

**10357**  
**September 13, 2011**

**BRIDGETON BOARD OF EDUCATION**  
**PUBLIC ACTION MEETING**  
**September 13, 2011**

The public action meeting of the Bridgeton Board of Education was called to order at 6:00 p.m. by the Board President, Ms. Angelia Edwards. Board Members present were Mrs. Brenda Dellaquilla, Ms. Angelia Edwards, Mrs. Marie Bernstein, Ms. Barbara Taylor-Holmes, Mr. Curtis Edward, Mr. James Williamson and Mrs. Mary Peterson. Mr. Albert Morgan and Mr. Kenny Smith Bey Jr. were absent. Also in attendance were, Dr. Thomasina Jones, Superintendent, Mr. Nedd Johnson, Assistant Superintendent, A. Paul Kienzle, Jr. Esq., Board Solicitor (arrived at 6:22 pm), Mrs. Nicole M. Schoener, School Business Administrator. Prayer was offered by Mr. Edwards.

1.5 OPEN PUBLIC MEETING STATEMENT

The New Jersey Open Public Meeting Law was enacted to insure the right of the public to have advance notice of and to attend the meetings of the public bodies at which any business affecting their interests is discussed or acted upon. Bridgeton Board of Education has caused notice of this meeting to be published by having the date, time and place thereof posted on the bulletin board in the lobby of the Bank Street Administration Building and mailed to the City Clerk of Bridgeton, The News of Cumberland County, Bridgeton, The Press of Atlantic City, Pleasantville and Radio Station WSNJ, Bridgeton on May 11, 2011.

1.6 PUBLIC PARTICIPATION

Mayor Kelly promoted the October 1<sup>st</sup> event –Raise your voice against violence. The mayor gave flyers and posters to the Superintendent to distribute as appropriate. He further thanked the Board for their support with the event in promoting a positive perception of our city.

1.7 RESOLUTIONS

1.8 PRESENTATIONS

*Dr. Jones shared that there are some large class sizes at Indian, QML and Broad. These issues are being addressed.*

*Next, the superintendent informed the board of their problems with hiring aides because we are waiting for fingerprints before they are permitted to start. Dr. Jones asked the board to reconsider the position.*

*HOPE academy: some students do not need to be in attendance all day, but do not have a job to be released to. Dr. Jones asked the board to consider early dismissal without a job. Mrs. Dellaquilla stated the curriculum committee was concerned about just putting the kids on the streets with nothing to do.*

*Finally, Dr. Jones advised the Board of issues occurring because of communication issues with our Latino population. This will need to be addressed as we are currently pulling teachers and aides from the classroom. Ms. Edwards state these positions would have to do more. Mr. Edwards suggested a translation phone, they use these in his office. Dr. Jones asked Mr. Edwards for the information.*

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1.9 APPROVAL OF MINUTES

Motion by Mrs. Dellaquilla approving the following minutes:

Regular Agenda Session/Public Action Meeting August 9, 2011

Executive Session August 9, 2011

**Motion carried, roll call vote was 7-0.**

**Item 1.9.1 Approved the following change in minutes from the August 9, 2011 Public Action Meeting:**

Motion by Mrs. Bernstein, second by Mrs. Dellaquilla approving the following changes:

Item 2.2 d.

Approved Summer Professional Development for the (Talent 21 Program) should be 21<sup>st</sup> Century (previously approved). Funds have been reserved in the (Talent 21) should be 21<sup>st</sup> Century Year 2 budget for staff to receive professional development. The training will focus on student engagement, increasing rigor in Language Arts/ writing, and promoting positive behavior. This training will occur on August 10, 2011 from 2:00 – 5:00 pm. Total Cost \$300.00 to be paid by Account # 20-465-100-101-00-40.

Item 4.1.2 a-c \*Approval of Retirements of Non-Certificated Staff

- b. Approved retirement of Ms. Bonnie McKnight, Instructional Aide at the Geraldyn O. Foster Early Childhood Center, effective **December 1, 2011**.

**Motion carried, roll call vote was 7-0.**

**CONSENT AGENDA**

**Item 2.2 a-f \* Approval of Professional Development**

a. Approved the Society for the Prevention of Teen Suicide (<http://spts.pldm.com>) online suicide prevention training for all staff. The state requires that all staff participate in suicide prevention training. This is at no cost to the district.

b. Approved Blueprints for Student Success at BHS. Blueprints for student Success is an intensive, teacher friendly approach to instruction based on the research and practice of Reuven Feuerstein, Ruby Payne, Robert Dilts, and Betty Garner. Participants will study in depth strategies for stabilizing student behavior and learn how to accelerate and improve learning process. This work is essential to student learning and highly recommended for schools under review, schools struggling with students, and school experiencing changing populations. Three training sessions will occur on the following dates: March 13, 26 and April 20, 2012. Three coaching sessions will occur on April 26, May 3, and May 10, 2012. 20 staff members will participate as well as receive a set of 3 books and various materials given by the presenters. Total cost is \$21, 500.00 to be paid by Account # 20-237- 200-320-00-40.

c. Approved 22 Staff Members to attend National Council of the Teachers of Mathematics (NCTM) 2011 Regional Conference and Exposition in Atlantic City, NJ on October 20-21, 2011. 22 Teachers @\$183.00 = \$4,026.00. To be paid by the following Account #'s 20-238-200-580-02-81CO, 20-238-200-580-03-81CO, 20-238-200-580-04-81CO, 20-238-200-580-05-81CO, 20-238-200-580-06-81CO, 20-238-200-580-07-81CO, 20-238-200-580-08-81CO. (Attached)

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- d. Approved Everyday Math Training for grades K-6 new or newly assigned teachers. To be held on October 11, 18, 24, 2011, total cost \$6000.00 to be paid by Account # 20-237-200-320-01-40 CO.
- e. Approved TiNavigator training for Grades 9-12 Math & Science teachers.  
The TI-Navigator system creates a powerful connection between students and teacher wirelessly networking each student's graphing calculator to the classroom computer. A growing body of research shows that effective use of the TI-Navigator system and graphing calculators improves student engagement, understanding and performance. To be held on 10/17/11, 1/16/12 and 3/23/12. Total cost \$5,925.00 to be paid by Account #20-238-200-320-00-81 C/O.
- f. Approved the use of Weekly Readers and National Geographic in all schools grades K-8 for use in all content areas to expand the reading of informational text in the primary grades. The Board Curriculum & Instruction committee approved this on August 9, 2011.

**Item 2.3 a-h**                      **\*Approval of Student Programs**

- a. Approved the following Special Programs at Indian Avenue School;
1. **Sadecky's Puppets R.E.S.P.E.C.T.**  
Is a performance about a boy who is being punished for being disrespectful to others and must learn to show respect to others in order to earn back his favorite activity.  
ACCT. # 15-190-100-320-00-05  
AMOUNT: \$795.00 1 Performance GR. K-4  
DATE: September 29, 2011 9:30-10:30 AM
  2. **Steered Straight "Truth About Gangs"**  
The program was approved by the BOE in June, 2011.  
ACCT. # 15-190-100-320-00-05  
GRADES-5, 6, 7, 8  
DATE: September 30, 2011
  3. **Young Audiences**  
**Pat Cannon's Foot and Fiddle Dance Company**  
Is a show that provides the historical interconnection between traditional American dancers and their multicultural origins in the European, African and Native American Cultures.  
ACCT. # 15-190-100-320-00-05  
AMOUNT: \$1520.00 2 Performances K-8  
DATE: November 30, 2011
  4. **Young Audiences**  
**The Seventh Principal Bantaba: The Circle of Celebration**  
Is a program that brings together traditional African and modern African-American dance while teaching about the respective cultures on opposite sides of the Atlantic.  
ACCT. # 15-190-100-320-00-05  
AMOUNT: \$1,235.00 2 Performances K-8  
DATE: February 17, 2012
- b. Approved the Steered Straight Program (for HOPE Academy) 32 week counseling initiative called MAN-UP (Moving Away from Negativity Utilizing Planning). It is a rational emotive therapy- based group program based on "Staying in Your Lane" curriculum that emphasizes cognitive thinking. The cost for 32 weekly one hour sessions is \$9,600.00. Account #20-237-100-300-00-40 CO.

