TO: Members of the City of Burlington Board of Education

FROM: Patricia T. Doloughty, Ed.D.
Superintendent of Schools

RE: Agenda – March 25, 2013

DATE: March 22, 2013

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<tr>
<th>Time</th>
<th>Event</th>
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<tbody>
<tr>
<td>5:30 PM</td>
<td>Student Hearing – WWIS LGIR</td>
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<td>6:30 PM</td>
<td>CBEA Pride – WWIS Auditorium</td>
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<td>7:00 PM</td>
<td>Board of Education Meeting</td>
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<td>Public Hearing on Budget – Auditorium</td>
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<td>WWIS Large Group Instruction Room</td>
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PLEDGE OF ALLEGIANCE
Jacob Lehman
8th Grade, Burlington City High School

ROLL CALL
Darryl S. Thompson, Sr., President
Jennifer M. Montone, Vice President
Maxcine Borden-Hendricks
Patricia Buehrig
David M. Campbell
Dr. Gerald Gares, Edgewater Park Representative
Dr. Patricia T. Doloughty, Superintendent of Schools
Mr. Craig H. Wilkie, Board Secretary/Business Administrator
Parker/McCay, Attorneys-At-Law
Student Representatives to the Board of Education
Nicole Cavalier
Caleah Kitchens

SUNSHINE STATEMENT
ADEQUATE NOTICE OF THIS MEETING HAS BEEN PROVIDED IN THE LOCAL NEWS MEDIA, AND IN A PLACE OF PUBLIC NOTICE LOCATED AT 518 LOCUST AVENUE, BURLINGTON, N.J., AS REQUIRED IN THE OPEN PUBLIC MEETING ACT (CHAPTER 231 P.L. 1975)

NOTE: An Executive Session may be requested by Board members at any time it is deemed necessary. Where permitted by law, the public may be excluded.
DISTRICT MISSION STATEMENT

We inspire, nurture, support, prepare, and challenge all to achieve personal and academic excellence, to become life-long learners, and to be responsible, respectful, and engaged partners in the global community.

VISION STATEMENT

City of Burlington Public School District

We are

Partners    Responsible    Outstanding    United    Dedicated

2012-2013 DISTRICT GOALS AND OBJECTIVES

GOAL#1: To improve student achievement in English Language Arts/Literacy (ELA/Literacy) through evaluation of the instructional program and curriculum at the City of Burlington Public Schools K-12.

GOAL#2: To improve student achievement in Mathematics through evaluation of the instructional program and curriculum at the City of Burlington Public Schools K-12.

GOAL#3: To increase parent/community support of the City of Burlington Public Schools.

GOAL#4: To develop a strategic plan for the City of Burlington Public Schools.

GOAL#5: To develop or select a staff evaluation system to improve staff performance to support student achievement.

REVIEW AND CONSIDER MINUTES OF REGULAR MEETING 3/11/13 EXHIBIT A*

PAYMENT OF BILLS

1. Bill List EXHIBIT F*

ROLL CALL VOTE B/A

SIGN-IN SHEET EXHIBIT I*

SPECIAL REPORTS

1. CBEA Pride in Education EXHIBIT J

M 2. Recommend approval of Resolution #2294-13 Approving the City of Burlington Board of Education Budget for the 2013/2014 School Year. EXHIBIT K*

B/A

CORRESPONDENCE
SUPERINTENDENT’S REPORT

1. Parent Support Activity Reports

2. School Highlights

3. Agenda Items

4. General Information

5. Information Only
   a. Elias Boudinot School – Suspension Report #6 February 2013 EXHIBIT L-1*
   b. Captain James Lawrence School – Suspension Report #6 February 2013 EXHIBIT L-2*
   c. Samuel Smith School – Suspension Report #6 February 2013 EXHIBIT L-3*
   d. Wilbur Watts Intermediate School – Suspension #6 February 2013 EXHIBIT L-4*
   e. Burlington City High School – Suspension #6 February 2013 EXHIBIT L-5*
   f. Fire/Security Drill Report – February 2013 EXHIBIT L-6*
   g. Fund Raising Report – February 2013 EXHIBIT L-7*
   h. Student Dress Code Violation Report – February 2013 EXHIBIT L-8*

