

AGENDA
ACTION MEETING OF THE BOARD OF EDUCATION
FRANKLIN TOWNSHIP PUBLIC SCHOOLS
FRANKLIN MIDDLE SCHOOL CAFETERIA
OCTOBER 17, 2013 – 7:30 P.M.

CALL OF ROLL

Mr. Richard E. Arline
Mr. Delvin Burton
Mr. Thomas J. Lewis
Mrs. Eva M. Nagy, Vice President
Dr. Julia Presley, President

Mr. Richard Seamon
Ms. Keisha Smith-Carrington
Mr. Robert T. Trautmann
Mrs. Betty Whalen

Student Liaison
Monil Patel

Mr. Edward Q. Seto, Superintendent of Schools
Mr. John Calavano, Assistant Superintendent for Business/Board Secretary
Ms. Eveny Pagán, Assistant Superintendent for Curriculum & Instruction
Mrs. Gail Reichg, Director of Personnel
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 August 23, 2013. 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 Lewis Nagy Seamon Smith-Carrington Trautmann Whalen Presley

II. Public Hearing

Violence, Vandalism, Substance Abuse & District Student Discipline Report by Mr. Orvyl Wilson.

III. Comments From The Public *(3 minutes per speaker – Public Hearing topic only)***IV. 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	September	Exhibit R-01.a
b.	Attendance Officer's Report	July/August/September	Exhibit R-01.b
c.	Enrollment Report	September	Exhibit R-01.c
d.	School Safety Report	September	Exhibit R-01.d
e.	Suspension Report	September	Exhibit R-01.e
f.	HIB Investigation Report	Sept. 9 – Oct. 7	Exhibit R-01.f

Arline Burton Lewis Nagy Seamon Smith-Carrington Trautmann 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.	September 19, 2013	Confidential	Exhibit M-01.a
b.	September 19, 2013	Work Session	Exhibit M-01.b
c.	September 26, 2013	Action	Exhibit M-01.c

Arline Burton Lewis Nagy Seamon Smith-Carrington Trautmann 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 Lewis Nagy Seamon Smith-Carrington Trautmann Whalen Presley

A-02 National School Bus Safety Week - October 21-25, 2013

Moved:

Seconded:

WHEREAS, October 21-25, 2013 is National School Bus Safety Week with this year's theme being "Stand Back From the Yellow and Black!"; and

WHEREAS, the Board of Education of the Township of Franklin recognizes bus safety education as essential to promote the safety and well-being of our children, and urges all students and parents to become aware of and practice the rules for safety relative to school buses;

NOW, THEREFORE, BE IT RESOLVED, that the Franklin Township Board of Education joins the nation and recognizes the week of October 21-25, 2013 as "National School Bus Safety Week."

Arline Burton Lewis Nagy Seamon Smith-Carrington Trautmann Whalen Presley

A-03 Agreement Between Education and Law Enforcement Officials

Moved:

Seconded:

Approve the "Uniform State Memorandum of Agreement Between Education and Law Enforcement Officials," approved by the Superintendent of Schools and recommended by the Somerset County Prosecutor's Office and the Somerset Executive County Superintendent of Schools as detailed in the exhibit attached hereto and made a part of the minutes. (Exhibit A-03)

Arline Burton Lewis Nagy Seamon Smith-Carrington Trautmann Whalen Presley

A-04 School Violence (Prevention) Awareness Week

Moved:

Seconded:

In accordance with *N.J.S.A. 18A:36-5.1* and *N.J.A.C. 6A:16-5.2* the Franklin Township Board of Education observes School Violence (Prevention) Awareness Week, October 21-25, 2013.

Arline Burton Lewis Nagy Seamon Smith-Carrington Trautmann Whalen Presley

A-05 Policy Revisions – 2nd Reading & Adoption

Moved:

Seconded:

Approve the second reading and adoption of revisions to the following Policies as detailed in the exhibits attached hereto and made a part of the minutes.

- a) Policy No. 2130 Administrative Staff (Exhibit A-05.a)
- b) Policy No. 3542 Food Service (Exhibit A-05.b)

Arline Burton Lewis Nagy Seamon Smith-Carrington Trautmann Whalen Presley

A-06 Policy Yearly Re-adoption – 2nd Reading

Moved:

Seconded:

Approve the second reading and yearly re-adoption to the following Policy as detailed in the exhibit attached hereto and made a part of the minutes.