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- c. Approved The Youth Alliance Heroes and Mentors Program. This presentation will educate students in preventing Bullying behaviors as well as equipping students to successfully navigate negative situations and create healthier environments in school and their community. The presenter is Seth Franco, former member of the Harlem Globetrotters. This presentation will occur on October 28, 2011 in all schools. The presentation also includes a district wide family night which will be held to speak to students and families about bullying, and how they can empower themselves against it. Total Cost \$ 3,000.00 to be paid by Account # 20-237-100-300-00-40 CO.
- d. Approved the 2011- 2012 Annual Community Children's Shower- Parents of students and transition meet with local social service agencies to learn about services they may be able to utilize for various types of assistance. Students in Transition visit craft stations as well as educational stations conducted by Bridgeton's Municipal Alliance and the LEO club. Students will also receive holiday gifts secured through community donations. The cost for this event will include dinner for the 100 students and parents that attend at a cost of approx. \$1,500. The cost is part of the McKinney Vento Grant. Account #20-463-200-600-00-40.
- e. Approved the McKinney Vento Tutoring Program at Partnering Shelters (Cumberland County Shelter and Oaysis Family Shelter to provide supplemental tutorial and Math services. Approx. 6 tutors will be needed. The tutoring will commence from October 2011 to May 2012. 6 teachers @ \$25 hour for 4 hours per week for 25 weeks= \$15,000. Account # 20-463-100-101-00-40.
- f. Approved the use of the Renzulli Learning Program for the Gifted and Talented Afterschool Program. The Renzulli Learning System is a comprehensive program that begins by providing a computer-generated profile of each student's academic strengths, interests, learning styles, and preferred modes of expression. A search engine then *matches* internet resources to the student's profile from fourteen carefully screened databases that are categorized by subject area, grade level, state curricular standards, and degree of complexity. A management system called the Wizard Project Maker guides students in the *application* of knowledge to teacher or student selected assignments, independent research studies, or creative projects that individuals or small groups would like to pursue. Students and teachers can evaluate the quality of students' products using a rubric called The Student Product Assessment Form. Students can rate each site visited, conduct a self-assessment of what they have gained from the site, and place resources in their own Total Talent Portfolio for future use. RLS also includes a curriculum acceleration management system for high achieving students based on the many years of research and widespread use of a curricular modification process called Curriculum Compacting. Students and teachers can use the RLS anytime and anywhere where there is Internet access. Total cost \$ 16, 500.00 to be paid by Account #'s 20-238-200-320-00-40 CO \$2,500 and 20-238-200-600-00-40 CO \$14,500.
- g. Approved Student Participation in the Collaborative Enrichment Programs for the Gifted and Talented students in grades 6-8. Programs: Cognetics, Film Festival, and Action Research. These programs would support creative problem solving programs for middle school students as well as team multiple thinking skills projects with highly academic individual and team projects. Total cost \$16,000. 00 to be paid by Account #'s 20-237-100-300-00-40 CO 15,000, 20-237-200-320-00-40 CO 1,000.

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- h. Approved the following Extended Day programs at Quarter Mile Lane School;
- Detention  
Detention- grades 2-8, students who are assigned administrative detention are supervised.  
Grades 2-8  
30 students, 1 Teacher  
October 2011 – June 2012, 4 days per week  
2:45 – 4:30 pm  
Total Cost \$3750 Acct. # 15-421-100-100-00-08
- Homework Club  
Homework Club- provides students assistance with completing their homework.  
Grades 2-8  
30 students, 1 teacher  
October 2011 – May 2012, 2 days per week  
2:45-4:30 pm  
Total Cost \$1875 Acct. # 15-421-100-100-00-08
- Drama Club  
Drama Club- the music and the art teacher teach a play with students and create scenes/props and put on a performance at the end of the year.  
Grades 3-4  
20 students, 2 teachers  
October 2011 – May 2012, 2 days per week  
3:15-4:30 pm  
Total Cost \$3750 Acct. # 15-421-100-100-00-08
- Literature Circles  
Literature Circles- students will receive supplemental instruction in reading with small group novel studies.  
Grades 3-4  
20 students, 2 teachers  
October 2011 – May 2012, 2 days per week  
3:15-4:30 pm  
Total Cost \$3975 Acct. # 15-421-100-100-00-08
- Writer's Workshop Club  
Writer's Workshop- students will receive supplemental instruction in the content area of writing.  
Grades 2-3  
20 students, 2 teachers  
October 2011 – May 2012, 2 days per week  
3:15-4:30 pm  
Total Cost \$3180 Acct. # 15-421-100-100-00-08
- Open Gym Club  
Grades 6-8  
20 students, 1 teacher  
October 2011 – May 2012, 2 days per week  
2:45-4:30 pm  
Total Cost \$2100 Acct. # 15-421-100-100-00-08

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**Item 2.4**                    **\*Approval of Revised Curriculum**

- a.        Approved the following revised curriculum, which was approved by the Board of Education Curriculum & Instruction Committee on August 9, 2011.

Mathematics – Grade 1            (2010 Standards)  
 Mathematics – Grade 2            (2010 Standards)  
 Mathematics – Grade 3            (2010 Standards)  
 Mathematics – Grade 4            (2010 Standards)  
 Mathematics – Grade 6            (2010 Standards)  
 Mathematics – Grade 7            (2010 Standards)  
 Science – Kindergarten            (2009 Standards)  
 Science – Grade 1                (2009 Standards)  
 Science – Grade 2                (2009 Standards)  
 Science – Grade 3                (2009 Standards)  
 Science – Grade 5                (2009 Standards)  
 Science – Grade 6                (2009 Standards)  
 Science – Grade 7 (2009 Standards)  
 Science – Grade 8 (2009 Standards)  
 Elements of Health Care (BHS) (2009 Standards)  
 Gifted and Talented Music – Grades 4 and 5 (2009 Standards)  
 Gifted and Talented Art – Grades 4, 5, 6, 7 and 8 (2009 Standards)  
 Careers in Music – Grades 11 and 12 (2009 Standards)  
 Careers in Art – Grades 11 and 12 (2009 Standards)  
 Dance I, II, III – Grades 9, 10, 11 and 12 (2009 Standards)  
 World of Music – Grade 9, 10, 11 and 12 (2009 Standards)  
 Physics CP (BHS) (2009 Standards)  
 Physics Honors (BHS) (2009 Standards)  
 Principles of Nutrition (BHS) (2009 Standards)  
 Piano Lab I and II – Grades 9, 10, 11 and 12 (2009 Standards)  
 Painting – Grades 10, 11 and 12 (2009 Standards)  
 Art III – Grades 11 and 12 (2009 Standards)  
 Choir I, II, III, IV – Grades 9, 10, 11 and 12 (2009 Standards)  
 English Language Arts – Grades 6, 7 and 8 (2009 Standards)  
 CP English Literature – Grade 9 and 10 (2009 Standards)  
 CP English Literature – Grades 11 and 12 (2009 Standards)  
 World Language – Grades 6, 7 and 8 (2009 Standards)

- b.        Approved the following revised curriculum, which was reviewed by the Board Curriculum and Instruction Committee on September 6, 2011.

Civics – Grade 8 (2009 Standards)  
 Science CP and Honors – Grade 9 (2009 Standards)  
 Algebra 2 Concepts – BHS (2010 Standards)  
 College Math Readiness – BHS (2010 Standards)  
 Chemistry Honors – BHS (2009 Standards)  
 Chemistry CP – BHS (2009 Standards)  
 Earth Science – BHS (2009 Standards)

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Medical Terminology – BHS (2009 Standards)  
 Biology Honors – BHS (2009 Standards)  
 Biology CP and SE – BHS (2009 Standards)  
 Calculus Honors – BHS (2010 Standards)  
 Geometry Concepts – BHS (2010 Standards)  
 Anatomy and Physiology – BHS (2009 Standards)  
 United States History Honors – Grade 10 (2009 Standards)  
 United States History CP – Grade 11 (2009 Standards)  
 Civics – Grade 8 (2009 Standards)  
 Art I – BHS (2009 Standards)  
 Art II – BHS (2009 Standards)  
 Computer Art I – BHS (2009 Standards)  
 Computer Art II – BHS (2009 Standards)  
 The Watson's Go To Birmingham – 1963 (2009 Standards)

**Item 2.5 a-b**                    **\*Approval of the Elimination of Courses**

a.        Approved the elimination of Fashion Merchandising I & II Courses (BHS) which were created for a specific teacher (Ms. Ruth Hand) to teach since there were not enough students/courses for her to teach a full schedule. Her certification limited her to teaching these courses. Since her retirement, no students have signed up for these courses. Fashion Merchandising I and II are part of the Career and Technology Department. This department offers many electives: Computer Literacy I and II, Business Law, Personal Finance, Introduction to Business, Web Page Design, Marketing I and II and Accounting I and II. Per NJQSAC/NJDOE the curriculum guides for these two courses would need to be revised with the new standards. This would entail a cost for rewriting the guides (\$2,400).

b.        Approved the Elimination of the Economics Course (BHS). Since the Personal Finance Course is now a requirement – the elective Economics Course should be removed. The course has not been taught in several years (due to lack of enrollment) and is outdated. The required Personal Finance Course will encompass the content that was addressed in the Economics Course. This will be reflected in the new Program of Studies for 2011-2012.

