

# OFFICIAL REPORT OF THE SUPERINTENDENT OF SCHOOLS

August 16, 2011  
Camden, New Jersey

To the President and Members of the Board of Education:

The Superintendent desires to submit the following report:

## **I. Attendance at Meetings**

### **A. Without Expense, except for Travel**

**(Mileage cost is based on the rate of 31 cents per mile)**

Mr. Mark Phillips  
(Camden High School)

New Athletic Director Orientation,  
Robbinsville, NJ

8/25/11  
Thursday

## II. Curriculum & Instruction (1 Ratification)

### A. Curriculum & Instruction Dept. (Kirwin)

#### 1. Capstone Project Ratification

It is recommended that permission be granted to student Lorenzo Gibson of Moorestown Friends High School to conduct interviews with High School Principals for his Capstone Project, "Why We Can't Wait: A Comparison of Priority and Opportunity in American Educational Institutions" Interviews will take place August 1-October 31, 2011.

**There will be no cost to the board.**

#### 2. Secondary Benchmark Assessments System

It is recommended that permission be granted for Benchmark Assessment Teams to convene August 23-26, 2011, 12:00- 4:00 pm, Brimm Medical Arts High School, to evaluate, revise and create Grades 6-12 Benchmark Assessments for the 2011-2012 school year.

##### Math Coaches and Math Department Chairpersons

Middle School (3 x 4 hrs/day x 4 days x \$29.00/hr.) = \$1,392

High School (4 x 4 hrs/day x 4 days x \$29.00/hr.) = \$1,856

##### Technology Coordinator

Secondary Coordinator (4 hrs/day x 4 days x \$29.00/hr.) = \$464

Crystal Mays	Veterans Memorial Middle School
Heather Prescott	East Camden Middle School
Kathleen Adams	Bonsall Family School
Faith Grant	Camden High School
Alphonso Jones	Creative Arts High School
Roland Patterson	Woodrow Wilson High School
Michelle Cloth	Brimm Medical Arts High School
James Waddington	Morgan Village Middle School

**Total cost not to exceed \$3,712.**

**Acct. #11000221110 000 60 Local Funds**

### III. Human Resources

#### A. Promotions

It is recommended that the following promotions be approved for the 2011-2012 school year, effective as indicated:

**Effective: August 10, 2011 (Ratification)**

April Gross	Teacher Elementary, Davis Elementary School 15120100101 100 14 \$52,355 Step 4 MA	Acting Vice Principal, Davis Elementary School 15000240103 100 14 \$92,680 Step 1
Brian Medley	Principal, Forest Hill School 15000240103 100 16 \$106,641 Step 2	Principal, Pyne Poynt Middle School 15000240103 200 03 \$108,599 Step 2
Gail Witherspoon	Vice Principal, Catto Family School 15000240103 100 36 \$92,680 Step 1	Acting Principal, Forest Hill School 15000240103 100 16 \$103,505 Step 1

#### B. Transfers (7)

It is recommended that the following transfers be approved for the 2011-2012 school year, effective as indicated:

**Effective: August 10, 2011 (Ratification)**

Claudia Cream	Principal, Parkside Elementary School Acct. #15000240103 100 22 Salary-\$127,551 Step 7	Principal-Special Assignment, Superintendent's Office Acct. #11000230100 041 50 No change in salary
Jesse Denkins	Vice Principal, Camden High School Acct. #15000240103 300 01 Salary-\$119,709 Step 7	Vice Principal, Brimm Medical Arts High School Acct. #15000240103 300 45 No change in salary
Hope Edwards-Perry	Vice Principal, East Camden Middle School Acct. #15000240103 200 04 Salary-\$105,596 Step 5	Vice Principal, Cramer Elementary School Acct. #15000240103 100 13 No change in salary
Marvin Gantt	Vice Principal, Cramer College Prep. Lab Sch. Acct. #15000240103 100 13 Salary-\$117,096 Step 7	Vice Principal, Hatch Family School Acct. #15000240103 200 05 No change in salary

Transfers, cont.

