



City of Burlington Public Schools

518 LOCUST AVENUE, BURLINGTON, NEW JERSEY 08016

John Russell, ED.D.
SUPERINTENDENT OF SCHOOLS
(609) 387-5870 FAX (609) 386-6971

REVISED

TO: Members of the City of Burlington Board of Education

FROM: John Russell, Ed.D.
Superintendent of Schools

RE: Agenda – October 19, 2020

DATE: October 16, 2020

5:30 PM Work Session and Public Meeting
WWIS Cafeteria AND Zoom Meeting
874 5133 5518

PLEDGE OF ALLEGIANCE

ROLL CALL

Jennifer Montone, President
Nicole Gaspard Tovar, Vice President
Maxcine Borden-Hendricks
Dr. Amber Ciccanti
William Kamps
Holly MacDonald
Crystal Mettrock
Ernest Turner
Karen Daly, Edgewater Park Representative
Dr. John Russell, Superintendent of Schools
Mr. Raymond W. Coxe, Board Secretary/Business Administrator
Comegno Law Group, Attorneys-At-Law

SUNSHINE STATEMENT

In accordance with the State's Sunshine Law, adequate notice of this meeting was provided by mailing a notice of the time, date, location, and, to the extent known, the agenda of this meeting on October 14, 2020 to the Burlington County Times. Copies of the notice have also been posted in the board office on October 14, 2020 and filed with City of Burlington City Clerk and in each of the district schools on October 14, 2020.

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.

Partners Responsible We are Outstanding United Dedicated

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

2020-2021 DISTRICT GOALS

GOAL#1: To implement, execute, and revise (as needed) the District Restart and Recovery Plan for the 2020-2021 school year.

GOAL#2: To support and participate in an Equity Professional Learning Community (PLC) which will examine curricula, collect and analyze stakeholder data, design professional development activities, and ensure students and staff are exposed to a wide variety of information and perspectives on diversity, racism, discrimination, and bias in an accepting and culturally affirming environment.

GOAL#3: To improve student academic achievement and social-emotional well-being.

GOAL#4: To revise and implement the District Technology Plan to support students, staff, and community members during pandemic conditions.

GOAL#5: To learn, utilize, and maximize instructional technologies to engage students in the learning process and teach critical thinking and problem-solving skills to prepare them for post-secondary education or the workplace.

GOAL#6: To foster an inclusive, collaborative culture and climate with internal and external stakeholders.

1. Swearing in of Todd Viereck as a newly appointed Board Member.

2. Work Session

M 3. Recommend adoption of Resolution #3125-20 Authorizing the Board of
S Education to meet in closed session (Personnel, Contract and Student Matters).

EXHIBIT J

B/A

RETURN TO PUBLIC SESSION

REVIEW AND CONSIDER MINUTES OF MEETING – September 14, 2020

EXHIBIT A1

REVIEW AND CONSIDER MINUTES OF MEETING – September 21, 2020

EXHIBIT A2

FINANCIAL STATEMENTS

1. Summary of Transactions – September 2020

EXHIBIT B

2. A148 Report/Secretary's Report – September 2020

EXHIBIT C

3. Report of Treasurer of School Moneys – September 2020

EXHIBIT D

4. Division of Finance Bulletin – September 2020

EXHIBIT E

PAYMENT OF BILLS

Bill List

EXHIBIT F1

Bill List

EXHIBIT F2TRANSFER RESOLUTION – September 2020EXHIBIT GSUPPLEMENTAL PAYROLL – September 2020EXHIBIT HSIGN-IN SHEETEXHIBIT I**SPECIAL PRESENTATION**

- School Safety Data Report (formerly known as Violence and Vandalism Report) – Mrs. Knight, Mrs. Dunham, Mr. Shappell, and Mr. Flynn

School Violence Awareness Week

N.J.S.A. 18A:36-5.1 requires that the week beginning with the third Monday in October of each year (October 19-23 in 2020) be designated as School Violence Awareness Week in New Jersey.

