

AGENDA
ACTION MEETING OF THE BOARD OF EDUCATION
FRANKLIN TOWNSHIP PUBLIC SCHOOLS
FRANKLIN MIDDLE SCHOOL CAFETERIA
MAY 22, 2014 – 6:00 P.M.

CALL OF ROLL

Mr. Richard E. Arline
Mr. Delvin Burton
Mrs. Christine Danielsen
Mrs. Nancy LaCorte
Mrs. Eva M. Nagy, Vice President

Mr. Edward Potosnak III
Dr. Julia M. Presley, President
Ms. Keisha Smith-Carrington
Mrs. Betty Whalen

Student Liaison
Monil Patel

Dr. LeRoy E. Seitz, Interim Superintendent of Schools
Mr. John Calavano, Assistant Superintendent for Business/Board Secretary
Ms. Lynne Crawford, Director of Pupil Personnel Services
Mr. Orvyl Wilson, Director of School Management

___ Members of the Public

PLEDGE OF ALLEGIANCE

MOMENT OF SILENCE

OPEN PUBLIC MEETINGS ACT STATEMENT

In accordance with the "Open Public Meetings Act" P.L. 1975, c. 231 (Sunshine Law), the schedule and notification of this meeting have been provided for on January 6, 2014 and May 2, 2014. Copies of this notice were faxed to the **Courier News**, the **Home News Tribune**, **The Star-Ledger**, **The Trenton Times**, Franklin Township Clerk/Manager, WCTC Radio, District Schools, Offices and Associations, PTO Presidents, and posted on the Central Administration Building notice board.

MISSION STATEMENT OF THE FRANKLIN TOWNSHIP PUBLIC SCHOOLS

The Mission of the Franklin Township Public Schools is to provide excellent educational opportunities that meet or exceed New Jersey Core Curriculum Content Standards for every student; maintain an environment that engenders an appreciation of the value of every student; develop every student to his/her highest potential; and instill the attitudes, skills, and knowledge necessary to become independent, contributing members of a democratic, multi-cultural society.

DISTRICT GOALS

CURRICULUM AND INSTRUCTION: *To develop and implement a comprehensive assessment program designed to meet the needs of all students through the use of formative and summative assessments aligned to the common core standards and integrated into instruction.*

COMMUNICATIONS AND PUBLIC ENGAGEMENT: *To promote community engagement and effective communication to and from all stakeholders.*

CULTURE AND CLIMATE: *To continue the District's efforts to safeguard students and staff, enhance the culture and environment of our schools and improve relationships among and between students; staff; parents/guardians; and the community that promote respect, motivation for learning and creativity in and for our students.*

FACILITIES: *Utilizing the District's 2011-2021 Long-Range Facilities Plan, finalize a building program (including application for state grants and outside funding sources) that will enhance and improve the District's delivery of education to all students; provide additional classroom space to address the projected enrollment growth over the next several years; address critical maintenance issues in all existing facilities and consider potential changes to the delivery of education.*

I. Action to Adopt the Agenda

Moved:

Seconded:

Arline Burton Danielsen LaCorte Nagy Potosnak Smith-Carrington Whalen Presley

II. Confidential Session - Library

Moved:

Seconded:

Motion to adjourn to confidential session for the purpose of conducting a grievance hearing. Minutes of the confidential session will be made public when the reason for confidentiality no longer exists.

Arline Burton Danielsen LaCorte Nagy Potosnak Smith-Carrington Whalen Presley

Return to Open Session at 7:30 pm in the Cafeteria.

