

**MOUNT LAUREL TOWNSHIP SCHOOLS  
MOUNT LAUREL, NJ**

**MISSION STATEMENT OF THE MOUNT LAUREL SCHOOL DISTRICT**

***As the beacon illuminating direction for the future, the Mount Laurel School District declares that its mission is to prepare its students to responsibly succeed in a global society by providing an exemplary educational foundation.***

**WORK SESSION MEETING**

HATTIE BRITT BUILDING  
Tuesday, November 15, 2005

7:30 P.M.

HATTIE BRITT ADMINISTRATION BUILDING

**ACTION MAY BE TAKEN**

*Dr. Antoinette Rath, Superintendent*  
*Robert Wachter, Asst. Supt. for Business/Board Secretary*  
*Kenneth Ruhland, Assistant Supt. for Curriculum, Instruction & Assessment*  
*Marie Reynolds, Director of Communication Services*  
*Russell Weiss, Jr., Solicitor*

- A. MEETING CALLED TO ORDER BY PRESIDENT**
- B. FLAG SALUTE**
- C. NOTICE OF MEETING**

In compliance with the Open Public Meeting Law, the date, time and location of this meeting have been filed with the Municipal Clerk, posted at the Mount Laurel Municipal Center and sent to four newspapers on April 24, 2005, September 13, 2005 and October 24, 2005.

**D. BOARD OF EDUCATION ROLL CALL**

Helen Siegel, President  
Diane Blair, Vice-President  
William J. Crowe, Jr.  
Ronald Frey  
Michael Gallagher  
George C. Greatrex  
Margaret Haynes  
Nancy Jones  
Kathleen Wolfe

**E. APPROVAL OF MINUTES**

**Exhibit #1  
Exhibit #1A (Board Only)**

Move that the minutes of the October 24, 2005 Regular Public Meeting and the October 24, 2005 Executive Session be approved, per the attached exhibit.

Motion \_\_\_\_\_, Second \_\_\_\_\_

Action Taken \_\_\_\_\_

**F. COMMUNICATIONS**

**Board Proclamation:**

**Exhibit #2**

Declaring November 13 through November 18, 2005 as American Education Week in the Mount Laurel Township Schools.

**G. SUPERINTENDENT'S REPORTS – REPORTS/INFORMATION ITEMS/CORRESPONDENCE**

1. **Enrollment Report** **Exhibit #3**

The Enrollment Report as of October 31, 2005 is included for the Board's review. Enrollment stands at 4,552 students, an increase of one student from the September 30, 2005 enrollment that was 4,551 and a decrease of four students from the October 14, 2005 enrollment that was 4,556.

2. **Attendance Report** **Exhibit #4**

The Attendance Report through October 2005 is included for the Board's review.

3. **Suspension Reports** **Exhibit #5**

Suspension Reports for the month of October 2005 are included for the Board's Review.

**H. ASSISTANT SUPERINTENDENT FOR BUSINESS/BOARD SECRETARY'S REPORT – INFORMATION ITEMS/CORRESPONDENCE/REPORTS**

1. **Information Items**

- a. Update on Capital Projects 2003.
- b. Update on Long Range Facilities Plan.
- c. BCIP-JIF Joint Insurance Fund Safety Incentive Award.

2. **Correspondence**

None.

**I. BOARD PRESIDENT'S REPORTS**

1. **Correspondence**

2. **Board Reports**

- |                   |            |
|-------------------|------------|
| a. Negotiations   | Ms. Blair  |
| b. BCSBA          | Ms. Haynes |
| c. NJSBA          | Mr. Frey   |
| d. Lenape Council | Ms. Jones  |
| e. Library        | Ms. Haynes |
| f. PTO Liaison    | Ms. Siegel |

3. **Ad Hoc Committee Reports**

- |                                |              |
|--------------------------------|--------------|
| a. Schools for Polling Places  | Mr. Greatrex |
| b. Increased Enrollment Impact | Ms. Jones    |

**J. TOPIC PRESENTATIONS**

1. **Mr. Kenneth Ruhland –**
  - a) **Testing Report**
  - b) **Comprehensive Equity Plan**
  - c) **Data Management System**

**K. PUBLIC PARTICIPATION**

The Board welcomes public comment on educational and school issues. Public participation in board meetings is governed by Board of Education Bylaw #9322.1, a copy of which is posted at the back table.

All comments should be directed to the Board president. The Board will not entertain personal complaints from school personnel unless the chain of command has been followed, without satisfaction. Furthermore, the Board cannot respond to any complaints from the public directed at any district employee or student, as the Board must protect each employee and each student's right to privacy.