Calvin Gunning	Principal, Pyne Poynt Family School 15000240103 200 03 Salary-#133,771 Step 7	Principal-Special Assignment, Superintendent's Office 11000230100 041 50 No change in salary
Leon Mashore	Vice Principal, Hatch Family School Acct. #15000240103 200 05 Salary-\$98,800 Step 3	Vice Principal H.B. Wilson Elementary School Acct. #15000240103 100 30 No change in salary
Danielle Phillips	Vice Principal, Acting, Yorkship Elementary School Acct. #15000240103 100 31 Salary-\$98,800 Step 3	Vice Principal, Acting, Veterans Family School Acct. #15000240103 200 07 No change in salary

**C. Reassignments (2)**

It is recommended that the following reassignments be approved for the 2011-2012 school year, effective as indicated:

**Effective: August 1, 2011 (Ratification)**

El Rikr Valentino	Principal, Veterans Memorial Middle Sch. Acct. #15000240103 200 07 Salary - \$105,539 Step 1	Vice Principal, Catto Family School Acct. #15000240103 100 36 Salary-Redlined (per legal counsel)
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**Effective: August 10, 2011 (Ratification)**

Cheryl Shelton	Principal, Acting Morgan Village Middle School Acct. #15000240103 200 06 Salary-\$108,559 Step 3	Vice Principal, Yorkship Elementary School Acct. #15000240103 100 31 Salary-\$98,800 Step 3
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**D. Stipend**

**1. Interim Purchasing Agent-Emergency Basis**

It is recommended that permission be granted for Mr. Thomas A. D'Ambola, retired School Business Administrator, be employed as Interim Purchasing Agent, Business office, on an emergency basis, effective July 1, 2011 at the daily rate of \$515.00. Total cost not to exceed \$60,000.00.  
**Acct. #11000251100 000 55**

#### **IV. PROFESSIONAL DEVELOPMENT (2 Ratifications)**

##### **A. Camden High School (Kirwin)**

###### **1. Training-Coaches Ratification**

It is recommended that permission be granted for Camden High School to conduct a CPR/AED course for coaches, August 15, 2011, 12:00 pm.

**There will be no cost to the Board.**

##### **B. Professional Development Dept.**

###### **1. Administrators' Workshop Ratification**

It is recommended that the gymnasium at Camden High School serve as the location for an administrators' workshop, July 18, 2011, 8:00 am – 3:30 pm. A dignitary will conduct the workshop. Cost for refreshments is \$1,125.

**Total cost not to exceed \$1,125. Acct. #20271200500 000 00 NCLB Title IIA 2010-2011**

## V. Summer 2011 (6 Ratifications)

### A. Wiggins College Preparatory Lab School (Kirwin)

#### 1. Leadership Team

It is recommended that permission be granted for Wiggins College Preparatory Lab School to employ the school's Leadership Team, August 25, 26, 29, 30, 31, 2011, 10:00 am - 2:00 pm, to prepare for the 2011 - 2012 school year.

Teachers \$29.00 per hour

Shelly Smith  
Mary Starn  
Emily Vosseller  
Ardith Thorton  
Cynthia Breswick  
Dawn Wilson  
Elizabeth Gervasi  
Kelly Wharton-Davis  
Susan Lore  
Irene Richardson  
Audrey DiCianno  
Edith Bobb

Paraprofessional \$15.09 per hour

Jerrilyn Wyatt

CSC \$15.09 per hour

Miriam Osorio

School Security Officer \$18.98 per hour

Cornell Brown or Norma Cordero

Alternates

Tamira Barr  
Crystal Caddell  
Melissa Romero

Teachers	\$29 x 20 hours x 12 = \$6,960	<b>Acct. #11422100101 000 00</b>	<b>Local Funds</b>
Paraprofessional	\$15.09 x 20 hours = \$301.80	<b>Acct.#11422100106 000 00</b>	<b>Local Funds</b>
Security	\$18.98 x 20 hours = \$379.60	<b>Acct.#15000266100 100 29</b>	<b>School Based</b>
CSC	\$15.09 x 20 hours = \$301.80	<b>Acct. #15000211174 100 29</b>	<b>School Based</b>