III. Recognition**Staff Recognition: 2013-2014 Teachers of the Year**

Paulette Kirchner	Franklin High School
Mildred Arrieta	Franklin Middle School
Rhonda Stewart *	Sampson G. Smith School
Tracy Medina	Conerly Road School
Howard Feinberg	Elizabeth Avenue School
Kimberly Bunch	Franklin Park School
Nora Carlisle	Hillcrest School
Donna Geyer-Delrocco	MacAfee Road School
Nancy Fischer	Pine Grove Manor School

* **Mrs. Rhonda Stewart is also Franklin Township District Teacher of the Year!**

Harmony Day 2014 Spirit Awards

Samuel Obeng	Elizabeth Avenue School
Maya Zavatsky	Conerly Road School
Dhruvi Mehta	Franklin Park School
Michelle Louie	Franklin Park School
Lauren Kozubal	Hillcrest School
Eli McClain	MacAfee Road School
Afia Asamoah	Pine Grove Manor School
Bahia Moormon	Sampson G. Smith School
Natasha Ishaq	Franklin Middle School
Jared Lugo	Franklin Middle School
Rodney Cruz	Road to Success

IV. Interim Superintendent's Report**V. Board President's Report****VI. Comments From The Public (5 minutes per speaker - any topic)**

VII. New Business**R-1 Monthly Reports**

Moved:

Seconded:

Acknowledge receipt of the following reports, attached and made a part of the minutes:

- | | | | |
|----|---|-------|---------------|
| a. | Principals' Reports | April | Exhibit R-1.a |
| b. | Attendance Officer's Report | April | Exhibit R-1.b |
| c. | Enrollment Report | April | Exhibit R-1.c |
| d. | School Safety Report
(<i>Fire Drills, Evacuations, etc.</i>) | April | Exhibit R-1.d |
| e. | Suspension Report | April | Exhibit R-1.e |

Arline Burton Danielsen LaCorte Nagy Potosnak Smith-Carrington Whalen Presley

M-1 Minutes of Board Meetings

Moved:

Seconded:

Approve the minutes of the following meetings of the Franklin Township Board of Education:

- | | | | |
|----|----------------|--------------|----------------|
| a. | April 22, 2014 | Special | Exhibit M-01.a |
| b. | April 24, 2014 | Action | Exhibit M-01.b |
| c. | April 24, 2014 | Confidential | Exhibit M-01.c |
| d. | April 25, 2014 | Special | Exhibit M-01.d |
| e. | May 6, 2014 | Special | Exhibit M-01.e |
| f. | May 8, 2014 | Work Session | Exhibit M-01.f |
| g. | May 8, 2014 | Confidential | Exhibit M-01.g |

Arline Burton Danielsen LaCorte Nagy Potosnak Smith-Carrington Whalen Presley

Administration**A-01 Travel & Related Expense Reimbursement**

Moved:

Seconded:

Adopt the following resolution:

Whereas, the Franklin Township Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district, and

Whereas, N.J.S.A. 18A:11-12 requires Board members to receive prior approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

Whereas, a Board of Education may establish, for regular district business travel only as described in NJOMB Circular Letter 06-02, including amendments or revisions thereto, a threshold amount below which Board approval is not required; and

Whereas, the Board of Education establishes, for regular district business travel only, an annual school year threshold of \$1,500 per staff member where prior Board approval shall not be required unless this annual threshold for a staff member is exceeded in a given school year (July 1 through June 30); therefore be it

Resolved, that the Board of Education hereby approves the attendance of the listed school board members and district employees at the attached training, seminars, conferences and conventions, and the costs of attendance including all registration fees, and statutorily authorized travel expenditures, provided that such expenditures are within the annual maximum travel expenditure amount; and, be it further

Resolved, that the Franklin Township Board of Education authorizes in advance, as required by statute, attendance at the attached training, seminars, conferences and conventions as detailed in the exhibit attached hereto and made a part of the minutes. (Exhibit A-01)

Arline Burton Danielsen LaCorte Nagy Potosnak Smith-Carrington Whalen Presley

A-02 Affirm Harassment, Intimidation and Bullying Decisions

Moved:

Seconded:

Whereas, the Franklin Township Board of Education has received and accepted HIB Investigation Reports at its regularly scheduled Board of Education meeting on May 8, 2014; and