Policy No. 6171.3 At-Risk and Title I (Exhibit A-06)

Arline Burton Lewis Nagy Seamon Smith-Carrington Trautmann 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 \$11,412,618.94 identified in the bills list. (Exhibit B-01.a)
- b. Food Service Enterprise Fund warrants in the amount of \$294,006.51 for the month of September, 2013. (Exhibit B-01.b)

Arline Burton Lewis Nagy Seamon Smith-Carrington Trautmann Whalen Presley

B-02 Transfer of Funds

Moved:

Seconded:

Approve Account Transfers No. 3 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 Lewis Nagy Seamon Smith-Carrington Trautmann 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) (September)
- b. Report of the Treasurer (A-149) (Exhibit B-03.b) (September)
- c. Cash Reconciliation of A-148 & A-149 (Exhibit B-03.c) (September)
- d. Certification of the Asst. Supt. for Business/Board Secretary (Exhibit B-03.d) (September)
- e. Food Service Fund Financial Report (Exhibit B-03.e) (July - September)

Arline Burton Lewis Nagy Seamon Smith-Carrington Trautmann Whalen Presley

B-04 Board of Education Monthly Certification

Moved:

Seconded:

Pursuant to N.J.A.C. 6A:23-2-11(c)4 we certify that as of September 30, 2013 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:23-2.11(b) and that sufficient funds are available to meet the district's financial obligations for the fiscal year.

Arline Burton Lewis Nagy Seamon Smith-Carrington Trautmann Whalen Presley

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

Moved:

Seconded:

Approve the following:

- a. A quoted transportation contract payable with First Student, Inc., Monmouth Junction, NJ from September 16, 2013 – November 14, 2013 identified as Contract FSAP-14P, as detailed in the exhibit attached hereto and made part of the minutes. (Exhibit B-05.a)
- b. Quoted transportation contracts payable with Atlantic Express of NJ, New Brunswick, NJ from September 13, 2013 – November 27, 2013 identified as Contracts AE02-14P, AE03-14P, AE04-14P, AE05-14P, AE06-14P, AE07-14P, AE08-14P, AE09-14P and AECA-14P, as detailed in the exhibit attached hereto and made part of the minutes. (Exhibit B-05.b)
- c. Phoenix Advisors, LLC, Bordentown, NJ to provide financial advisory services for the Energy Savings Improvement Program (ESIP) financing, not to exceed \$12,500 – funded from ESIP.
- d. A contract with Loving Care Agency, Inc., Hasbrouck Heights, NJ to provide nursing services to four (4) students during their Extended School Year Programs, for an additional amount of \$20,000, not to exceed a cumulative total of \$62,000. *The original contract for \$42,000 was approved at the June 25, 2013 board meeting.*
- e. An agreement with LLAMAME, LLC (Language & Literacy Associates for Multilingual and Multicultural Education, LLC), Piscataway, NJ to provide Sheltered Instruction Observation Protocol (SIOP) workshops for the 2013-2014 school year, not to exceed \$24,000 as detailed in the exhibit attached hereto and made part of the minutes. (Exhibit B-05.e.)
- f. A joint transportation contract payable with South Brunswick Board of Education for the 2013-14 school year for two (2) students attending St. Paul's School, Princeton, NJ as identified as Contract SPL2-14P, as detailed in the exhibit attached hereto and made part of the minutes. (Exhibit B-05.f)

Arline Burton Lewis Nagy Seamon Smith-Carrington Trautmann Whalen Presley

B-06 Change Order

Moved:

Seconded:

Ratify the approval of Change Order No. 7 to ModSpace, Woodbridge, NJ for \$2,942.50 which represents a credit for fencing at Sampson G. Smith School and additional fencing at Elizabeth Avenue School, as detailed in the exhibit attached hereto and made part of the minutes. (Exhibit B-06)

Arline Burton Lewis Nagy Seamon Smith-Carrington Trautmann Whalen Presley

B-07 Submission of Comprehensive Maintenance Plan

Moved:

Seconded:

Adopt the following resolution:

Whereas, the Department of Education required New Jersey School Districts to submit three-year maintenance plans documenting "required" maintenance activities for each of its public school facilities; and

Whereas, the required maintenance activities as listed in the attached document for the various school facilities of the Franklin Township Public School District are consistent with these requirements; and

Whereas, all past and planned activities are reasonable to keep school facilities open and safe for use or in their original condition and to keep their system warranties valid.

Now, Therefore, Be It Resolved, that the Franklin Township Board of Education hereby authorizes the Assistant Superintendent for Business/Board Secretary to submit the attached Comprehensive Maintenance Plan for the Franklin Township Public School District in compliance with Department of Education requirements, as detailed in the attached exhibit and made part of the minutes. (Exhibit B-07).

