

# *Glassboro Public Schools*



## **MEMO**

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To: Dr. Mark Silverstein, Superintendent of Schools

From: Danielle M. Sochor, Chief Academic Officer

Date: November 2, 2018

Re: Action Memo  
November 14, 2018 Board Meeting

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Recommend the Board approve the Memorandum of Agreement for the Gloucester County Title III Consortium 2018-2019.

***Memorandum of Agreement for the Gloucester County  
Title III Consortium - 2018-2019***

**Lead:** Harrison Township School District

**Participating School Districts:**

<b>District Code</b>	<b>District</b>	<b>Allocation</b>
15-0860	Clayton	6444
15-0870	Clearview Regional	764
15-4940	Delsea Regional	770
15-1330	Elk Township	N/A
15-1590	Franklin Township	2287
15-1715	Gateway Regional	N/A
15-1730	Glassboro	9449
15-2070	Harrison	746
15-2440	Kingsway Regional	4807
15-2750	Logan	383
15-2990	Mantua	N/A
15-4020	Paulsboro	2682
15-4140	Pitman	381
15-4880	South Harrison	1725
15-5120	Swedesboro-Woolwich	5924
15-5500	Washington Township	9731
15-5620	West Deptford	2289
15-5740	Westville	2097
<b>Total Funds for Consortium =</b>		<b>50479</b>

The fifteen (15) districts listed above agree to form a consortium to jointly spend the funds for the NCLB Title III Grant for the 2018-2019 school year under the following terms:

1. The Harrison Township School District will act as the Lead District for this consortium,
2. Even though all participating districts are required by the New Jersey Department of Education to combine together their local Annual Measurable Achievement Objectives (AMAO) for reporting purposes, the above districts agree, that in case they do not meet their individual district's AMAO, each district will send a letter only to the parents of the students in their district stating that they did not meet their individual district's AMAO,
3. Each district will report the number of ELL students administered the ACCESS test as well as the number of students that have exited formal identification (ACCESS  $\geq$  4.5) as soon as the reports are received from WIDA in June 2019 to the Lead District,
4. Each district's Chief School Administrator (CSA) will sign this Memorandum of Agreement (MOA) indicating that they agree to all terms listed within this document and within the overall NCLB Title III Grant,

**Memorandum of Agreement for the Gloucester County  
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5. Each district's Business Administrator (BA) will sign this Memorandum of Agreement (MOA) indicating that they agree to all terms listed within this document and within the overall NCLB Title III Grant. They also agree to assist their district's representative with the completion of accurate purchase orders and reimbursement requests,
  
6. Each district's representative will sign this MOA indicating that they agree to the terms listed within this document and within the overall NCLB Title III Grant. The staff members representing each district and responsible for implementing this MOA are listed below:

<b>District</b>	<b>Position</b>	<b>Name &amp; E-mail</b>
Clayton	Curriculum	Tanya Clark, <a href="mailto:tblark@claytonps.org">tblark@claytonps.org</a>
	Business Administrator	Fran Adler, <a href="mailto:fadler@claytonps.org">fadler@claytonps.org</a>
	Superintendent	Nikolaos Koutsogiannis, <a href="mailto:nkoutsoyiannis@claytonps.org">nkoutsogiannis@claytonps.org</a>
Clearview Regional	Assistant Superintendent	Sherry McAteer, <a href="mailto:mcateersh@clearviewregional.edu">mcateersh@clearviewregional.edu</a>
	Business Administrator	Esther Pennell, <a href="mailto:pennelles@clearviewregional.edu">pennelles@clearviewregional.edu</a>
	Superintendent	John Horchak, <a href="mailto:horchakjo@clearviewregional.edu">horchakjo@clearviewregional.edu</a>
Delsea Regional	Assistant Superintendent	Melissa Williams, <a href="mailto:mwilliams@delsearegional.us">mwilliams@delsearegional.us</a>
	Business Administrator	Joseph Collins, <a href="mailto:jcollins@delsearegional.us">jcollins@delsearegional.us</a>
	Superintendent	Piera Gravenor, <a href="mailto:pgravenor@delsearegional.us">pgravenor@delsearegional.us</a>
Elk Township	Curriculum	Melissa Williams, <a href="mailto:mwilliams@delsearegional.us">mwilliams@delsearegional.us</a>
	Business Administrator	Joseph Collins, <a href="mailto:jcollins@delsearegional.us">jcollins@delsearegional.us</a>
	Superintendent	Piera Gravenor, <a href="mailto:pgravenor@delsearegional.us">pgravenor@delsearegional.us</a>
Franklin Township	Curriculum	Jaime Doldan, <a href="mailto:jdoldan@franklintwpschools.org">jdoldan@franklintwpschools.org</a>
	Business Administrator	Elizabeth Ann DiPietro, <a href="mailto:edipietro@franklintwpschools.org">edipietro@franklintwpschools.org</a>
	Superintendent	Troy Walton, <a href="mailto:twalton@franklintwpschools.org">twalton@franklintwpschools.org</a>
Gateway Regional	Curriculum	Amy Mount, <a href="mailto:amount@gatewayhs.com">amount@gatewayhs.com</a>
	Business Administrator	Donna Contrevo, <a href="mailto:dcontrevo@gatewayhs.com">dcontrevo@gatewayhs.com</a>
	Superintendent	Shannon Whalen, <a href="mailto:swhalen@gatewayhs.com">swhalen@gatewayhs.com</a>
Glassboro	Curriculum	Danielle Sochar, <a href="mailto:dsochar@gpsd.us">dsochar@gpsd.us</a>
	Business Administrator	Scott Henry, <a href="mailto:shenry@gpsd.us">shenry@gpsd.us</a>
	Superintendent	Mark Silverstein, <a href="mailto:msilverstein@gpsd.us">msilverstein@gpsd.us</a>
Harrison Township	Curriculum	Andy Davis, <a href="mailto:davisa@harrisontwp.k12.nj.us">davisa@harrisontwp.k12.nj.us</a>
	Business Administrator	Robert Scharle, <a href="mailto:scharler@harrisontwp.k12.nj.us">scharler@harrisontwp.k12.nj.us</a>
	Superintendent	Missy Peretti, <a href="mailto:perettim@harrisontwp.k12.nj.us">perettim@harrisontwp.k12.nj.us</a>
Kingsway Regional	Curriculum	Patricia Calandro, <a href="mailto:calandrop@krasd.org">calandrop@krasd.org</a>
	Business Administrator	Jason Schimpf, <a href="mailto:schimpfj@krasd.org">schimpfj@krasd.org</a>
	Superintendent	James Lavender, <a href="mailto:lavenderj@krasd.org">lavenderj@krasd.org</a>
Logan	Director of Curriculum	Kristi Jansen, <a href="mailto:kjansen@logan.k12.nj.us">kjansen@logan.k12.nj.us</a>
	Business Administrator	Janine Wechter, <a href="mailto:jwechter@logan.k12.nj.us">jwechter@logan.k12.nj.us</a>
	Superintendent	Patricia Haney, <a href="mailto:phaney@logan.k12.nj.us">phaney@logan.k12.nj.us</a>
Mantua	Curriculum	Terry Labbree, <a href="mailto:tlabbree@mantuaschools.com">tlabbree@mantuaschools.com</a>
	Business Administrator	Robert Fiscaro, <a href="mailto:rfiscaro@mantuaschools.com">rfiscaro@mantuaschools.com</a>
	Superintendent	Robert Fiscaro, <a href="mailto:rfiscaro@mantuaschools.com">rfiscaro@mantuaschools.com</a>
Paulsboro	Assistant Superintendent	Paul Bracciante, <a href="mailto:pbraccia@paulsboro.k12.nj.us">pbraccia@paulsboro.k12.nj.us</a>
	Business Administrator	Jennifer Johnson, <a href="mailto:jjohnson@paulsboro.k12.nj.us">jjohnson@paulsboro.k12.nj.us</a>
	Superintendent	Laurie Bandlow, <a href="mailto:lbandlow@paulsboro.k12.nj.us">lbandlow@paulsboro.k12.nj.us</a>
Pitman	Curriculum	Rebecca Moody, <a href="mailto:rbriill@pitman.k12.nj.us">rbriill@pitman.k12.nj.us</a>
	Business Administrator	Deborah Roncace, <a href="mailto:droncace@pitman.k12.nj.us">droncace@pitman.k12.nj.us</a>
	Superintendent	Patrick McAleer, <a href="mailto:pmcaleer@pitman.k12.nj.us">pmcaleer@pitman.k12.nj.us</a>

