

PLEASANTVILLE BOARD OF EDUCATION
Pleasantville High School/701 Mill Road/Cafeteria
REGULAR BOARD WORKSHOP MEETING
March 10, 2015
6:10 P.M.
MINUTES

The Following Items are for Discussion and Review for the Workshop Board Meeting:

1. Call to Order at 6:10 p.m. – Board President, Mrs. Doris V. Graves
2. Reading of the Open Public Meetings Act Notice – Board President, Mrs. Doris V. Graves

Statement-Board President

“This is to advise those present at this March 10, 2015 Regular Board Meeting of the Board of Education of the City of Pleasantville, in the County of Atlantic, that Notice was given on January 21, 2015 of the 2015 Revised Annual Designation of the Regular Monthly Board Meetings, as required by the provisions of Chapter 231 of the Laws of 1975; Notice thereof has been distributed for publication in the Press, the Absecon/Pleasantville Current and the Mainland Journal, posted in the Administration Building and forwarded to the City Clerk of the City of Pleasantville, within the time required by said act.”

3. Roll Call – Board Secretary, Mr. Elisha Thompkins:

Mrs. Bernice Couch	<u>Present</u>
Mr. Lawrence A. Davenport	<u>Present</u>
Mr. Johnny McClellan	<u>Present</u>
Mr. Paul Moore, Jr.	<u>Present</u>
Ms. Sharnell S. Morgan	<u>Present</u>
Mrs. Ethel Seymore	<u>Present</u>
Mrs. Carla Thomas	<u>Present</u>
Mrs. Doris V. Graves	<u>Present</u>

4. Flag Salute and Moment of Silence – *Mr. Lawrence Davenport*

Motion to amend the Agenda to change #7 to Workshop Items and #8 will be Public Comments.

Motion by: Mr. Johnny McClellan Second by: Mr. Paul Moore, Jr. Yea: X

ROLL CALL:

<i>Mrs. Bernice Couch</i>	<u>Yes</u>	<i>Ms. Sharnell S. Morgan</i>	<u>Yes</u>
<i>Mr. Lawrence A. Davenport</i>	<u>Yes</u>	<i>Mrs. Ethel Seymore</i>	<u>Yes</u>
<i>Mr. Johnny McClellan</i>	<u>Yes</u>	<i>Mrs. Carla Thomas</i>	<u>Yes</u>
<i>Mr. Paul Moore, Jr.</i>	<u>Yes</u>	<i>Mrs. Doris V. Graves</i>	<u>Yes</u>

MOTION PASSED

Ms. Silvia Landron was interviewed by the Board of Education.

Motion to add to the Agenda the appointment of a new Board Member to the vacant seat.

Motion by: Mr. Paul Moore, Jr. Second by: Ms. Carla Thomas. Yea: X

ROLL CALL:

Mrs. Bernice Couch	<u>Yes</u>	Ms. Sharnell S. Morgan	<u>Yes</u>
Mr. Lawrence A. Davenport	<u>Yes</u>	Mrs. Ethel Seymore	<u>Yes</u>
Mr. Johnny McClellan	<u>Yes</u>	Mrs. Carla Thomas	<u>Yes</u>
Mr. Paul Moore, Jr.	<u>Yes</u>	Mrs. Doris V. Graves	<u>Yes</u>

MOTION PASSED

Motion to appoint Ms. Silvia Landron as a new Board Member.

Motion by: Mrs. Ethel Seymore Second by: Mr. Lawrence Davenport Yea: X

ROLL CALL:

Mrs. Bernice Couch	<u>Yes</u>	Ms. Sharnell S. Morgan	<u>Yes</u>
Mr. Lawrence A. Davenport	<u>Yes</u>	Mrs. Ethel Seymore	<u>Yes</u>
Mr. Johnny McClellan	<u>Yes</u>	Mrs. Carla Thomas	<u>Yes</u>
Mr. Paul Moore, Jr.	<u>Yes</u>	Mrs. Doris V. Graves	<u>Yes</u>

MOTION PASSED

Ms. Silvia Landron was sworn in by Mr. Elisha Thompkins, Jr., School Business Administrator/Board Secretary

5. Voices of the Children – Introduced by Mrs. Doris V. Graves (Not applicable)

6. Review of Board Minutes – Mr. Elisha Thompkins: February 17, 2015 (Regular Board Meeting Canceled due to inclement weather) and Board Secretary February 24, 2015 (Regular Board Meeting)

7. Workshop Items Presented by District Department Heads: Curriculum & Instruction – Dr. Garnell Bailey and Mrs. Brigitte White (Mrs. White was not present); Finance – Mr. Elisha Thompkins, Jr.; Facilities – Mr. William Marsh; Personnel – Mr. Mark Delcher

Dr. Bailey discussed the Curriculum & Instruction Report (see attachment) and review the C & I Agenda Items
Dr. Fitts, Interim Superintendent, addressed the Board regarding the Budget.

Key areas:

- *Professional Planning for the future
- *Raising standards and expanding opportunities
- *Maintain an effective school system

Mr. Thompkins, Jr. introduced and discussed the preliminary Budget and reviewed the Finance Agenda Items.

Mr. Mulvihill reviewed and discussed the Priority 1 and Priority 2 E-rate services. Vote on page 6 for these services.

Mr. Marsh discussed the Facilities Usage Report. Concerns regarding the track were discussed.

Mr. Delcher discussed the Grant Writer Position as a RFP rather than a full-time position and then reviewed the HR Agenda Items.

8. Public Comments. Please limit comments to (5) minutes and all comments should be courteous and respectful.
- *David Callaway*

9. Motion to go into Executive Session Board President, Mrs. Doris V. Graves

Motion by: Mr. Paul Moore, Jr. Second by: Ms. Bernice Couch Yea: X

10. Executive Session

Motion by Mr. Paul Moore, Jr. and Seconded by Ms. Bernice Couch at 7:36 p.m., it is hereby resolved that the Pleasantville Board of Education may go into closed or private session from which the public shall be excluded in accordance with the provisions as set forth in N.J.S.A. 10:4-12 and 10:4-13. The following subjects shall be discussed on this date in the session of the Board closed to the public: PERSONNEL, PUPIL MATTERS, PENDING, AND ANTICIPATED LITIGATION. BE IT FURTHER RESOLVED that the discussion in closed session will be disclosed to the public at this time or a future meeting of the Board when it is no longer necessary to maintain the confidential nature of the items discussed.

ROLL CALL:

Mrs. Bernice Couch	<u>Yes</u>	Ms. Sharnell S. Morgan	<u>Yes</u>
Mr. Lawrence A. Davenport	<u>Yes</u>	Mrs. Ethel Seymore	<u>Yes</u>
Ms. Silvia Landron	<u>Yes</u>	Mrs. Carla Thomas	<u>Yes</u>
Mr. Johnny McClellan	<u>Yes</u>	Mrs. Doris V. Graves	<u>Yes</u>
Mr. Paul Moore, Jr.	<u>Yes</u>		

MOTION PASSED

11. Motion to come out of Executive Session - Board President, Mrs. Doris V. Graves

Motion by: Mr. Johnny McClellan Second by: Mr. Paul Moore, Jr. Yea: X

ROLL CALL:

Mrs. Bernice Couch	<u>Yes</u>	Ms. Sharnell S. Morgan	<u>Yes</u>
Mr. Lawrence A. Davenport	<u>Yes</u>	Mrs. Ethel Seymore	<u>Yes</u>
Ms. Silvia Landron	<u>Yes</u>	Mrs. Carla Thomas	<u>Yes</u>
Mr. Johnny McClellan	<u>Yes</u>	Mrs. Doris V. Graves	<u>Yes</u>
Mr. Paul Moore, Jr.	<u>Yes</u>		

MOTION PASSED

12. Reconvene Board Meeting at 8:18 p.m. - Board President, Mrs. Doris V. Graves

13. Motion to Adjourn the Meeting at 8:19 p.m. - Board President, Mrs. Doris V. Graves.

Motion by: Mr. Johnny McClellan Second by: Ms. Sharnell Morgan Yea: X

ROLL CALL:

Mrs. Bernice Couch	<u>Yes</u>	Ms. Sharnell S. Morgan	<u>Yes</u>
Mr. Lawrence A. Davenport	<u>Yes</u>	Mrs. Ethel Seymore	<u>Yes</u>
Ms. Silvia Landron	<u>Yes</u>	Mrs. Carla Thomas	<u>Yes</u>
Mr. Johnny McClellan	<u>Yes</u>	Mrs. Doris V. Graves	<u>Yes</u>
Mr. Paul Moore, Jr.	<u>Yes</u>		

MOTION PASSED

**PLEASANTVILLE BOARD OF EDUCATION
Pleasantville High School/701 Mill Road/Cafeteria
REGULAR BOARD WORKSHOP MEETING
March 10, 2015
6:00 P.M.
MINUTES**

The Following Items are for Discussion and Review of the following Finance Items for the Workshop Board Meeting:

1. Approval of the Bill List for February 25, 2015 through March 17, 2015 Warrant Account in the amount of \$3,031,993.33. The payments have been reviewed by the Business Administrator/Board Secretary.
2. Approval of the Bills List for April 01, 2015 PERS Payment in the amount of \$1,077,126.00. The payments have been reviewed by the Business Administrator/Board Secretary.
3. Approval of Payroll for period ending February 13, 2015 in the amount of \$2,223,851.23. The payments have been reviewed by the Business Administrator/Board Secretary.
4. Approval of Payroll for period ending February 27, 2015 in the amount of \$2,247,038.68. The payments have been reviewed by the Business Administrator/Board Secretary.
5. Approval of the March 10, 2015 Facilities Usage Report.
6. Approval to submit the FY 2015 NCLB Application & 2014 Carryover Amendment #2 to update school-wide plans as follows for project period July 1, 2014 through June 30, 2015.