Whereas, these HIB Investigation Reports indicated each reported case of Harassment, Intimidation and Bullying and the results of the investigation also known as the Superintendent's decision – including any services provided, training established or discipline imposed; and

Whereas, the parties involved in those cases reported were notified of the results of the investigation, Superintendent's decision, and the rights of those parties to request a hearing before the Board of Education; and

Whereas, no requests for a hearing before the Board of Education have been received; and

Whereas, the Anti-Bullying Bill of Rights provides the Board of Education the opportunity to affirm, modify or reject the Superintendent's decisions on reported cases of Harassment, Intimidation and Bullying;

Now, therefore be it resolved, that the Board of Education affirms the Superintendent's decisions in the cases listed in the HIB Investigation Reports previously accepted by the Board at its regularly-scheduled Board of Education meetings on May 8, 2014.

Arline Burton Danielsen LaCorte Nagy Potosnak Smith-Carrington Whalen Presley

Business

B-01 Warrants & Payrolls

Moved:

Seconded:

Approve the following on the certification of the Board Secretary that sufficient funds are available to meet these claims (attached hereto and made a part of the minutes):

- a. General warrants and payrolls in the amount of \$11,224,741.76 identified in the bills list. (Exhibit B-01.a)
- b. Food Service Enterprise Fund warrants in the amount of \$252,549.29 for the month of April 2014. (Exhibit B-01.b)

Arline Burton Danielsen LaCorte Nagy Potosnak Smith-Carrington Whalen Presley

B-02 Transfer of Funds

Moved:

Seconded:

Approve Account Transfers No. 10 for the 2013-2014 school year, as detailed in the exhibit attached hereto and made a part of the minutes. (Exhibit B-02)

Arline Burton Danielsen LaCorte Nagy Potosnak Smith-Carrington Whalen Presley

B-03 Financial Reports

Moved:

Seconded:

Accept financial reports attached hereto and made a part of the minutes as follows:

- a. Report of the Board Secretary (A-148) (Exhibit B-03.a) (April)
- b. Report of the Treasurer (A-149) (Exhibit B-03.b) (April)
- c. Cash Reconciliation of A-148 & A-149 (Exhibit B-03.c) (April)
- d. Certification of the Asst. Supt. for Business/Board Secretary (Exhibit B-03.d) (April)
- e. Food Service Fund Financial Report (Exhibit B-03.e) (revised March and April)

Arline Burton Danielsen LaCorte Nagy Potosnak Smith-Carrington Whalen Presley

B-04 Board of Education Monthly Certification

Moved:

Seconded:

Pursuant to N.J.A.C. 6A:23A-16.10(c)(4) we certify that as of April 30, 2014 after review of Secretary's monthly financial report and upon consultation with the appropriate district officials, to the best of our knowledge no major account or fund has been over expended in violation of N.J.A.C. 6A:23A-16.10(c)(3) and that sufficient funds are available to meet the district's financial obligations for the fiscal year.

Arline Burton Danielsen LaCorte Nagy Potosnak Smith-Carrington Whalen Presley

B-05 Contract Approval *(All contracts are LEA-funded, unless otherwise noted.)*

Moved:

Seconded:

Approve the following:

- a. A proposal from Design Resources Group, Piscataway, NJ to convert existing architectural paper plans to a digital plan room for a fee of \$10,000, as detailed in the exhibit attached hereto and made a part of the minutes. (Exhibit B-05.a)
- b. A proposal from Design Resources Group, Piscataway, NJ to create a secure entry and reception area at the Administration Building for a fee of \$7,500 plus reimbursable expenses, as detailed in the exhibit attached hereto and made a part of the minutes. (Exhibit B-05.b)
- c. Renew a contract with Bollinger Inc., Short Hills, NJ for a student and athletic accident insurance, including disability benefit and school trip coverage, at a premium of \$38,531 for the 2014-2015 school year, as recommended by the district health insurance broker, Integrity Consulting Group.
- d. A transportation contract with Montauk Transit Service, LLC, Melford, NY on the basis of the lowest responsible bid opened May 7, 2014, as detailed in the exhibit attached hereto and made part of the minutes. (Exhibit B-05.d)
- e. An agreement with Education Logistics, Inc. (Edulog), Missoula, MT to host all currently-licensed Edulog software products and the addition of Edulog-hosted WebSchoolAssistant software for a fee of \$7,360, as detailed in the exhibit attached hereto and made part of the minutes. (Exhibit B-05.e)
- f. An agreement with the accounting firm of Lerch, Vinci & Higgins, LLP, Fair Lawn, NJ to perform the annual audit for the 2014-2015 school year for a fee of \$54,600 plus fees for additional services, if necessary, and acknowledge receipt of the firm's Peer Review Report, as detailed in the exhibit attached hereto and made a part of the minutes. (Exhibit B-05.f)
- g. Temporary accounting services with Accountemps Robert Half International, Bridgewater, NJ to provide services for the C.A.R.E. program for the 2013-14 school year for an additional amount of \$15,000, not to exceed an accumulative total of \$45,000. *This contract was previously approved for \$30,000 on August 22, 2013. (C.A.R.E. funded)*
- h. A proposal from Design Resources Group, Piscataway, NJ for professional services related to the sale of a portion of Elizabeth Avenue School property (Block 502.02, Lot 14.01 & 12.01) for a fee of \$10,000, as detailed in the exhibit attached hereto and made part of the minutes. (Exhibit B-05.h)

Arline Burton Danielsen LaCorte Nagy Potosnak Smith-Carrington Whalen Presley

B-06 School Taxes 2014-2015 School Year

Moved:

Seconded:

Approve that the Franklin Township Town Council be requested to place in the hands of the Treasurer of School Monies, district taxes for the 2014-2015 school year in accordance with the New Jersey statutes relating hereto, in the amounts and on dates as described in the exhibit attached hereto and made a part of the minutes. (Exhibit B-06)

Arline Burton Danielsen LaCorte Nagy Potosnak Smith-Carrington Whalen Presley

B-07 School Breakfast, Lunch and Milk Prices

Moved:

Seconded:

Adopt school breakfast, lunch and milk prices for the 2014-2015 school year as follows:

	K-6	7-8	9-12
Full Pay Lunch	\$2.15	\$2.30	\$2.45
Full Pay Breakfast	\$1.00	\$1.25	\$1.50
Reduced Lunch	\$.25	\$.25	\$.25
Reduced Breakfast	\$0.00	\$0.00	\$0.00
Milk	\$.50	\$.50	\$.50

Arline Burton Danielsen LaCorte Nagy Potosnak Smith-Carrington Whalen Presley

Curriculum and Instruction

C-01 Out of District Students, School Year 2013-2014

Moved:

Seconded:

Approve out of district placements for students, as detailed in the exhibit attached hereto and made part of the minutes. (Exhibit C-01)

Arline Burton Danielsen LaCorte Nagy Potosnak Smith-Carrington Whalen Presley

C-02 Field Trip Applications *(Involving overnight, over 150 miles, or air travel)*

Moved:

Seconded:

Approve the following field trip application:

- a. Franklin High School JROTC Cadets to attend the Cadet Leadership Challenge (Summer Camp) at the New York Military Academy, Cornwall-on-Hudson, NY, June 28 – July 2, 2014 as detailed in the exhibit attached hereto and made a part of the minutes. Funded by LEA. (Exhibit C-02.a)
- b. *Revised Application:* Franklin High School FBLA (Future Business Leaders of America) to attend the FBLA National Leadership Conference in Nashville, TN, June 29 – July 3, 2014 as detailed in the exhibit attached hereto and made a part of the minutes. Funded by LEA, Students and NJ-FBLA. *(This Field Trip originally approved on April 24, 2014. Two additional students will be participating at no additional cost to the district.)* (Exhibit C-02.b)