M 6. Acknowledge receipt and review of Report #9 Violation of Policy 5512.01 EXHIBIT M*
S Harassment, Intimidation and Bullying (HIB)

B/A

M 7. The 2012-2013 School Calendar includes one day for inclement weather which was not needed. Recommend approval to revise the 2012-2013 School Calendar as follows: EXHIBIT N*
S a. June 19 and 20, 2013 Early dismissal students
   b. June 20, 2013 Last day for students Preschool to Grade 11
   c. June 21, 2013 Early dismissal Seniors – All day staff in-service
   d. June 21, 2013 Graduation – Last day for senior students and staff

B/A

M 8. Recommend approval to close schools and offices for Independence Holiday July 4, and 5, 2013. EXHIBIT O*
S

B/A

M 9. Recommend approval of 2013-2014 School Calendar and Marking Period Schedule. EXHIBIT O*
S

B/A
OPPORTUNITY FOR THE PUBLIC TO SPEAK
Members of the public are invited to submit comments pertaining to educational matters during the public comment portion of this meeting. The board, pursuant to the Open Public Meetings Act, will not publicly discuss personnel matters and may choose not to respond to comments made by members of the public during this portion of the meeting; however, the board will give all comments appropriate consideration and will refer all initial complaints to the administration for resolution.

Please be aware that all board employees retain the right of privacy and shall retain all rights against defamation and slander according to the laws of New Jersey. The board shall not be held liable for comments made by members of the public.

BOARD OF EDUCATION MEMBER COMMENTS
Maximum two minutes per Board Member.

OLD BUSINESS

NEW BUSINESS
PROGRAM

ACADEMIC AFFAIRS

M 1. Child Study Team Matters:
S Recommend approval of the following Child Study Team matters per recommendation of Mrs. Suzanne Cote:
A. Out-of-District Placement:
   1. R. W. DOB: 5/18/01 Somerset Hills School (student placed by DYFS 3/8/13) @ $397/day, $26,996
   2. T. F. DOB: 11/1/94 Burlington County Alternative HS @ $1,723.10/month
   3. K. H. DOB: 10/23/96 BCSSSD Jr./Sr. School @ $210.13/day
   4. A. B. DOB: 9/25/97 BCSSSD Lumberton Campus @ $198.45/day
   5. B. B. DOB: 5/15/96 Burlington County Alternative High School Program @ $1,723.10/month
   6. A. B. DOB: 7/06/04 BCSSSD Elementary Campus @ $210.13/day
B. Homebound Instruction:
   1. J. W. DOB: 5/03/96
C. HOMELESS STUDENT/S:
   1. A. B. DOB: 9/25/97 #7777
   2. B. B. DOB: 5/15/96 #7777
   3. A. B. DOB: 7/06/04 #7777

B/A

M 2. Policies/Regulations:
S Per recommendation from Dr. Patricia T. Doloughty, Superintendent of Schools, submit for first reading the following Policy:
A. P1110 Organizational Chart

EXHIBIT P*

B/A

M 3. Recommend approval for B. B., 9th grade Edgewater Park student, to finish the school year at Burlington City High School with payment of tuition from the Edgewater Park Board of Education, contingent upon his maintenance of good standards of citizenship and discipline per Policy 5111 as recommended by Mr. Julian Jenkins, Jr., and Ms. Cheryl Smith, Interim Superintendent, Edgewater Park.

B/A

M 4. Recommend approval of Resolution #2293-13 Adopting the Recommendations of the Student Discipline Hearing Panel for R. S.