Those wishing to share comments during this portion of the meeting are asked to state their name and address, in addition to signing the sheet found in the front of the room.

Each speaker will be given five minutes, with a total of thirty minutes set aside for public participation in this portion of the meeting.

## **L. CURRICULUM AND INSTRUCTION**

The Superintendent recommends the following:

1. Approval of Volunteers
2. Approval of Additional Joint Kindergarten Session
3. Approval of Homebound Instruction Providers
4. Approval of Additional In-service Presenters
5. Approval of Data Management System
6. Approval of Conference

### **Item 1. Recommendation – Approval of Volunteers**

**Exhibit #6**

Board approval is requested for Hillside and Larchmont's lists of volunteers as per the attached exhibit.

### **Item 2. Recommendation - Approval of Additional Combined Kindergarten Classes**

Board approval is requested for the following additions to Springville's combined kindergarten classes:

February 28, 2006: Field Trip to the Patriot's Theater in Trenton to see the play  
"Charlotte's Web"

June 14, 2006: End of the year Field Day

### **Item 3. Recommendation - Approval of Homebound Instruction Providers**

Board approval is recommended to approve the following providers to serve as Homebound Instructors for the 2005-2006 school year at the MLEA contracted rate retroactive to October 19, 2005:

Brookfield Academy  
Sea Shore House

### **Item 4. Recommendation – Approval of Additional In-service Presenter**

**Exhibit #7**

Retroactive board approval is requested for the list of additional in-service presenters for the staff development activities, which took place on November 7, 8, 9, 2005 as per the attached exhibit. Funding for all fees would come from grant sources.

**Item 5. Recommendation – Approval of Data Management System**

Board approval is requested to partner with N.W.E.A. (Northwest Evaluation Association) to develop a data management system that would evolve based upon the specific needs of Mount Laurel to manage the many data sources available within the district. The initial cost of the program will be \$65,000. During the current school year, travel costs will also be incurred to bring a development team to the district for the initial phase of the project. Estimated costs for the current school year are \$5,000. Additional costs will be 40 cents per enrolled student per year for each data domain to be integrated into the DMS (Data Management System). Estimated costs for the current school year are \$6,000. Funds for this project are budgeted for the current fiscal year. The project will run through June 2007.

**Item 6. Recommendation – Approval of Conference**

Board approval is recommended for the following conference request, as per the negotiated agreement, for the following personnel:

Karen Andronici – National Staff Development Council Conference in Philadelphia, PA on December 5, 6, 7, 2005

**RECOMMEND THAT ITEMS 1-6 BE APPROVED AS LISTED.**

Motion \_\_\_\_\_ Second \_\_\_\_\_

Action Taken \_\_\_\_\_

## **M. BUSINESS AND FACILITIES**

1. Board Reports
2. Budget Transfers
3. Bill Lists
4. Comprehensive Annual Financial Report
5. Friends of S.T.E.P. Gift to the Harrington Theater
6. Facility Use Requests
7. Telecommunications Cooperative Pricing Agreement

### **Item 1 – Recommendation : Approval of Secretary’s Reports**

It is recommended that the following financial reports be approved pursuant to N.J.A.C. 6A:23, 11(c)3 that no line item account has encumbrances and expenditures which in total exceed the line item appropriation in violation of N.J.A.C. 6A23-2.11(a), as certified by the Board Secretary, and pursuant to N.J.A.C. 6A:23-2 11(c)4 that no major account or fund has been overexpended in violation of N.J.A.C. 6A:23-02.11(b):

- |   |                    |
|---|--------------------|
| (a) Secretary’s Report as of October 31, 2005 | <b>Exhibit #8A</b> |
| (b) Treasurer’s Report as of October 31, 2005 | <b>Exhibit #8B</b> |
| (c) Budget Report as of October 31, 2005      | <b>Exhibit #8C</b> |
| (d) Cafeteria Report as of October 31, 2005   | <b>Exhibit #8D</b> |

### **Item 2 – Recommendation : Approval of Budget Transfers** **Exhibit #9**

It is recommended that budget transfers for 2005-2006 be approved, per the attached exhibit.

### **Item 3 – Recommendation : Approval of Bill List** **Exhibit #10**

- (a) It is recommended that the bill list for the month of November 2005 be approved per the attached exhibit.

**Exhibit #10A**

- (b) It is recommended that the Capital Projects 2003 bill list for the month of November 2005 be approved per the attached exhibit.