SPECIAL REPORT

- M 1. Recommend receipt and acceptance of the 2019-2020 School Safety Data Report EXHIBIT K
S and subsequent Public Hearing as presented by Building Principals.

B/A

CORRESPONDENCE**SUPERINTENDENT'S REPORT**

- M 1. Recommend approval of the updated 2020-2021 Reopening of Schools Plan EXHIBIT SU1
S per Dr. John Russell.

B/A

A. Information Only

- a. Captain James Lawrence School – Suspension Report #1 EXHIBIT SU2
- b. Samuel Smith School – Suspension Report #1 EXHIBIT SU3
- c. Wilbur Watts Intermediate School – Suspension Report #1 EXHIBIT SU4
- d. Burlington City High School – Suspension Report #1 EXHIBIT SU5
- e. Fire/Security Drill Report – September 2020 EXHIBIT SU6
- f. Fund Raising Report – September 2020 EXHIBIT SU7
- g. Graduation Rates for the 2019-2020 School Year

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 AND STUDENT MATTERS:

S Recommend approval of 2020-2021 Child Study Team and student matters as per Mr. Michael Scapellato:

A. FAMILIES IN TRANSITION:

1. Student #202160044
2. Student #201602075
3. Student #201804001
4. Student #201804022

B/A

B. HOMEBOUND INSTRUCTION

1. Student #1620453

B/A

C. OTHER

1. Recommend approval to utilize West Berlin Bus Services as a vendor for the 2020-2021 school year.
2. Recommend approval for West Berlin Bus Services to transport Student #201699005 from a therapeutic home setting in Sicklerville, NJ to Burlington County Special Services for the 2020-2021 school year at \$246.00/day.

B/A

M 2. Recommend approval of the Agreement for the Provision of Instruction
S with the Brookfield Educational Services Program to provide bedside instruction at the rate of \$51.00/hour for the 2020-2021 school year on an as needed basis, per Mr. Raymond Coxe. Students will be individually approved with submission from the Child Study Team.

EXHIBIT PR1

B/A

M 3. Recommend approval of Resolution #3124-20 accepting and submitting
S the IDEA B Consolidated Grant Amendment 1 for the project period 7/1/20 to 9/30/21 per Mr. Raymond Coxe.

EXHIBIT PR2

- a. Basic \$628,754
- b. Preschool \$ 20,919

B/A

M 4. Recommend approval to acknowledge receipt of the 2020-2021 Monthly Nursing
S reports for September as follows:

- A. Captain James Lawrence School
- B. Samuel Smith School
- C. Wilbur Watts Intermediate School
- D. Burlington City High School

EXHIBIT PR3

EXHIBIT PR4

EXHIBIT PR5

EXHIBIT PR6

B/A

M 5. Recommend approval of Resolution #3126-20 Uniform State Memorandum of
S Agreement and Live Streaming Memorandum of Understanding Between City
of Burlington Public School District and Law Enforcement Officials.

EXHIBIT PR7

B/A

M 6. Recommend approval to hold a Future Business Leaders of America (FBLA)
S club at Burlington City High School for the 2020-2021 school year at no cost
to the District. John Orlando will advise the club on a volunteer basis.

B/A

FINANCE AND OPERATIONS

M 1. Recommend approval of Monthly Transfer Report – S1701 Compliance for EXHIBIT FO1
S September 2020 as per Mrs. Ingrid Walsh.

B/A

M 2. Recommend approval of the Joint Transportation Agreements with Burlington EXHIBIT FO2
S County Educational Services Unit for Public, Non-Public and Vocational
Schools; Special Education Summer Schools and Special Education Winter
Bus Routes; Resolution #3127-20, per Mr. Raymond Coxe.

B/A

M 3. Recommend approval of Resolution #3129-70 approving submission of the EXHIBIT FO3
S Comprehensive Maintenance Plan and M-1 Worksheet, per Mr. Raymond Coxe.

B/A

M 4. Recommend approval of the 2021-2022 Budget Handbook, per Mr. Raymond EXHIBIT FO4
S Coxe.