EXHIBIT Q*

B/A

M 5. Recommend approval of Footprints For Life substance abuse prevention program at the Wilbur Watts Intermediate School funded through the Strengthening Families Program per recommendation of Mr. James Flynn.

EXHIBIT R*

B/A
FINANCE AND OPERATIONS

1. ACES Energy Update – March 14, 2013 (Information Only)   \hspace{1.5in} EXHIBIT S*

2. Food Management Report – January 2013 (Information Only) \hspace{1.5in} EXHIBIT T*

3. Food Management Report – February 2013 (Information Only) \hspace{1.5in} EXHIBIT U*

4. Recommend approval of Board Office Signage to be installed on the transom window above the rear entry doors of Wilbur Watts Intermediate School per recommendation of the Buildings and Grounds Committee. \hspace{1.5in} EXHIBIT V*

B/A

5. Recommend approval to renew the food service management contract with Nutri-Serve Food Management, Inc. at the flat fee of $35,078.75 for the 2013/2014 school year per recommendation of Mr. Craig Wilkie. This represents a 1.5% increase over the current management fee. \hspace{1.5in} EXHIBIT W*

B/A
PERSONNEL (3/25/13)
The Superintendent recommends the following personnel actions:

M 1A. Resignations/Retirements:
S  Recommend approval to accept the following resignations/retirements with regret:
  1. MICHELLE KRZYWULAK – Educational Assistant (Special Education), Burlington City High School, resignation effective June 30, 2013.

B/A

M 1B. Leaves of Absence
S  Recommend approval to grant leaves of absence to the following employees:
  1. JENNA KOMOSINSKI – Music/Movement Teacher, Captain James Lawrence School, leave of absence without pay effective 4/15/13 through 4/19/13.

B/A

M 1C. Appointments/Transfers for 2012/2013:
S  Recommend approval to appoint the following persons to positions for the 2012/2013 school year:
  1. KENYA JACKSON – Educational Assistant (Lunchroom/Playground), Captain James Lawrence School @ $8.95/hour x 2 hours/day x 180 = $3,222.00 prorated, effective 3/26/13 through 6/30/13.

B/A

M 2. Honorariums/Other Assignments
S  A. Appointments:
   Recommend approval to appoint the following individuals for the 2012/2013 school year as follows:
   1. ROGERT GURRY – Head Coach, Winter Indoor Track @ $8,195, 3rd Year Experience
   2. KAREN STLELIGA – Mentor Teacher for Najla Suluki (2nd grade), Elias Boudinot School @ $292.50 (30%), payable through NCLB Consolidated Grant, Title II-A, Account #20-270-100-101-7001-40, Extension 8444, effective 3/12/13 through 5/27/13.

B/A
M  B. Payments:
S  Recommend approval to pay the following individuals who have successfully completed their assignments
  1. ROGERT GURRY – Head Coach, Winter Indoor Track @ $8,195, 3rd Year Experience
  2. WWIS Winter Intramurals
  3. BCHS 2013 Winter Athletic Honorarium Payments

B/A

M  3. Volunteers
S  Recommend approval to add the following to our list of Volunteers for 2012/2013:
A. Extended Care Services
   1. Omari Baptiste – Preschool Wraparound Program
B. Captain James Lawrence School
   1. Denise Tolliver – classroom, chaperone, as needed
C. Wilbur Watts Intermediate School
D. Burlington City High School
   1. Donald Richardson, Sr. – Chaperone
   2. Dana Schroll – Clothing Tech. Assistant

