election or re-election of their representative:

District	Services	Representative
Clementon	Special Education Transportation Vocational Transportation Non-Public Transportation PL 192-193 Aid in Lieu of Transportation I.D.E.I.A. Services Occupational Therapy Independent Child Study Team Evaluation	Virginia de Haan
Eastern Camden County Reg.	Special Education Transportation Vocational Transportation Non-Public Transportation Aid in Lieu of Transportation	
Gloucester Twp.	Special Education Transportation Non-Public Transportation PL 192-193 I.D.E.I.A. Services Occupational Therapy	Andrew Lalli
Laurel Springs		Doris Walsh
Lindenwold	Special Education Transportation Vocational Transportation Non-Public Transportation Aid in Lieu of Transportation PL 192-193 I.D.E.I.A. Services Occupational Therapy Services Independent Child Study Team Evaluation	Alethia Gibbs-Smith
Oaklyn	Special Education Transportation Vocational Transportation	Teresa Costantini
Pine Hill	Special Education Transportation Vocational School Transportation Non-Public Transportation PL 192-193 I.D.E.I.A. Services	John Kammler

MINUTES OF MAY 6, 2009 CONTINUED

Correspondence (cont'd):	Runnemede	Special Education Transportation PL 192-193 Aid in Lieu of Transportation Occupational Therapy Services	Debra Costello
	Somerdale	Special Education Transportation	David Reeder
	Waterford	Special Education Transportation Non-Public Transportation PL 192-193 Aid in Lieu of Transportation I.D.E.I.A. Services	Bryon Magill

Public Discussion: Motion by Mr. Kammler, seconded by Mr. Reeder and unanimously approved by roll call vote to open the floor to public discussion.

There were no comments from the public at this meeting.

Motion by Mr. Kammler, seconded by Mr. Reeder and unanimously approved by roll call vote to close the floor to public discussion.

SUPERINTENDENT'S REPORT

Employment Contract:	Motion by Mrs. Walsh, seconded by Ms. Soulos and unanimously approved by roll call vote to accept the Superintendent's recommendation to amend the employment contract of Deborah Ribeiro from part time long term substitute to part time (0.9 FTE) teacher at a prorated annual salary of \$40,582 (step 3) with benefits effective April 16, 2009 to June 30, 2009.
Retirement:	Motion by Mrs. Walsh, seconded by Ms. Soulos and unanimously approved by roll call vote to accept the Superintendent's recommendation to accept the retirement of Helen Hawksley, PL 192-193 teacher, effective July 1, 2009.
Leave of Absence:	Motion by Mrs. Walsh, seconded by Ms. Soulos and unanimously approved by roll call vote to accept the Superintendent's recommendation to approve a leave without pay for Aisha Walker, instructional assistant, on April 20 to 24, 2009.

MINUTES OF MAY 6, 2009 CONTINUED

SUPERINTENDENT'S REPORT (CONTINUED)

Workshops/
Conferences:

Motion by Mrs. Walsh, seconded by Ms. Soulos 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:

Travel Date	Event	# of Employees	Cost
5/20/2009	Excel I	2	\$ 218
6/1/2009	Access I	1	\$ 109
7/23,24/2009	Intro to Coach's Guide	1	\$1,015
8/11-14/2009	Intro to Creative Curriculum	1	\$ 980
5/7/2009*	NJASBO Conference	1	\$ 265

*approved last month; date correction only

Library Media
Specialist:

Motion by Mrs. Walsh, seconded by Ms. Soulos and unanimously approved by roll call vote to accept the Superintendent's recommendation to authorize and approve the position of Library Media Specialist at the Camden County Youth Center and the job description as presented in Attachment B sent to members and appended to the minutes.

2009-2010
Calendars:

Motion by Mrs. Walsh, seconded by Ms. Soulos and unanimously approved by roll call vote to accept the Superintendent's recommendation to approve 2009-2010 calendars for the Nonpublic School Programs, Camden County Youth Center, White Horse Academy and Central Office as presented in Attachment C sent to members and appended to the minutes.

Contract:

Motion by Mrs. Walsh, seconded by Ms. Soulos and unanimously approved by roll call vote to accept the Superintendent's recommendation to approve a contract with James Bathurst to coordinate a series of professional learning community meetings on the topic of NJQSAC at a cost of \$250 per meeting.

