

"SPECIAL AND CAUCUS MEETING" - BOARD OF EDUCATIONTHURSDAY, DECEMBER 8, 2011 - 6:00 O'CLOCK P.M.GLOUCESTER CITY JR. SR. HIGH SCHOOL MEDIA CENTER

Ms. Louisa W. Llewellyn, President, read the following statement:

“This meeting is being held in accordance with the Open Public Meetings Act. Notice of this meeting has been posted on the district website and published through written notice on the official school bulletin board at the Gloucester City Jr. Sr. High School Media Center and at Mary Ethel Costello School, and through written notice to the Gloucester City News, the Courier Post, and the Gloucester City Clerk”.

Salute to the Flag.

PRESIDING Ms. Llewellyn, President

ROLL CALL

Mr.	Baker	Absent
Mrs.	Bittmann	Present
Mrs.	Borger	Present
Mr.	Darrow	Present
Mr.	Hagan	Absent
Mr.	Hubbs	Present
Mrs.	Levins	Present
Mr.	Marks	Absent
Mrs.	McHugh	Absent
Ms.	Llewellyn	Present

Presentation regarding superintendent search by Theresa Lewis of the New Jersey School Boards Association.

Review of time lines, calendars and application process.

AT 7:05 PM Special Meeting break.

AT 7:15 PM Caucus Meeting called to order.

Committee Reports:

Personnel – Mr. Hubbs
Policy- No meeting, no report
Facilities – Mr. reported.
Curriculum – Mrs. reported.
Finance – Mrs. Borger reported.
Discipline - No meeting, no report
Sick Bank - Mrs. Levins reported.
Shared Serv.- No meeting, no report

OLD BUSINESS

- School calendar concerns regarding time student have off around teacher convention
 - Fifth and Sixth grade basketball program guidelines.
-
-

NEW BUSINESS

- January 2nd is a legal holiday discussion about amending calendar.
-
-

TIME: 7:05 PM

This meeting was adjourned on the Motion of

Mr. Hubbs, seconded by Mrs. Borger.

Motion was passed unanimously by members present.

Margaret M. McDonnell, SECRETARY

"REGULAR MEETING" - BOARD OF EDUCATIONTUESDAY, DECEMBER 13, 2011 - 7:00 O'CLOCK P.M.GLOUCESTER CITY JR. SR. HIGH SCHOOL MEDIA CENTER

Ms. Louisa W. Llewellyn, President, read the following statement:

“This meeting is being held in accordance with the Open Public Meetings Act. Notice of this meeting has been posted on the district website and published through written notice on the official school bulletin board at the Gloucester City Jr. Sr. High School Media Center and at Mary Ethel Costello School, and through written notice to the Gloucester City News, the Courier Post, and the Gloucester City Clerk”.

Salute to the Flag.

PRESIDING Ms. Llewellyn, President

ROLL CALL

Mr.	Baker	Present
Mrs.	Bittmann	Present
Mrs.	Borger	Present
Mr.	Darrow	Present
Mr.	Hagan	Present
Mr.	Hubbs	Present
Mrs.	Levins	Present
Mr.	Marks	Absent
Mrs.	McHugh	Present
Ms.	Llewellyn	Present

Administration in Attendance

Mr. Spaventa, Superintendent; Board Solicitor; Administrators: Mrs. Curry and Mrs. Kauffmann; Principals: Dr. Don, Mr. O’Kane, Mr. Wagstaff, and Mrs. Ernst.

Committee Reports:

Personnel – No meeting, no report.
Policy - No meeting, no report.
Facilities – No meeting, no report.
Curriculum – No meeting, no report.
Finance – Mrs. Borger reported.
Discipline - Mr. Hagan reported.
Sick Bank - Mr. Hubbs reported.
Shared Serv. - Mr. Baker reported.

Presentations:

- New Jersey School Boards Association – Superintendent Search
 - November HIB report given out.
-
-

APPROVAL OF MINUTES FROM PREVIOUS MEETING

On the Motion of Mr. Hubbs, seconded by Mrs. Borger to approve and accept the following Board Minutes. Motion was passed unanimously by members present

1. Move that the Board approve and accept the board minutes for the 11/7/2011 meeting, the 11/15/2011 caucus and regular meeting as well as executive session(s) on 11/15/2011.
-
-

Upon the Superintendent's recommendation, Motion by Mr. Hubbs, seconded by Mrs. McHugh, to approve the Administrative Reports for DECEMBER 2011 Board of Education.