Arline Burton Danielsen LaCorte Nagy Potosnak Smith-Carrington Whalen Presley

C-03 Extended School Day Child Care Program (C.A.R.E.) 2014-2015 School Year

Moved:

Seconded:

Approve the schedule of fees for the Franklin Township Board of Education's Extended School Day Child Care C.A.R.E. (Culture-Arts-Recreation-Enrichment) Program for the school year 2014-2015 as detailed in the exhibit attached hereto and made a part of the minutes. (Exhibit C-03)

Arline Burton Danielsen LaCorte Nagy Potosnak Smith-Carrington Whalen Presley

C-04 I.D.E.A. Carry-Over Funds

Moved:

Seconded:

Approve the acceptance of the I.D.E.A. (Individualized with Disabilities Education Act) Carry-Over Amendment. September 1, 2013 – June 30, 2014 as follows:

Basic (Ages 3-21) \$334,375

Arline Burton Danielsen LaCorte Nagy Potosnak Smith-Carrington Whalen Presley

C-05 Approve Summer School Offerings for Grades 7-8 and 9-12

Moved:

Seconded:

Approve the following summer school offerings:

- a. Hunterdon County Educational Services Commission Summer School for grades 7-8 to be held July 7, 2014 through August 1, 2014 at Franklin Middle School, 415 Francis Street, Somerset, NJ. Tuition-based program.
- b. Hunterdon County Educational Services Commission Summer School for grades 9-12 to be held July 7, 2014 through August 1, 2014 at Franklin Middle School, 415 Francis Street, Somerset, NJ. Tuition-based program.

As detailed in the exhibit attached hereto and made a part of the minutes. (Exhibit C-05)

Arline Burton Danielsen LaCorte Nagy Potosnak Smith-Carrington Whalen Presley

C-06 Title 1 Summer Academy

Moved:

Seconded:

Approve the Title I Summer Academy to provide additional support in Language Arts Literacy and Mathematics to students entering 5th, 6th and 7th grade (students currently in 4th, 5th and 6th) for 20 days (Monday through Thursday) beginning July 7, 2014 through August 7, 2014 from 8 am to 11 am. Students currently in 4th and 5th grade will be instructed at Sampson G. Smith School and students currently in 6th grade will be instructed at Franklin Middle School. Students are nominated by their teacher. Funded by Title 1 Federal Grant.

Arline Burton Danielsen LaCorte Nagy Potosnak Smith-Carrington Whalen Presley

C-07 Title 1 Extended Day Program

Moved:

Seconded:

Approve the 2014-2015 Title I Extended Day Program to provide supplemental support in Language Arts Literacy and Mathematics to students entering 5th through 8th grade (students currently in 4th – 7th grade) for 27 weeks (Tuesday - Thursday), beginning October 7, 2014 through April 30, 2015. Students currently in 4th and 5th grade will be instructed at Sampson G. Smith School and students currently in 6th and 7th grade will be instructed at Franklin Middle School. Students are nominated by their teacher. Funded by Title 1 Federal Grant.

Arline Burton Danielsen LaCorte Nagy Potosnak Smith-Carrington Whalen Presley

C-08 READ 180 Extended Day Program

Moved:

Seconded:

Approve the 2014-2015 READ 180 Extended Day Program to provide supplemental support in Language Arts Literacy to special education students in grades 5-6, beginning October 7, 2014 through April 30, 2015. Classes will be 2.5 hours each, conducted two times per week, at Sampson G. Smith School. Funded by Title 1 Federal Grant.

Arline Burton Danielsen LaCorte Nagy Potosnak Smith-Carrington Whalen Presley

Personnel

P-01 Workers' Compensation Settlement

Moved:

Seconded:

As recommended by the Interim Superintendent of Schools, approve authorization to settle a Workers' Compensation claim in the matter of the following employee:

Employee No. 7001 for an amount not to exceed \$29,535.