**Total cost not to exceed \$7,943.20**

### B. McGraw Elementary School (Kirwin)

#### 1. Summer Planning Sessions

It is recommended that permission be granted for McGraw Elementary School to employ the following teachers, August 22-26, 2011, 8:30 am-12:30 pm, to assist in planning for the 2011-2012 school year (20 hours per person):

Lucy Hill	Theresa DeSousa
Madeline McCleese	Ronee Darby
Dolly Guzman-Baker	Eleanor Gramigna
Jacqueline Wynn	Andrea DeSantis

\$29 per hour x 20 hours x 8=\$4,640

**Total cost not to exceed \$4,640. Acct. #114221001010 000 00 School Based Funds**

**C. H.B. Wilson Elementary School (Kirwin)**

**1. Summer Planning Sessions**

It is recommended that permission be granted for H.B. Wilson Elementary School to conduct Summer Planning Sessions, August 17- August 30, 2011, 9:00 am – 2:00 pm, 5 hours per day x 10 days = 50 hours per person.

Teacher in Charge-\$32.00 per hour x 50 hours = \$1600.00

**Acct.#11422100101 000 00 Local Funds**

Sandra Rose-Finger

Teachers-\$29 per hour x 50 hours x 8 = \$11,600

**Acct.#11422100101 000 00 Local Funds**

Chelsea Nicolato	Kindergarten
Marti Hill	Grade 1
Anna Martin	Grade 2
Sherri Alston	Grade 3
Erin Finnegan	Grade 4
Kristen Anderson	Grade 5
Brittany Nicolella	Grade 6
Larry Zahn	Grade 7

School Security Officer-\$18.98 per hour x 50 hours = \$949

**Acct.#15000266100 100 31 School Based Funds**

Jeremy Webbs

Clerk-\$16.16 per hour x 50 hours = \$808

**Acct.#11422200100 000 00 Local Funds**

Melanie Mendez

**Total cost not to exceed \$14,957.**

**2. Clerical Assistance**

It is recommended that permission be granted for Helen Wilson, Clerk IV, H.B. Wilson Elementary School, to work August 18-31, 2011, 8:30 am-3:30 pm, less 45 minutes for lunch, at her regular rate of pay, to assist in the opening of school.

**Total cost not to exceed \$1,095.15. Acct. #11422200100 000 00 Local Funds**

## D. Summer School Ratification

It is recommended that permission be granted for the Department of Secondary Curriculum and Instruction to change the staff hours for the Summer School Program, previously board approved (April 19, 2011 Official Report, page 39, Item 4,) from 8:25 am - 12:40 pm to 8:25 am - 1:00 pm (extra ½ hour).

23 teachers x \$29 per hour=\$8,004  
(July 11-August 11=24 days x ½ hour=12 hours)

**Total cost not to exceed \$8,004. Acct. #11422100101 000 00 Local Funds**

Official April 2011 Superintendent's Report, page 39, Item 4

It is recommended that Summer School be available who are in need of additional credits to meet promotion and/or graduation requirements. Summer School will be offered at Camden High and Woodrow Wilson High Schools, June 27- August 12, Monday- Friday, 8:25 am to 12:40 pm

**3600 Minutes for at total of 60 hours for each 5 Credit Course  
1800 Minutes for a total of 30 hours for each 2.5 Credit Course**

Registration-	June 27 & 28
Teacher Orientation	June 27 & 28
Students	June 29-Aug.-10
Teacher Data Summarizations	Aug. 11

Staff Needed per Camden High and Woodrow Wilson

2 Math Teachers (ea.)	1 Health/PE Teachers (ea.)
1 History Teacher(ea.)	2 English Teachers (ea.)
1 Science Teacher	1 Foreign Language Teacher (ea.)
1 Nurse (ea.)	2 School Security Officers (ea.)