RCV# 1- 9 votes yes, 1 member absent. Motion approved.

SUPERINTENDENT'S REPORT**Mission Statement:**

“The educational process of the Gloucester City Public School district is the embodiment of visionary leadership, involved community, and individual needs. It is characterized by a holistic approach, by technological innovation, and by the development of socially responsible citizens. All students in the Gloucester City School District will be able to demonstrate the skills as outlined in the New Jersey Core Curriculum Content Standards. The students of the Gloucester City Schools will become contributing members of a changing economy and be prepared and committed to life long learning.”

Upon the Superintendent's recommendation, Motion by Mrs. McHugh, seconded by Mrs. Borger to approve of the following Student Action Items. Motion was passed unanimously by members present.

A. STUDENTS:

A. STUDENTS

The Superintendent recommends approval of the following Student Action Items:

BOE Date	Student #	Action	Effective Date
12/13/2011	3	Begin Homebound	12/6/2011
12/13/2011	17	End Homebound @ Kennedy	12/9/2011
12/13/2011	22	End Homebound	12/1/2011
12/13/2011	28	End Homebound	11/30/2011
12/13/2011	40	End Brookfield @ Underwood	11/9/2011
12/13/2011	40	Begin CASTLE Program	12/6/2011
12/13/2011	41	Begin Homebound	10/19/2011
12/13/2011	41	End Homebound	11/22/2011
12/13/2011	44	Begin Education Inc. @ Kennedy	11/28/2011
12/13/2011	45	End Brookfield @ Underwood	11/22/2011
12/13/2011	48	Begin Homebound	11/1/2011
12/13/2011	48	End Homebound	11/1/2011
12/13/2011	49	Terminate Pineland	11/14/2011
12/13/2011	49	Begin Homebound	11/14/2011
12/13/2011	50	Begin Homebound	11/7/2011
12/13/2011	51	Begin Homebound	11/14/2011
12/13/2011	52	Begin Homebound	11/14/2011
12/13/2011	53	Begin Homebound	11/14/2011
12/13/2011	54	Begin Homebound	11/14/2011
12/13/2011	55	Begin Homebound	11/14/2011
12/13/2011	55	End Homebound	11/22/2011
12/13/2011	56	Education Inc.	11/22/2011
12/13/2011	56	Education Inc.	11/23/2011
12/13/2011	57	Begin Archbishop Damiano	11/28/2011
12/13/2011	58	End Garfield Park Academy	12/1/2011

12/13/2011	59	Begin Homebound	11/29/2011
12/13/2011	60	Begin Homebound	12/12/2011
12/13/2011	60	End Homebound	12/29/2011
12/13/2011	61	Begin Princeton House	12/12/2011
12/13/2011	62	Begin Homebound @ Kennedy	12/7/2011

Upon the Superintendent’s recommendation, Motion by Mr. Hubbs, seconded by Mrs. McHugh to approve the following Personnel Action.

RCV# 2 – 9 votes yes, 1 member absent. Motion approved.

B. PERSONNEL

New Hire

BOE Date	Last	First	Position	School	Salary	Effective	Replacing
12/13/2011	Grohowski	Kimberlee	Teacher	CSS	48020 prorated	11/15/2011	Nicole Christison (sick leave)
12/13/2011	Davis	Jackie	Aide	CSS	25907 prorated	11/29/2011	Kimberlee Grohowski
12/13/2011	Wiley	Jean Marie	Secretary	MEC After School Program	24,000 prorated	12/2011	Toni Baisden
12/13/2011	Fragoso	Kristina	Paraprofessional	MEC After School Program	11.00 hour	12/2011	NA
12/13/2011	Shank	Gina	Teacher - Substitute	MEC After School Program	22.00 hour	12/2011	NA
12/13/2011	Harris	Debbie	Teacher - Substitute	MEC After School Program	22.00 hour	12/2011	NA
12/13/2011	Gandy	Caryn	Teacher - Substitute	MEC After School Program	22.00 hour	12/2011	NA
12/13/2011	Saxenmeyer	Debbie	Teacher - Substitute	MEC After School Program	22.00 hour	12/2011	NA
12/13/2011	Lesse	Rachel	Teacher	GHS	48020 prorated	1/2/2012	NA
12/13/2011	Ramos	Jeremiah	Student Worker	GHS	8.00 hour 27482	12/15/2011	Michael James
12/13/2011	Marinelli	Susan	Paraprofessional	GHS	prorated 25907	1/2/2012	NA
12/13/2011	O'Donnell	Michael	Paraprofessional	GHS	prorated	1/17/2012	Kevin Young