<u>2015 Allocation</u>		<u>2014 Carryover</u>	
NCLB Title I Part A	\$1,165,539.00	NCLB Title I Part A	\$167,957.00
NCLB Title II	\$164,091.00	NCLB Title II A	\$49,061.00
NCLB Title III	\$137,616.00	NCLB Title III	\$37,107.00
NCLB Title III Immigrant	\$49,463.00		

Background:

The No Child Left Behind Act of 2001 (NCLB), a reauthorization of the Elementary and Secondary Education Act (ESEA)/Improving America's Schools Act (IASA), was signed into law on January 8, 2002. NCLB continues many of the goals set forth in IASA and incorporates additional principles and strategies for strengthening the pre K-12 academic environment. The measures included in NCLB require the following: 1) increased accountability for all responsible authorities - states, school districts, and schools; 2) greater school choice for parents whose children are attending low-performing schools; 3) more flexibility for states and LEAs in their use of federal education funds; and 4) a focus of resources on proven educational methods, particularly relating to early reading programs.

7. Approval to submit Amendment#1 for the FY 2015 IDEA Preschool and Basic Awards for the amounts as follows for the project period July 1, 2014 through June 30, 2015:

- Basic \$1,075,689
- Preschool \$25,883.00

8. Approval of (10) ten Stockton College nursing students to complete a Practicum with the school nurses. Stockton students will spend the day with Pleasantville's school nurses on the following days: 9/16/15, 9/23/15, 9/30/15, 10/7/15, 10/14/15, 10/21/15, 10/28/15, 11/4/15 and 11/11/15. There is no cost to the district.

9. Approval of Category 1 for an additional eRate extension to the Priority I Services for Local and Long Distance phone services and internet services; the initial contract was for the 2013-2014 fiscal year, and 2014-2015 Services are to be extended for the 2015-2016 fiscal year (July 1, 2015 through June 30, 2016) pursuant to N.J.S.A 18A-18A-42g. Current fiscal year contract attached with upcoming 2015-2016 contract and LSI letter to extend for 2015-2016 fiscal year of which reflects analysis chart excerpt below for Priority I Services for Local and Long Distance phone services and internet service.

Vendor	Local Service	200 MBPS Internet service
Line Systems Inc.	\$77,162.64	
Line Systems		\$50,400.00

10. Approval of the Priority 1 eRate Services for Cellular Phone Services Verizon Wireless, and Priority 2 eRate Services for Hardware (switches, access points & firewall) and Cabling **with **NWN cost changes and approval of 2015-2016 **award to XTEL for the 2015-2016.** Analysis are as follows:

**ERATE BID ANALYSIS
BIDDERS FOR 2015- 2016
RFP 2/26/2015**

PRIORITY 1 SERVICES - local telephone high speed internet access, cell phones

Vendor	Total Local Service	200 MBPS Internet service	Cell Phone	Total
Line Systems Inc.	\$77,162.64			\$77,162.64
Line Systems		\$50,400.00		\$50,400.00
Verizon Wireless			\$67,304.16	\$67,304.16
Total Priority 1	\$77,162.64	\$50,400.00	\$67,304.16	\$194,866.80

PRIORITY 2 SERVICES – Hardware (switches, access points & firewall) / Cabling

Bidder Name	Switches	HARDWARE			Total for Hardware	CABLE
		Access points	Firewall			
**XTEL	\$52,145.81	\$203,996.00	\$8,700.00	\$264,841.81	\$108,240.00	
NWN CORP	**\$96,793.67	\$176,153.68	\$12,895.06	**\$285,842.41	\$180,213.00	
Millennium -*1/2	\$4,750.00	\$403,675.60	\$11,339.50	\$419,765.10	\$385,000.00	
Total Priority 2	**\$153,689.48	\$783,825.28	\$32,934.56	**\$970,449.32	\$673,453.00	
E-Rate Funding						
Board Share						
*1)No reply for equipment (Millennium)						

11. Approval of the 2015 State of New Jersey Department of the Treasury Designation of Public Agency Compliance Officer (PACO).

Motion to approve Resolution #9 for eRate Priority 1 and #10 for eRate Priority 2.

Motion by: Mrs. Bernice (Sandy) Couch Second by: Mr. Lawrence Davenport Yea: X

ROLL CALL:

Mrs. Bernice Couch	<u>Yes</u>	Ms. Sharnell S. Morgan	<u>Yes</u>
Mr. Lawrence A. Davenport	<u>Yes</u>	Mrs. Ethel Seymore	<u>Yes</u>
Ms. Silvia Landron	<u>Abstain</u>	Mrs. Carla Thomas	<u>Yes</u>
Mr. Johnny McClellan	<u>Yes</u>	Mrs. Doris V. Graves	<u>Yes</u>
Mr. Paul Moore, Jr.	<u>Yes</u>		

MOTION PASSED

**PLEASANTVILLE BOARD OF EDUCATION
HUMAN RESOURCES
AGENDA ITEMS
Board Workshop Meeting
Tuesday, March 10, 2015
MINUTES**

1. SUBSTITUTE STAFF (PENDING CRIMINAL HISTORY CLEARANCE) ON AS NEEDED BASIS:

Name	Position	Location	Effective Date	Salary	Funding Source
Julie DeRose	Substitute Nurse	District	March 30, 2015 – June 30, 2015	\$150.00 per day	11-110-100-100-0000-236 11-120-100-100-0000-236 11-130-100-100-0000-236 11-140-100-100-0000-236

2. FMLA LEAVE WITH PAY AND BENEFITS (UNTIL ACCUMULATED LEAVE EXHAUSTED):

Name	Position	Location	Effective Date	Salary	Funding Source
Renee Alford	Teacher	NMSS	February 17, 2015 – June 30, 2015 (Board Approved 2-24-15 Date Revised)	N/A	N/A
Grace Connelly	Teacher	SMSS	February 6, 2015 – June 30, 2015	N/A	N/A
Maria Degirolamo- Quigley	Teacher	SMSS	March 26, 2015 – June 30, 2015	N/A	N/A
Alyssa Hemberger	Speech Pathologist	NMSS	March 13, 2015 – June 30, 2015	N/A	N/A
Nicole McNeal	Teacher	PHS	February 2, 2015 – February 23, 2015	N/A	N/A
Nicole McNeal	Teacher	PHS	February 24, 2015 – June 30, 2015 (Intermittent)	N/A	N/A
Francine Ramsey	School Psychologist	MSP	February 15, 2015 – June 30, 2015	N/A	N/A

3. FMLA LEAVE WITHOUT PAY AND WITH BENEFITS (UNTIL ACCUMULATED LEAVE EXHAUSTED):

Name	Position	Location	Effective Date	Salary	Funding Source
Johnny Monell	Security	PHS	April 27, 2015 – June 30, 2015 (Family Member)	N/A	N/A

4. STAFF TRANSFERS:

Name	Position	Location	Effective Date	Salary	Funding Source
Maritza Cruz	Secretary	MSP to ECH	February 25, 2015 – June 30, 2015	N/A	20-218-200-105-0000-234 (2014-2015 Preschool)
Zameenah Fuqua- Watson	Secretary	Technology to WAS	February 25, 2015 – June 30, 2015	N/A	15-000-240-105-0000-060
Damaris Hernandez	Secretary	ECH to PHS	February 25, 2015 – June 30, 2015	N/A	15-000-240-105-0000-050

Name	Position	Location	Effective Date	Salary	Funding Source
Rayna Iddinn	Secretary	Business Office to MSP	February 25, 2015 – June 30, 2015	N/A	15-000-240-105-0000-055
Migdalia Rosario	Secretary	PHS to HR	February 25, 2015 – June 30, 2015	N/A	11-000-230-100-000-351
Maureen Roundtree PULLED	Secretary	PHS to Technology	February 25, 2015 – June 30, 2015	N/A	11-000-252-100-0000-334

5. SALARY ADJUSTMENT : PURSUANT TO COLLECTIVE BARGAINING AGREEMENT:

Name	Position	Location	Effective Date	Salary	Funding Source
Erika Baldwin	Teacher	DAP	March 2, 2015 - June 30, 2015	\$60,282.00 MA+15/ Step 11 to \$61,137.00 MA+30/ Step 11	20-218-200-176-0000-234 (2014-2015 Preschool)
Martha Hoffnagle	Teacher	DAP	March 2, 2015 - June 30, 2015	\$65,007.00 BA+15/ Step 14 to \$65,863.00 BA+30/ Step 14	20-218-200-176-0000-234 (2014-2015 Preschool)
Michelle Jacobs	Teacher	NMSS	March 2, 2015 - June 30, 2015	\$54,044.00 BA+15/ Step 5 to \$54,901.00 BA+30/ Step 5	15-213-100-101-0000-085
Maurice Lesser	Director of Student Services	District	July 1, 2014 – June 30, 2015	\$150,284.00 \$145,809.00 +3,500.00 Longevity +975.00 Educational Stipend to \$152,356.00 \$147,881.00 +\$3,500.00 longevity +\$975.00 Educational Stipend	11-000-230-105-0000-232
Ericka Watson	Teacher	SMSS	March 2, 2015 - June 30, 2015	\$60,282.00 MA+15/ Step 11 to \$61,137.00 MA+30/ Step 11	15-213-100-101-0000-095