**Item 2.6**                        **\*Approval of Afterschool K-12 Standards Committee**

Approved the Afterschool K-12 Standards Committee. The purpose of the committee is to revise and update all LAL curriculums to reflect the New Jersey 2009 Core Content Standards. This committee will meet twice for two hours after school for 24 weeks. The committee will consist of 12 people representing each grade level. Curriculums to be revised: Language Arts Literacy grades K-5, World Language grades K-5, Social Studies grades K-5, High School Heritages Spanish I & II. Total Cost \$14,400.00. Account #20-237-100-101-00-40.

**Item 2.7**                        **\*Approval of Afterschool K-12 Curriculum Writing Committee**

Approved the Afterschool K-12 Curriculum *Writing* Committee. The purpose of the committee is to write new curriculum for Spanish I, II, III, IV, AP US History, CP World History/Geography, Honors World History/Geography, Honors English Courses to reflect the New Jersey 2009 Core Content Standards. This committee will meet twice for two hours after school for 24 weeks. The committee will consist of up to twelve 12 people. Total Cost \$14,400.00. Account # 20-237-100-101-00-40.

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**Item 4.1.1****\*Approval of Retirement of Certificated Staff**

Approved retirement of Ms. Mary Fravel, Grade 1 Teacher at Indian Avenue School, effective December 1, 2011.

**Item 4.1.2 a-f****\*Approval of Resignations of Certificated Staff**

- a. Approved resignation of Ms. Mary Moody, Library Media Specialist at Cherry Street School, effective October 2, 2011, or sooner if a replacement is found.
- b. Approved resignation of Mr. Vincent Kennedy, Math Teacher at Bridgeton High School, effective October 15, 2011, or sooner if a replacement is found.
- c. Approved resignation of Mr. Timothy E. Kelley, Assistant School Business Administrator at Bank Street, effective November 15, 2011.
- d. Approved resignation of Ms. Natalie Stetser, Spanish Teacher at Bridgeton High School, effective October 17, 2011 or sooner if a replacement is found.
- e. Approved resignation of Ms. Tania Witter from the Extended Day position of Gifted and Talented Afterschool Enrichment Program, effective September 7, 2011.
- f. Approved resignation of Ms. Susan Little, Principal at Quarter Mile Lane School, effective December 31, 2011.

**Item 4.1.3 a-b \*Ratification of Retirements of Non-Certificated Staff**

- a. Ratified retirement of Ms. Johann Iannarelli, Cafeteria Worker at Broad Street School, effective September 1, 2011.
- b. Ratified retirement of Ms. Gwendolyn Watson, Instructional Aide at Bridgeton High School, effective October 1, 2011.

**Item 4.1.4****\*Approval of Retirement of Non-Certificated Staff**

Approved retirement of Mr. Robert Shinn, Night Custodian at Indian Avenue School, effective November 1, 2011.

**Item 4.1.5****\*Ratification of Resignation of Non-Certificated Staff**

Ratified resignation of Ms. Jessica M. Haenn, Preschool Aide and Extended Care Supervisor at Bridgeton Christian School, effective September 1, 2011.

**Item 4.1.6 a-c****\*Approval of Rescissions of Appointments of Certificated and Non-Certificated Staff**

- a. Rescinded appointment of Ms. Samantha McLeod from the position of Instrumental Music Teacher at Broad Street School, due to declination.
- b. Rescinded appointment of Ms. Crystal Schwarz from the position of Middle School Math Teacher at Quarter Mile Lane School, due to declination.
- c. Rescinded appointment of Mr. Dayne Clarke from the position of Security Monitor at Bridgeton High School, due to declination.



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**Item 4.1.7**      **\*Ratification of Leave of Absence of Non-Certificated Staff**

Ratified request of Ms. Dale Paruta, 12-Month Guidance Secretary at Bridgeton High School, for a **Family Medical Leave of Absence** with pay using accumulated sick days from December 4, 2007 through December 14, 2007 (1/2), a Family Medical Leave of Absence without pay from December 17, 2007 through March 14, 2008 and a **Board Approved Leave of Absence** without pay from March 17, 2008 through June 30, 2008.

This item was inadvertently omitted from the July 2008 Board Agenda.

**Item 4.1.8 a-b** **\*Ratification of Leaves of Absence of Certificated Staff**

- a. Ratified request of Mr. Shawn Bridges, Elementary Teacher at Broad Street School, for a **Family Medical Leave of Absence and a New Jersey Family Leave of Absence** with pay using accumulated sick days from September 1, 2011 until October 30, 2011, or patient is released from doctor's care, not to exceed 12 weeks. This leave is subject to change.
- b. Ratified request of Ms. Nina D'Amato, ESL Teacher at Broad Street School, for a **Family Medical Leave of Absence** with pay using accumulated sick days from September 1, 2011 until June 30, 2012 or sick days are exhausted, then without until patient released from doctor's care, not to exceed 12 weeks, to be used on an intermittent basis.

**Item 4.1.9 a-c**      **\*Ratification of Leaves of Absence of Non-Certificated Staff**

- a. Ratified request of Ms. Bonnie McKnight, Instructional Aide at the Geraldyn O. Foster Early Childhood Center, for a **Family Medical Leave of Absence and a New Jersey Family Leave of Absence** with pay using accumulated sick days from September 1, 2011 until September 30, 2011 and without pay from October 1, 2011 to November 30, 2011, or patient is released from doctor's care, not to exceed 12 weeks.
- b. Ratified request of Ms. Megan Walinsky, Instructional Aide at the Geraldyn O. Foster Early Childhood Center, for a **Family Medical Leave of Absence** with pay using accumulated sick days from September 1, 2011 until September 30, 2011 or patient is released from doctor's care, not to exceed 12 weeks.
- c. Ratified request of Ms. Candy Menz, 10-Month Secretary at Quarter Mile Lane School, for a **Family Medical Leave of Absence** with pay using accumulated sick days from September 1, 2011 until June 30, 2012 or sick days are exhausted, then without pay until patient is released from doctor's care, not to exceed 12 weeks, to be used on an intermittent basis.

**Item 4.1.10 a-c** **\*Ratification of Extensions of Leaves of Absence of Certificated Staff**

- a. Ratified request of Ms. Lara Blew, Teacher of the Handicapped at Indian Avenue School, for an extension of her **Family Medical Leave of Absence and New Jersey Family Leave of Absence** without pay from September 1, 2011 through October 30, 2011.
- b. Ratified request of Ms. Christy Cotler, Elementary Teacher at Broad Street School, for an extension of her **Family Medical Leave of Absence and New Jersey Family Leave of Absence** without pay from September 1, 2011 through December 8, 2011.
- c. Ratified request of Ms. Christina Mendolera, Elementary Teacher at Broad Street School, for an extension of her **Family Medical Leave of Absence and New Jersey Family Leave of Absence** without pay from September 1, 2011 through October 2, 2011.

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**Item 4.2.1**                    **\*Approval of Appointment of Administrative Staff**

Approved appointment of Dr. Emily Cannon to the position of Supervisor of Guidance at Bridgeton High School for the 2011-2012 school year, effective on or before November 14, 2011, on Step 10 of the 12-Month Supervisors' Salary Guide with doctorate, \$107,838.00, prorated. Account #15-000-218-104-00-02. PC#769.

**Item 4.2.2**                    **\*Approval of Appointment of Certificated Staff**

Approved appointment of Ms. Sakina Davis to the position of Early Childhood Master Teacher at the Geraldyn O. Foster Early Childhood Center for the 2011-2012 school year, effective on or before November 1, 2011, on Step 14 of the MA+30 Salary Guide, \$70,020.00, prorated. Account #20-218-200-176-00-01. PC #922.

