

OCTOBER 11, 2011 BOARD WORKSHOP

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CONSIDERATION OF RESOLUTIONS

2. HUMAN RESOURCES

a. Abolishment of Positions

BE IT RESOLVED that the Trenton Board of Education, upon the recommendation of the Superintendent of Schools, approve the following abolishment of positions :

1. Approve the abolishment of (1) Elementary Teacher Gr 2 – Jefferson Elementary, effective October 3, 2011.

NOTE: Due to low enrollment.

2. Approve the abolishment of (1) Elementary Teacher Gr 5 – Jefferson Elementary School, effective October 3, 2011.

NOTE: Due to low enrollment.

3. Approve the abolishment of (1) Elementary Teacher Gr 4 – Jefferson Elementary, effective October 3, 2011.

NOTE: Due to low enrollment.

4. Approve the abolishment of the position of Compliance Specialist – ESL/Bilingual Department, effective October 12, 2011.

b. Creation of Position

BE IT RESOLVED that the Trenton Board of Education, upon the recommendation of the Superintendent of Schools, approve the following creation of position:

1. Approve the creation of the position and approval of job description for the position of Supervisor of Bilingual Education, Curriculum Department, salary in accordance with TASA contract. **attachment -2-b-1**

c. Retirements

BE IT RESOLVED that the Trenton Board of Education, upon the recommendation of the Superintendent of Schools, approve the following retirements :

1. Mr. Michael Oliver – 13 years – Custodian Engineer Gr 3 – Monument Elementary School, effective January 1, 2012.
2. Ms. Valerie Butler – 11 years – Principal – King Elementary School, effective December 1, 2011.

d. Resignations

BE IT RESOLVED that the Trenton Board of Education, upon the recommendation of the Superintendent of Schools, approve the following resignations :

1. Ms. Christine Borke – Special Education Teacher – Kilmer Elementary School, effective September 13, 2011.

e. Emergent Hires

BE IT RESOLVED that the Trenton Board of Education, upon the recommendation of the Superintendent of Schools, approve the following emergent hires :

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1. Ms. Julia Clark – ESL Teacher – Grant Elementary School, at the salary of \$49,095-BA, Step 0-TEA, effective November 1, 2011 through June 30, 2012, pro-rated. **NOTE : Replace R. Moog who retired.**
2. Ms. Cara Oliveto – Language Arts Teacher – Alternative Middle School (Rivera), at the salary of \$49,095-BA, Step 0-TEA, effective November 1, 2011 through June 30, 2012, pro-rated.
NOTE : Filing a newly created position.
3. Ms. Anna Loving – Language Arts Teacher – Hill Elementary School, at the salary of \$49,095-BA, Step 0-TEA, effective November 1, 2011 through June 30, 2012, pro-rated. **NOTE : Replacing D. Biegly who was transferred to Hedgepeth/Williams.**
4. Ms. Christy Lubitz – Science Teacher – Hill Elementary School, at the salary of \$49,095-BA, Step 0-TEA, effective November 1, 2011 through June 30, 2012, pro-rated.
NOTE : Replacing K. Dzubryk who was transferred to Dunn School.
5. Mr. Ronald Baltimore – Music Teacher – Daylight/Twilight School, at the salary of \$49,095-BA, Step 0-TEA, effective November 1, 2011 through June 30, 2012, pro-rated.
NOTE : Replacing E. Magalif who was transferred to Monument.
6. Ms. Margaret Sheneman – Music Teacher – Washington Elementary School, at the salary of \$49,095-BA, Step 0-TEA, effective November 1, 2011 through June 30, 2012, pro-rated.
NOTE : Replacing R. Fell who was transferred to Cadwalader/Stokes.
7. Mr. James Tramontano – Art Teacher – Stokes Elementary School, at the salary of \$49,095-BA, Step 0-TEA, effective November 1, 2011 through June 30, 2012, pro-rated. **NOTE : Replacing D. Coligan who was transferred Trenton High-Chambers.**
8. Ms. Stephanie Carniglia – Health/Physical Education Teacher – Columbus Elementary School, at the salary of \$49,095-BA, Step 0-TEA, effective November 1, 2011 through June 30, 2012.
NOTE : Vacancy due to Turn Around Schools.