MINUTES OF MAY 6, 2009 CONTINUED

SUPERINTENDENT'S REPORT (CONTINUED)

St. Rose of Lima
Elem. School:

On April 7, 2009, sealed bids were opened and read aloud for St. Rose of Lima Elementary School Trailer Replacement. Following is a summary of bids received.

Bidder	Bid Price
Holt Building Systems	\$139,000
Mobilease Modular Space, Inc.	\$149,878
Joseph Poretta Builders	\$163,000
Vanguard Modular Building Systems	\$115,526
Modular Genius	\$151,754
M Space Holdings	\$127,400

Motion by Mrs. Walsh, seconded by Ms. Soulos and unanimously approved by roll call vote to accept the Superintendent's recommendation to award a contract to Vanguard Modular Building Systems for the bid price of \$115,526.

Review of
Credentials:

Motion by Mrs. Walsh, seconded by Ms. Soulos and unanimously approved by roll call vote to accept the Superintendent's recommendation to approve a request for expedited review of credentials for Gena Price.

Resignation:

Motion by Mrs. Walsh, seconded by Ms. Soulos and unanimously approved by roll call vote to accept the resignation of Barbara Coen, CCYC teacher effective June 30, 2009.

2008-2009 NCLB
Title I-D Grant:

Motion by Mrs. Walsh, seconded by Ms. Soulos and unanimously approved by roll call vote to accept the Superintendent's recommendation to approve the following amendment to the 2008-2009 NCLB Title I-D grant.

Transfer from:	20-231A-100-100-20-202 Instr. Staff Salaries	\$26,000
	20-231A-200-200-20-202 Benefits	\$26,171
Transfer to:	20-231A-100-300-20-202 Purch. Prof./Tech. Services	\$ 3,870
	20-231A-100-600-20-202 Supplies	\$12,000
	20-231A-400-731-20-202 Equipment	\$36,301

Contract:

Motion by Mrs. Walsh, seconded by Ms. Soulos and unanimously approved by roll call vote to accept the Superintendent's recommendation to approve a contract with the Lawnside School District to provide independent Child Study Team evaluation services for the 2008-2009 school year at the previously established rates.

MINUTES OF MAY 6, 2009 CONTINUED

SUPERINTENDENT'S REPORT (CONTINUED)

have their students return to their home schools, others are sending counselors here to administer the tests, while a few opted for us to administer the tests here. Ms. Taylor will be responsible for those students. About half will be taking the tests this week while the other half will take the assessment during the make-up week of May 4th.

After the testing, many of our students will be meeting with representatives of their home districts and our teachers for their annual review. I am pleased to report that many of the eighth graders have shown significant progress since starting at White Horse Academy and are seriously looking forward to going to their home high schools next year. Many have made our Honor Roll.

Old Business: There was no old business discussed at this meeting.

New Business: There was no new business discussed at this meeting.

COMMITTEE REPORTS

Transportation: Motion by Ms. Gibbs-Smith, seconded by Ms. Soulos and unanimously approved by roll call vote to approve a Joint Transportation Agreement for the 2009 Extended School Year between C.C.E.S.C. as host and Folsom Board of Education to transport one of their students to HollyDell for the proportionate share of the route cost.

Finance: No report.

Policy: Motion by Mrs. Walsh, seconded by Mr. Reeder and unanimously approved by roll call vote to approve the First Reading of Policy 0142.01 Nepotism, 1220 Employment of Chief School Administrator, 1620 Administrative Employment Contracts, 2460 Special Education, 5320 Immunization, 5331 Management of Life-Threatening Allergies in Schools, 5512.01 Harassment, Intimidation and Bullying, 6423 Expenditures for Non-Employee Activities, Meals and Refreshments, 6470 Payment of Claims, 6471* Commission Travel (New), 6510 Payroll Authorization, 6830 Audit and Comprehensive Annual Financial Report, 8311 Managing Electronic Mail (New), 9120 Public Relations Program, R7410 Maintenance and Repair, 0147* Board Member Travel Expenses – Abolished, 3440* Travel Expenses – Abolished, 4440* Travel Expenses – Abolished.

*Policies 0147, 3440 and 4440 will be replaced by Policy 6471.

Personnel/
Negotiations: No report.

Education: No report.

Insurance: No report.

MINUTES OF MAY 6, 2009 CONTINUED

COMMITTEE REPORTS (CONT'D)

Future Programs/
Services:

Information on the proposed Camden County School Crisis Response Team and subsequent team training is presented in Attachment FPS-A sent to members and appended to the minutes.