Leave of Absence

BOE Date	Last	First	Position	School	Effective
12/13/2011	Englert	Jessica	Math Teacher	HPPS	12/19/2011-1/9/2012
12/13/2011	Marroletti	Colleen	PreK Teacher	CSS	04/16/2012-10/14/2012
12/13/2011	O'Donnell	Denise	Paraprofessional	CSS	12/7/2011 (up to 12 weeks)

Retirement

BOE Date	Last	First	Position	School	Effective
12/13/2011	Lehman	Maureen	Aide	MEC	12/23/2011
12/13/2011	Harris	Elaine	Security	CSS	1/1/2013

Clinical Student:

BOE Date	Last	First	School	College/University	Cooperating Staff	Effective
12/13/2011	McCall	Kellene	CSS	Lasalle	Rebecca Klein	01/23/2012 - 05/04/2012
12/13/2011	Rosetti	Lauren	CSS	Rowan	Jessica Gresko	1/2/2012
12/13/2011	Helms	Joan	CSS	Rowan	Donna Glinos	01/17/12 - 03/09/2012
12/13/2011	Light	David	MEC	Wilmington	Gina Shank	1/2/2012

Staff Appointment

BOE Date	Last	First	School	Position	Replacing
12/13/2011	Seternus	Dana	GHS	Musical Business Manager	Kevin Young

2011-2012 Substitute Teacher @ \$95 per day

Upon completion of required process

BOE Date	Last	First
12/13/2011	Wenner	Lindsey
12/13/2011	Fragoso	Kristina

2011-2012 Substitute Nurse @ \$95 per day

Upon completion of required process

BOE Date	Last	First
-----------------	-------------	--------------

12/13/2011 Kensler Ashley

2011-2012 Substitute Aide @ \$50 per day

Upon completion of required process

BOE Date	Last	First
12/13/2011	Lewis	Catherine
12/13/2011	Fragoso	Kristina

2011-2012 Substitute Custodian @\$10.50 per hr

Upon completion of required process

BOE Date	Last	First
12/13/2011	McQuaid	James

Upon the Superintendent’s recommendation, Motion by Mrs. McHugh seconded by Mrs. Borger to approve of the following Workshops.

RVC# 3- 9 votes yes, 1 member absent. Motion approved.

WORKSHOPS

BOE Date	Last	First	Event	Location	Date(s)	Cost	Mileage
12/13/2011	Gurcsik	Norell	NJ DOE Early Childhood Supervisor's Meeting	Trenton	12/1/2011	\$0	\$27
12/13/2011	Peeke	Anna	Preparing for Common Core State Standards & Assessments	Somerset	12/6/2011	\$150	\$43
12/13/2011	Grelle	Jennifer	Preparing for Common Core State Standards & Assessments	Somerset	12/6/2011	\$150	\$43
12/13/2011	Curry	Elizabeth	Alternative High School Assessment Technical Assistance	County Office	12/16/2011	\$0	\$10
12/13/2011	Adair	Joye	Alternative High School Assessment Technical Assistance	County Office	12/16/2011	\$0	\$6
12/13/2011	Curry	Elizabeth	Certification & Provisional Teacher Program Technical Assistance	Trenton	1/10/2012	\$0	\$43
12/13/2011	Ludwick	Kimberly	Certification & Provisional Teacher Program Technical Assistance	Trenton	1/10/2012	\$0	\$27

AT 7:50 PM Mr. Hagan left the meeting.

Upon the Superintendent's recommendation, Motion by Mrs. McHugh seconded by Mrs. Borger to approve of the following Field Trips and Fundraisers.

RVC# -4 9 votes yes 1 member absent. Motion approved.