**Item 4.2.3 a-s**                **\*Ratification of Appointments of Certificated Staff**

- a. Ratified appointment of Ms. Jillian Maroney to the position of Grade 7 English Teacher at Broad Street School for the 2011-2012 school year, effective September 1, 2011, on Step 1 of the BA Salary Guide, \$47,500.00. Account #15-130-100-101-00-03. PC# 211.
- b. Ratified appointment of Ms. Maeghan Kurz to the position of Teacher of the Handicapped at Broad Street School for the 2011-2012 school year, effective September 1, 2011, on Step 1 of the MA Salary Guide, \$49,000.00. Account #15-201-100-101-00-03. PC #2278.
- c. Ratified appointment of Ms. Kristi Berry to the position of Grade 4 Teacher at Cherry Street School for the 2011-2012 school year, effective September 1, 2011, on Step 1 of the BA Salary Guide, \$47,500.00. Account #15-120-100-101-00-04. PC #214.
- d. Ratified appointment of Ms. Erin Branch to the position of Computer Teacher at West Avenue School for the 2011-2012 school year, effective September 1, 2011, on Step 1 of the BA Salary Guide, \$47,500.00. Account #15-120-100-101-00-07. PC #2193.
- e. Ratified appointment of Ms. Diana Hoffman to the position of Grade 6 Teacher at West Avenue School for the 2011-2012 school year, effective September 1, 2011, on Step 1 of the BA Salary Guide, \$47,500.00. Account #15-130-100-101-00-07. PC #2282.
- f. Ratified appointment of Ms. Staci Wagner to the position of Kindergarten Teacher at West Avenue School for the 2011-2012 school year, effective September 1, 2011, on Step 1 of the BA Salary Guide, \$47,500.00. Account #15-110-100-101-00-07. PC #2283.
- g. Ratified appointment of Ms. Jennifer Waldemar to the position of Kindergarten Teacher at Quarter Mile Lane School for the 2011-2012 school year, effective September 1, 2011, on Step 1 of the BA Salary Guide, \$47,500.00. Account #15-110-100-101-00-08. PC #140.
- h. Approved appointment of Ms. Lindsey Clay to the position of Grade 4 Teacher at West Avenue School for the 2011-2012 school year, effective September 1, 2011, on Step 1 of the BA Salary Guide, \$47,500.00. Account #15-120-100-101-00-07. PC #1047.
- i. Approved appointment of Ms. Michele Evans to the position of Grade 2 Teacher at Cherry Street School for the 2011-2012 school year, effective September 1, 2011 through approximately December 31, 2011, on Step 1 of the BA Salary Guide, \$47,500.00, prorated. This position is for a staff member on a leave of absence. There are no benefits with this position. Account #15-120-100-101-00-04. PC #509.

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- j. Approved appointment of Ms. Pamela Doughty to the position of Grade 2 Inclusion Teacher at Quarter Mile Lane School for the 2011-2012 school year, effective September 1, 2011, on Step 13 of the BA Salary Guide, \$65,520.00. Account #15-201-100-101-00-08. PC #792.
- k. Approved appointment of Ms. Kathryn Dettrey to the position of Grade 5 Inclusion Teacher at Broad Street School for the 2011-2012 school year, effective September 1, 2011, on Step 2 of the BA Salary Guide, \$48,500.00. Account #15-120-100-101-00-03. PC #377.
- l. Approved appointment of Ms. Dolores Diaz to the position of Social Studies Teacher at Bridgeton High School for the 2011-2012 school year, effective September 1, 2011, on Step of the MA Salary Guide, \$49,000.00. Account #15-240-100-101-00-02. PC #1010.
- m. Approved appointment of Mr. Dell Dinicola to the position of Middle School Math Teacher at Quarter Mile Lane School for the 2011-2012 school year, from September 1, 2011 through approximately December 17, 2011, on Step 1 of the MA Salary Guide, \$49,000.00, prorated. This position is for a staff member on a leave of absence. There are no benefits with this position. Account #15-130-100-101-00-08. PC #459.
- n. Ratified appointment of Mr. Gary Farms to the position of Math Teacher at Bridgeton High School for the 2011-2012 school year, effective September 1, 2011, on Step 8 of the BA+30 Salary Guide, \$55,330.00 Account #15-140-100-101-00-02. PC #2285.
- o. Ratified appointment of Ms. Alandrea Lee to the position of Kindergarten Teacher at Cherry Street School for the 2011-2012 school year, effective September 1, 2011, on Step 1 of the BA Salary Guide, \$47,500.00. Account #15-110-100-101-00-04. PC #540.
- p. Ratified appointment of Ms. Shannon Harris to the position of Grade 4 Teacher at Quarter Mile Lane School for the 2011-2012 school year, effective September 1, 2011, on Step 4 of the BA Salary Guide, \$49,830.00. Account #15-120-100-101-00-08. PC #11.
- q. Ratified appointment of Ms. Dana Nelson to the position of Grade 2 Teacher at Broad Street School for the 2011-2012 school year, effective September 1, 2011, on Step 1 of the BA Salary Guide, \$47,500.00. Account #15-120-100-101-00-03. PC #2288.
- r. Ratified appointment of Ms. Stephanie Ocasio to the position of Grade 2 Teacher at Quarter Mile Lane School for the 2011-2012 school year from September 1, 2011 through approximately January 24, 2012, on Step 1 of the BA Salary Guide, \$47,500.00, prorated. This position is for a staff member on a leave of absence. There are not benefits with this position. Account #15-120-100-101-00-08. PC #395.
- s. Ratified appointment of Ms. Elizabeth Beebe to the position of Grade 2 Teacher at Broad Street School for the 2011-2012 school year from September 1, 2011 through approximately December 9, 2011, on Step 1 of the BA Salary Guide, \$47,500.00, prorated. This position is for a staff member on a leave of absence. There are no benefits with this position. Account #15-120-100-101-00-03. PC #830.

**Item 4.2.4****\*Ratification of Appointment of Interim Staff**

Ratified appointment of Ms. Shanell Maddrey to the position of Interim Elementary 10-Month Assistant Principal at Broad Street School for the 2011-2012 school year, effective September 1, 2011 until a date to be determined, on Step 1 of the Elementary K-8 Assistant Principals' Salary Guide, \$75,935.00, prorated. Account #15-000-240-103-00-03.

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**Item 4.2.5**                    **\*Approval of Change of Salary Status of Certificated Staff**

Approved change of salary status of Ms. Susanne Jones, LDT/C at Broad Street School, from Step 13 of the BANTS BA+30 Salary Guide, \$71,295.00, to Step 13 of the BANTS MA Salary Guide, \$72,895.00, prorated, effective October 1, 2011. Account #11-000-219-104-00-18.

**Item 4.2.6**                    **\*Ratification of Transfers of Certificated Staff**

Ratified transfer of the following certificated staff member for the 2011-2012 school year:

<b>Name</b>	<b>From</b>	<b>To</b>	<b>Account #</b>
Jennifer Marshall	Grade 6 Inclusion – West PC #580	Grade 6 Inclusion – Broad #580	15-213-100-101-00-03
Kirby Harris	School Psychologist – Cherry PC #717	School Psychologist – West PC #717	11-000-219-104-00-18
Rochelle Roser	Kindergarten – Cherry PC #540	Kindergarten – Indian PC #2286	15-110-100-101-00-05
Irene Guyer	Read 180 – Indian PC # 2166	Grade 5 – Indian PC #2287	15-120-100-101-00-05

**Item 4.3.1 a-i**                **\*Approval of Appointments of Non-Certificated Staff**

- a. Approved appointment of Ms. Annita Baird to the position of Cafeteria Worker at Buckshutem Road School for the 2011-2012 school year, effective September 28, 2011, at the salary of \$19.14 per hour, 3.25 hours per day, total salary \$11,570.00, prorated. Account #60-000-000-000-01. PC #2259.
- b. Approved appointment of Ms. Amy David to the position of Instructional Aide at the Geraldyn O. Foster Early Childhood Center for the 2011-2012 school year, effective September 14, 2011, on Step 3 of the Aides' Salary Guide, \$16,191.00, prorated. Account #20-211-100-106-00-01. PC #2276.
- c. Approved appointment of Ms. Amanda Highley to the position of Instructional Aide at West Avenue School, for the 2011-2012 school year, effective September 14, 2011, on Step 1 of the Aides' Salary Guide, \$15,782.00, prorated. Account #11-000-217-106-00-18. PC #1114.
- d. Approved appointment of Ms. Kristen Davidson to the position of Instructional Aide at Broad Street School for the 2011-2012 school year, effective September 14, 2011, on Step 2 of the Aides' Salary Guide, \$15,931.00, prorated. Account #15-201-100-106-00-03. PC #2280.
- e. Approved appointment of Ms. Sahara Parks to the position of Community and Parental Involvement Specialist at the Geraldyn O. Foster Early Childhood Center for the 2011-2012 school year, effective September 14, 2011, at the salary of \$42,000.00, prorated. Account #20-218-200-173-00-01. PC #615.
- f. Approved appointment of Ms. Michael Brown to the position of Educational Enforcement Officer at Buckshutem Road School for the 2011-2012 school year, effective September 14, 2011, at the salary of \$37,187.00, prorated. Account #15-000-266-110-00-06. PC #534.