Motion by Mrs. Walsh, seconded by Ms. Gibbs-Smith and approved by a roll call vote of 7 yes, 0 no, 1 abstain (Mr. Kammler) to approve the organization and administration of the Camden County School Crisis Response Team and a contract with Crisis Management Institute to provide team training at a rate of \$3,500 per day plus expenses. Estimated cost for five days of training is \$20,000.

Early this year the Commission hosted meetings with ten school districts to discuss the preschool initiative and explore possibilities for collaboration. In addition to providing professional development which is currently underway, districts indicated a need for preschool services such as Supervisor, Preschool Intervention and Referral Team (PIRT), Master Teacher and Community and Parent Involvement Specialist (CPIS). Information on the work of these positions is presented in Attachment FPS-B. Commission administrators and staff have been attending state training for these positions to prepare for providing these services.

Motion by Mrs. Walsh, seconded by Ms. Gibbs-Smith and approved by a roll call vote of 7 yes, 0 no, 1 abstain (Mr. Kammler) to approve the following preschool services and rates for the 2009-2010 school year:

Master Teacher	\$4,021	per regular education class
	\$8,043	per inclusion class
	\$5,362	per ELL class
Social Worker/CPIS	\$4,272	per class
Supervisor	\$2,148	per class

Motion by Mrs. Walsh, seconded by Ms. Gibbs-Smith and approved by a roll call vote of 7 yes, 0 no, 1 abstain (Mr. Kammler) to authorize and approve the position of Master Teacher and Community and Parent Involvement Specialist (CPIS) and the job descriptions as presented in Attachment FPS-C sent to members and appended to the minutes.

Motion by Mrs. Walsh, seconded by Ms. Gibbs-Smith and approved by a roll call vote of 7 yes, 0 no, 1 abstain (Mr. Kammler) to approve a contract with the Pine Hill School District to provide preschool services for the 2009-2010 school year at the previously established rates.

Facilities: No report.

MINUTES OF MAY 6, 2009 CONTINUED

Bills Payable: Motion by Ms. Soulos, seconded by Mr. Reeder and approved by a roll call vote of 7 yes, 0 no, 1 abstain (Mr. Souza) to approve bills submitted for payment during the month of May.

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

Board Comments: Mrs. Miller thanked everyone for attending the meeting. She also stated she received four Board self-evaluations and distributed the results.

Mr. Schwartz asked for the support of districts for members to serve on our Board.

Closed Executive Session: Motion by Ms. Soulos, seconded by Mr. Kammler 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 7:48 p.m.

Motion by Mr. Reeder, seconded by Mr. Kammler and unanimously approved by roll call vote to reopen the meeting to the public at 7:58 p.m.

Public Hearing: There were no public in attendance at this meeting.

MINUTES OF MAY 6, 2009 CONTINUED

SUPERINTENDENT'S REPORT (CONTINUED)

PL 192-193 Staff

Contract Renewals: Motion by Ms. Soulos, seconded by Mr. Kammler and unanimously approved by roll call vote to accept the Superintendent's recommendation to continue employment of the following tenured teachers as indicated effective September 1, 2009 to June 30, 2010.

Name	FTE	Step	Name	FTE	Step
Altomare, Margaret	0.8	B13	Iannarella, Pauline	1.0	M13
Baker, Ruth	1.0	B13	Janssen, Michele	1.0	B13
Berry-Kain, Bernadette	1.0	B13	Lange, Susan	1.0	M13
Bickford, William	1.0	B13	Leber, Joan	1.0	B13
Bridgeford, Wendy	1.0	B13	McCormick, Joyce	1.0	M13
Briscoe, Terri	1.0	B13	McDevitt, Loretta	1.0	M13
Campbell, Angela	0.8	B13	McGrath, Mary	1.0	B13
Capone, Adrienne*	1.0	M11	Moore, Audrey	1.0	B13
Capone, Lucia Bonnie	1.0	M10	Mucci, Marc	1.0	B7
Carroll, Donna	1.0	B13	Nickerson, Pat	1.0	B13
Clark, Irene	1.0	B13	Palladino, Eileen	1.0	B13
Clifford, Melissa	1.0	B4	Racobaldo, Beth	1.0	B5
Colalongo, Patricia	1.0	M13	Reichman, Ronnie	0.8	B13
Conroy, Margo	1.0	B13	Richter, Kathleen	0.8	M7
Dettinger, Mary	1.0	B13	Rogalski, Patricia	1.0	B13
DiFilippo, Susan	0.6	B13	Schlereth, Eileen	1.0	B13
Downey, Lorraine	1.0	B13	Schwartz, Joyce	1.0	B13
Feriozzi, Patricia	1.0	B12	Simonson, Grace	1.0	B13
Fischer, Ellen	1.0	M13	Sorce, Martha	1.0	B13
Fleetwood-Shelley, Darby	0.4	M13	Stokes, Linda	1.0	B13
Garvin, Sr. Margaret	1.0	M8	Turner, Nancy	1.0	B13
Grier, Sr. Ronnie	1.0	M13	Urbanovich, Mary	1.0	B13
Harrell, Janice	0.6	B9	Wojtowicz, Stephanie	1.0	B13