B/A

PERSONNEL (10/19/20)
The Superintendent recommends the following personnel actions:
M 1. Appointments/Transfers 2020-2021:

- S** Recommend approval to appoint the following persons to positions for the 2020-2021 school year, effective through June 30, 2021 unless otherwise stated:
- A. KAMESIA BROWN – Behavior Support Assistant, Captain James Lawrence School, at \$35,000.00, effective upon completion of new hire paperwork through June 30, 2021.
 - B. SHERRY KNIGHT - Transfer from Principal of Captain James Lawrence School to Director of Curriculum, Instruction, and Equity; District at \$152,205.18 (no change in current salary), effective January 1, 2021 through June 30, 2021.
 - C. AMANDA MACKIE – Clerk Typist (10-month Pandemic Response), District, at \$30,059, Step 1, effective October 20, 2020 through June 30, 2021.

(Employment of the above individuals is provisional pending satisfactory former employer Verification as required by P.L. 2018, c. 5; fingerprint and background checks as required by P.L. 1986, C116., and further pending the satisfactory completion of all required paperwork.)

B/A

M 2. Salaries for Staff 2020-2021 School Year:

- S** Recommend approval of salaries for the following staff member for the 2020-2021 school year.
- A. RAY ROBINSON – Health/PE Teacher, Burlington City High School, increase in degree status from MA Step 7 to MA+15 Step 7, at \$62,328.00 effective February 1, 2021.

B/A

M 3. Salaries for Staff 2021-2022 School Year:

- S** Recommend approval of salaries for the following staff member for the 2021-2022 school year.
- A. Employee #6042 – Retain at current salary and step of MA Step 20 for the 2021-2022 school year.

B/A

M 4. Resignations/Retirements:

- S**
- A. PIXLEY IRONS – Rescind appointment as Custodian for failure to complete paperwork.
 - B. SFC VICTOR MANZUETA – Resignation as JROTC Instructor at Burlington City High School effective January 1, 2021.

B/A

M 5. Family Leaves of Absence

S Recommend approval to grant a leave of absence to the following employees in accordance with the provisions of the Family Leave Act:

- A. SOPHIA ARNAO – Resolution #3130-20 Authorizing a revised Leave of Absence December 21, 2020 through May 7, 2021. EXHIBIT PE1
- B. SAMANTHA RODOLICO – Resolution #3131-20 Authorizing a Leave of Absence November 5, 2020 through March 28, 2021. EXHIBIT PE2

B/A

M 6. Leaves of Absence

S Recommend approval to grant a medical leave of absence to the following employee:

- A. BETH ANNE WELLS – Resolution #3132-20 Authorizing a Leave of Absence November 10, 2020 through February 10, 2021. EXHIBIT PE3

B/A

M 7. Leaves of Absence

S Recommend approval to grant a leave of absence to the following employee in accordance with the provisions of the Families First Coronavirus Response Act:

- A. JENNIFER BENEDETTI – Resolution #3133-20 Authorizing an intermittent Leave of Absence October 5, 2020 through November 16, 2020. EXHIBIT PE4
- B. DANIELLE CARLOTTO – Resolution #3134-20 Authorizing an intermittent Leave of Absence October 19, 2020 through December 14, 2020. EXHIBIT PE5
- C. KATHERINE HARDIES – Resolution #3135-20 Authorizing a Leave of Absence December 2, 2020 through June 30, 2021. EXHIBIT PE6
- D. COURTNEY ROGERS-BOLDEN – Resolution #3136-20 Authorizing a Leave of Absence September 9, 2020 through December 2, 2020. EXHIBIT PE7

B/A

- M 8. Motion to approve the attached Memorandum of Understanding between the City of Burlington Education Association and the City of Burlington Board of Education prorating stipends for 2020 Honorarium positions due to the COVID-19 pandemic, per Dr. John Russell. EXHIBIT PE8