6. A-2 CONTRACTS (PENDING CRIMINAL HISTORY CLEARANCE):

Name	Position	Location	Effective Date	Salary	Funding Source
Charlotte Manning	Sisterhood Club	SMSS	October 22, 2014 – June 30, 2015	\$1,728.00	15-401-100-100-0000-095

7. VOLUNTEER (PENDING CRIMINAL HISTORY CLEARANCE):

Name	Position/Assignment	Location	Effective Date	Salary	Funding Source
Robert C. Daub	Library Volunteer	MSP	March 19, 2015 – June 30, 2015	N/A	N/A

8. AFTERSCHOOL ENGLISH LANGUAGE ACADEMY (PENDING CRIMINAL HISTORY CLEARANCE) BASED ON ADEQUATE STUDENT INVOLVEMENT:

Name	Position	Location	Effective Date	Salary	Funding Source
Susana Faulhaber	Teacher	WAS	March 18, 2015 – April 30, 2015	\$45.00 per hour	20-240-100-100-0000-545 (2014-2015 Title III Immigrant)
Mary McManimon	Teacher	WAS	March 18, 2015 – April 30, 2015	\$45.00 per hour	20-240-100-100-0000-545 (2014-2015 Title III Immigrant)

9. CUSTODIAL STAFF SHIFT ASSIGNMENTS:

Name	Shift	Location	Effective Date	Shift Differential Amount	Funding Source
Derric Taliaferro (Head Custodian)	6:00am-2:00pm	PHS	July 1, 2014 – June 30, 2015	0	N/A
Charles Mitchell	11:00am-7:00pm	PHS	July 1, 2014 – June 30, 2015	0	N/A
Yonna Cane	9:00am-5:00pm	PHS	July 1, 2014 – June 30, 2015	0	N/A
Edmond Roberts	3:00pm-11:00pm	PHS	July 1, 2014 – June 30, 2015	\$1,040.00	11-000-262-100-0000-050
Michael Dawson	3:00pm-11:00pm	PHS	July 1, 2014 – June 30, 2015	\$1,040.00	11-000-262-100-0000-050
Rashid Brown	3:00pm-11:00pm	PHS	July 1, 2014 – June 30, 2015	\$1,040.00	11-000-262-100-0000-050
Charles Jones	8:00am-4:00pm	PHS	July 1, 2014 – June 30, 2015	0	N/A
Alfonso Avent (Head Custodian)	6:30am-2:30pm	LAS	July 1, 2014 – June 30, 2015	0	N/A
Christopher Gonzales	3:00pm-11:00pm	LAS	July 1, 2014 – June 30, 2015	\$1,040.00	11-000-262-100-0000-080
Patrick Howard	3:00pm-11:00pm	LAS	July 1, 2014 – June 30, 2015	\$1,040.00	11-000-262-100-0000-080
Steven Jones	3:00pm-11:00pm	LAS	July 1, 2014 – June 30, 2015	\$1,040.00	11-000-262-100-0000-080
Robert Hopkins	8:00am-4:00pm	LAS	July 1, 2014 – June 30, 2015	0	N/A
Michael Jefferson	3:00pm-11:00pm	LAS	July 1, 2014 – June 30, 2015	\$1,040.00	11-000-262-100-0000-080
James Israel (Head Custodian)	6:30am-2:30pm	SMSS	July 1, 2014 – June 30, 2015	0	N/A
William Couch	7:00am-3:00pm	SMSS	July 1, 2014 – June 30, 2015	0	N/A

Name	Shift	Location	Effective Date	Shift Differential Amount	Funding Source
Isaaha Keyes	1:00pm -9:00pm	SMSS	July 1, 2014 – June 30, 2015	0	N/A
Henry Little	1:00am-9:00pm	SMSS	July 1, 2014 – June 30, 2015	0	N/A
Paul Grandison (Head Custodian)	6:00am-2:00pm	ECH	July 1, 2014 – June 30, 2015	0	N/A
Patrick Naylor (Head Custodian)	6:00am-2:00pm	MSP	July 1, 2014 – June 30, 2015	0	N/A
James Dunson	7:00am-3:00pm	MSP	July 1, 2014 – June 30, 2015	0	N/A
Larry Bethea	3:00pm-11:00pm	MSP	July 1, 2014 – June 30, 2015	\$1,040.00	11-000-262-100-0000-055
Ernesto Echevarria	8:00am-4:00pm	MSP	July 1, 2014 – June 30, 2015	0	N/A
Sean Dawson	3:00pm-11:00pm	MSP	July 1, 2014 – June 30, 2015	\$1,040.00	11-000-262-100-0000-055
Clinton Anderson (Head Custodian)	6:00am-2:00pm	NMSS	July 1, 2014 – June 30, 2015	0	N/A
Robert Evans	8:00am-4:00pm	NMSS	July 1, 2014 – June 30, 2015	0	N/A
Charlene Jones	11:00am-7:00pm	NMSS	July 1, 2014 – June 30, 2015	0	N/A
David Brown	1:00pm-9:00pm	NMSS	July 1, 2014 – June 30, 2015	0	N/A
Russel Stafford	1:00pm-9:00pm	NMSS	July 1, 2014 – June 30, 2015	0	N/A
Anthony Scott (Head Custodian)	6:00am-2:00pm	WAS	July 1, 2014 – June 30, 2015	0	N/A
Timothy Pettie	10:00am-6:00pm	WAS	July 1, 2014 – June 30, 2015	0	N/A
Wendell Mosley	1:00pm-9:00pm	WAS	July 1, 2014 – June 30, 2015	0	N/A
Rodney Fitzgerald	1:00pm-9:00pm	WAS	July 1, 2014 – June 30, 2015	0	N/A

10. Renee Gensamer to assist the District's Title III department regarding compliance and other related services such as ELL student placement, monitoring former students, October 15th Audit, ACCESS testing, PARCC, HSPA and NJASK data needed for ELL's and the District compliance for Title III QSAC report. Mrs. Gensamer will also assist in the creating of the SIP's as it relates to the SE. Renee Gensamer will be paid at a rate of \$30.00 per hour not to exceed \$10,000.00; the time spent will not be during her regular working hours. This will be effective from September 2, 2014 through June 30, 2015 utilizing account #11-000-230-100-0000-351.
11. Marc Wasserman, World Language Teacher at Washington Avenue School to participate in an International Exchange Teaching opportunity at the American University in Nicaragua. The leave will be effective July 1, 2015 through June 30, 2016. Mr. Wasserman will not receive a salary or benefits during his leave of absence. Once the exchange program has end Mr. Wasserman will return to his position as a world language teacher.

12. Revision to HR Agenda Item# 13 Board approved January 20, 2015. Patricia Pressley, Early Childhood Social Worker was board approved at a rate of \$30.00 per hour; however since she will be performing her main job function she will be paid \$45.00 per hour. During the additional hours afterschool Ms. Pressley will be responsible for caseloads of preschoolers with challenging behaviors and disabilities due to the absence of one of the Pre-Intervention Team members. The work is being completed beyond her normal school day effective September 30, 2014 through June 30, 2015 not to exceed \$5,000.00 utilizing account# 20-218-100-101-0000-234 (2014-2015 Preschool).
13. Payment to Weight Watchers for twenty-three (23) staff members at a cost of \$186.00 per person not to exceed \$4,278.00 utilizing account#11-000-251-300-0000-351. The wellness program was originally Board approved on November 25, 2014. **To be moved to Finance Agenda for vote on March 17, 2015.**

14. Afterschool ECH Professional Development - Beyond Open/ Closed Questions: Developing Language, Creativity and Thinking:

Name	Position	Location	Effective Date	Salary	Funding Source
Kimairy Candelaria (Presenter)	Master Teacher	ECH	March 18, 2015	\$30.00 per hour not to exceed 3 hours (\$90.00)	20-218-100-101-0000-234 (2014-2015 Preschool)
Martha Hoffnagle (Presenter)	Master Teacher	ECH	March 18, 2015	\$30.00 per hour not to exceed 3 hours (\$90.00)	20-218-100-101-0000-234 (2014-2015 Preschool)
Erika Baldwin (Presenter)	Teacher	ECH	March 18, 2015	\$30.00 per hour not to exceed 3 hours (\$90.00)	20-218-100-101-0000-234 (2014-2015 Preschool)
Janet Shepler	Teacher	ECH	March 18, 2015	\$30.00 per hour not to exceed 2 hours (\$60.00)	20-218-100-101-0000-234 (2014-2015 Preschool)
Claudia Velasquez	Teacher	ECH	March 18, 2015	\$30.00 per hour not to exceed 2 hours (\$60.00)	20-218-100-101-0000-234 (2014-2015 Preschool)
Jennifer Dunn	Teacher	ECH	March 18, 2015	\$30.00 per hour not to exceed 2 hours (\$60.00)	20-218-100-101-0000-234 (2014-2015 Preschool)
Alicia Rullan	Teacher	ECH	March 18, 2015	\$30.00 per hour not to exceed 2 hours (\$60.00)	20-218-100-101-0000-234 (2014-2015 Preschool)
Donald Hanek	Teacher	ECH	March 18, 2015	\$30.00 per hour not to exceed 2 hours (\$60.00)	20-218-100-101-0000-234 (2014-2015 Preschool)
Annemarie Smarra	Teacher	ECH	March 18, 2015	\$30.00 per hour not to exceed 2 hours (\$60.00)	20-218-100-101-0000-234 (2014-2015 Preschool)
Celina Kurtz	Teacher	ECH	March 18, 2015	\$30.00 per hour not to exceed 2 hours (\$60.00)	20-218-100-101-0000-234 (2014-2015 Preschool)
Monica Johnson	Teacher	ECH	March 18, 2015	\$30.00 per hour not to exceed 2 hours (\$60.00)	20-218-100-101-0000-234 (2014-2015 Preschool)
Anthony Perrone	Teacher	ECH	March 18, 2015	\$30.00 per hour not to exceed 2 hours	20-218-100-101-0000-234 (2014-2015 Preschool)