**Memorandum of Agreement for the Gloucester County  
Title III Consortium - 2018-2019**

South Harrison	Principal	Corinne Mesmer, <a href="mailto:mesmerc@shsd.us">mesmerc@shsd.us</a>
	Business Administrator	Jason Schimpf, <a href="mailto:schimpfj@krsd.org">schimpfj@krsd.org</a>
	Superintendent	James Lavender, <a href="mailto:lavenderj@krsd.org">lavenderj@krsd.org</a>
Swedesboro-Woolwich	Curriculum	Scott Hoagn, <a href="mailto:shogan@swsduk6.com">shogan@swsduk6.com</a>
	Business Administrator	Chris DeStratis, <a href="mailto:cdestratis@swsduk6.com">cdestratis@swsduk6.com</a>
	Superintendent	Kristin O'Neil, <a href="mailto:koneil@swsduk6.com">koneil@swsduk6.com</a>
Washington Township	Assistant Superintendent	Jack McGee, <a href="mailto:jmcgee@wtps.org">jmcgee@wtps.org</a>
	Business Administrator	Margaret Meehan, <a href="mailto:mmeehan@wtps.org">mmeehan@wtps.org</a>
	Superintendent	Joseph Bollendorf, <a href="mailto:jbollendorf@wtps.org">jbollendorf@wtps.org</a>
West Deptford	Curriculum	S. Carvalho, <a href="mailto:scarvalho@wdeptford.k12.nj.us">scarvalho@wdeptford.k12.nj.us</a>
	Business Administrator	William Thompson, <a href="mailto:wthompson@wdeptford.k12.nj.us">wthompson@wdeptford.k12.nj.us</a>
	Superintendent	Steven Crispin, <a href="mailto:scrisping@wdeptford.k12.nj.us">scrisping@wdeptford.k12.nj.us</a>
Westville	Curriculum	Debbie Wilson, <a href="mailto:wilson@westvillesd.com">wilson@westvillesd.com</a>
	Business Administrator	Christopher Rodia, <a href="mailto:crodia@gatewayhs.com">crodia@gatewayhs.com</a>
	Superintendent	Shannon Whalen, <a href="mailto:swhalen@gatewayhs.com">swhalen@gatewayhs.com</a>

7. All participating districts agree to have a school representative attend all Title III Consortium meetings throughout the year, which will minimally include meetings in September 2018, November 2018, and April 2019. These meetings will occur immediately following the County Curriculum Consortium meetings. Additional information including account balances will be shared with the district representatives digitally every month,
  
8. All vouchers and/or vendor invoices submitted to the Harrison Township School District (Lead District) for reimbursement for expenditures related to this MOA, must be accompanied by a cover letter on district letterhead and signed by the District Business Administrator (BA) which verifies that the services listed meets one of the goals as determined by the consensus of the Title III Consortium (see below). **Once received, the LEAD will send an e-mail to the representatives of the requesting district confirming receipt of the request. Without this confirmation monies have not been secured and cannot be assumed available even if the request is within the original allotment for the district,**
  