FIELD TRIPS/FUNDRAISERS

Field Trips

BOE Date	Staff	Location	Date	Participants	Cost	Bus
12/13/2011	Pam Roney	Pitman Theater, Pitman, NJ	5/16/2012	All 5th grade students	\$900.00	\$450.00

AT 7:52 PM Mr. Hagan returned to the meeting.

Upon the Superintendent's recommendation, Motion by Mrs. McHugh seconded by Mrs. Borger to approve of the following Curriculum Actions. Motion was passed unanimously by members present.

Calendar

BOE Date Action

12/13/2011 Extend 2011-2012 Winter Recess to include Monday, January 2, 2012 and extend the school year by one day in June 2012.

SECRETARY'S REPORT

Upon the Superintendent's recommendation, Motion by Mrs. Borger, seconded by Mr. Baker to approve the following Financial Actions:

RVC# 5- 9 votes yes, 1 member absent. Motion approved.

1. Approval of Transfers

Approve appropriation transfers for FY 2012.

2. **Certifications of Sufficient Availability of Funds and No Over-Expenditures FOR OCTOBER 2011 AND NOVEMBER 2011 WILL BE RATIFIED IN JANUARY**

A. Board Secretary Certification of No Over-Expenditures

Pursuant to N.J.A.C. 6A:23-16.10 (c) 3, Margaret M. McDonnell, Board Secretary, certifies that as of OCTOBER 2011, no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the Gloucester City Board of Education 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. 6:23-2.12 (a) 1.

B. Board's Certification of No Over-Expenditures

Pursuant to N.J.A.C. 6A:23-2.12 (c) 4, the Gloucester City Board of Education certifies that as of OCTOBER 2011 and after review of the Secretary's Monthly Financial Report appropriations section as presented and upon consultation with the appropriate district officials, to the best of the Boards' knowledge, no major account or fund has been over-expended in violation of N.J.A.C. 6A:23-2.12-(a) 1 and that sufficient funds are available to meet the district's financial obligations for the remainder of the school year.

In accordance with N.J.A.C. 6A:23AS-16.10 (c) 2, it is certified that anticipated revenue has changed for the fiscal year ending JUNE 30, 2012 as follows:

Increased -

Decreased-

3. Approval of Secretary and Treasurer Reports

The OCTOBER 2011 A148 Board Secretary's Report as submitted and the OCTOBER 2011 A149 Treasurer's Report on file in the Board Office.

4. Bill Payment Approval

Approve payment of bills that have been audited in the following amounts:
(Exhibit DEC- 5c)

Payroll	NOV 2011	2,259,969.35
FICA Board Share	NOV 2011	48,600.95
FICA State Share	NOV 2011	118,575.57
Health Benefits		444,007.07
Current Expenditures 1		461,677.46
Current Expenditures 2	Musical	400.00
Current Expenditures 3	AROSE	36,300.00
Current Expenditures 4	AROSE	53,375.00
Governmental & Payroll	Funds (10-40)	\$ 3,422,905.40
Cafeteria Fund (60)	NOV 2011	98,961.65
Unemployment Fund (81)		31,697.98
Scholarship Fund (83)		.00
HS Student Activity (95)		5,119.75
MEC Student Activity (96)		200.00
GRAND TOTAL:		<u><u>\$ 3,558,884.78</u></u>

5. Approve Tuition Contracts

Recommend the board approve tuition contracts for fiscal year 2012 for the following homeless students sent and received by the district:

- Homeless from Gloucester City (pay to):

Bellmawr BOE	1 student	Grade 5
Bellmawr BOE	1 student	Grade K
Bellmawr BOE	1 student	Grade 2
Bellmawr BOE	1 student	Grade 7
National Park	1 student	Grade 1
Gloucester Twp BOE	1 student	Grade 7
Mount Ephraim	1 student	Grade .5K (half day)

- Homeless to Gloucester City (receive from) bill at board approved tuition rates:

Barrington BOE	1 student	Grade 1
Camden BOE	1 student	Grade 3
Camden BOE	1 student	Grade 1
Camden BOE	1 student	Grade PK3