*Non-tenured

MINUTES OF MAY 6, 2009 CONTINUED

SUPERINTENDENT'S REPORT (CONTINUED)

CCYC Staff

Contract Renewals: Motion by Ms. Soulos, seconded by Mr. Kammler and unanimously approved by roll call vote to accept the Superintendent's recommendation to continue employment of the following tenured teachers at the Camden County Youth Center effective July 1, 2009 to June 30, 2010. Approval is contingent upon receipt of an executed contract from the Camden County Board of Chosen Freeholders.

Name	FTE	Salary
Yulanda Haddix	1.0	\$58,678
Robert Hoelke	1.0	\$58,678
Kathy Hyatt	1.0	\$61,071
Bernadette Swietanski	1.0	\$58,678
Jeffrey Wenzel	1.0	\$56,034
Amelia Zabroski	1.0	\$57,682

Reg. Sp. Ed. Program

Contracts: Motion by Ms. Soulos, seconded by Mr. Kammler and unanimously approved by roll call vote to accept the Superintendent's recommendation to continue employment and approve employment contracts for the following staff in the Gibbsboro Preschool Program effective September 1, 2009 to June 30, 2010 and to approve their work in the Extended School Year Program as indicated from July 1, 2009 to August 12, 2009 at their per diem rates.

Name	Position	FTE	Step/Salary
Gena Price*	Teacher	1.0	B2
Gina Catallo	Instructional Assistant	1.0	\$16,293
Josephine Smith	Instructional Assistant	1.0	\$17,860

* Non-tenured

Motion by Ms. Soulos, seconded by Mr. Kammler and unanimously approved by roll call vote to accept the Superintendent's recommendation to continue employment of the following tenured teacher and to approve an employment contract for the non-tenured teacher in the PL 192-193 and Gibbsboro Preschool Programs effective September 1, 2009 to June 30, 2010 and to approve their work in the Extended School Year Program as indicated from July 1, 2009 to August 12, 2009 at their per diem rate.

Name	FTE	Step
Ruth Bancroft	1.0	B8
Julie Farnoly* **	1.0	B13

* Non-tenured

** Extended Year Program

MINUTES OF MAY 6, 2009 CONTINUED

SUPERINTENDENT'S REPORT (CONTINUED)

White Horse

Academy Contracts: Motion by Ms. Soulos, seconded by Mr. Kammler and unanimously approved by roll call vote to accept the Superintendent's recommendation to approve employment contracts for the following teachers at White Horse Academy effective September 1, 2009 to June 30, 2010.

Name	FTE	Step
Lynn Cronin*	1.0	B3
Kelly Latka*	1.0	B9
Alyce Taylor*	0.3	M2

* Non-tenured

Central Office

Staff:

Motion by Ms. Soulos, seconded by Mr. Kammler and unanimously approved by roll call vote to accept the Superintendent's recommendation to continue employment of the following tenured central office support staff and to issue employment contracts to non-tenured staff as indicated effective July 1, 2009 to June 30, 2010.