B/A

M  4. Substitutes:
S  Recommend approval to employ the following persons as substitutes for the 2012/2013 school year:
A. Substitute Teachers @ $77.00/day
   1. BRITTANY ACHILLES – Rider University, 86 credits
   2. MARETTA MARKE – TCNJ, Masters of Education
B. Substitute Custodians @ $9.87/hour and Field Maintenance @ $13.23/hour
C. Substitute Bus Aides @ $8.90/hour
D. Substitute Bus Drivers @ $13.35/hour
E. Substitute After School Childcare Providers @ $12.10/hour
   1. JEAN ROSSI
F. Substitute Secretaries @ $67.00/day
G. Substitute Bus Drivers @ $13.35/hour
H. Substitute Educational Assistants @ $10.75/hour
I. Substitute Educational Assistants (Lunchroom/Playground) @ $8.20/hour
   1. NANCY BILUCK

B/A

TRIPS

M  1. Recommend approval of 2012-2013 Student Field Trip Report #12.
S

B/A

S

B/A

ATHLETICS

BOARD SECRETARY’S REPORT

M 1. Recommend adoption of Resolution #2295-13 authorizing the Board to meet in closed session (Personnel Matters). 

S

B/A

SOLICITOR’S REPORT

*Exhibit on file in BOE office.