B/A

- M 9. Motion to approve the attached Memorandum of Understanding between the City of Burlington Education Association and the City of Burlington Board of Education prorating stipends for Winter 2020 Athletic Honorarium positions due to the COVID-19 pandemic, per Dr. John Russell. EXHIBIT PE9

B/A

M 10. Honorarium Appointments 2020-2021:

S Recommend approval to appoint the following individuals for 2020-2021 Honorariums in accordance with the agreed upon stipend payment schedule:

STAFF MEMBER	HONORARIUM	STIPEND
Bryan Miller	Arrowhead	\$3,060.00
David May	Band Director	\$15,372.00
John Cajio	Assistant Band Director	\$2,984.40
David May	Chorus Director	\$4,259.70
Cara Caruso	Color Guard (Winter)	\$5,408.10
Alex Pearl	First Robotics	\$1,836.00
David May	Jazz Band Director	\$3,704.40
Heather Whalen	Renaissance (50%)	\$2,308.50
Devin Ryan-Pullen	Renaissance (50%)	\$2,308.50
David May	School Play - Chorus	\$1,481.40
David May	School Play - Drama	\$3,888.90
Susan Andris	Sutdent Council	\$7,351.20
Patrick McDowell	Skills USA	\$3,672.00

B/A

M 11 . Athletic Honorariums 2020-2021:

S Recommend approval to appoint the following individuals to Winter Sports Coaching Positions for 2020-2021 in accordance with the agreed upon graduated stipend payment schedule, realizing a District cost savings of \$33,009.00:

STAFF MEMBER	YEAR	HONORARIUM	STIPEND
Paul Collins	Year 3+	Head Coach Boys Basketball	\$10,863.00
Jamal Jones	Year 1	Assistant Coach Boys Basketball	\$5,370.00
Jeff Coleman	Year 3+	Wrestling Head Coach	\$10,863.00
Nick Priest	Year 3+	Assistant Wrestling Coach	\$7,007.00
Stefanie DeMara	Year 3+	Cheerleading Head Coach	\$7,122.00
Daniel Golazeski	Year 3+	Indoor Track Coach	\$8,560.00
Chris Kingston	Year 3	Head Coach Girls Basketball	\$10,863.00
Kelly Simpson	Year 1	Assistant Coach Girls Basketball	\$5,370.00

B/A

M 12. Student Teacher Practicum Placement:

S Please accept the following recommendations for placement for the 2020-2021 school year pending receipt of all required paperwork as per Mrs. Sherry Knight:

TCNJ

ASSIGNED SCHOOL	SEMESTER	STUDENT	GRADE OR SUBJECT	COOPERATIVE TEACHER
BCHS	Aug. 25 – Dec. 11, 2020	Alexa Sloan	History	Elyse Kiedaisch

B/A

M 13. Volunteers

S Recommend approval to add the following to our list of volunteers for the 2020-2021 school year:

A. Samuel Smith School

EXHIBIT PE10

B/A

TRIPS

M 1. Recommend approval of 2020-2021 Professional Trip Report #3A.

S

EXHIBIT T1

B/A

ADJOURNMENT

DATES TO REMEMBER:

1. Monday, January 6, 2020 - 6:30 p.m. Board of Education Reorganization Meeting;
8:00 p.m. Executive Session-Superintendent Search
2. Monday, January 13, 2020 - 5:30 p.m. Work Session; 7:00 p.m. Board of Education Meeting
3. Monday, January 20, 2020 - Martin Luther King, Jr., Day - Schools and Offices Closed
4. Monday, January 22, 2020 - 5:30 p.m. Executive Session Meeting - Superintendent Search
5. Saturday, January 25, 2020 - 9:00 a.m. Executive Session Meeting - Superintendent Search
6. Monday, January 27, 2020 - 5:30 p.m. Executive Session Meeting - Superintendent Search
7. Monday, February 3, 2020 - 5:30 p.m. Executive Session Meeting - Superintendent Search
8. Friday, February 7, 2020 - 5:30 p.m. Executive Session Meeting - Superintendent Search
9. Monday, February 10, 2020 - 4:30 p.m. Work Session; 5:00 p.m. Personnel Review;
7:00 p.m. Board of Education Meeting
10. Wednesday, February 12, 2020 - 5:30 p.m. Executive Session Meeting - Superintendent Search
11. Friday, February 14 & Mon. February 17, 2020 - Presidents' Weekend Schools & Offices Closed
12. Monday, February 24, 2020 - 5:30 p.m. Work Session; 6:30 p.m. PRIDE; 7:00 p.m. Board of Education Meeting
13. Monday, March 9, 2020 - 5:30 p.m. Work Session; 7:00 p.m. Board of Education Meeting
14. Monday, March 23, 2019 - 5:30 p.m. Work Session; 6:30 p.m. PRIDE; 7:00 p.m. Board of Education Meeting
15. Monday, April 6, 2020 - 5:30 p.m. Work Session; 7:00 p.m. Board of Education Meeting
16. Thursday, April 9, 2020 - Early Dismissal Students & Staff
17. Friday April 10, 2020 - Friday, April 17, 2020 - Spring Break - Schools & Offices Closed
18. Monday, April 27, 2020 - 5:30 p.m. Board of Education Personnel Reviews
19. Monday, May 4, 2020 - 5:30 p.m. Budget Hearing; 7:00 p.m. Board of Education Meeting
20. Monday, May 11, 2020 - 5:30 p.m. Work Session; 6:30 p.m. PRIDE; 7:00 p.m. Board of Education Meeting
21. Monday, May 25, 2020 - Memorial Day - Schools & Offices Closed
22. Tuesday, June 2, 2020 - Staff In-Service - Schools Closed for Students
23. Monday, June 8, 2020 - 5:30 p.m. Work Session; 7:00 p.m. Board of Education Meeting
24. Monday, June 22, 2020 - 5:30 p.m. Work Session; 7:00 p.m. Board of Education Meeting
25. Tuesday, June 23, 2020 & Wednesday, June 24, 2020 - Early Dismissal for Students
26. Wednesday, June 24, 2020 - Last Day for Students; BCHS Graduation 6:00 p.m.
27. Friday, July 3, 2020 - Offices Closed
28. Monday, July 13, 2020 - 4:30 p.m. Work Session; 6:00 p.m. Board of Education Meeting
29. Monday, August 10, 2020 - 4:30 p.m. Work Session; 6:00 p.m. Board of Education Meeting
30. Monday, August 24, 2020 - 5:00 p.m. Work Session; 6:00 p.m. Board of Education Meeting
31. Monday, September 14, 2020 - 5:30 p.m. Work Session; 7:00 p.m. Board of Education Meeting
32. Monday, September 28, 2020 - 5:30 p.m. Work Session; 7:00 p.m. Board of Education Meeting
33. Monday, October 12, 2020 - Columbus Day Schools & Offices Closed
34. Monday, October 19, 2020 - 5:30 p.m. Work Session; 7:00 p.m. Board of Education Meeting
35. Tuesday, November 3, 2020 - Staff In-Service - Schools Closed for Students
36. Thursday, November 5 & Friday, November 6, 2020 - Schools & Offices Closed
37. Monday, November 9, 2020 - 5:30 Work Session; 6:30 p.m. PRIDE; 7:00 p.m. Board of Education Meeting
38. Wednesday, November 25, 2019 - Early Dismissal Students & Staff
39. Thursday, November 26 & Friday, November 27, 2020 - Schools & Offices Closed
40. Monday, December 14, 2020 - 5:30 p.m. Work Session; 6:30 p.m. PRIDE; 7:00 p.m. Board of Education Meeting