8 Teachers x \$3509.00 (Schedule F, Teachers' Contract)	\$28,072.00 (ea. Sch.)
1 Nurse x \$3509=	\$ 3,509.00(ea. Sch.)
2 School Security Officers @ 18.98 x 4.5 hrs. x 33 days =	\$ 5,637.06 (ea. Sch.)
1 Clerk x 4 hrs. x 33 days x@16.16	\$ 2,133.12 (ea. Sch.)
	Total \$39,351.12 per school

Supplies \$2,000 each school

**Total cost not to exceed \$82,702.24**

**Acct. #11422100101 000 00 Local Funds (Staff)**

**Acct. #11422100600 000 00 Local Funds (Supplies)**



**E. Secondary Summer School Additions/Transfers Ratification**

It is recommended that permission be granted for the following staff to be hired due to increased enrollment in the Secondary Summer School and Summer Programs:

Darrin Harris	Physical Education	Woodrow Wilson High School
Deborah Anderson	Nurse	Woodrow Wilson High School
Jeffery Silpe	Social Studies	Woodrow Wilson High School
Zoraida Vera	Clerk	Camden High School
Alan Malcolm	Math	Camden High School
Willie Hickson	Special Education	Camden High School
Dwight Marrow	Science	Camden High School Bridge

Transfers due to increased enrollment

<u>Name</u>	<u>From</u>	<u>To</u>	<u>Position</u>
Leena Trinidad	Pyne Poynt	CHS Bridge	Math
Patricia McGee	ECMS Trans.	WWHS (SS)	LAL
Erica Mullin	Catto M.A.S.E.	WWHS (SS)	Science
Joseph Durkin	Pyne Poynt Trans.	CHS (SS)	Science
Larry Livingston	ECMS Trans.	CHS (SS)	Social Studies

**Acct. #11422100101 000 00 Local Funds (CHS/WWHS Summer School)**

**Acct. #154011100600 300 01 School Based (Camden High School Transitional Camp)**

**Acct. #11422100101 000 00 Local Funds (Catto M.A.S.E. Program)**

**Acct. #11422100101 000 00 Local Funds (ECMS Transition Program)**

**F. Curriculum & Instruction Dept. (Kirwin)**

**1. Curriculum Writing/Mapping Ratification**

**a. Teachers**

It is recommended that permission be granted for the individuals listed to revise curriculum and develop curriculum mapping to improve instruction in Language Arts/Literacy and Math, Wiggins College Preparatory Lab School, 9:00 am-1:00 pm, July 5-August 31, 2011:

Vivaldi Smith	Mary Starn
Emily Vosseller	Crystal Caddell
Marshal Doe	Cynthia Breswick
Irene Richardson	Robert Hood
Tamira Barr	Kelly Wharton-Davis
Susan Lore	Melissa Romero
Maria Leto	Elizabeth Gervasi
<u>Alternates</u>	
Judith Milton	Erik Burrell
Ardith Thornton	

14 teachers x \$29 per hour x 32 hours = \$12,992

**Total cost not to exceed \$12,992. Acct. #20460200100 000 29 SIG Funds**

Curriculum & Instruction Dept., cont.

**b. Consultant Ratification**

It is recommended that Pat Pollack, Schoolwide Inc., be employed, July 5- August 31, 2011, to advise staff in developing a curriculum map to improve instruction in Language Arts/Literacy and Math, Wiggins College Preparatory Lab School (maximum 3 visits):

**Total cost not to exceed \$5,500. Acct # 20460200300 000 29 SIG Funds**

**G. Guidance & Testing**

**1. Summer Employment Ratification**

It is recommended that permission be granted to employ Guidance Counselors between July 5 and August 26, 2011. Compensation is based on a rate of \$29.00 per hour, six hours per day, five days per week, 8:30a.m. – 3:30p.m., one hour for lunch. High School counselors will prepare student schedules, student folders, and student class lists for the coming school year for students entering high school.

**Catto Family School**

Account # 15 000 218 104 100 36

1 Counselor x 10 days x 174.00= \$1,740.00

**Name**

Pam Brown

**Dates**

August 1-5, August 8-12, 2011

**Pyne Poynt School**

Account # 15 000 218 104 200 03

1 Counselor x 5 days x 174.00= \$870.00

**Name**

Roger Robinson

**Dates**

August 22-26, 2011

**Total Cost not to exceed \$2610.00 School Based Funds**

**H. Health Services (Kenny)**

**1. Educational Program Specialist**

It is recommended that permission be granted for Barbara Palko, Educational Program Specialist work, 4 hours per day August 22-31, 2011, @ \$29/ hour, not to exceed 32 hours. Ms. Palko will assist medical leave return to work physical examinations, prepare and inventory nursing supplies.