Name	Position	Location	Effective Date	Salary	Funding Source
				(\$60.00)	
Latisha Cooper	Teacher	ECH	March 18, 2015	\$30.00 per hour not to exceed 2 hours (\$60.00)	20-218-100-101-0000-234 (2014-2015 Preschool)
Jennifer Elwell	Teacher	ECH	March 18, 2015	\$30.00 per hour not to exceed 2 hours (\$60.00)	20-218-100-101-0000-234 (2014-2015 Preschool)
Katie Kunze	Teacher	ECH	March 18, 2015	\$30.00 per hour not to exceed 2 hours (\$60.00)	20-218-100-101-0000-234 (2014-2015 Preschool)
Michelle Gray	Teacher	ECH	March 18, 2015	\$30.00 per hour not to exceed 2 hours (\$60.00)	20-218-100-101-0000-234 (2014-2015 Preschool)
Dorothea Bickel	Teacher	ECH	March 18, 2015	\$30.00 per hour not to exceed 2 hours (\$60.00)	20-218-100-101-0000-234 (2014-2015 Preschool)
Amy Pacentrilli	Teacher	ECH	March 18, 2015	\$30.00 per hour not to exceed 2 hours (\$60.00)	20-218-100-101-0000-234 (2014-2015 Preschool)
Brittany Smith	Teacher	ECH	March 18, 2015	\$30.00 per hour not to exceed 2 hours (\$60.00)	20-218-100-101-0000-234 (2014-2015 Preschool)
Judy Morris	Teacher	LAS	March 18, 2015	\$30.00 per hour not to exceed 2 hours (\$60.00)	20-218-100-101-0000-234 (2014-2015 Preschool)
Sharone Brown-Jackson	Teacher	LAS	March 18, 2015	\$30.00 per hour not to exceed 2 hours (\$60.00)	20-218-100-101-0000-234 (2014-2015 Preschool)
Lisa Ragland-Gist	Teacher	LAS	March 18, 2015	\$30.00 per hour not to exceed 2 hours (\$60.00)	20-218-100-101-0000-234 (2014-2015 Preschool)
Marchita McKinsey	Teacher	LAS	March 18, 2015	\$30.00 per hour not to exceed 2 hours (\$60.00)	20-218-100-101-0000-234 (2014-2015 Preschool)
Robin Holmes	Teacher	LAS	March 18, 2015	\$30.00 per hour not to exceed 2 hours (\$60.00)	20-218-100-101-0000-234 (2014-2015 Preschool)
Karen Brown	Teacher	LAS	March 18, 2015	\$30.00 per hour not to exceed 2 hours (\$60.00)	20-218-100-101-0000-234 (2014-2015 Preschool)
Sumedha Anand	Teacher	LAS	March 18, 2015	\$30.00 per hour not to exceed 2 hours (\$60.00)	20-218-100-101-0000-234 (2014-2015 Preschool)
Evelyn Custodio	Teacher	LAS	March 18, 2015	\$30.00 per hour not to exceed 2 hours (\$60.00)	20-218-100-101-0000-234 (2014-2015 Preschool)
Michelle Hunter	Teacher	NMSS	March 18, 2015	\$30.00 per hour not to exceed 2 hours	20-218-100-101-0000-234 (2014-2015 Preschool)

Name	Position	Location	Effective Date	Salary	Funding Source
				(\$60.00)	
Cynthia Sagardia	Teacher	NMSS	March 18, 2015	\$30.00 per hour not to exceed 2 hours (\$60.00)	20-218-100-101-0000-234 (2014-2015 Preschool)
Bridget Hubert	Teacher	NMSS	March 18, 2015	\$30.00 per hour not to exceed 2 hours (\$60.00)	20-218-100-101-0000-234 (2014-2015 Preschool)
Lisa Gilmore	Teacher	NMSS	March 18, 2015	\$30.00 per hour not to exceed 2 hours (\$60.00)	20-218-100-101-0000-234 (2014-2015 Preschool)
Amy Cutler	Teacher	NMSS	March 18, 2015	\$30.00 per hour not to exceed 2 hours (\$60.00)	20-218-100-101-0000-234 (2014-2015 Preschool)
Paulette Taylor	Teacher	NMSS	March 18, 2015	\$30.00 per hour not to exceed 2 hours (\$60.00)	20-218-100-101-0000-234 (2014-2015 Preschool)
Jacqueline McGinty	Teacher	NMSS	March 18, 2015	\$30.00 per hour not to exceed 2 hours (\$60.00)	20-218-100-101-0000-234 (2014-2015 Preschool)

15. AFTERSCHOOL PROFESSIONAL DEVELOPMENT - DESIGNING AND APPLYING INTERDISCIPLINARY INSTRUCTIONAL PRACTICES (K-5): These are additional teachers who attended the training Board approved on January 20, 2015.

Name	Position	Location	Effective Date	Salary	Funding Source
Barbara Hinchman	Teacher	SMSS	February 10, 2015	\$30.00 per hour not to exceed 1.5 hours (\$45.00)	20-270-200-100-0000-545 (2014-2015 Title II) Support Salaries
John Motley	Teacher	SMSS	February 10, 2015	\$30.00 per hour not to exceed 1.5 hours (\$45.00)	20-270-200-100-0000-545 (2014-2015 Title II) Support Salaries
Michael Kiefer	Teacher	SMSS	February 10, 2015	\$30.00 per hour not to exceed 1.5 hours (\$45.00)	20-270-200-100-0000-545 (2014-2015 Title II) Support Salaries

16. AFTERSCHOOL PROFESSIONAL DEVELOPMENT - IDENTIFYING MATH (3-5) PARCC RESOURCES AND APPLYING SKILLS THAT ALIGN TO PARCC: This is an additional teacher who attended the training Board approved on January 20, 2015.

Name	Position	Location	Effective Date	Salary	Funding Source
Dolores Roberts	Teacher	LAS	February 3, 2015	\$30.00 per hour not to exceed 1.5 hours (\$45.00)	20-270-200-100-0000-545 (2014-2015 Title II) Support Salaries

17. MIDDLE SCHOOL AFTERSCHOOL ACADEMY:

Name	Position	Location	Effective Date	Salary	Funding Source
Damaris De La Cruz	Instructional Aide	MSP	March 18, 2015 – June 30, 2015	\$30.00 per hour not to exceed 80 hours (\$2,400.00)	20-231-100-100-0000-545 (2014-2015 Title I) SIP

Name	Position	Location	Effective Date	Salary	Funding Source
Jeanine Doms	Instructional Aide	MSP	March 18, 2015 – June 30, 2015	\$45.00 per hour not to exceed 80 hours (\$3,600.00)	20-231-100-100-0000-545 (2014-2015 Title I) SIP

18. MIDDLE SCHOOL AVID SUMMER INSTITUTE:

Name	Position	Location	Effective Date	Salary	Funding Source
Ninette Phillips	Teacher	MSP	July 27, 2015 – July 29, 2015	\$30.00 per hour not to exceed 24 hours (\$720.00)	20-231-200-500-0000-545 (2015-2016 Title I) SIP
Monica Foti	Teacher	MSP	July 27, 2015 – July 29, 2015	\$30.00 per hour not to exceed 24 hours (\$720.00)	20-231-200-500-0000-545 (2015-2016 Title I) SIP
Linda Richards	Teacher	MSP	July 27, 2015 – July 29, 2015	\$30.00 per hour not to exceed 24 hours (\$720.00)	20-231-200-500-0000-545 (2015-2016 Title I) SIP
Luraine Randall	Teacher	MSP	July 27, 2015 – July 29, 2015	\$30.00 per hour not to exceed 24 hours (\$720.00)	20-231-200-500-0000-545 (2015-2016 Title I) SIP
Latanya Elias	Teacher	MSP	July 27, 2015 – July 29, 2015	\$30.00 per hour not to exceed 24 hours (\$720.00)	20-231-200-500-0000-545 (2015-2016 Title I) SIP
Craig Polite	Teacher	MSP	July 27, 2015 – July 29, 2015	\$30.00 per hour not to exceed 24 hours (\$720.00)	20-231-200-500-0000-545 (2015-2016 Title I) SIP
Stephen L. Townsend	Principal	MSP	July 27, 2015 – July 29, 2015	N/A	N/A
Rayna Hendricks	Assistant Principal	MSP	July 27, 2015 – July 29, 2015	N/A	N/A
Andrea Turner	Assistant Principal	MSP	July 27, 2015 – July 29, 2015	N/A	N/A
Brigitte D. White	Principal	C&I	July 27, 2015 – July 29, 2015	N/A	N/A