9. Each district will attempt, to the best of their ability, to expend the full amount of the funds allotted in this Title III grant by May 31, 2019 so that there are no carry-over funds. Every effort should be made to contact the Harrison Township School District representative by May 17, 2019 in order to efficiently and accurately account for all expenditures,
  
10. This agreement will be in effect for the school year 2018-2019. Funds for this grant will be spent to carry out the goals listed below that benefit all consortium members equally,
  
11. All participating districts, including the Lead District, agree to work toward meeting the following goals in regards to their English Language Learners:
  - a. ~~Fund a coordinator to oversee the management of all of the aforementioned objectives. The coordinator will report to the Lead district once a month as to the status of the grant. The coordinator would be paid~~

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no more than 2% of the combined grant funds (\$00.00). The consortium members agree to the appointment of Not Applicable.

- b. Fund a **consultant for teachers of ELLs** both in a workshop format and /or for classroom visits. The past primary consultant has been: *Dr. Peggy Hickman, Arcadia University, Glenside, Pa (hickmanp@arcadia.edu)*. Each district will individually contact consultants to arrange such visits and workshops. Purchase orders may be paid directly to the consultant if a PO is submitted to the lead and all appropriate information is included, e.g. signature of BA, date and purpose of training, statement in regards to the Title III Consortium and MOA, etc.
- c. Fund a **summer school program (ESY)** that would run for approximately 12 sessions over 6 weeks for about 3 hours per day for ELLs. Each district would run their own summer school, as long as there are funds available. All salary calculations need to include accurate breakdowns for salary and FICA.
- d. Fund **afterschool tutoring for ELLs (ESD)** during the school year for approximately two hours each week, as long as funds permit. All salary calculations need to include accurate breakdowns for salary and FICA.
- e. Fund **translators for meetings** with parents of ELLs, on an as needed basis. Creating a list of translators will continue to be a task of the Title III Consortium. Please forward any recommendations for the translator list to the Lead, Andrew P. Davis; include name, language(s) spoken, and contact information (address, phone number(s), e-mail(s), fax, etc.); and/or
- f. Fund **curricular materials and educational software**. It is most efficient if the district requesting funds for materials first confirm and/or encumber funds prior to their purchase. The LEAD will reimburse rather than submit purchase orders for materials, i.e. please purchase and then request a reimbursement.

**This entire document with initials on pages 1, 3 and 4 plus the signed Signature Page (page 5) is to be sent/faxed to the LEAD District by September 28, 2018.**

Attn: Andrew P. Davis  
Chief Academic Officer  
Harrison Township School District  
120 North Main Street  
Mullica Hill, NJ 08062  
Phone: (856) 478-2016 ext. 7168  
Fax: (856) 418-1619  
E-mail: [davisa@harrisontwp.k12.nj.us](mailto:davisa@harrisontwp.k12.nj.us)

**Memorandum of Agreement for the Gloucester County  
Title III Consortium - 2018-2019  
Signature Page**

The signature of each district's Chief School Administrator indicates that they agree to the all terms listed within this five page Memorandum of Agreement and within the overall No Child Left Behind Title III grant. The additional signatures of each district's Representative and Business Administrator indicate that they too agree with the terms within the MOA and the overall NCLB Title III grant. The district Representative will be responsible for implementing the MOA.

District Name: \_\_\_\_\_ District Code: 15 - \_\_\_\_\_  
 Mailing Address: \_\_\_\_\_ Phone: \_\_\_\_\_  
 \_\_\_\_\_ Fax: \_\_\_\_\_  
 \_\_\_\_\_

District Representative: \_\_\_\_\_ Signature: \_\_\_\_\_  
printed name

Business Administrator: \_\_\_\_\_ Phone: \_\_\_\_\_  
Email *Scott D. Henry* Signature: \_\_\_\_\_  
printed name

\_\_\_\_\_ Phone: (856) 652-2700 x 6201  
Email *shenry@G-PSD.VS* Signature: \_\_\_\_\_

Chief School Administrator: \_\_\_\_\_ Phone: \_\_\_\_\_  
printed name  
Email