f. Return from Leave of Absence

BE IT RESOLVED that the Trenton Board of Education, upon the recommendation of the Superintendent of Schools, approve the following return from a leave of absence :

1. Ms. Melanie Taylor – Mathematics Teacher - Monument Elementary School, at the salary of \$ 52,243-BA, Step 7-TEA, effective October 31, 2011 through June 30, 2012.

g. Leaves of Absences

BE IT RESOLVED that the Trenton Board of Education, upon the recommendation of the Superintendent of Schools, approve the following leaves of absences :

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1. Ms. Shirley Walker – Special Education Teacher – Parker Elementary School, medical leave of absence with pay, effective September 1, 2011 through October 31, 2011.
2. Ms. Gwendetta Jones – Administrative I Secretary – Stokes Elementary School, medical leave of absence with pay, effective September 13, 2011 through October 24, 2011.
3. Ms. Linda Alexander – Kindergarten Teacher – Washington Elementary School, medical leave of absence with pay, effective September 23, 2011 through October 31, 2011.
4. Ms. Penny Britt – Vice Principal – Trenton High School-Chambers, medical leave of absence with pay, effective September 12, 2011 through November 7, 2011.

h. Extended Leave of Absence

BE IT RESOLVED that the Trenton Board of Education, upon the recommendation of the Superintendent of Schools, approve the following extended leave of absence :

1. Ms. Monique Harvey – Coordinator for Enrollment/Central Registration – Administration Building, extended medical leave of absence with pay, effective September 23, 2011 through October 18, 2011.
NOTE: Original leave August 9, 2011 through September 22, 2011.
2. Ms. Kristen Jones – School Psychologist – Special Services Department, extended medical leave of absence without pay, effective October 8, 2011 through November 25, 2011.
NOTE: Original leave August 29, 2011 through October 7, 2011.
3. Ms. Alaina Galambos – English Teacher – Trenton High School-Chambers, extended medical leave of absence without pay, effective September 1, 2011 through December 27, 2011.
NOTE : Original leave December 15, 2010 through June 30, 2011.
4. Mr. Michael Oliver – Custodian Engineer Gr. 3 – Monument Elementary School, extended medical leave with pay, effective September 1, 2011 December 31, 2011.
NOTE: Original leave February 23, 2011 through August 31, 2011.

i. Transfer/Re-assignment

BE IT RESOLVED that the Trenton Board of Education, upon the recommendation of the Superintendent of Schools, approve the following transfer/re-assignment :

1. Ms. Elizabeth Ramirez – Principal- from : Hill Elementary School, to: Mott Elementary School, at the salary of \$139,281-red lined (no change in salary), effective July 1, 2011 through June 30, 2012.
2. Ms. Nina Jordan – from: Elementary Teacher Gr. 4 – Jefferson Elementary School, to: Elementary Teacher Gr. 3 - Jefferson Elementary School, at the salary of \$49,095-BA, Step 0-TEA (no change in salary), effective October 3, 2011 through June 30, 2012.
NOTE: Due to the collapsing of 4th grade class. As per the State Monitor.

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3. Ms. Winsome Russell-Trapper – from: Elementary Teacher Gr. 5 – Jefferson Elementary School, to: Language Arts Teacher, Jefferson Elementary School, at the salary of \$82,236-MA, Step 15-TEA (no change in salary), effective October 3, 2011 through June 30, 2012.

NOTE: Due to collapsing of 5th grade class. As per the State Monitor.

4. Ms. Natalie Tymczyszyn – from: Elementary Teacher Gr. 3 – Jefferson Elementary School, to: Special Education Teacher (Resource Room), Jefferson Elementary School, at the salary of \$49,095-BA, Step 0-TEA (no change in salary), effective October 3, 2011 through June 30, 2012.