19. MIDDLE SCHOOL AVID PROGRAM DESIGN TEAM:

Name	Position	Location	Effective Date	Salary	Funding Source
Ninette Phillips	Teacher	MSP	March 18, 2015 – August 31, 2015	\$30.00 per hour not to exceed 15 hours (\$450.00)	20-231-200-500-0000-545 (2015-2016 Title I) SIP
Monica Foti	Teacher	MSP	July 27, 2015 – July 29, 2015	\$30.00 per hour not to exceed 24 hours (\$720.00)	20-231-200-500-0000-545 (2015-2016 Title I) SIP
Linda Richards	Teacher	MSP	July 27, 2015 – July 29, 2015	\$30.00 per hour not to exceed 24 hours (\$720.00)	20-231-200-500-0000-545 (2015-2016 Title I) SIP
Luraine Randall	Teacher	MSP	July 27, 2015 – July 29, 2015	\$30.00 per hour not to exceed 24 hours (\$720.00)	20-231-200-500-0000-545 (2015-2016 Title I) SIP
Latanya Elias	Teacher	MSP	July 27, 2015 –	\$30.00 per hour not	20-231-200-500-0000-545

Name	Position	Location	Effective Date	Salary	Funding Source
			July 29, 2015	to exceed 24 hours (\$720.00)	(2015-2016 Title I) SIP
Craig Polite	Teacher	MSP	July 27, 2015 – July 29, 2015	\$30.00 per hour not to exceed 24 hours (\$720.00)	20-231-200-500-0000-545 (2015-2016 Title I) SIP

**20. SPRING COACH POSITIONS – HIGH SCHOOL AND MIDDLE SCHOOL: 2014-2015 SCHOOL YEAR (PENDING
CRIMINAL HISTORY CLEARANCE):**

Name	Position	Location	Effective Date	Salary	Funding Source
Erika Boehm **Board Approved 2-24-15 Name Correction Only**	Head Softball	MSP	February 25, 2015 – June 30, 2015	\$2,446.00	15-402-100-100-0000-055

21. C.O.P.S – SORA CERTIFICATION TRAINING CLASS (SECURITY GUARDS) ON THE FOLLOWING SATURDAYS:

Name	Position	Location	Effective Date	Salary	Funding Source
Audrey Bannister	Substitute Security Guard	District	March 14, 2015 March 21, 2015 March 28, 2015	\$11.00 per hour not to exceed 24 hours (\$264.00)	15-000-266-100-0000-050 15-000-266-100-0000-055 15-000-266-100-0000-060 15-000-266-100-0000-080 15-000-266-100-0000-085 15-000-266-100-0000-095
Marian Battle	Substitute Security Guard	District	March 14, 2015 March 21, 2015 March 28, 2015	\$11.00 per hour not to exceed 24 hours (\$264.00)	15-000-266-100-0000-050 15-000-266-100-0000-055 15-000-266-100-0000-060 15-000-266-100-0000-080 15-000-266-100-0000-085 15-000-266-100-0000-095
Tawanda Brown	Substitute Security Guard	District	March 14, 2015 March 21, 2015 March 28, 2015	\$11.00 per hour not to exceed 24 hours (\$264.00)	15-000-266-100-0000-050 15-000-266-100-0000-055 15-000-266-100-0000-060 15-000-266-100-0000-080 15-000-266-100-0000-085 15-000-266-100-0000-095
Henry Charles	Substitute Security Guard	District	March 14, 2015 March 21, 2015 March 28, 2015	\$11.00 per hour not to exceed 24 hours (\$264.00)	15-000-266-100-0000-050 15-000-266-100-0000-055 15-000-266-100-0000-060 15-000-266-100-0000-080 15-000-266-100-0000-085 15-000-266-100-0000-095
John Cole	Substitute Security Guard	District	March 14, 2015 March 21, 2015 March 28, 2015	\$11.00 per hour not to exceed 24 hours (\$264.00)	15-000-266-100-0000-050 15-000-266-100-0000-055 15-000-266-100-0000-060 15-000-266-100-0000-080 15-000-266-100-0000-085 15-000-266-100-0000-095
Michael Copeland	Substitute Security Guard	District	March 14, 2015 March 21, 2015 March 28, 2015	\$11.00 per hour not to exceed 24 hours (\$264.00)	15-000-266-100-0000-050 15-000-266-100-0000-055 15-000-266-100-0000-060

Name	Position	Location	Effective Date	Salary	Funding Source
					15-000-266-100-0000-080 15-000-266-100-0000-085 15-000-266-100-0000-095
Ricketa Dabney	Substitute Security Guard	District	March 14, 2015 March 21, 2015 March 28, 2015	\$11.00 per hour not to exceed 24 hours (\$264.00)	15-000-266-100-0000-050 15-000-266-100-0000-055 15-000-266-100-0000-060 15-000-266-100-0000-080 15-000-266-100-0000-085 15-000-266-100-0000-095
Movita Grandison	Substitute Security Guard	District	March 14, 2015 March 21, 2015 March 28, 2015	\$11.00 per hour not to exceed 24 hours (\$264.00)	15-000-266-100-0000-050 15-000-266-100-0000-055 15-000-266-100-0000-060 15-000-266-100-0000-080 15-000-266-100-0000-085 15-000-266-100-0000-095
Tammi Hammie	Substitute Security Guard	District	March 14, 2015 March 21, 2015 March 28, 2015	\$11.00 per hour not to exceed 24 hours (\$264.00)	15-000-266-100-0000-050 15-000-266-100-0000-055 15-000-266-100-0000-060 15-000-266-100-0000-080 15-000-266-100-0000-085 15-000-266-100-0000-095
Peter Henry	Substitute Security Guard	District	March 14, 2015 March 21, 2015 March 28, 2015	\$11.00 per hour not to exceed 24 hours (\$264.00)	15-000-266-100-0000-050 15-000-266-100-0000-055 15-000-266-100-0000-060 15-000-266-100-0000-080 15-000-266-100-0000-085 15-000-266-100-0000-095
Anthony Johnson	Substitute Security Guard	District	March 14, 2015 March 21, 2015 March 28, 2015	\$11.00 per hour not to exceed 24 hours (\$264.00)	15-000-266-100-0000-050 15-000-266-100-0000-055 15-000-266-100-0000-060 15-000-266-100-0000-080 15-000-266-100-0000-085 15-000-266-100-0000-095
Lannie King	Substitute Security Guard	District	March 14, 2015 March 21, 2015 March 28, 2015	\$11.00 per hour not to exceed 24 hours (\$264.00)	15-000-266-100-0000-050 15-000-266-100-0000-055 15-000-266-100-0000-060 15-000-266-100-0000-080 15-000-266-100-0000-085 15-000-266-100-0000-095
Sherelle Lewis	Substitute Security Guard	District	March 14, 2015 March 21, 2015 March 28, 2015	\$11.00 per hour not to exceed 24 hours (\$264.00)	15-000-266-100-0000-050 15-000-266-100-0000-055 15-000-266-100-0000-060 15-000-266-100-0000-080 15-000-266-100-0000-085 15-000-266-100-0000-095
Victoria Lyles	Substitute Security Guard	District	March 14, 2015 March 21, 2015 March 28, 2015	\$11.00 per hour not to exceed 24 hours (\$264.00)	15-000-266-100-0000-050 15-000-266-100-0000-055 15-000-266-100-0000-060 15-000-266-100-0000-080

Name	Position	Location	Effective Date	Salary	Funding Source
					15-000-266-100-0000-085 15-000-266-100-0000-095
Donna Lyons	Substitute Security Guard	District	March 14, 2015 March 21, 2015 March 28, 2015	\$11.00 per hour not to exceed 24 hours (\$264.00)	15-000-266-100-0000-050 15-000-266-100-0000-055 15-000-266-100-0000-060 15-000-266-100-0000-080 15-000-266-100-0000-085 15-000-266-100-0000-095
Joseph Moore	Substitute Security Guard	District	March 14, 2015 March 21, 2015 March 28, 2015	\$11.00 per hour not to exceed 24 hours (\$264.00)	15-000-266-100-0000-050 15-000-266-100-0000-055 15-000-266-100-0000-060 15-000-266-100-0000-080 15-000-266-100-0000-085 15-000-266-100-0000-095
Taiimia Peyton	Substitute Security Guard	District	March 14, 2015 March 21, 2015 March 28, 2015	\$11.00 per hour not to exceed 24 hours (\$264.00)	15-000-266-100-0000-050 15-000-266-100-0000-055 15-000-266-100-0000-060 15-000-266-100-0000-080 15-000-266-100-0000-085 15-000-266-100-0000-095
James Smith, Jr.	Substitute Security Guard	District	March 14, 2015 March 21, 2015 March 28, 2015	\$11.00 per hour not to exceed 24 hours (\$264.00)	15-000-266-100-0000-050 15-000-266-100-0000-055 15-000-266-100-0000-060 15-000-266-100-0000-080 15-000-266-100-0000-085 15-000-266-100-0000-095
Addie Speed	Substitute Security Guard	District	March 14, 2015 March 21, 2015 March 28, 2015	\$11.00 per hour not to exceed 24 hours (\$264.00)	15-000-266-100-0000-050 15-000-266-100-0000-055 15-000-266-100-0000-060 15-000-266-100-0000-080 15-000-266-100-0000-085 15-000-266-100-0000-095
Atiya Washington	Substitute Security Guard	District	March 14, 2015 March 21, 2015 March 28, 2015	\$11.00 per hour not to exceed 24 hours (\$264.00)	15-000-266-100-0000-050 15-000-266-100-0000-055 15-000-266-100-0000-060 15-000-266-100-0000-080 15-000-266-100-0000-085 15-000-266-100-0000-095
Arby Williams	Substitute Security Guard	District	March 14, 2015 March 21, 2015 March 28, 2015	\$11.00 per hour not to exceed 24 hours (\$264.00)	15-000-266-100-0000-050 15-000-266-100-0000-055 15-000-266-100-0000-060 15-000-266-100-0000-080 15-000-266-100-0000-085 15-000-266-100-0000-095

**PLEASANTVILLE BOARD OF EDUCATION
CURRICULUM & INSTRUCTION
AGENDA ITEMS
Workshop Board Meeting
Tuesday, March 10, 2015
MINUTES**

The Superintendent of Schools recommends adoption of the following:

RESOLUTION

The Pleasantville Board of Education is committed to ensuring all students succeed academically and reach their full potential in life. In doing so, it is also committed to providing opportunities for and ensuring that all students (inclusive of English Language Learners and Special Education Students) meet the New Jersey Common Core State Standards and achieve academic and long-life success.