Name	Position	FTE	Salary
Susan Aitken	Executive Secretary	1.0	\$41,302
James Ault*	Maintenance	1.0	\$32,937
Steven Bada	Transportation Coordinator	1.0	\$72,285
Marianne Brumbach*	Payroll Benefits Secretary	1.0	\$38,754
Rita Carfagno**	Transportation Secretary	1.0	\$32,698
Darlene Harris	Special Services Secretary	1.0	\$32,774
Debra Magill	Special Services Secretary	1.0	\$36,315
Wendy Magitz*	Asst. to Bus. Admin./Bd. Sec.	1.0	\$45,562
Sandy McCloskey	Accounts Receivable Sec.	1.0	\$31,127
Patricia Reitano	Education Services Secretary	1.0	\$43,758
Donna Ryan	Accounts Payable Secretary	1.0	\$32,434
Mary Witkowski	Clerk/Typist	1.0	\$26,477

* Non-tenured

**Tenure contract

MINUTES OF MAY 6, 2009 CONTINUED

SUPERINTENDENT'S REPORT (CONTINUED)

Administrators: Motion by Ms. Soulos, seconded by Mr. Kammler and unanimously approved by roll call vote to accept the Superintendent's recommendation to continue employment of the following administrators and to issue employment contracts effective July 1, 2009 to June 30, 2010.

Name	Position	Salary
Noreen Boston	Bus. Admin/Board Secretary	\$96,331
Dr. Anthony Sorce	Director of Instruction	\$129,574
Susan Schaal	Supervisor of Special Services	\$105,897
Jeanne Opeil-Kernoschak	Supervisor of Special Services	\$83,196
Christopher Nowak*	Site Education Supervisor	\$79,498

* Non-tenured

WHA Principal: Motion by Ms. Soulos, seconded by Mr. Kammler and unanimously approved by roll call vote to accept the Superintendent's recommendation to approve Joseph Sambuco as Principal of White Horse Academy effective July 1, 2009 to December 31, 2009 at a rate of \$350 per day with no benefits.

PL 192-193

Teacher: Motion by Ms. Soulos, seconded by Mr. Kammler and unanimously approved by roll call vote to accept the Superintendent's recommendation to continue employment of Kathryn Esposito in the PL 192-193 Program effective September 1, 2009 to June 30, 2010; and, pursuant to N.J.S.A. 18A:29-14, to withhold her employment and adjustment increments resulting in a 2009-2010 salary of \$48,214. In accordance with said statute, it shall not be mandatory upon the Board of Directors to pay any such denied increment in any future year as an adjustment increment.

Contract: Motion by Ms. Soulos, seconded by Mr. Kammler and unanimously approved by roll call vote to accept the Superintendent's recommendation to appoint and approve an employment contract for Erin Riley as a full time speech teacher in the PL 192-193 Program at an annual salary of \$47,889 (step B2) plus benefits effective September 1, 2009 to June 30, 2010.

Emergency

Certification: Motion by Ms. Soulos, seconded by Mr. Kammler and unanimously approved by roll call vote to accept the Superintendent's recommendation to approve an application for an emergency certificate for Erin Riley, speech teacher.

Substitute Teachers: Motion by Ms. Soulos, seconded by Mr. Kammler and unanimously approved by roll call vote to accept the Superintendent's recommendation to approve the following substitute teachers effective July 1, 2009 to June 30, 2010.

Shanell Edwards	Tracy Hundley	Lakisha Jackson
Lisa Leone	Shannara Williams	Josephine Smith
Alayna Epley	Patricia Gentile	Mary Newman

MINUTES OF MAY 6, 2009 CONTINUED

SUPERINTENDENT'S REPORT (CONTINUED)

Per Diem Rates
For Substitutes:

Motion by Ms. Soulos, seconded by Mr. Kammler and unanimously approved by roll call vote to accept the Superintendent's recommendation to approve the following per diem rates for substitutes.

Teacher	\$75
Teacher (for employed Instructional Assistants)	\$20 *
Instructional Assistant with teaching certificate	\$75
Instructional Assistant	\$65

* In addition to regular salary as an instructional assistant

Summer Lab
Staff:

Motion by Ms. Soulos, seconded by Mr. Kammler and unanimously approved by roll call vote to accept the Superintendent's recommendation to approve the following staff to work in the Curriculum Lab during the summer 2009. The total number of hours worked will not exceed 800 hours. Hourly pay rates will be consistent with the bargaining agreement.

Margo Conroy	Debbie Schlereth	Joyce Schwartz
Grace Simonson	Martha Sorce	Stephanie Wojtowicz

Adjournment:

Motion by Mr. Kammler, seconded by Mr. Reeder and unanimously approved to adjourn the meeting at 8:03 p.m.

Respectfully submitted,

Noreen W. Boston
Board Secretary