NOTE: Due to the re-assignment of N. Jordan. As per the State Monitor.

5. Ms. Ana Martinez – from: Bilingual Elementary Teacher Gr. 4 – Wilson Elementary School, to: Bilingual Elementary Teacher Gr. 2 – Washington Elementary School, at the salary of \$62,541 (\$61,041-BA, Step 11-TEA + \$1,500 dual certification) no change in salary, effective October 12, 2011 through June 30, 2012. **NOTE: Due to low student enrollment.**

6. Ms. Stacey Reece – Paraprofessional – from: Trenton High School – West, to: Alternative Middle School (Rivera), at the salary of \$37,154 (\$35,654-Step 7/120 credits, effective October 4, 2011 through June 30, 2012.

NOTE : Filing a newly created position.

7. Ms. Kecia Peterson – from : Elementary Teacher Gr 3 – Hill Elementary School, to: Kindergarten Teacher, Hill Elementary School, at the salary of \$56,592-MA, Step 9-TEA, effective October 12, 2011 through June 30, 2012. **NOTE: Replacing L. Brozena who was transferred to Reading Recovery.**

8. Ms. Cathleen Cunningham – Physical Education Teacher, from: Trenton High School-West, to: Grant Elementary School, at the salary of \$83,736 (\$82,236-MA, Step 15-TEA + \$1,500 dual certification), effective October 12, 2011 to June 30, 2012.

j. Before/After School Programs

BE IT RESOLVED that the Trenton Board of Education, upon the recommendation of the Superintendent of Schools, approve the following before/after school programs :

1. Mr. Thomas Romeo – Teacher- AM/PM Supervision (Substitute) – Parker Elementary School, at the rate of \$42.00 per hour, effective September 8, 2011 through June 30, 2012. **NOTE: ½ hr per day. Not to exceed \$3,822.00.**
2. Ms. Brandi Tillery – Paraprofessional – AM/PM Monitor (Substitute) – Washington Elementary School, at the rate of \$27.00 per hr, effective September 8, 2011 through June 30, 2012. **NOTE: ½ hr per day – 182 days. Not to exceed \$2,457.00.**
3. Ms. Kelly Miccichi – Teacher- AM/PM Supervision (Substitute) – Washington Elementary School, at the rate of \$42.00 per hour, effective

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September 8, 2011 through June 30, 2012 **NOTE: ½ hr per day. Not to exceed \$3,822.00.**

4. Mr. Luther Morrison – Assistant Girls Basketball Coach – Trenton High School – Chambers, at the stipend of \$6,524.00, effective November 15, 2011 through March 15, 2012.
5. Mr. James Coyne – Teacher – Professional Development for Athletics – Trenton High School – Chambers, at the rate of \$36.00 per hour, effective October 17, 2011 through November 4, 2011.
NOTE: Not to exceed 40 hrs - \$1,440.00 total.
6. Ms. Micah Bradley-Freeman – School Nurse – Central Registration – Administration Building, at the rate of \$36.00 per hour, effective August 29, 2011 and August 30, 2011.
NOTE : Not to exceed \$450.00 total.
7. Ms. Maria Sanderson – School Nurse – Central Registration – Administration Building, at the rate of \$36.00 per hour, effective August 29, 2011 and August 30, 2011.
NOTE : Not to exceed \$450.00 total.
8. Mr. Joseph Melone – Teacher – AM/PM Supervision (Substitute), Alternative Middle School (Rivera), at the rate of \$42.00 per hour, effective September 8, 2011 through June 30, 2012. **NOTE: Replacing M. McCray who is on a leave. Not to exceed. \$3,822.00.**
9. Approve the following Paraprofessionals – AM/PM Monitors – Gregory Elementary School, at the rate of \$27.00 per hour, effective September 8, 2011 through June 30, 2012 :

Alfred Harris
Natalie Williams
Beverly Crawford-Phillips

NOTE: ½ hr per day – 180 days. Not to exceed \$2,430.00 per participant

10. Ms. Bernice White - Paraprofessional – AM/PM Monitors – Jefferson Elementary School, at the rate of \$27.00 per hour, effective September 8, 2011 through June 30, 2012 :
NOTE: ½ hr per day – 182 days. Not to exceed \$2,475.00 per participant
11. Approve the following Teachers – AM/PM Supervisors – Cadwalader Elementary School, at the rate of \$42.00 per hour, effective September 8, 2011 through June 30, 2012 :

Archie Jones
Nicole Gresko
Michael Coe

NOTE: 1 hr per day – 180 days. Not to exceed \$7,644.00 total program.