Camden BOE	1 student	Grade 2 se
Camden BOE	1 student	Grade 3 se
Camden BOE	1 student	Grade K
Camden BOE	1 student	Grade K
Glassboro BOE	1 student	Grade 10
Gloucester Twp BOE	1 student	Grade K
Gloucester Twp BOE	1 student	Grade 2
Gloucester Twp BOE	1 student	Grade K
Haddon Twp BOE	1 student	Grade 10
Mullica Twp BOE	1 student	Grade 9 se
Mount Ephraim BOE	1 student	Grade 9
Mount Ephraim BOE	1 student	Grade 2
Pine Hill BOE	1 student	Grade 5
Woodlynne BOE	1 student	Grade 9
Woodlynne BOE	1 student	Grade 6
Woodlynne BOE	1 student	Grade 2
Woodlynne BOE	1 student	Grade 4
Woodlynne BOE	1 student	Grade 11 se

6. Approve the Resolution to Amend NJSBAIG Bylaws

Recommend the Board approve the Resolution to Amend NJSBAIG Bylaws.

7. Approve the Jointure Transportation Contract with Gloucester County Special Services School District.

Recommend that the Board approve a jointure transportation contract with Gloucester County Special Services School District for students placed by DYFS from 9/13/11 to 9/21/11 in the amount of \$145.00 per diem, totaling \$1,846.29.

8. Approve the Submission of the 2012-2013 Early Childhood Budget

Recommend that the Board approve the submission of the 2012-2013 Early Childhood Budget.

9. Approve new Contract for Pest Control

Recommend the Board approve a contract for Pest Control to Tri-County Termite and Pest Control, Inc. in the amount of \$5,460.00 annually – January 1, 2012 to August 31, 2014.

Contract with Pest A Side Exterminating, Co is terminated as of 12/31/11.

10. Approve Contract with McREL

Recommend the Board approve a contract for McREL Teacher Evaluation System in the amount of \$14,752 to be funded by NCLB.

Upon the Superintendent's recommendation, Motion by Mrs. Borger, seconded by Mr. Baker to approve the following Grant Actions:

RCV # 6– 9 votes yes, 1 member absent.

Grants Actions:1. Permission to Approve Contract with ClassLink

Recommend that the Board grant permission to approve ClassLink contract for professional development services

Name: ClassLink
Amount: \$6,800.00
Period: December 2011 & January 2012
Purpose: To provide professional development services "Writing in the Content Area – Science"

2. Permission to Approve Contract of Services with EIRC

Recommend that the Board grant permission to approve EIRC contract

Name: EIRC – Educational Information & Resource Center
Amount: \$974.00 per student for 22 students – not to exceed \$21,428.00 –
Funded by Title I NCLB SES Funds
Period: 2011-2012
Purpose: To provide Supplemental Educational Services (SES) – January 2012 through April 2012

3. Permission to Approve Contract with Standards Solution

Recommend that the Board grant permission to approve Standards Solution contract per RFP received on 11/18/11. Contract will be paid under the NCLB Grant.

Name: Standards Solution
Amount: \$47,600
Period: 2011-2012

Purpose: To provide professional development in Language Arts Literacy and Mathematics.

4. Permission to Approve Contract with Penn Literacy Network (PLN)

Recommend that the Board grant permission to approve Penn Literacy Network (PLN) contract per RFP received on 11/22/11. Contract will be paid under the NCLB Grant.

Name: PLN – Penn Literacy Network
 Amount: \$40,000
 Period: 2011-2012
 Purpose: To provide professional development in Literacy

5. Permission to Approve Agreement with REAL Regional Enrichment & Learning Center

Recommend that the Board grant permission to approve REAL agreement

Name: REAL – Regional Enrichment & Learning Center
 Amount: 27 students at \$974.00 each – not to exceed at total of \$26,298.00 –
 Funded by Title I NCLB SES Funds
 Period: 2011-2012
 Purpose: To provide Supplemental Educational Services (SES)

Upon the Superintendent's recommendation, Motion by Mr. Baker, seconded by Mrs. Borger to approve of the following Facility Actions. Motion was passed unanimously by members present.

Facilities:

1. Facilities Usage

Approve the following requests for use of facilities for the 2011-2012 school year.

No facilities requests.

2. Long Range Facilities Plan

Recommend revisions for the current Long Range Facilities Plan as follows:

1. The Gloucester City BOE authorizes Regan, Young, England & Butera to request a facilities project application number and submit project applications and all related documents to the Department of Education for review and approval.