### **Item 4 – Recommendation : Approval of Annual Comprehensive Financial Report for the Fiscal Year Ended June 30, 2004**

Copies of the Comprehensive Annual Financial Report for the Fiscal Year ended June 30, 2005 and the Auditor’s Management Report for the same period were distributed to all Board members prior to the Board meeting.

Board approval is requested for the Annual Comprehension Financial report for the Fiscal Year ended June 30, 2005.

**Item 5 – Recommendation : Approval of Friends of S.T.E.P. Gift to the Harrington Theater**

It is recommended that the Board of Education accept the gift of one Canon GL-23 CCD Digital Camcorder from the Friends of S.T.E.P. to the Harrington Theater with an estimated value of \$2,295.00.

**Item 6 – Recommendation : Approval of Facility Use Requests**      **Exhibit #11**

It is recommended that the Board of Education approve the following facility use request in accordance with Board of Education Policy No. 1330 and Board of Education Regulations for use of the Auditorium:

- (a) The South Jersey Filipino Group to use the Harrington Middle School Auditorium and related areas for a fundraiser on Sunday, December 4, 2005 from 12:00 p.m. to 7:00 p.m. per the attached exhibit.

**Item 7 – Recommendation : Approval to Enter a Cooperative Purchasing Agreement**      **Exhibit #12**

It is recommended that the Board of Education approve participation in the Alliance for Competitive Telecommunications (ACT) for cooperative purchasing of tele-communication services, as per the attached exhibit.

**RECOMMEND THAT ITEMS 1 TO 7 BE APPROVED AS LISTED.**

Motion \_\_\_\_\_ Second \_\_\_\_\_

Action Taken \_\_\_\_\_

**N. PERSONNEL/NEGOTIATIONS**

The Superintendent recommends the following:

1. Termination of Employment: Certificated and Non-Certificated
2. Appointments: Certificated and Non-Certificated
3. Leaves of Absence: Certificated and Non-Certificated
4. Salary Adjustments: Certificated and Non-Certificated
5. Substitutes: Teachers and Support Staff
6. Extended Day Care Program
7. Student Teachers
8. Tuition Reimbursement Adjustment

**Item 1. TERMINATIONS (Resignations, Retirements, Terminations, Non-Renewals)**

(a) RESIGNATION: NON-CERTIFICATED

<u>Name</u>	<u>Building/ Assignment</u>	<u>Effective Date</u>	<u>Reason</u>
Marie Finnerty	Larchmont CST Secretary	12-31-05	Resignation

*Recommendation:* It is recommended that the above resignation(s) be accepted as indicated.

**Item 2. APPOINTMENTS (Employment)**

(a) EMPLOYMENT: CERTIFICATED

<u>Name</u>	<u>Building &amp; Assignment</u>	<u>Effective Date</u>	<u>Salary or Hourly Rate</u>	<u>Replacement/ Reason</u>
Elizabeth Anne Haws	Harrington School Psychologist	11-16-05 to 06-30-06	Step 5/MA45 \$51,000.00 prorated	Vacancy

(b) EMPLOYMENT: NON-CERTIFICATED

<u>Name</u>	<u>Building &amp; Assignment</u>	<u>Effective Date</u>	<u>Salary or Hourly Rate</u>	<u>Replacement/ Reason</u>
Deborah Jeffers	Larchmont After School Aide "My Buddy & Me"	11-16-05	\$12.00/hr	IEP Dictated

Phyllis Perry	Larchmont Special Ed Aide	11-16-05	\$3.58/ 20 minutes/ per day	To cover bus dismissal for special ed students
George Sherron	Transportation Bus Driver	10-19-05 to 06-30-06	Step 1 \$10,386.00 prorated	Vacancy

*Recommendation:* It is recommended that the individual(s) listed above be appointed to the positions indicated for the 2005-06 school year.

**Item 3. LEAVES OF ABSENCE (Medical, Personal, Return)**

(a) LEAVE OF ABSENCE: CERTIFICATED

<u>Name</u>	<u>Building &amp; Assignment</u>	<u>Pay Status</u>	<u>Dates</u>
Stephanie Kemezis	Springville		
Medical Leave	Grade 1	With Pay	02-03-06 to 03-23-06
Family Leave		Without Pay	03-24-06 to 05-31-06

(b) LEAVE OF ABSENCE: NON-CERTIFICATED

<u>Name</u>	<u>Building &amp; Assignment</u>	<u>Pay Status</u>	<u>Dates</u>
Earl Chandler	Transportation	With Pay	10-12-05 to 12-12-05
Medical	Bus Driver		
Jonathan Murray	Hillside	Without Pay	11-01-05 to 01-06-06
Medical	Night Custodian		