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- g. Approved appointment of Ms. Selina Thompson-Hall to the position of Instructional Aide at the Geraldyn O. Foster Early Childhood Center for the 2011-2012 school year, effective September 14, 2011, on Step 13 of the Aides' Salary Guide, \$19,024.00, prorated. Account #20-218-100-106-00-01. PC #693.
- h. Approved appointment of Mr. Carlton Collins to the position of Kitchen Aide at Broad Street School for the 2010-2011 school year, effective September 19, 2011, on Step 1 of the Satellite Aides' Salary Guide, \$9.59 per hour, 5.75 hours per day, total salary \$9,925.65, prorated. Account #60-000-000-000-01. PC #2264.
- i. Approved appointment of Ms. Kristen Figueroa to the position of Special Education Aide (BD) at Indian Avenue School for the 2011-2012 school year, effective October 3, 2011, on Step 4 of the Aides' Salary Guide, \$16,275.00, prorated. Account #15-204-100-106-00-05. PC #388.

**Item 4.3.2** \***Approval of Transfers of Non-Certificated Staff**

Approved the following transfers of non-certificated staff for the 2011-2012 school year:

Name	From	To	Effective Date	Account #
Takara Hernandez	Day Custodian – Broad PC #753	Day Custodian – Indian PC #863	10-15-11	11-000-262-110-00-23
Selinnette Lugo	Night Custodian – GOFECC PC #186	Day Custodian – Broad PC #753	10-15-11	11-000-262-110-00-23

**Item 4.3.3** \***Ratification of Transfers of Non-Certificated Staff**

Ratified the following transfers of non-certificated staff for the 2011-2012 school year, effective September 1, 2011:

Name	From	To	Account #
Elizabeth Cortes	Cafeteria Worker – Broad PC #890	Cafeteria Worker – BHS PC #326	60-000-000-000-01
Jennifer Straub	Cafeteria Worker – BHS PC #326	Cafeteria Worker – Broad PC #890	60-000-000-000-01

**Item 4.4.1** \***Approval of Professional Days**

Approved the request of Ms. Joanna Powell-Chestnut, Homeless Coordinator at the Bank Street Annex, to attend the National Association for the Education of Homeless Children and Youth 23<sup>rd</sup> Annual Conference in Pittsburgh, PA from November 6, 2011 through November 8, 2011. This is an overnight trip. Total expenses are approximately \$979.12. Accounts to be determined.

**Item 4.4.2** \***Approval of Substitutes**

Approved the following substitutes for the 2011-2012 school year:

Name	Position	Certificate	Rate	Effective Date	Account #
Taylor Slade-Mihalecz	Substitute Teacher	County	\$80.00/day	9-14-11	To be determined

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Richard Shull	Substitute School Nurse	County	\$100.00/day	9-14-11	To be determined
Richard Shull	Substitute Teacher	County	\$80.00/day	9-14-11	To be determined
Mary Wilks	Substitute Teacher	County	\$80.00/day	9-14-11	To be determined
Karen Raymond	Substitute Cafeteria Aide	N/A	\$8.33/hour	9-14-11	60-000-000-000-01
Karen Raymond	Substitute Breakfast Aide	N/A	\$8.49/hour	9-14-11	60-000-000-000-02
Lena Hornes-Mathews	Substitute Cafeteria Aide	N/A	\$8.33/hour	9-14-11	60-000-000-000-01
Lena Hornes-Mathews	Substitute Breakfast Aide	N/A	\$8.49/hour	9-14-11	60-000-000-000-02
Joan Lentine	Substitute Instructional Aide	N/A	\$54.00/day	10-1-11	To be determined

**Item 4.4.5**                    **\*Approval of Staff for Curriculum Writing**

To approval the following staff for Everyday Math Curriculum Writing – Grade 5 from September 14through October 31, 2011. Account #20-237-100-100-00-81:

Name	Position	Salary/Hour	Hours	Total Salary
Mary Walther	Teacher	\$25.00	12	\$300.00

**Item 4.4.6 a-b**                    **\*Approval of Staff for Previously Approved After-School Programs**

- a. Approved the following staff for the previously approved Read 180 After School Intervention Program for the 2011-2012 school year, effective October 1, 2011 through June, 2012. Account #15-424-100-101-00-08.

Name	Position	Salary/Hour	Hours	Total Salary
Kevin Skala	Teacher	\$25.00	180	\$4,500.00

- b. Approved the following staff for the previously approved Gifted and Talented After School Enrichment Program for the 2011-2012 school year, effective October 1, 2011 through June, 2012. Account #15-424-100-101-00-08.

Name	Position	Salary/Hour	Hours	Total Salary
Veronica Alvarez	Teacher	\$25.00	120	\$3,000.00

**Item 4.4.7**                    **\*Approval of Staff for Talent 21 Meetings**

To approval the following staff for the previously approved Talent 21 Meetings at Cherry Street School for the 2011-2012 school year, effective September 14 and 15, 2011. Account #20-465-100-101-00-40.

Name	Position	Salary/Hour	Hours	Total Salary
Shinese Harvey	Teacher	\$25.00	8	\$200.00
Sherman Denby	Teacher	\$25.00	8	\$200.00
Deidre Montgomery	Teacher	\$25.00	8	\$200.00
Taj' a Board	Teacher	\$25.00	8	\$200.00

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Kenyetta McBride	Teacher	\$25.00	8	\$200.00
Sterling Rainier	Teacher	\$25.00	8	\$200.00
Jaclyn Hall	Teacher	\$25.00	8	\$200.00
Anthony Witter	Teacher	\$25.00	8	\$200.00

**Item 4.4.8**      **\*Approval of Staff for 2011 HSPA Prep Program**

Approved the following staff for the September 2011 HSPA Prep Program at Bridgeton High School for the 2011-2012 school year from September 19, 2011 through September 29, 2011. Account #15-140-100-101-01-02.

Name	Position	Salary/Hour	Hours	Total Salary
Lauren Martell	LAL Teacher	\$25.00	16	\$450.00
Geoffry Portale	Math Teacher	\$25.00	16	\$450.00

**Item 4.4.9**      **\*Ratification of Staff for Breakfast Program**

Ratified the following staff for the Breakfast for the 2011-2012 school year, effective September 1, 2011: Account #60-000-000-000-02.

Name	Position	Location	Salary/Hr	Hrs/Day	Total Salary
Bonnie McClain	Breakfast Worker	BHS	\$19.14	1	\$3,445.20
Kathy Hammer	Breakfast Worker	Broad	\$19.14	1.75	\$6,029.10
Donna Girtain	Breakfast Worker	Broad	\$8.49	2	\$3,056.00
Deborah Holladay	Breakfast Aide	Buckshutem	\$8.49	1.25	\$1,910.25
Amanda Lewis	Breakfast Worker	Buckshutem	\$19.14	2	\$6,890.40
Tammy Scott	Breakfast Aide	Cherry	\$8.49	3.25	\$4,966.65
Sylvia Clark	Breakfast Aide	Cherry	\$8.49	2	\$3,056.40
Delores Jackson	Breakfast Aide	Cherry	\$8.49	2	\$3,056.40
Elizabeth Carroll	Breakfast Aide	Cherry	\$8.49	3.25	\$4,966.65
Donna Marlette	Breakfast Aide	Cherry	\$8.49	1.75	\$2,674.35
Tamara Dawkins	Breakfast Aide	West	\$8.49	3.25	\$4,966.65

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**Item 4.4.10**      **\*Approval of Staff for ABE/GED Program**

Approved the following staff for the ABE (Adult Basic Education)/GED (General Education Diploma) Program at Bridgeton High School for the 2011-2012 school year from September 2011 through June 2012. Accounts #20-620-200-103-00-40, #20-620-100-101-00-40, #20-620-100-106-00-40.