1. WORKSHOP/CONFERENCE ATTENDANCE:

Staff Member	Location	Title of Workshop/Conference	Date	Cost	Account#
Jamie Alford	WAS	NJTESOL Spring Conference, New Brunswick, NJ	05/28/15	\$ 139.00 Registration	20-241-200-500-0000-545
Terre Alabarda	SMSS	Building Bridges for Language Learners New Brunswick, NJ	05/27/15 05/28/15	\$ 35.00 Membership Fee	15-000-223-580-0000-095
Rosa Aponte	WAS	NJTESOL Spring Conference, New Brunswick, NJ	05/27/15	\$ 139.00 Registration \$ 64.48 Mileage \$ 35.00 Membership Fee	20-241-200-500-0000-545 20-241-200-500-0000-545 20-241-100-600-0000-545
Andrea Atkins-Turner	MSP	Are you on Target with your Observations Galloway, Twp. NJ	04/22/15	N/A	N/A
Andrea Atkins-Turner	MSP	AVID Summer Institute Philadelphia, PA	07/27/15 07/28/15 07/29/15	\$ 699.00 Registration \$ 103.02 Mileage	20-231-200-500-0000-545 Title I 2015-2016 SIP
Norine Bailey	NMSS	NJ State School Nurses Association Weekend Conference Iselin, NJ	03/27/15 03/28/15	\$ 239.00 Registration	15-190-100-280-0000-085
Havana Berry	C.A.R.E.	21 st . CCLC 3 rd Quarter Project Director's Meeting Trenton, NJ	04/29/15	\$ 46.14 Mileage	20-290-200-580-0000-545
Havana Berry	C.A.R.E.	Essentials of Assets Building for 21 st . CCLC programs	04/20/15	\$ 46.14 Mileage	20-290-200-580-0000-545

Staff Member	Location	Title of Workshop/Conference	Date	Cost	Account#
Stefanie Burns	NMSS	IPad Technology to help students Cherry Hill, NJ	03/03/15	\$ 239.00 Registration	15-190-100-580-0000-085
Ann Campbell	WAS	2015 Atlantic County Governor's Educator of the Year Recognition Luncheon Galloway, NJ	04/23/15	\$ 35.00 Registration	11-000-230-610-0000-232
Nicole Digironimo	CST	Calming an aggressive Brain, Toms River, NJ	03/23/15	\$ 70.00 Registration	11-000-219-500-0000-400
Latanya Elias	MSP	AVID Summer Institute	07/27/15 07/28/15 07/29/15	\$ 699.00 Registration \$ 46.02 Mileage	20-231-200-500-0000-545 Title I 2015-2016 SIP
Susana Faulhaber	WAS	NJTESOL Spring Conference New Brunswick, NJ	05/27/15	\$ 139.00 Registration \$ 64.48 Mileage \$ 35.00 Membership	20-241-200-500-0000-545 20-241-200-500-0000-545 20-241-100-600-0000-545
Michelle Ferretti	MSP	Motivating Students to give their best	05/14/15	\$ 229.00	15-000-223-500-0000-055
Monica Foti	MSP	AVID Summer Institute	07/27/15 07/28/15 07/29/15	\$ 699.00 Registration \$ 103.02 Mileage	20-231-200-500-0000-545 Title I 2015-2016 SIP
Rene Gensamer	District	NJTESOL Spring Conference New Brunswick, NJ	05/27/15	\$ 139.00 Registration \$ 64.00 Mileage \$ 35.00 Membership	20-241-200-500-0000-545 20-241-200-500-0000-545 20-241-100-600-0000-545
Christina Gras	LAS	From my Classroom to Yours Pomona, NJ	05/20/15	7 ETTC Hours	ETTC Hours
Alyssa Hemberger	NMSS	2015 Atlantic County Governor's Educator of the Year Galloway, NJ	04/23/15	\$ 35.00 Registration	11-000-230-610-0000-232
Reyna Hendricks	MSP	AVID Summer Institute	07/27/15 07/28/15 07/29/15	\$ 699.00 Registration \$ 103.02 Mileage	20-231-200-500-0000-545 Title I 2015-2016 SIP
Michelle Jacobs	NMSS	2015 Atlantic County Governor's Educator of the Year. Galloway, NJ	04/23/15	\$ 35.00 Registration	11-000-230-610-0000-232
Janeth Jaramillo	WAS	NJTESOL Spring Conference New Brunswick, NJ	05/27/15	\$ 139.00 Registration \$ 64.00	20-241-200-500-0000-545

Staff Member	Location	Title of Workshop/Conference	Date	Cost	Account#
				Mileage \$ 35.00	20-241-200-500-0000-545
				Membership	20-241-100-600-0000-545
Timothy Kelly	NMSS	IPad Technology to help students. Cherry Hill, NJ	03/03/15	\$ 239.00 Registration	15-190-100-580-0000-085
Judith Khuellar	LAS	Light & Shadow, Chiaroscuro. Ocean Ville, NJ	03/31/15	3 ETTC Hours	ETTC Hours
Catherine Manning	Business Office	Public Works Construction Bids New Brunswick, NJ	05/14/15	\$ 127.00 Registration \$ 69.21 Mileage	11-000-251-500-0000-351
Charlotte Manning	SMSS	LACES Training Adult Education, ACCC	04/17/15	N/A	N/A
Michelle McIntyre	District	From My Classroom to Yours, Pomona, NJ	05/20/15	\$ 178.00 Registration	11-000-219-500-0000-400
Tim Newkirk	WAS	NJTESOL Spring Conference New Brunswick, NJ	05/28/15	\$ 139.00 Registration \$ 64.00 Mileage \$ 35.00 Membership	20-241-200-500-0000-545 20-241-200-500-0000-545 20-241-100-600-0000-545
San Juana Parmer	WAS	NJTESOL Spring Conference New Brunswick, NJ	05/28/15	\$ 139.00 Registration \$ 64.00 Mileage \$ 35.00 Membership	20-241-200-500-0000-545 20-241-200-500-0000-545 20-241-100-600-0000-545
Faith Penrose	WAS	NJTESOL Spring Conference New Brunswick, NJ	05/28/15	\$ 139.00 Registration \$ 64.00 Mileage \$ 35.00 Membership	20-241-200-500-0000-545 20-241-200-500-0000-545 20-241-100-600-0000-545
Ninette Philips	MSP	AVID Summer Institute	07/27/15 07/28/15 07/29/15	\$ 699.00 Registration \$ 103.02 Mileage	20-231-200-500-0000-545 Title I 2015-2016 SIP
Lynn Planer	WAS	NJTESOL Spring Conference New Brunswick, NJ	05/28/15	\$ 139.00 Registration \$ 64.00 Mileage \$ 35.00 Membership	20-241-200-500-0000-545 20-241-200-500-0000-545 20-241-100-600-0000-545
Craig Polite	MSP	AVID Summer Institute	07/27/15 07/28/15 07/29/15	\$ 699.00 Registration \$ 103.02 Mileage	20-231-200-500-0000-545 Title I 2015-2016 SIP

Staff Member	Location	Title of Workshop/Conference	Date	Cost	Account#
Luraine Randall	MSP	AVID Summer Institute	07/27/15 07/28/15 07/29/15	\$ 699.00 Registration \$ 41.52 Mileage	20-231-200-500-0000-545 Title I 2015-2016 SIP
Vanessa Ramirez	WAS	NJTESOL Spring Conference New Brunswick, NJ	05/27/15	\$ 139.00 Registration \$ 64.00 Mileage \$ 35.00 Membership	20-241-200-500-0000-545 20-241-200-500-0000-545 20-241-100-600-0000-545
Linda Richards	MSP	AVID Summer Institute	07/27/15 07/28/15 07/29/15	\$ 699.00 Registration \$ 103.02 Mileage	20-231-200-500-0000-545 Title I 2015-2016 SIP
Sandra Rosales	WAS	NJTESOL Spring Conference New Brunswick, NJ	05/28/15	\$ 139.00 Registration \$ 64.00 Mileage \$ 35.00 Membership	20-241-200-500-0000-545 20-241-200-500-0000-545 20-241-100-600-0000-545
Gerardo Rios	WAS	NJTESOL Spring Conference New Brunswick, NJ	05/28/15	\$ 139.00 Registration \$ 64.00 Mileage \$ 35.00 Membership	20-241-200-500-0000-545 20-241-200-500-0000-545 20-241-100-600-0000-545
Cynthia Ruiz-Cooper	WAS	NJTESOL Spring Conference New Brunswick, NJ	05/27/15	\$ 139.00 Registration \$ 64.00 Mileage \$ 35.00 Membership	20-241-200-500-0000-545 20-241-200-500-0000-545 20-241-100-600-0000-545
Lisa Stuart-Smith	LAS	Are you on Target with your Observations Pomona, NJ	04/22/15	7 ETTC Hours	ETTC Hours
Sonia Taggart	WAS	NJTESOL Spring Conference New Brunswick, NJ	05/27/15	\$ 139.00 Registration \$ 64.00 Mileage \$ 35.00 Membership	20-241-200-500-0000-545 20-241-200-500-0000-545 20-241-100-600-0000-545
Deborah Taliaferro	WAS	NJ State School Nurses Conference, Iselin, NJ	03/27/15 03/28/15	\$ 239.00 Registration	15-000-213-580-0000-060
Elisha Thompkins	Business Office	Principals of Purchasing I Bordentown, NJ	02/21/15 03/15/15 03/21/15 03/28/15	\$ 969.00 Registration	11-000-251-500-0000-351