Arline Burton Lewis Nagy Seamon Smith-Carrington Trautmann 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 Lewis Nagy Seamon Smith-Carrington Trautmann Whalen Presley

C-02 Field Trip Destinations

Moved:

Seconded:

Whereas, N.J.A.C. 6A:23A-5.8 requires prior approval of field trip destinations by a majority of the full voting membership of the Board; therefore be it

Resolved, that the Board of Education hereby approves, in advance, field trip destinations, all trips within district, local community locations, and all other schools and universities in New Jersey; be it further

Resolved, that the Franklin Township Board of Education authorizes, in advance, the list of destinations as detailed in the exhibit attached hereto and made a part of the minutes. (Exhibit C-02)

Arline Burton Lewis Nagy Seamon Smith-Carrington Trautmann Whalen Presley

C-03 Field Trip Applications *(Involving overnight, over 150 miles, or air travel)*

Moved:

Seconded:

Approve the following field trip applications:

- a. Franklin High School Model United Nations Club to participate in the 2013 Rutgers University Model United Nations Conference, to be held at the Heldrich Hotel, New Brunswick, NJ, December 5, 2013 – December 8, 2013 as detailed as detailed in the exhibit attached hereto and made a part of the minutes. (Exhibit C-03.a)
- b. Franklin High School Girls Basketball Team to participate in the Diamond State Classic Holiday Basketball Tournament, to be held at St. Elizabeth High School, 1500 Cedar Street, Wilmington, DE, December 27 – December 30, 2013 as detailed as detailed in the exhibit attached hereto and made a part of the minutes. (Exhibit C-03.b)

Arline Burton Lewis Nagy Seamon Smith-Carrington Trautmann Whalen Presley

C-04 RVCC Concurrent Enrollment Program

Moved:

Seconded:

Approve an agreement with Raritan Valley Community College that would enable Franklin High School students to participate in the Concurrent Enrollment Program for the 2013-2014 school year as detailed in the exhibit attached hereto and made a part of the minutes. (Exhibit C-04)

Arline Burton Lewis Nagy Seamon Smith-Carrington Trautmann Whalen Presley

C-05 Course Approval

Moved:

Seconded:

Approve change to the curriculum of the Spanish AP Course at Franklin High School to align with the 2014 Spanish AP exam released by College Board.

Arline Burton Lewis Nagy Seamon Smith-Carrington Trautmann Whalen Presley

C-06 Textbook Approval

Moved:

Seconded:

Approve use of the following two (2) textbooks and one (1) workbook for the AP Spanish Course at Franklin High School to commence with the 2013-14 school year:

- a) "Temas AP* Spanish Language and Culture," Vista Higher Learning, 2014
- b) "Temas AP* Spanish Language and Culture Exam Preparation Worktext with Supersite Code," Vista Higher Learning, 2014
- c) "Triangulo Aprobado," Wayside Publishing, 2013

Arline Burton Lewis Nagy Seamon Smith-Carrington Trautmann Whalen Presley

C-07 Participation of FHS Science Teachers in NSF Funded Research Project

Moved:

Seconded:

Approve the participation of two (2) Franklin High School Grade 9 Physic Teachers in a research study for the improvement of Physics teaching. The research project entitled "Energy" is sponsored by the National Science Foundation (NSF) and is collaboration with Rutgers Graduate School of Education with Seattle Pacific University, University of Maine and the Educational Testing Service. Participation in this project is at no cost to the district.

Arline Burton Lewis Nagy Seamon Smith-Carrington Trautmann Whalen Presley

C-08 Freshman Advisory Program

Moved:

Seconded:

Approve the Freshman Advisory Program for incoming 9th graders at Franklin High School commencing with the 2013-2014 school year.

Arline Burton Lewis Nagy Seamon Smith-Carrington Trautmann Whalen Presley

Personnel

P-01 Workers' Compensation Settlements

Moved:

Seconded:

As recommended by the Superintendent of Schools, approve authorization to settle Workers' Compensation claims in the matter of the following employees:

- a) Employee 7164 for an amount not to exceed \$60,360
- b) Employee 8181 for an amount not to exceed \$10,000 subject to section 20
- c) Employee 6467 for an amount not to exceed \$9,621

Arline Burton Lewis Nagy Seamon Smith-Carrington Trautmann Whalen Presley

P-02 Personnel Report No. 7, dated October 17, 2013

Moved:

Seconded:

As recommended by the Superintendent of Schools, approve Personnel Report No.7 as detailed in the exhibit attached hereto and made part of the minutes. (Exhibit P-02)

Arline Burton Lewis Nagy Seamon Smith-Carrington Trautmann 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 Lewis Nagy Seamon Smith-Carrington Trautmann Whalen Presley

Returned to open session at _____ PM.

VIII. Adjournment

Moved:

Seconded:

Action to adjourn.

Arline Burton Lewis Nagy Seamon Smith-Carrington Trautmann Whalen Presley