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12. Approve the following Teachers as Emergency Drivers for Athletic Events, Trenton High School – Chambers, at the rate of \$60.00 per trip, effective September 28, 2011 through June 30, 2012.

Daniel Grady David Tindall

NOTE : Must provide proof of valid CDL license. Not to exceed \$1,200.00 per person.

k. Volunteers:

BE IT RESOLVED that the Trenton Board of Education, upon the recommendation of the Superintendent of Schools, approve the following volunteers:

1. Approve the following volunteers, with no cost to the district, effective November 1, 2011 through June 30, 2012:

<u>Name</u>	<u>Type of Volunteer</u>	<u>School</u>
Sharon Hussain	Classroom	Jefferson
Radica Ghooray	Classroom	Franklin
Kwesi Daniels	Classroom	Franklin
Albert Peasco, Jr.	Classroom	Franklin

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CONSIDERATION OF RESOLUTIONS (CONT'D)

3. FINANCE & FACILITIES

a. Appropriation Transfers – August 2011

WHEREAS, N.J.S.A. 18A requires that the Board of Education approve appropriation transfers; and;

WHEREAS, the Superintendent has authorized the budget adjusted to reflect the appropriation transfers;

NOW, THEREFORE BE IT RESOLVED, that the Trenton Board of Education, does ratify the transfers approved by the Superintendent of Schools. (**Attachment 3-A**)

b. A-148 Secretary's Report – August 2011

WHEREAS, pursuant to N.J.S.A. 18A-17-9, the Secretary of the Board of Education shall report to the Board at each regular meeting but no more than once each month, the amount of total appropriations and the cash receipts of each account, and the amount for which warrants have been drawn against each account and the amount of orders and contractual obligations been drawn against each account and the amount of orders and contractual obligations incurred and chargeable against each account since the date of the last report; and

WHEREAS, the Commissioner has prescribed that such reporting take place on Form A-148;

WHEREAS, in compliance with N.J.A.C. 6A:23-2.11©3, the secretary has certified that, as of the date of the report(s) no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the district board of education;

NOW, THEREFORE BE IT RESOLVED, that the Trenton Board of Education accepts the above referenced reports and certifications and orders that they be attached to and made part of the record of this meeting;

BE IT FURTHER RESOLVED, in compliance with N.J.A.C 6A:23-2.11©4, the Board of Education certifies that, after review of the secretary's monthly financial reports for August 2011, and upon consultation with the appropriate district officials, to the best of its knowledge, no major account or fund has been over expended in violation of N.J.A.C. 6A:23-2.11(b), and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year. (**Attachment 3-B**)

c. A-149 Treasurer's Report – August 2011

WHEREAS, pursuant to N.J.S.A. 18A-17-31 et seq. boards of education are required to have the appointed position of Treasurer of School Monies; and

WHEREAS, the Treasurer shall serve in trust to receive and hold all school monies belonging to the district; and

WHEREAS, the Treasurer shall report to the Board of Education on a monthly basis on the Form A-149, which is prescribed by the Commissioner of Education;

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NOW, THEREFORE BE IT RESOLVED, that the Trenton Board of Education , for the period ending August 31, 2011, upon the recommendation of the Superintendent of Schools, adopt the A-149 and cause it to become a part of the official minutes of this meeting.
(Attachment 3-C)

d. Request for Proposal (RFP) for Prospective Executive Search Firm for the Selection of a Superintendent