- * Mary Ethel Costello School - Boiler and hot water heater replacement. (Ridgeway St. boiler) Includes hazardous material removal if required.
- * Mary Ethel Costello School - Chimney removal and installation of a new flue. (Ridgeway St. side)
- * Mary Ethel Costello School- Installation of a fire suppression system for the basement areas of the school, in accordance with the NJ Uniform Fire Code.
- * High School - Parking lot excavation, asphalt re-paving and sidewalk replacement, west side lot. (District funded project)

3. Long Range Facilities Plan

Recommend revisions for the current Long Range Facilities Plan as follows:

2. The BOE also authorizes Regan, Young, England and Butera to submit Long Range Facilities Plan revisions to the Department of Education.

The projects included in these requests are :

- * Mary Ethel Costello School - Boiler and hot water heater replacement. (Ridgeway St. boiler) Includes hazardous material removal if required.
- * Mary Ethel Costello School - Chimney removal and installation of a new flue. (Ridgeway St. side)
- * Mary Ethel Costello School- Installation of a fire suppression system for the basement areas of the school, in accordance with the NJ Uniform Fire Code.
- * High School - Parking lot excavation, asphalt re-paving and sidewalk replacement, west side lot. (District funded project)

4. Long Range Facilities Plan

Recommend revisions for the current Long Range Facilities Plan as follows:

3. The Gloucester City BOE authorizes District Administration or District Representatives to request a facilities project application number and submit project applications to the Department of Education for review and approval.

- * Gloucester City Jr/Sr H.S. - equipment and installation of a new communication system
- * Mary Ethel Costello School - equipment and installation of a new communication system
- * Cold Springs School - equipment and installation of a new communication system

* Communication Projects at all schools will be funded by the District and E rate rebates.

5. Long Range Facilities Plan

Recommend revisions for the current Long Range Facilities Plan as follows:

4. The Gloucester City BOE authorizes District Administration or District Representatives to submit Long Range Facilities Plan revisions to the Department of Education.

The projects included in these requests are:

- * Gloucester City Jr/Sr H.S. - equipment and installation of a new communication system
- * Mary Ethel Costello School - equipment and installation of a new communication system
- * Cold Springs School - equipment and installation of a new communication system

* Communication Projects at all schools will be funded by the District and E rate rebates.

OLD BUSINESS

On the Motion of Mr. Hubbs, seconded by Mrs. Borger to approve the advertisement for the Superintendent Search in the amount of \$1,214.45.

RCV #7 – 6 votes yes, 3 votes no, 1 member absent. Motion approved.

NEW BUSINESS

Mr. Darrow asked about car seats for Highland Park Students. Mrs. Ernst responded.

Mrs. Borger asked about a bus accident. Mr. Wagstaff responded with information. Mrs. Borger asked about notifying crossing guards when there is an accident. The crossing guards are hired by the city.

Mr. Baker inquired about smoking at the bus stops and its violation.

PUBLIC SECTOR None brought before the Board.

<i>Board Members</i>	<i>RCV # 1</i>	<i>RCV #2</i>	<i>RCV # 3</i>	<i>RCV # 4</i>	<i>RCV #5</i>	<i>RCV #6</i>	<i>RCV #7</i>
Mr. Baker	Y	Y	Y	Y	Y	Y	N
Mrs. Bittmann	Y	Y	Y	Y	Y	Y	Y
Mrs. Borger	Y	Y	Y	Y	Y	Y	Y
Mr. Darrow	Y	Y	Y	Y	Y	Y	Y
Mr. Hagan	Y	Y	Y	Y	Y	Y	N
Mr. Hubbs	Y	Y	Y	Y	Y	Y	Y
Mrs. Levins	Y	Y	Y	Y	Y	Y	Y
Mrs. McHugh	Y	Y	Y	Y	Y	Y	N
Mr. Marks	-	-	-	-	-	-	-
Ms. Llewellyn	Y	Y	Y	Y	Y	Y	Y

TIME: 8:10 PM

This meeting was adjourned on the Motion of

Mr. Hubbs, seconded by Mr. Hagan.

Motion was passed unanimously by members present.

Margaret M. McDonnell, SECRETARY