Arline Burton Danielsen LaCorte Nagy Potosnak Smith-Carrington Whalen Presley

P-02 Appoint Interim Superintendent of Schools

Moved:

Seconded:

Approve the appointment of Dr. LeRoy E. Seitz to the position of Interim Superintendent of Schools for the term July 1, 2014 through June 30, 2015, on an as needed basis, with a fifteen (15) days' notice of termination by either party.

Arline Burton Danielsen LaCorte Nagy Potosnak Smith-Carrington Whalen Presley

P-03 Approve Terms of Employment Agreement

Moved:

Seconded:

Approve terms of employment agreement for Dr. LeRoy E. Seitz as Interim Superintendent of Schools for the term July 1, 2014 through June 30, 2015 on a per diem basis at the rate of \$682.00 per day, as detailed in the exhibit attached hereto and made a part of the minutes. (Exhibit P-03)

Arline Burton Danielsen LaCorte Nagy Potosnak Smith-Carrington Whalen Presley

P-04 District Leader Evaluation System

Moved:

Seconded:

Whereas, The Teacher Effectiveness and Accountability for the Children of New Jersey Act requires all New Jersey Public School districts to adopt educator evaluation rubrics that include state-approved teacher and principal practice evaluation instruments; and

Whereas, a committee comprised of administrators, a teacher, a Board of Education member and a community member reviewed state-approved district leader practice evaluation instruments; and

Whereas, the interim superintendent recommends that the Stronge Evaluation System be adopted by the Franklin Township Public Schools for the 2014-2015 school year;

Therefore, the Board of Education adopts the Stronge Evaluation System for the 2014-2015 school year for use through the My Learning Plan platform.

Arline Burton Danielsen LaCorte Nagy Potosnak Smith-Carrington Whalen Presley

P-05 Educator Evaluation System

Moved:

Seconded:

Whereas, The Teacher Effectiveness and Accountability for the Children of New Jersey Act requires all New Jersey Public School districts to adopt educator evaluation rubrics that include state-approved teacher and principal practice evaluation instruments; and

Whereas, a committee comprised of administrators, a teacher, a Board of Education member and a community member reviewed state-approved principal practice evaluation instruments; and

Whereas, the interim superintendent recommends that the Charlotte Danielson: Frameworks for Teaching Evaluation System be adopted by the Franklin Township Public Schools for the 2014-2015 school year;

Therefore, The Board of Education adopts the Charlotte Danielson: Frameworks for Teaching Evaluation System for the 2014-2015 school year for use through the Teachscape platform.

Arline Burton Danielsen LaCorte Nagy Potosnak Smith-Carrington Whalen Presley

P-06 Settlement Agreement

Moved:

Seconded:

As recommended by the Interim Superintendent of Schools, approve a settlement agreement with Employee No. 8862 in the amount of \$1,365.00 as detailed in the exhibit attached hereto and made a part of the minutes. (Exhibit P-06)

Arline Burton Danielsen LaCorte Nagy Potosnak Smith-Carrington Whalen Presley

P-07 Personnel Report No. 18, dated May 22, 2014

Moved:

Seconded:

As recommended by the Superintendent of Schools, approve Personnel Report No. 18 as detailed in the exhibit attached hereto and made a part of the minutes. (Exhibit P-07)

Arline Burton Danielsen LaCorte Nagy Potosnak Smith-Carrington Whalen Presley

Note: Any matters which arise after this agenda is posted which are so urgent that their omission would seriously affect the operation of the district will be considered at this point in the agenda.

Alternate Location**Confidential Session (if deemed necessary)**

Moved:

Seconded:

Motion to adjourn to confidential session for the purpose of discussing confidential matters. Minutes of the confidential session meeting will be made public when the reason for confidentiality no longer exists.

Arline Burton Danielsen LaCorte Nagy Potosnak Smith-Carrington Whalen Presley

Returned to open session at _____ PM.

VIII. Adjournment

Moved:

Seconded:

Action to adjourn.

Arline Burton Danielsen LaCorte Nagy Potosnak Smith-Carrington Whalen Presley