Staff Member	Location	Title of Workshop/Conference	Date	Cost	Account#
Elisha Thompkins	Business Office	Municipal Finance Administration for Purchasing Personnel New Brunswick, NJ	04/22/15 04/29/15 05/06/15 05/29/15	\$ 821.00	11-000-251-500-0000-351
Sandra Torres	WAS	NJTESOL Spring Conference New Brunswick, NJ	05/28/15	\$ 139.00 Registration \$ 64.00 Mileage \$ 35.00 Membership	20-241-200-500-0000-545 20-241-200-500-0000-545 20-241-100-600-0000-545
Hernando Villafañe	WAS	NJTESOL Spring Conference New Brunswick, NJ	05/27/15	\$ 139.00 Registration \$ 64.00 Mileage \$ 35.00 Membership	20-241-200-500-0000-545 20-241-200-500-0000-545 20-241-100-600-0000-545
Brigitte White	C&I	AVID Summer Institute Philadelphia, PA	07/27/15 07/28/15 07/29/15	\$ 699.00 Registration \$ 103.02 Mileage	20-231-200-500-0000-545 Title I 2015-2016 SIP
Daile White	Business Office	Public Works Construction Bids New Brunswick, NJ	05/14/15	\$ 127.00 Registration \$ 69.21 Mileage \$ 16.00 Parking & Tolls	11-000-251-500-0000-351
Michael Zain	WAS	NJTESOL Spring Conference New Brunswick, NJ	05/27/15 05/28/15	\$ 219.00 Registration \$ 64.00 Mileage \$ 35.00 Membership	20-241-200-500-0000-545 20-241-200-500-0000-545 20-241-100-600-0000-545
Danielle Percy	MSP	SRI & ETTC Middle & High School Social Studies Conference	04/16/15	\$ 178.00 Registration \$ 8.68 Mileage	20-270-200-500-0000-545
William Bartle	MSP	SRI & ETTC Middle & High School Social Studies Conference	04/16/15	\$ 178.00 Registration \$ 8.68 Mileage	20-270-200-500-0000-545
Joseph Manetta	MSP	SRI & ETTC Middle & High School Social Studies Conference	04/16/15	\$ 178.00 Registration \$ 8.68 Mileage	20-270-200-500-0000-545
William Martin	MSP	SRI & ETTC Middle & High School Social Studies Conference	04/16/15	\$ 178.00 Registration \$ 8.68 Mileage	20-270-200-500-0000-545

Staff Member	Location	Title of Workshop/Conference	Date	Cost	Account#
Anne Hughes	PHS	SRI & ETTC Middle & High School Social Studies Conference	04/16/15	\$ 178.00 Registration \$ 8.68 Mileage	20-270-200-500-0000-545
Garrow Kerr	PHS	SRI & ETTC Middle & High School Social Studies Conference	04/16/15	\$ 178.00 Registration \$ 8.68 Mileage	20-270-200-500-0000-545

2. ACTIVITIES:

School/Program	Activity	Date	Cost	Account#	Time/Purpose
LAS	Junior Achievement Day	04/17/15	N/A	N/A	8:00am-3:00pm PHS Students will present lessons to K-5 Classes
JROTC	Spirit Day	04/02/15	\$ 400.00	JROTC Activity # 42	Develop school pride
JROTC	JROTC Military Ball	05/05/15	\$ 1,500.00	JROTC Activity # 42	Military Ball and Awards Ceremony
LAS	Family Fun Night	03/27/15	\$ 150.00	PTO Account	Bring students, parents & staff together and interact in social setting and learning fun
SMSS	Brotherhood & Sisterhood Unity Night	04/17/15	\$ 250.00	Student Activity Account # 0537	Promote positive interactions and growth for father/son and mother daughter relationships
SMSS PULLED	PTO Today Expo 2015	04/01/15	\$ 60.00	PTO Account	SMSS PTO members attend expo in Somerset NJ
LAS	Bubbles for Autism	04/01/15	\$ 100.00	Student Activity Account # 0537	Educate students about Autism
LAS	Faces for Autism	03/30/15	N/A	N/A	Staff and students will bring change to donate for Autism
SMSS	Mother Daughter Spa Night	03/27/15	N/A	N/A	To promote healthy lifestyles and positive relationships between mothers and daughters
WAS	Kindergarten Fun Day	06/02/15	N/A	N/A	Friendly competition
WAS	Competition Week	05/26/15 06/01/15	N/A	N/A	Friendly competition among students
WAS	Scholastic Book Fair	05/04/15 through 05/12/15	N/A	N/A	Promote Literacy

School/Program	Activity	Date	Cost	Account#	Time/Purpose
WAS	District Spelling Bee	04/23/15	\$ 250.00	Activity Account # 536	9:00am-11:00am Promote literacy as it relates to ELA
NMSS	PTO 5 th . Grade Dance	TBD	N/A	N/A	5:00pm-7:00pm Promote positive social skills
NMSS	PTO Ice Cream Social	TBD	N/A	N/A	10:00am-11:30am Promote positive social skills
NMSS	Bubble for Autism	04/01/15	\$ 200.00	Student Activity Account # 059	Increase awareness
MSP	Renaissance The Brain Wash Show	04/13/15	\$ 900.00	Student Activity Account # 561	10:00am-11:00am Educational Game Show
C.A.R.E 21st. Century Community Learning Center	Annie For Kids	05/29/15 05/30/15	\$ 535.00	20-290-100-600-0000-545	Students will perform Annie
MSP 6-8 Drama Club	Beauty & The Beast Play	04/16/15 04/17/15 04/18/15	\$ 665.00	Student Drama Club Account # 557	Students will perform Beauty & The Beast Play
MSP	Career Day	04/29/15	\$ 680.00	Account # 555	Expose 8 th grade students to a variety of careers and opportunities
MSP	Awards Ceremony	06/05/15	N/A	N/A	9:30am-11:00am Celebrate and Recognize Student Achievement

3. FUNDRAISERS:

School	Activity	Start Date	End Date	Purpose
NMSS	PTO Carnival	TDB	TBD	Raise funds for the NMSS PTO
NMSS	Drama Club: School Wide Yard Sale	04/18/15	04/18/15	Raise funds for the NMSS Drama Club
SMSS	Student Council Semi Formal Dance	06/04/15	06/04/15	Raise Funds for SMSS Student Council Student Activities
PHS	Sophomore Class Bowling Fundraiser	03/20/15	04/17/15	Raise funds for Junior & Senior Prom 2016
PHS	Sophomore Class April Fools Fundraiser	03/18/15	04/01/15	Raise funds for Junior & Senior Prom 2016
SMSS	K-5 th grade Chuck E Cheese Fundraiser	04/15/15	04/15/15	Raise funds for school programs and activities
MSP	2015 Yearbook Sale	06/12/15	06/12/15	Raise funds to lower the cost of the yearbook for students
MSP	Renaissance Student and Staff dress down	04/17/15	04/17/15	Raise funds for student recognition programs
MSP	Renaissance Snack Cart and Slushy Sale	03/18/15	06/19/15	Raise funds for student recognition programs

School	Activity	Start Date	End Date	Purpose
MSP	Renaissance Staff dress down	06/01/15	06/30/15	Raise funds for school improvements
C.A.R.E. 21 st . Century Community Learning Center	Annie for Kids Ticket & Concession Sales	05/9/15	05/30/15	Raise funds for 21st. Century Community Learning Centers Student Activities

4. FIELD TRIPS:

School	Activity	Location	Date	Cost	Account#
NMSS	Fro Me A Party 7 Students 4 Chaperones	Delilah Road, Pleasantville, NJ	06/05/15 12:30pm 02:30 pm	\$ 89.00 Registration	15-190-100-580-0000-085
NMSS	Burch Grove Park 7 Students 4 Chaperones	Northfield, NJ	04/25/15 10:00am 02:00pm	N/A	N/A
NMSS Drama Club	Academy of Music to see The Lion King 30 Students 3 Chaperones	Philadelphia, PA	06/11/15 12:00pm 06:30pm	\$ 2,758.80 Registration \$ 1,500.00 Transportation	Student Activity Account # 059 15-190-100-580-0000-085
SMSS Mentoring Program	Strike Zone Bowling 40 Students 10 Chaperones	Egg Harbor City, NJ	04/20/15 3:45 pm 6:15pm	N/A	No cost to District. Pleasantville Municipal Alliance is covering all costs
WAS Bilingual 3,4 & 5 grade	Hispanic Flamenco Ballet 50 Students 4 Chaperones	Camden, NJ	04/24/15 8:30am 2:00pm	\$1,000.00	20-241-100-800-0000-545 Title I
WAS	PHS & Recreation Center 50 Students 8 Chaperones	PHS	06/04/15 8:45am 12:30pm	N/A	N/A
MSP	Indoor Track Club 14 Students 02 Chaperones	Pennsauken High School	04/13/15 2:00pm 7:00pm	N/A	N/a
MSP	Indoor Track Club 25 Students 02 Chaperones	University of Penn	04/24/15 7:00am 3:00pm	N/A	N/A
MSP	Arden Theater to see The Jungle Book 40 Students 4 Chaperones	Philadelphia, PA	04/24/15 8:45am 3:00pm	\$ 400.00 Tickets	Drama Club Account # 557
MSP	Atlantic County Teen Arts Festival 80 Students 8 Chaperones	Philadelphia PA	05/01/15 9:00am 3:00pm	\$ 320.00 Tickets	Drama Club Account # 557
MSP	American Museum of Natural History 240 Students 24 Chaperones	Philadelphia PA	06/04/15 7:00am 6:30 pm	\$ 5,148.00 Registration	Student Account # 559