<b>Name</b>	<b>Position</b>	<b>Salary/ Hour</b>	<b>Hours</b>	<b>Weeks</b>	<b>Total Salary</b>
Samuel Hull	Supervisor	\$35.00	5	30	\$6,300.00
Tyrone Williams	Instructor	\$25.00	5	30	\$4,500.00
Wayne Hendricks	Instructor	\$28.00	5	30	\$5,040.00
Carmen Collins	Instructor	\$25.00	5	30	\$4,500.00
Adrian Garrett	Tester	\$12.00	5	30	\$2,160.00

**Item 4.4.11**      **\*Ratification of Substitute with Short-term Substitute Contract**

Ratified the following short-term substitute for the 2011-2012 school year, effective September 1, 2011:

<b>Name</b>	<b>Position</b>	<b>Rate</b>	<b>Account #</b>
Melinda Maldonado	Grade 4 Bilingual Teacher – QML	\$100.00/day	15-240-100- 101-00-08

**Item 4.4.12**      **Ratification of Extra Contracts**

Ratified the following extra contracts for the 2011-2012 school year:

<b>Name</b>	<b>Position</b>	<b>Rate</b>	<b>Account #</b>
Cornelius Wilks	Summer Weight Trainer	\$32.13/hr.	11-402-100-100-00-01
David Ellen	Summer Weight Trainer	\$32.13/hr.	11-402-100-100-00-01

**Item 4.4.14**      **\*Approval of Job Descriptions**

Approved the following job descriptions:

Food Service Worker  
Kitchen Aide  
RTI Supervisor  
RTI Teacher



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Bridgeton Public Schools

Job Description

New

**POSITION:**

Food Service Worker

**QUALIFICATIONS:**

The Food Service Worker must be eighteen years of age or older and must possess a high school diploma or G.E.D. Some experience in cooking is desired. Candidate must be in good mental and physical condition, able to read and write, understand basic math, follow oral instructions, willing to cooperate with supervisors, fellow employees, and other department personnel, and possess a high degree to personal cleanliness and hygiene.

**REPORTS TO:**

Food Service Manager

**JOB GOAL:**

To provide students and staff with nutritious, attractive meals in an atmosphere of efficiency, cleanliness and friendliness.

**PERFORMANCE RESPONSIBILITIES:**

1. Assist in producing all meals, special events, and special orders as directed by the Food Service Manager.
2. Follow all local, State, and Federal regulations in regard to sanitation, food preparation, and ethical standards.
3. Assist in producing healthy, tasty, and flavorful meals with consideration of cost effectiveness and sanitation of ingredients and workstations.
4. Report directly to the Food Service Manager with any problems, questions, or concerns.
5. The kitchen is broken down into production areas in which each person will be assigned and responsible for the sanitation and upkeep of that area. These assignments may be rotated at the Food Service Manager's discretion.
6. Assist in displaying and serving hot/cold food items at least ten minutes before the first lunch period begins. Any variance must be communicated to the Food Service Manager.
7. Food Service Workers serving on line are responsible for assisting the cook with cold sandwiches and hot buffet items. In addition, all workers are required to maintain the cold food display areas "before" they run out completely.
8. Breakdown all hot/cold food displays and buffets as needed. Store/destroy leftover food as directed by the Food Service Manager.
9. Follow Board approved dress code as well as the provided apron on a daily basis. Clothing and apron should only be worn in a clean and neat fashion. Proper hair restraint should also be taken into consideration.
10. Assist in the daily cleaning and sanitizing of the kitchen as well as the dining tables during all lunch periods and at the end of the day.
11. Assist in securing all foods and supplies at the end of the day.
12. Perform other duties as may be assigned by the manager, Food Service Director, School Business Administrator or their designee.
13. Follow correct call off procedures as directed by the Human Resources Office.

**TERM OF EMPLOYMENT:**

Salary and work year to be according to the current schedule and BEA contract.

**EVALUATION:**

The Food Service Manager will evaluate the performance of this position in accordance with District policy.

MAB/et

7-20-11

10374

September 13, 2011

Bridgeton Public Schools

**Job Description**

New

**POSITION:**

**Kitchen Aide 5.75-Hour position**

**QUALIFICATIONS:**

**The Food Service Worker must be eighteen years of age or older and must possess a high school diploma or G.E.D. Candidate must be in good physical condition, able to read and write, understand basic math, follow oral instructions, willing to cooperate with supervisors, fellow employees, and other department personnel, and possess a high degree to personal cleanliness and hygiene, must be able to lift fifty (50) pounds.**

**REPORTS TO:**

**Food Service Assistant Manager**

**JOB GOAL:**

**To provide students and staff with nutritious, attractive meals in an atmosphere of efficiency, cleanliness and friendliness.**

**PERFORMANCE RESPONSIBILITIES:**

1. Fill orders from freezer, refrigerators and stockrooms for cafeteria workers.
2. Set up milk and juice for breakfast and lunch. Secure milk and juice when service is complete.
3. Remove all trash and cardboard from the kitchen periodically and dispose of in proper receptacles. Wash and sanitize trash receptacles as needed or at least once per week.
4. Assist in keeping all storage areas and walk-in boxes clean and organized.
5. Assist in receiving and checking in all deliveries and stocking proper (First in First Out).
6. Refill milk and juice during lunch periods.
7. Keep receiving/dock area clean and organized. Scrub and mop on a daily basis or as needed immediately.
8. Clean and sanitize the locker room and restroom area at the end of the day, every day.
9. Sweep/mop floor and remove trash from manager's office daily at the end of the day.
10. All other duties and tasks will be completed as deemed necessary by the Director of Food Service.

**TERM OF EMPLOYMENT:**

180 days as per BSEA contract.

**EVALUATION:**

The Food Service Assistant Manager will evaluate the performance of this position in accordance with District policy.

MAB/et

7-20-11

September 13, 2011

## Bridgeton Public Schools

**Job Description**

New

**POSITION:**

Response to Intervention (RTI) Supervisor

**QUALIFICATIONS:**

1. Supervisor certificate and reading certificate with background as determined by New Jersey state certification requirements and the Bridgeton Board of Education.
2. Comprehensive knowledge of content and methodology on Response to Intervention Programs.

**REPORTS TO:**

Assistant Superintendent

**JOB GOAL:**

The District believes it is important to ensure that children attain the language, literacy, mathematical, and behavioral skills they need to transition successfully through the District's curriculum. In using a response to intervention instructional model, the district strives to provide more substantial and targeted support to children with the greatest needs. A RTI model of problem solving has three tiers. These tiers target interventions for children who are not making typical or expected progress and need individualized specialist support. The RTI Supervisor supports the three tier model of progressive interventions for reading, writing and mathematics.

**PERFORMANCE RESPONSIBILITIES:**

1. Ability to develop and articulate vision and goals
2. Ability to create and implement systems for program administration, including referral methods, data collection and storage
3. Oversees data collection and progress monitoring at every tier
4. Provides training and technical assistance at every tier
5. Creates a resource and intervention portal
6. Responsible for writing and implementing the District's RTI plan
7. Responsible for supporting intervention software
8. Responsible for the supervision and evaluation of all RTI teachers
9. Responsible for the budget of RTI materials
10. Monitors use of program resources and stays within the prescribed budget for the RTI program
11. Works collaboratively with building and district administration
12. Communicates effectively with students, staff, and community
13. Creates and publishes articles on RTI in various sources for dissemination (e.g. newsletters, other websites, blogs, list serves, etc.).
14. Demonstrates sensitivity to teachers' individual differences and cultural backgrounds
15. Allocates time and resources effectively
16. Respects confidentiality
17. Supports instructional staff's engagement in professional development workshops including oneself

**TERM OF EMPLOYMENT:** 12 Months. Salary to be determined by the Board of Education.

**EVALUATION:** Performance will be evaluated in accordance with Board policies and procedures on the evaluation of professional staff.

September 13, 2011

## Bridgeton Public Schools

**Job Description****POSITION:**

Response to Intervention (RTI) Math Teachers

**QUALIFICATIONS:**

1. **Elementary Certificate (K-8) or Secondary Certificate (9-12) with mathematics background as determined by New Jersey state certification requirements and the Bridgeton Board of Education.**
2. **Comprehensive knowledge of content and methodology in the following areas: number and numerical operations, geometry and measurement, patterns and algebra, data analysis, probability and discrete mathematics.**

**REPORTS TO:**

District RTI Supervisor

Building Principal

**JOB GOAL:**

**A Mathematics RTI Teacher in the Bridgeton School District is an educator who will apply their extensive knowledge in mathematics for the betterment of the school district and/or school building. This educator will assist teachers in research-based effective teaching practices and the use of student assessment for the purpose of shaping instruction. The Mathematics RTI Teacher will keep abreast of current trends and data as it relates to mathematics and share these experiences and knowledge as a resource for mathematics educators.**

**GENERAL AREAS OF RESPONSIBILITY:**

The function of this position is to provide support to classroom teachers in the implementation of Response to Intervention. The RTI teacher will implement strategies in direct interaction with students to ensure that all children can achieve at grade level. Methods used will include, but will not be limited to implementation of the District's adopted content area programs, and the implementation of intervention programs to assist children who do not master grade level skills from first instruction.