41. TBD – Winter Break – Schools & Offices Closed

42. Monday, January 4, 2021 - 6:30 p.m. Board of Education Reorganization Meeting

BOARD PLANNING CALENDAR	
January 6, 2020	6:30 p.m. Board of Education Reorganization Meeting School Board Ethics Training
January 13, 2020	5:30 p.m. Work Session; 7:00 p.m. Board of Education Meeting BOE Yearbook Pictures; Paraprofessional Statement of Assurance
January 22, 2020	5:30 p.m. Executive Session Meeting – Superintendent Search
January 25, 2020	9:00 a.m. Executive Session Meeting – Superintendent Search
January 27, 2020	5:30 Executive Session Meeting – Superintendent Search
February 3, 2020	5:30 p.m. Executive Session Meeting – Superintendent Search
February 7, 2020	5:30 p.m. Executive Session Meeting – Superintendent Search
February 10, 2020	4:30 p.m. Work Session; 5:00 p.m. End of Year Staff Review; Mid-Year Review for Superintendent's Evaluation; 7:00 p.m. Board of Education Meeting HIB/SSDS Mid-Year Report
February 12, 2020	5:30 p.m. Executive Session Meeting – Superintendent Search
February 24, 2020	5:30 p.m. Work Session; 6:30 p.m. PRIDE; 7:00 p.m. Board of Education Meeting NJSBA Superintendent Contract Training
March 9, 2020	5:30 p.m. Work Session; 7:00 p.m. Board of Education Meeting Adoption of Preliminary Budget
March 23, 2020	5:30 p.m. Work Session; 6:30 p.m. PRIDE; 7:00 p.m. Board of Education Meeting
April 6, 2020	5:30 p.m. Work Session; 7:00 p.m. Board of Education Meeting
April 27, 2020	5:30 p.m. Work Session; 7:00 p.m. Board of Education Meeting Personnel Reviews; End of Year Staff Review (All Staff: Non-tenured; Tenured & Administration); Yearly Appointment Resolutions, and Student Dress Code
May 4, 2020	5:30 p.m. Budget Hearing; 7:00 p.m. Board of Education Meeting Approve Staff for 2020-2021 School Year
May 8, 2020	Notification for Non-tenured Staff
May 11, 2020	5:30 p.m. Work Session; 6:30 p.m. PRIDE; 7:00 p.m. Board of Education Meeting
June 8, 2020	5:30 p.m. Work Session; 7:00 p.m. Board of Education Meeting Executive Session for the Purpose of Evaluating the Superintendent 2020-2021 Code of Conduct Presented to the Board of Education
June 22, 2020	5:30 p.m. Work Session; 7:00 p.m. Board of Education Meeting SSDS Year-End Report; Professional Development Plan and/or Mentoring SOA
July 13, 2020	4:30 p.m. Work Session; 6:00 p.m. Board of Education Meeting CEP SOA (2020-2021); Anti-Bullying Bill of Rights
August 10, 2020	4:30 p.m. Work Session; 6:00 p.m. Board of Education Meeting Revised Curriculum; Nursing Services Plan
August 24, 2020	5:00 p.m. Work Session; 6:00 p.m. Board of Education Meeting
September 14, 2020	5:30 p.m. Work Session; 7:00 p.m. Board of Education Meeting 5 Year Curriculum Plan
September 28, 2020	5:30 p.m. Work Session; 7:00 p.m. Board of Education Meeting Paraprofessional Statement of Assurance
October 19, 2020	5:30 p.m. Work Session; 7:00 p.m. Board of Education Meeting NCLB & Violence/Vandalism Yearly Report; Review of Achievement Data

October 19, 20, 21 & 22, 2020	NJSBA Convention (Virtual)
November 3, 2020	6:00 a.m. – 8:00 p.m. General Election to Include School Board Member Election
November 9, 2020	5:30 Work Session; 6:30 p.m. PRIDE; 7:00 p.m. Board of Education Meeting QSAC SOA; School Building Checklists; Presentation of Maintenance Plan & M1; Early Childhood Program Plan
December 14, 2020	5:30 p.m. Work Session; 6:30 p.m. PRIDE; 7:00 p.m. Board of Education Meeting CAFRA Presentation (Audit)
January 4, 2021	6:30 p.m. Board of Education Reorganization Meeting