School	Activity	Location	Date	Cost	Account#
MSP	Noyes Museum of Art 30 Students 3 Chaperones	Philadelphia PA	04/17/15 10:30am 3:00 pm	\$ 165.00	Drama Club Account # 557
LAS	Please Touch Museum Memorial Hall 85 Students 17 Chaperones	Fairmont Park, Philadelphia PA	03/27/15 8:30am 4:30pm	\$ 1,734.00 Registration \$ 1,500.00 Transportation	15-190-100-800-0000-080 15-000-270-512-0000-080

5. Approval to amend the refreshment monies for the Bilingual Parent Advisory meeting/workshop due to the increase of parent attendance : the following adjustments will need to be made to the 11/25/2014 approved Board agenda for the Sodexo food service :February 18, 2015 refreshments totaling \$300 to, March 18, 2015 refreshments totaling \$350, April 15, 2015 refreshments totaling \$350, and May 13, 2015 refreshments totaling \$450 using account #20-241-200-500-0000-545
6. Approval of Santoro Chiropractic to provide 10-minute massage to the High School staff in support of Teacher Appreciation on Tuesday, April 14, 2015, from 10:40am-12:00pm. There is no cost to the district for the chiropractic services.
7. **PULLED** - Approval of Pleasantville High School to establish a minimum grade requirement, requiring a minimum failing grade of a "60" for all courses. This will allow students who are late achievers the opportunity to pass a course, even if they experience a lull in their academic excellence at the beginning of the semester. Simultaneously, if a student determines that he or she is not going to put forth the necessary effort to earn a passing grade, then that student will still earn an unsatisfactory grade. This proposed declaration will be in effect for yearlong courses (2014-2015), and second semester courses (2014-2015). Furthermore, this will most certainly curtail the number of low "F's" that result in the students giving up and/or ultimately dropping out of school.
8. Approval of Middle School staff members and the AVID District Director to attend the AVID Summer Institute in Philadelphia, PA on July 27, 2015, July 28, 2015, and July 29, 2015. The Summer Institute is a three (3) day workshop designed to train staff members on the school wide implementation of the AVID program. Participants will learn strategies and techniques to empower students with the support needed to succeed in the most challenging classes. Brigitte D. White, Stephen L. Townsend, Rayna K. Hendricks, Andrea Atkins Turner, Ninette Philips, Luraine Randall, Monica Foti, Linda Richards, Latanya Elias, and Craig Polite are the staff members attending the conference. There is no cost to the district for the administrators to attend; teachers will be paid at a rate of \$30.00 per hour for eight (8) hours each day (\$240.00) not to exceed \$720.00 per teacher. The total cost for five (5) teachers, one (1) guidance counselor, and four (4) administrators to attend the AVID Summer Institute is not to exceed \$13,000.00 (includes salaries, conference registrations, and travel) utilizing account# 20-231-200-500-0000-545 (Title I 2015-2016 SIP)

Name	Position	Location	Effective Date	Salary	Funding Source
Ninette Phillips	Teacher	MSP	7/27/15 – 7/29/15	\$30.00 per hr. not to exceed 24 hrs. (\$720.00)	20-231-200-500-0000-545 Title I 2015-2016 SIP
Monica Foti	Teacher	MSP	7/27/15 – 7/29/15	\$30.00 per hr. not to exceed 24 hrs. (\$720.00)	20-231-200-500-0000-545 Title I 2015-2016 SIP
Linda Richards	Teacher	MSP	7/16/14 – 7/18/14	\$30.00 per hr. not to exceed 24 hrs. (\$720.00)	20-231-200-500-0000-545 Title I 2015-2016 SIP
Luraine Randall	Teacher	MSP	7/27/15 – 7/29/15	\$30.00 per hr. not to exceed 24 hrs. (\$720.00)	20-231-200-500-0000-545 Title I 2015-2016 SIP
Latanya Elias	Teacher	MSP	7/27/15 – 7/29/15	\$30.00 per hr. not to exceed 24 hrs. (\$720.00)	20-231-200-500-0000-545 Title I 2015-2016 SIP
Craig Polite	Teacher	MSP	7/27/15 – 7/29/15	\$30.00 per hr. not to exceed 24 hrs. (\$720.00)	20-231-200-500-0000-545 Title I 2015-2016 SIP
Stephen L. Townsend	Principal	MSP	7/27/15 – 7/29/15	N/A	N/A
Rayna K. Hendricks	Assistant Principal	MSP	7/27/15 – 7/29/15	N/A	N/A
Andrea Atkins Turner	Assistant Principal	MSP	7/27/15 – 7/29/15	N/A	N/A
Brigitte D. White	Principal	C & I	7/27/15 – 7/29/15	N/A	N/A

9. Approval of the following Middle School of Pleasantville staff members to design the AVID Program for the Middle School of Pleasantville. Teachers will plan the AVID Schedule, place students in AVID classes, align all AVID activities to CCSS and create pacing charts. The AVID Site Team will also plan AVID special events for the 2015-2016 school year. There will be a total of five (5) teachers and one (1) guidance counselor participating in the AVID summer planning at the rate of \$30.00 per hour for fifteen (15) hours. The total cost for the AVID summer planning is not to exceed \$2,700.00 utilizing 20-231-200-500-0000-545 (Title I 2015-2016 SIP)

Name	Position	Location	Effective Date	Salary	Account #
Luraine Randall	Guidance Counselor	MSP	3/18/15 – 8/31/15	\$30.00 per hr. not to exceed 15 hrs. (\$450.00)	20-231-200-500-0000-545 Title I 2015-2016 SIP
Ninette Phillips	Teacher	MSP	3/18/15 – 8/31/15	\$30.00 per hr. not to exceed 15 hrs. (\$450.00)	20-231-200-500-0000-545 Title I 2015-2016 SIP
Monica Foti	Teacher	MSP	3/18/15 – 8/31/15	\$30.00 per hr. not to exceed 15 hrs. (\$450.00)	20-231-200-500-0000-545 Title I 2015-2016 SIP
Linda Richards	Teacher	MSP	3/18/15 – 8/31/15	\$30.00 per hr. not to exceed 15 hrs. (\$450.00)	20-231-200-500-0000-545 Title I 2015-2016 SIP
Latanya Elias	Teacher	MSP	3/18/15 – 8/31/15	\$30.00 per hr. not to exceed 15 hrs. (\$450.00)	20-231-200-500-0000-545 Title I 2015-2016 SIP
Craig Polite	Teacher	MSP	3/18/15 – 8/31/15	\$30.00 per hr. not to exceed 15 hrs. (\$450.00)	20-231-200-500-0000-545 Title I 2015-2016 SIP

10. Approval of After-school Professional Development Opportunity March 18, 2015. Beyond Open/Closed Questions: Developing Language, Creativity and Thinking. Time: 3:05 - 5:05
Presenters: Master Teachers - Kim Candelaria, Martha Hoffnagle, and Erika Baldwin

Objectives:

- Develop an understanding of different ways teachers talk to children and the types of questions teachers ask
- Reflect on one's teaching practice in relation to ways to support language development and encourage creative thinking through adult/child interactions.
 - Acquire strategies for asking questions to support creativity and higher level thinking
 - Examine additional ways to promote children's language and cognitive development through good children's literature

Potential cost - In District Pre-K Teachers
18 Decatur Avenue
8 Leeds
7 North

If 1 workshop only - potential cost:

33 Teachers, 33 Teachers at \$30.00 per hour x 2 hours = 1,980.00
3 Master Teachers at \$30.00 per hour X 3 hours = 270.00
Total: 2,250.00

APPROVED BY THE SUPERINTENDENT AND STATE MONITOR FOR 03/10/2015 NO ACTION REQUIRED:

A. WORKSHOPS/CONFERENCES

Staff Member	Location	Title of Workshop/Conference	Date	Cost	Account#
Stephen Katzen	PHS	HIB Training Glouster County	02/26/15	N/A	N/A

B. Activities

School/Program	Activity	Date	Cost	Account#	Time/Purpose

C. Field Trips

School	Activity	Location	Date	Cost	Account#
C.A.R.E.	Philadelphia, PA Sixer's vs Utah Jazz Board approved 10/21/14 Date change due to snow day. Original trip date 03/06/15	Philadelphia, PA	03/13/15	\$ 3,120.00	20-290-100-800-0000-545

RESPECTFULLY SUBMITTED BY:



**Elisha Thompson, Jr.,
School Business Administrator/Board Secretary**

Date

ET/tp