**SPECIFIC AREAS OF RESPONSIBILITIES:**

- Implements the Response to Intervention model for increasing student achievement.
- Works with the Principal, Supervisors/Directors and teachers to create learning environments where all students meet K-8 benchmarks.
- Provides direct intervention instruction to students.
- Works closely with the administration to ensure high fidelity implementation of the state adopted programs.
- Assists teachers in collecting data.
- Assists teachers in using data to drive instruction.
- Supports the principal in making data driven decisions about instruction.
- Establishes and maintains open communication and uses effective communication skills to present information accurately and clearly.
- Supports collegiality and team building among staff members.
- Assists in creating a positive school climate.
- Performs related duties as assigned.

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September 13, 2011

## Bridgeton Public Schools

**Job Description**

New

**POSITION:****Response to Intervention (RTI) Literacy Teachers****QUALIFICATIONS:**

1. **Elementary Certificate (K-8) or Secondary Certificate (9-12) with Literacy background as determined by New Jersey state certification requirements and the Bridgeton Board of Education.**
2. **Comprehensive knowledge of content and methodology in the following areas: phonological awareness, phonics, comprehension, fluency, vocabulary development, and writing.**

**REPORTS TO:****District RTI Supervisor****Building Principal****JOB GOAL:**

**A Literacy RTI Teacher in the Bridgeton School District is an educator who will apply their extensive knowledge in literacy for the betterment of the school district and/or school building. This educator will assist teachers in research-based effective teaching practices and the use of student assessment for the purpose of shaping instruction and improving student acquisition of skills and knowledge in the area of literacy.. The Literacy RTI Teacher will keep abreast of current trends and data as it relates to literacy and share these experiences and knowledge as a resource for literacy educators.**

**PERFORMANCE RESPONSIBILITIES:****GENERAL AREAS OF RESPONSIBILITY**

The function of this position is to provide support to classroom teachers in the implementation of Response to Intervention. The RTI teacher will implement strategies in direct interaction with students to ensure that all children can achieve at grade level. Methods used will include, but will not be limited to implementation of the District's adopted content area programs, and the implementation of intervention programs to assist children who do not master grade level skills from first instruction.

**SPECIFIC AREAS OF RESPONSIBILITIES:**

- Implements the Response to Intervention model for increasing student achievement.
- Works with the Principal, Supervisors/Directors and teachers to create learning environments where all students meet K-8 benchmarks.
- Provides direct intervention instruction to students.
- Works closely with the administration to ensure high fidelity implementation of the state adopted programs.
- Assists teachers in collecting and monitoring data.
- Assists teachers in using data to drive instruction.
- Supports the principal in making data driven decisions about instruction.
- Establishes and maintains open communication and uses effective communication skills to present information accurately and clearly.
- Supports collegiality and team building among staff members.
- Assists in creating a positive school climate.
- Performs related duties as assigned.

September 13, 2011

**Item 5.1.1****\*Approval of Bills August 2011**

Approved the August bills to be paid as follows:

11-Current Expense	\$1,138,383.31
12-Capital Outlay	66,731.78
13-Special Schools	-
15-Whole School Reform	195,075.19
20-Special Revenues	460,375.92
30-Capital Projects	495,786.90
40-Debt Service	-
60-Enterprise Fund	222,628.19
70- Internal Service Fund	
Health Benefits	1,180,775.18
Payroll	1,158,024.47
TOTAL	<u>\$ 4,917,780.94</u>

**Item 5.1.2 a-b****\*Approval of Financial Reports**

- a. Approved the July Treasurer's Reports for the 2011-2012 school year.
- b. Approved the July Board Secretary's Report for the 2011-2012 school year.

**Item 5.1.3****\*Approval of Board Secretary's Certification**

Approved the Board Secretary's Monthly Certification of Budgetary Status for July 2011.

Pursuant to N.J.A.C. 6:20-2A.10(d), I certify that as of July 31, 2011 no major budgetary account or fund has been over-expended in violation of N.J.A.C. 6:20-2A.10(a).

Nicole M. Schoener, Board Secretary

Date:

**Item 5.1.4****\*Approval of Certification of Major Account/Fund Status**

Approved the Board of Education's Monthly Certification of Major Account/Fund Status. Pursuant to N.J.A.C. 6:20-2A.10 (e), we certify that as of July 31, 2011 after review of the secretary's monthly financial report (appropriations section) and upon consultation with the appropriate district officials that to the best of our knowledge no major account or fund has been over-expended in violation of N.J.A.C. 6:20-2A.10 (b) and that sufficient funds are available for the remainder of the fiscal year.

September 13, 2011

**Item 5.1.6 a-b**                      **\*Approval of Grants**

a.        Approved the Year 2 of the Teaching American History (TAH) grant through which there is an agreement between the Bridgeton Board of Education and American Institute for History Education to deliver professional development services including 8 days of professional development, material, a Summer Institute and a field trip consistent with the Bridge Town Liberty Fellowship to the BHS History Department staff. The funds are available through the TAH grant. The financial obligation for Year 2 is \$81,000. Account # 20-470-200-340-00-40.

b.        Approved the Year 2 of the grant agreement between the Bridgeton Board of Education and Franklin's Opus to provide access to an assigned grant university Historian to collaborate with members of the BHS History department. The Historian will be available to assist the Project Director for meetings with University personnel, staff members as well as administration. These services are outlined in the original grant agreement and will be paid out of grant funding. The financial obligation for Year 2 is \$2,000. Account # 20-470-200-340-00-40.

**Item 5.1.7**                      **\*Approval of Participation in County Bread & Bakery Products Bid**

Approved the participation in the Cumberland County bid for Bread & Bakery products. The bid was awarded to Pechter's of Southern New Jersey for the period of September 1, 2011 through August 31, 2012.

**Item 5.1.8**                      **\*Approval of Submission of Revised Budget Expenditures for FY12**

Approved the submission of the revised budget expenditures for the 2011-2012 school year. These expenditures represent \$6,634,096 of the \$15,542,607 in additional state aid allocated to the Bridgeton Board of Education. Attached is the detail of the budget accounts increased in this process. Due to the timing of the notification of the increase in state aid, and the uncertainty that the State will run the funding formula in a timely manner for FY13, the Board has elected to carry forward some of the additional funding to ensure purchases are efficient and effective in meeting the educational needs of our students. Unexpended balances will be utilized in the 2012-2013 school year to assist in: developing curriculum, training staff, maintaining existing staff and programs.

**Item 5.1.9**                      **\*Approval of Acceptance and Award of Fall Athletic Transportation Bid**

Approved the acceptance of the following bid for Fall Athletic Transportation:  
Sheppard Bus Service  
And to award the bid to Sheppard Bus Service in the amount of \$8,900.00

**Item 6.1.1 a-h**                      **\*Facility Usage**

a.        Approved the request of Robert L. Hicks of Stone Dragon Martial Arts to use the Quarter Mile Lane gym on Wednesdays and Thursdays from 6pm to 8pm from September 2011 to June 2012 for martial arts training. **Building use fees will be charged. An appropriate insurance certificate is on file.** Approval is granted contingent on the understanding that school activities take precedence. If a school facility is required for a school activity, board approval is revoked.