(c) EXTENSION OF LEAVE OF ABSENCE: NON-CERTIFICATED

<u>Name</u>	<u>Building &amp; Assignment</u>	<u>Pay Status</u>	<u>Dates</u>
Dorothy Binter	Harrington	With Pay	10-24-05 to 11-04-05
Medical	Office Aide		

(d) REVISED LEAVE OF ABSENCE: CERTIFICATED

<u>Name</u>	<u>Building &amp; Assignment</u>	<u>Pay Status</u>	<u>Revised Dates</u>
Keri Mikulski	Harrington		
Medical Leave	Grade 7	With Pay	12-08-05 to 01-30-06
Family Leave		Without Pay	01-31-06 – 05-01-06
Child Rearing		Without Pay	05-02-06 – 06-30-06

*Recommendation:* It is recommended that the above extension of leave(s) of absence be approved as indicated.

**Item 4. SALARY ADJUSTMENT/ASSIGNMENT CORRECTION**

(a) SALARY ADJUSTMENT/ASSIGNMENT CORRECTION

<u>Name</u>	<u>From</u>	<u>To</u>	<u>Effective Date</u>
Allison Noyes	Aide to Autistic Student \$11,615.00 prorated	Aide to Class \$10,100.00 prorated	10-26-05

*Recommendation:* It is recommended that the above salary adjustment/assignment correction be approved as indicated.

**Item 5. SUBSTITUTE STAFF (Teachers, Aides, Secretaries, Custodians)**

(a) SUBSTITUTE TEACHER(S):

David Dieva  
Leonard Kornblau  
Marisa Melendez

*Recommendation:* It is recommended that the above individuals be approved as substitute teachers for the 2005-06 school year.

**Item 6. EXTENDED DAY CARE PROGRAM**

(a) EXTENDED DAY CARE PROGRAM – LEAVE OF ABSENCE EXTENSION

<u>Name</u>	<u>Assignment</u>	<u>Pay Status</u>	<u>Dates</u>
Theresa Diogenia Family Leave	EDC Aide	Without Pay	10-04-05 to 11-18-05

*Recommendation:* It is recommended that the above extension of leave(s) of absence be approved as indicated.

**Item 7. STUDENT TEACHING EXPERIENCES**

(a) STUDENT TEACHING EXPERIENCE(S)

<u>College</u>	<u>Student &amp; Area</u>	<u>Semester/Dates</u>	<u>Assignment Info</u>
Farleigh Dickinson University	Jennifer Mantzas Elementary Ed	January 2006 One Week	Field Placement - observing various classes at Fleetwood.
Holy Family University	Jennifer Crouthamel Special Ed	January 12 to April 21, 2006	Robin Cohen Fleetwood - Special Ed
Holy Family University	Larry Helfman Elementary Ed	January 12 to April 21, 2006	Regina Kapusnick Hartford - Grade 6
Holy Family	Melinda Lucas	January 12 to	Karen Saybolt

University	Special Ed	April 21, 2006	Fleetwood - Special Ed
Rowan University	Alicia Sali Elementary Ed	Fall 2005	Field Placement - observing various classes at Fleetwood

*Recommendation:* It is recommended that the above individual(s) be approved to complete his/her student teaching experience in the Mount Laurel district as indicated.

**Item 8. TUITION REIMBURSEMENT ADJUSTMENT**

Tuition reimbursement adjustment for Maureen Barrett from \$425.00 to \$564.00

*Recommendation:* It is recommended that the above tuition reimbursement adjustment be approved as indicated.

**RECOMMEND THAT ITEMS 1 to 8 BE APPROVED AS LISTED.**

Motion \_\_\_\_\_ Second \_\_\_\_\_

Action Taken \_\_\_\_\_

**O. POLICY AND LEGISLATION**

The Superintendent recommends approval of the following:

1. Board Policies – First Reading

**Item #1. Approval of Board Policies – First Reading**

**Exhibit #13**

It is recommended that the following Board policies be approved for a first reading, as per the exhibit:

- #3542.1 – Local Wellness/Nutrition
- #5111 – Admission

**RECOMMEND THAT ITEM 1 BE APPROVED AS LISTED.**

**Motion** \_\_\_\_\_ **Second** \_\_\_\_\_

**Action Taken** \_\_\_\_\_

**P. ADDITIONAL REMARKS FROM THE PUBLIC**

**Q. OTHER BUSINESS**

**R. EXECUTIVE SESSION**

**S. RETURN TO PUBLIC SESSION**

**T. ADJOURNMENT**