ADJOURNMENT

DATES TO REMEMBER:
1. Thurs. March 28, 2013 – Early Dismissal Students and Staff
2. Fri. March 29 – April 5, 2013 – Schools & Offices Closed – Spring Recess
3. Mon. April 15, 2013 – NJSBA Training – 6:00 p.m. - Board of Education Meeting – 7:00 p.m.
4. Mon. April 29, 2013 – End of Year Staff Review – 5:30 p.m. - Board of Education Meeting – 7:00 p.m.
5. Mon. May 6, 2013 – Strategic Planning Presentation and Board of Education Goals – 5:30 p.m.
6. Mon. May 13, 2013 – Board of Education Meeting – 6:00 p.m.
7. Mon. May 20, 2013 – Celebration of the Arts Opening Reception 5:30 p.m. – CBEA PRIDE – 6:00 p.m. Staff Recognition – 6:30 p.m.
8. Fri. May 24, 2013 – Early Dismissal Students – Staff In-Service
10. Fri. May 31, 2013 – Academic Awards Banquet – 6:30 p.m. – BCHS Burr Gymnasium
11. Tues. June 4, 2013 – BOE Candidate petitions Due – 4:00 p.m. County Clerk’s Office
12. Mon. June 10, 2013 – Board of Education Meeting – 7:00 p.m.
15. Wed. June 26, 2013 – Staff In-Service
16. Mon. July 8, 2013 - Board of Education Meeting – 6:00 p.m.
17. Mon. August 26, 2013 - Board of Education Meeting – 6:30 p.m.
18. Mon. September 9, 2013 - Board of Education Meeting – 7:00 p.m.
19. Mon. September 23, 2013 - Board of Education Meeting – 7:00 p.m.
20. Mon. October 21, 2013 - Board of Education Meeting – 6:30 p.m.
21. Mon. November 11, 2013 - Board of Education Meeting – 7:00 p.m. – PRIDE – 6:30 p.m.
22. Mon. December 9, 2013 - Board of Education Meeting – 7:00 p.m.
23. Mon. January 6, 2014 – Board of Education Meeting – 6:30 p.m. Reorganization
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<tr>
<th>Date</th>
<th>Event</th>
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<tr>
<td>January 7, 2013</td>
<td>BOE Meeting – 6:30 p.m. Reorganization, Discuss Budget Process: Priorities/Procedures</td>
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<td>January 11 &amp; 12, 2013</td>
<td>January 11, 2013 – 6:00 – 9:30 p.m. Strategic Planning Council Conference  January 12, 2013 – 8:30 a.m. – 3:00 p.m. – WWIS Cafeteria</td>
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<td>January 28, 2013</td>
<td>End of Year Staff Review – 6:00 p.m. - BOE Meeting – 7:00 p.m. – HIB/EVVRS Mid-Year Report; Distribute Evaluation Forms for BOE Self-Evaluation</td>
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<tr>
<td>February 11, 2013</td>
<td>BOE Meeting – 7:00 p.m. – Student Attendance Policy – 6:00 p.m. – Budget Review - 5:00 p.m.</td>
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<tr>
<td>February 25, 2013</td>
<td>BOE Meeting – 7:00 p.m. – CBEA Pride – 6:30 p.m.- BOE Budget Review – 5:00 p.m.</td>
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<td>March 4, 2013</td>
<td>BOE Special Meeting – 6:00 p.m. – Budget Submission</td>
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<tr>
<td>March 11, 2013</td>
<td>BOE Budget Review – 6:00 p.m. – Board of Education Meeting – 7:00 p.m.</td>
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<td>March 14, 2013</td>
<td>Budget Review – 9:00 a.m. – 12:00 noon</td>
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<tr>
<td>March 25, 2013</td>
<td>BOE Meeting – 7:00 p.m. – PRIDE – 6:30 p.m., Public Hearing on the Budget (Auditorium); Adoption of Budget,</td>
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<td>April 15, 2013</td>
<td>BOE Meeting – 6:00 p.m. NJSBA Training – BOE Self Evaluation &amp; CSA Evaluation; 2013-2016 Local Technology Plan</td>
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<tr>
<td>April 29, 2013</td>
<td>BOE MEETING – 5:30 p.m. End of Year Staff Review (All staff: Non-tenured, Tenured &amp; Administration) - 7:00 p.m. Regular Meeting</td>
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<tr>
<td>May 6, 2013</td>
<td>BOE Meeting – 5:30 p.m. Strategic Planning Presentation and Board of Education Goals - NJSBA</td>
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<tr>
<td>May 13, 2013</td>
<td>BOE MEETING – 6:00 p.m. – 5 Year Curriculum Plan, Approve staff for 2012/2013, presentation of Professional Development Plan</td>
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<tr>
<td>May 14, 2013</td>
<td>Notification for non-tenured staff</td>
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<td>May 20, 2013</td>
<td>Celebration of the Arts Opening – 5:30 p.m. PRIDE – 6:00 p.m. – 6:30 p.m. Staff Recognition - Burr Gymnasium</td>
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<td>June 4, 2013</td>
<td>BOE Candidate Petitions Due – 4:00 p.m. – County Clerk’s Office</td>
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<td>June 10, 2013</td>
<td>BOE Meeting – 7:00 p.m. – HIB Year-End Report</td>
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<td>June 25, 2013</td>
<td>Graduation</td>
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<td>July 8, 2013</td>
<td>BOE Meeting 6:00 p.m., Anti-Bullying Bill of Rights Statement of Assurance</td>
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<td>August 26, 2013</td>
<td>BOE Meeting 6:30 p.m.</td>
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<td>September 9, 2013</td>
<td>BOE Meeting – 7:00 p.m.</td>
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<td>September 23, 2013</td>
<td>BOE Meeting – 7:00 p.m.; Nursing Services Plan</td>
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<tr>
<td>October 21, 2013</td>
<td>BOE Meeting – 6:30 p.m. – NCLB &amp; Violence/Vandalism Yearly Report &amp; Review of Achievement Data; QSAC SOA; Security Plan SOA</td>
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<td>October 22 to 24, 2013</td>
<td>NJSBA Convention, Atlantic City, NJ</td>
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<td>November 5, 2013</td>
<td>General Election to Include School Board Member Election</td>
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<tr>
<td>November 11, 2013</td>
<td>BOE Meeting – 7:00 p.m. – CBEA Pride – 6:30 p.m. - School Building Checklists; Early Childhood Plan; Presentation of Maintenance Plan and M1</td>
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<tr>
<td>December 9, 2013</td>
<td>BOE Meeting – 7:00 p.m. - CAFRA presentation (Audit)</td>
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<tr>
<td>January 6, 2014</td>
<td>BOE Meeting – 6:30 p.m. Reorganization</td>
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