**Total cost not to exceed \$928.00. Acct. #11000213100 100 66 Local Funds**

**2. School Physician**

It is recommended that permission be given for Dr. Edwin Decker to work August 22, 24, 25, 29, 31, 2011, not to exceed a total of 10 hours @ 100/hour performing medical leave return work physical examinations.

**Total cost not to exceed \$ 1000.00 Acct. #11000213100 100 66 Local Funds**

## I. School Based Youth Services (Kenny)

### 1. Fun Day-Revised Cost Ratification

It is recommended that permission be granted to School Based Youth Services Program to increase the cost of Fun Day originally board approved June 28, 2011, page 2, to accommodate additional students from district Summer Programs, as follows:

**Acct. # 20456200500 000 00** – Food (500 students @\$7.00 per person) = \$3,500.00

**Acct. # 20456200600 000 00** – Incentives (sports medals) 500 @ \$2 = \$1000.00

**Acct. # 20456200580 000 00** – 6 buses @ \$135 = \$810

**The total cost is not to exceed \$5,160.00**

Official June 2011 Superintendent's Report, page 21, Item 2

*It is recommended that permission be granted to School Based Youth Services to host Fun Day for 6<sup>th</sup> & 7<sup>th</sup> Grade Summer Program and the Summer Transition Program at the High Schools. This event will be held at Woodrow Wilson High School, July 28, 2011, 9:00 am- 2:30 pm. A total of 350 participants will attend, including students, family members, and staff. Activities include Track and Field events and carnival games. Cost for medals, sno-cone machine and lunch are identified below:*

**Acct # 20456200500 000 00 – Food (350 x \$7.00 pp) = \$2450**

**Acct # 20456200500 000 00 – Medals - \$300**

**Acct # 20456200500 000 00 – Rental - \$900**

**Total cost not to exceed \$3,650.**

**SBYS Grant Funds**

## J. Special Services

### 1. IEP and Program Review at Morgan Village/Creative Arts Academy

It is recommended that permission be granted for Special Services to employ the following members of the Child Study Team listed below to provide emergency IEP and program review at Morgan Village/Creative Arts Academy, August 17-31, 2011, on an "as needed" basis (not to exceed 52 hours per person) at the rate of \$29 per hour:

52 hours x 3 x \$29.00 = \$4,524

Dr. Timothy Steele-Dadzie, LDT-C ~ \$29.00 per/hr.

Mrs. Jenene King, Social Worker ~ \$29.00 per/hr.

Ms. Juanita Thomas, Social Worker ~ \$29.00 per/hr.

#### Alternates

Mrs. Belinda Howe, LDT-C ~ \$29.00 per/hr.

Mr. James Nesmith, Social Worker ~ \$29.00 per/hr.

**Total cost not to exceed \$4,524. Acct. #20254200100 000 00 Grant Funds**

Special Services, cont.

**2. Special Education Children Intake Services**

It is recommended that permission be granted for Special Services to employ the following Child Study Team members to provide emergency intakes, IEPs and court ordered evaluations, on an "as needed" basis, August 17-31, 2011 (not to exceed 52 hours per person):

Mr. Frank Edwards, School Psychologist - \$35.00 per hour  
52 hours x \$35.00 = \$1,820

Mrs. Barbara McDowell-Medley, Social Worker - \$29.00 per hour  
Ms. Shawn McEady, LDT-C- \$29.00 per hour  
52 hours x 2 x \$29.00 = \$3,016

Alternates

Ms. Belinda Howe, LDT-C - \$29.00 per hour  
Mr. James Nesmith, Social Worker - \$29.00 per hour

**Total cost not to exceed \$4,836. Acct. #20254200100 000 00 Grant Funds**