BE IT RESOLVED: that the Trenton Board of Education, upon the recommendation for the Interim Superintendent of Schools, authorize the School Business Administrator/Purchasing Agent to have prepared a **Request for Proposal** from qualified vendors to solicit and engage a professional and knowledgeable firm to conduct a comprehensive, national executive search for the purpose of identifying and attracting the best qualified candidates for the Superintendent of the Trenton Public Schools. The Board intends to engage the selected firm for the period of time necessary to select by early April 2012 and appoint the best qualified candidate for a term to begin on or before July 1, 2012,. Services which shall include all items in 18:18A-4.4

e. Staff Travel

BE IT RESOLVED: that the Board of Education, upon the recommendation of the Superintendent of Schools, ratified staff attendance/participation in the following professional conferences, workshops, seminars or trainings with the requirements, that staff turn-key as required by administration those issues addressed at the approved professional development events which have relevance to improving instruction and/or operation of the school district.

Applicant	Position	School	Purpose	Location	Date	Funds	Cost	GAAP Code
George Rosario	Teacher	Grant	Nat'l Council of Teachers of Mathematics	Atlantic City, NJ	10/19-21/2011		\$0	No cost to the Board
Donna Green	RR Trainer	PJ Hill	Mandatory Reading Recovery Training	NY Univ., NY	10/12,13,19,20, 26,27	Board	\$2,550 total for year	11-000-221-580-0000-00-81
Monica Carmichael	Asst. Director	CSB	Mandatory Training provided by NJDOE for disabilities in Early Childhood	Trenton, NJ	10/24,25/2011		\$0	No cost to the Board
Heather Jackson	Ex. Director	CSB	CAPA Initial 4 Day Visit Training	W. Windsor, NJ	10/19/2011		\$0	
Bocary Bandeh	Supervisor	CSB	CAPA Initial 4 Day Visit Training	W. Windsor, NJ	10/19/2011		\$0	
Mary Courtney	Supervisor	CSB	CAPA Initial 4 Day Visit Training	W. Windsor, NJ	10/19/2011		\$0	
Mildred Miranda	Supervisor	CSB	CAPA Initial 4 Day Visit Training	W. Windsor, NJ	10/19/2011		\$0	
Laurell Parris	Supervisor	CSB	CAPA Initial 4 Day Visit Training	W. Windsor, NJ	10/19/2011		\$0	
Eniola Ajayi	Supervisor	CSB	CAPA Initial 4 Day Visit Training	W. Windsor, NJ	10/19/2011		\$0	
K. S-Johnson	Ex. Director	CSB	41st Annual School Law Forum	Atlantic City, NJ	10/24/2011	Board	\$75	11-000-251-580-0000-00-60

f. Professional Services Contract - PSA

BE IT RESOLVED: that the Trenton Board of Education, upon the recommendation of the Superintendent of Schools, approves a **Professional Services Contract with PSA** to provide Professional Development to the Child Study Teams and Guidance Counselors on October 17 at a cost not to exceed **\$1,000.00**.

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BE IT FURTHER RESOLVED: that the Trenton Board of Education, upon the direction of the Superintendent of Schools, directs administration to obtain a purchase order and have it provided to the vendor/consultant prior to receiving any goods or services from said vendor/consultant. (Account Code: 11-000-219-320-0000-00-84)

g. **Professional Services Contract – Dr. Melinda Contreas Byrd**

BE IT RESOLVED: that the Trenton Board of Education, upon the recommendation of the Superintendent of Schools, approves a **Professional Services Contract with Dr. Melinda Contreas Byrd** to provide training sessions with the Business Office staff and the Department of Human Resources Staff on customer service, sensitivity training and cultural diversity, for the period October 17, 2011 through December 21, 2011 at a cost not to exceed **\$4,000.00**.

BE IT FURTHER RESOLVED: that the Trenton Board of Education, upon the direction of the Superintendent of Schools, directs administration to obtain a purchase order and have it provided to the vendor/consultant prior to receiving any goods or services from said vendor/consultant. (Account Code: 11-000-230-340-0000-00-51)