**September 13, 2011**

- b. Approved the request of Robert L. Hicks of Stone Dragon Martial Arts to use the Bridgeton High School gym, locker rooms, and cafeteria on Saturday, March 17, 2012 from 8:00am to 5:00pm, with set up on Friday, March 16, 2012, evening for a Martial Arts Tournament. **Rental, Custodial and Security fees will be charged. An appropriate insurance certificate is on file.** Approval is granted contingent on the understanding that school activities take precedence. If a school facility is required for a school activity, board approval is revoked.
- c. Approved the request of Gilbert Carino of the Cumberland County Office of Emergency Management to use the Bridgeton High School Gym, Cafeteria, and Parking Lot on Tuesday, April 17, 2012, from 5:00PM to 9:30PM for an Emergency Meeting Reception Center Rehearsal Exercise. **An appropriate insurance certificate is on file.** Approval is granted contingent on the understanding that school activities take precedence. If a school facility is required for a school activity, board approval is revoked.
- d. Approved the request of Gilbert Carino of the Cumberland County Office of Emergency Management to use the Bridgeton High School Gym, Cafeteria and Parking Lot on Tuesday, May 8, 2012, from 5:00PM to 9:30PM for an Emergency Meeting Reception Center Evaluated Exercise. **An appropriate insurance certificate is on file.** Approval is granted contingent on the understanding that school activities take precedence. If a school facility is required for a school activity, board approval is revoked.
- e. Approved the request of Melissa Hemple of the Bridgeton Recreation Department to use the Broad Street School Gym on Wednesdays from 6PM to 8PM from September 21, 2011 through November 16, 2011 for the Herb Henry Youth Basketball Girls Division practices and the Bridgeton High School on Saturdays from 1PM-3PM from September 17, 2011 through November 19, 2011 for the youth girl's basketball games. **An appropriate insurance certificate is on file.** Approval is granted contingent on the understanding that school activities take precedence. If a school facility is required for a school activity, board approval is revoked.
- f. Approved the request of Sherri Yellin of the Bridgeton Exchange Club the use of the Bridgeton High School Library from 6PM to 8PM on the first Monday of the month (except January 9, 2012) beginning on September 12, 2011 through June 4, 2012 for their meetings. They request that if school is closed on the first Monday due to inclement weather, they are able to meet the second Monday of that month. **An appropriate insurance certificate is on file.** Approval is granted contingent on the understanding that school activities take precedence. If a school facility is required for a school activity, board approval is revoked.
- g. Approved the request of Sonia DeHaro of the DH Soccer League the use of the Broad Street Large Gym from 6PM to 9PM on Mondays, Tuesdays, and Wednesdays beginning October 3, 2011 through March 28, 2012 for indoor soccer. **An appropriate insurance certificate is on file.** Approval is granted contingent on the understanding that school activities take precedence. If a school facility is required for a school activity, board approval is revoked.
- h. Approved the request of Ed Echevarria coordinator of the Bridgeton Assembly of God Royal Rangers the use of Indian Avenue School Gym from 7:15PM to 8:30PM on Wednesdays, 10/19/11, 11/16/11, 12/9/11 (Friday), 1/25/12, 2/22/12, 3/7/12, 4/4/12, 5/2/12 for recreation. **An appropriate insurance certificate is on file.** Approval is granted contingent on the understanding that school activities take precedence. If a school facility is required for a school activity, board approval is revoked.



September 13, 2011

Motion by Mrs. Dellaquilla, second by Mrs. Peterson approving the consent agenda.  
**Motion carried, roll call vote was 7-0.**

**Item 7. Non-Consent Agenda**

**Item 4.4.3 Ratification of Resignation of Extra Contracts**

Motion by Mr. Williamson, second by Mrs. Peterson approving resignation of Mr. Jesse Carolla from the extra contract position of Head Boys' Cross Country Coach, effective August 16, 2011.  
**Motion carried, roll call vote was 6-0-1, with Mrs. Dellaquilla abstaining.**

**Item 4.4.4 Approval of Extra Contracts**

Motion by Mr. Williamson, second by Mr. Edwards approving the following extra contracts for the 2011-2012 school year:

<b>Name</b>	<b>Position</b>	<b>Rate</b>	<b>Account #</b>
Jennifer Brown	Assistant Athletic Director	\$9,277.00	11-402-100-100-00-01
Sarah Arenberg	Assistant Cheerleading Coach – Football	\$1,672.00	11-402-100-100-00-01
Robert Gallagher	Head Coach – Grade 6-8 Boys/Girls' Soccer	\$3,252.00	11-402-100-100-00-01
Andrew Bagley	Asst. Coach – Grade 6-8 Boys/Girls' Soccer	\$2,681.00	11-402-100-100-00-01
Sean Fallon	Head Coach - Grade 6-8 Cross Country	\$3,252.00	11-402-100-100-00-01
Shawn Sergeant	Head Coach – Boys Cross Country (eff. 8-17-11)	\$4,592.00 prorated	11-402-100-100-00-01
Erin Branch	Assistant Coach Girls' Soccer	\$3,252.00	11-402-100-100-00-01

**Motion carried, roll call vote was 6-0-1, with Mrs. Dellaquilla abstaining.**

**Item 4.13 Ratification of Stipend**

Motion by Mrs. Dellaquilla, second by ratifying payment of a stipend of \$100.00 per day to Ms. Olga Rivera as the Interim Principal of Quarter Mile Lane School from August 25, 2011 until a date to be determined.

**Motion carried, roll call vote was 7-0.**

**Item 8. OTHER BOARD ACTION: INFORMATION**

**Item 8.1** Motion by Mrs. Dellaquilla, second by Mrs. Peterson approving the Second Reading Revised Policy 1100 Communicating with the Public (Attached)

**Motion carried, roll call vote was 7-0.**

**Item 8.2** Motion by Mrs. Bernstein, second by Mrs. Dellaquilla approving Second Reading Revised Policy 4113.3 Compensation Time (Attached)

**Motion carried, roll call vote was 7-0.**

September 13, 2011

**Item 8.3** Motion by Mrs. Dellaquilla, second by Mrs. Peterson approving the Superintendent's Merit Goals.

**Motion carried, roll call vote was 7-0.**

**Item 9.**

9.1 Committee Reports

9.2 Executive Session-6:26pm

Motion by Mrs. Bernstein, second by Mr. Edwards approving the following executive session resolution:

**WHEREAS**, section 8 of the Open Public Meeting Act, Chapter 341 PL1975, permits the exclusion of the public from a meeting in certain circumstances; and

**WHEREAS**, this public body is of the opinion that such circumstances presently exist.

**NOW, THEREFORE, BE IT RESOLVED**, by the Bridgeton Board of Education of the City of Bridgeton, County of Cumberland, State of New Jersey, as follows:

1. The public shall be excluded from discussion of and action upon the hereinafter specified subject matters.
2. The general nature of the subject matters to be discussed:
  - 1.) Matters related to the resignation of a certificated staff member (PCN 384).
  - 2.) A former non-certificated staff member (A.T.) regarding RIF procedures.
3. It is anticipated at this time that the above stated subject matters will be made public when appropriate.
4. This resolution will take effect immediately.

**Motion carried, roll call vote was 7-0.**

**RETURN TO THE PUBLIC**

Motion by Mrs. Bernstein, second by Mr. Edwards approving the return to the public portion of the meeting at 7:29 pm

**Motion carried, roll call vote was 7-0.**

**Item 10. ADJOURNMENT**

Motion by Mrs. Bernstein, second by Mrs. Peterson adjourning meeting at 7:30pm.

Respectfully Submitted,

Nicole M. Schoener  
School Business Administrator

**10383**  
**September 13, 2011**

Executive Session Minutes  
September 13, 2011

The public action meeting of the Bridgeton Board of Education was called to order at 6:00 p.m. by the Board President, Ms. Angelia Edwards. Board Members present were Mrs. Brenda Dellaquilla, Ms. Angelia Edwards, Mrs. Marie Bernstein, Ms. Barbara Taylor-Holmes, Mr. Curtis Edward, Mr. James Williamson and Mrs. Mary Peterson. Mr. Albert Morgan and Mr. Kenny Smith Bey Jr. were absent. Also in attendance were, Dr. Thomasina Jones, Superintendent, Mr. Nedd Johnson, Assistant Superintendent, A. Paul Kienzle, Jr. Esq., Board Solicitor (arrived at 6:22 pm), Mrs. Nicole M. Schoener, School Business Administrator. Prayer was offered by Mr. Edwards.

***Executive Session began 6:26pm***

*Personnel matters relating to the resignation of a certificated staff member. Mr. Kienzle informed the board of the details and provided his recommendation.*

*The Board heard Mr. Thompson relating to his complaint that he was not hired as an EEO officer in the district. This position has no recall right in the RIF process.*

*Mr. Kienzle explained this is not a grievance hearing just a courtesy being offered to him. Mr. Thompson believed since he had 11 years of service he would just get the position back. He was told that he would have to go through interview process and he did. Mr. Thompson was not selected through this process.*

**RETURN TO THE PUBLIC**

Motion by Mrs. Bernstein, second by Mr. Edwards approving the return to the public portion of the meeting at 7:29 pm

**Motion carried, roll call vote was 7-0.**

Respectfully submitted,

Nicole M. Schoener  
School Business Administrator