AGENDA (Revised 8/19/15) ACTION MEETING OF THE BOARD OF EDUCATION FRANKLIN TOWNSHIP PUBLIC SCHOOLS FRANKLIN HIGH SCHOOL LIBRARY/CAFETERIA AUGUST 20, 2015 – 6:30 P.M.

CALL OF ROLL

Mrs. Christine Danielsen
Mrs. Nancy LaCorte, Vice President
Mr. Edward Potosnak, III, President
Dr. Julia Presley

Ms. Patricia E. Stanley
Mrs. Margaret E. Steele
Ms. Latee E. Walton-McCleod
Mrs. Betty Whalen

Mr. Richard Seamon

Dr. John A. Ravally, Superintendent of Schools

Mr. James H. Strimple, Jr., Interim Assistant Superintendent for Business/Board Secretary

Dr. Jeffrey Charney, Interim Assistant Superintendent for Curriculum & Instruction

Mr. Orvyl Wilson, Director of School Management

Dr. Brenda Sofield, Director of Pupil Personnel Services

N	/lem	hers	Ωf	the	Public	_
	viciii	טכוט	OI.	เมเบ	I UDIII	_

Confidential Session - Library

Moved:	Seconded
Moved.	Seconded

Motion to adjourn to confidential session for the purpose of discussing a special education settlement, Superintendent Goals, and a student matter. Minutes of the confidential session meeting will be made public when the reason for confidentiality no exists.

Danielsen LaCorte Presley Seamon Stanley Steele Walton-McCleod Whalen Potosnak

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

PLEDGE OF ALLEGIANCE

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 5, 2015 and August 13, 2015. 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, multicultural society.

DISTRICT GOALS

<u>CURRICULUM AND INSTRUCTION</u>: 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.

<u>COMMUNICATIONS AND PUBLIC ENGAGEMENT:</u> To promote community engagement and effective communication to and from all stakeholders.

<u>CULTURE AND CLIMATE</u>: 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.

<u>FACILITIES</u>: 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. <u>Action to Adopt the Agenda</u>

Moved:		S	Seconded:									
	Danielsen	LaCorte	Presley	Seamon	Stanley	Steele	Walton-McCleod	Whalen	Potosnak			

- II. Superintendent's Report
- III. Board President's Report
- IV. Comments From The Public (5 minutes per speaker any topic)
- V. Committee/Liaison Reports
- VI. New Business

M-01 Minutes of Board Meetings

Moved: Seconded:

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

a.	June 9, 2015	Special	Exhibit M-01.a
b.	June 9, 2015	Confidential	Exhibit M-01.b
C.	June 18, 2015	Work Session	Exhibit M-01.c
d.	June 18, 2015	Confidential	Exhibit M-01.d
e.	June 25, 2015	Action	Exhibit M-01.e
f.	June 25, 2015	Confidential	Exhibit M-01.f
g.	July 16, 2015	Special	Exhibit M-01.g
h.	July 23, 2015	Action	Exhibit M-01.h
i.	July 23, 2015	Confidential	Exhibit M-01.i

Action Meeting - 3 - August 20, 2015

Administration

A-01 <u>Travel & Related Expense Reimbursement</u>

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)

Danielsen LaCorte Presley Seamon Stanley Steele Walton-McCleod Whalen Potosnak

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 July 23, 2015; 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 with the exception of Record Number 10302; and

Action Meeting - 4 - August 20, 2015

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 with the exception of Record Number 10302 in the cases listed in the HIB Investigation Reports, previously accepted by the Board at its regularly-scheduled Board of Education meetings on July 23, 2015.

Danielsen LaCorte Presley Seamon Stanley Steele Walton-McCleod Whalen Potosnak

A-03 Policies - Revised, Renamed, Renumbered - 1st Reading

Moved: Seconded:

Approve the first reading of the following revised, renamed and renumbered Policies as detailed in the exhibits attached hereto and made a part of the minutes:

- a. Policy 4119.24 Electronic Communications by District Teaching Staff (Exhibit A-03.a)
- b. Policy 4219.24 Electronic Communications by District Support Staff (Exhibit A-03.b)

(Formerly Policy 4119.24/4219.24 Electronic Communication by District Staff)

Danielsen LaCorte Presley Seamon Stanley Steele Walton-McCleod Whalen Potosnak

A-04 Regulation - Revised

Moved: Seconded:

Approve the reading and adoption of the following revised Regulation as detailed in the exhibit attached hereto and made a part of the minutes:

Regulation 6146R Graduation Requirements (Exhibit A-04)

Danielsen LaCorte Presley Seamon Stanley Steele Walton-McCleod Whalen Potosnak

A-05 District Goals for 2015-2016

Moved: Seconded:

Adopt the following District Goals for 2015-2016:

- 1. To establish the Superintendent as the Educational Leader of Franklin Township Public Schools.
- 2. To utilize data analysis in reviewing our educational programs and make recommendations for subsequent years to improve college and career readiness for all students.
- 3. To recruit and retain high quality staff and re-energize current staff through continued support and professional development.
- 4. To continue progress on our facilities projects with the least amount of disruption to the educational process.

Action Meeting - 5 - August 20, 2015

Business

B-01	Warrants	& Pay	yrolls
------	----------	-------	--------

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 \$12,211,897.35 identified in the bills list. (Exhibit B-01.a)
- b. Food Service Enterprise Fund warrants in the amount of \$26,705.54 for the month of July 2015. (Exhibit B-01.b)

Danielsen LaCorte Presley Seamon Stanley Steele Walton-McCleod Whalen Potosnak

B-02 Transfer of Funds

Moved: Seconded:

Approve Account Transfers No.1 for the 2015-2016 school year, as detailed in the exhibit attached hereto and made a part of the minutes. (Exhibit B-02)

Danielsen LaCorte Presley Seamon Stanley Steele Walton-McCleod Whalen Potosnak

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) (July) & revised June 2015
- b. Report of the Treasurer (A-149) (Exhibit B-03.b) (July)
- c. Cash Reconciliation of A-148 & A-149 (Exhibit B-03.c) (July)
- d. Certification of the Asst. Supt. for Business/Board Secretary (Exhibit B-03.d) (July)
- e. Food Service Fund Financial Report (Exhibit B-03.e) (July)

Danielsen LaCorte Presley Seamon Stanley Steele Walton-McCleod Whalen Potosnak

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 July 31, 2015 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.

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

Moved: Seconded:

Approve the following:

- a. A college readiness system products agreement with College Board, New York, NY to furnish the PSAT/NMSQT Exam and PSAT Budget Schedule for a total of \$11,070.00, as detailed in the exhibit attached hereto and made part of the minutes. (Exhibit B-05.a)
- b. Agreements with Middlesex Regional Educational Services to provide the following services to nonpublic schools for the 2015-2016 school year, all grant funded, as detailed in the exhibit attached hereto and made part of the minutes. (Exhibit B-05.b)
 - Instructional Services Chapters 192-193
 - Nursing Services
 - Individuals with Disabilities Education Act B Initiative
 - School Textbook Program
 - School Technology Initiative Program
- c. Approve Cigna Healthcare renewal rates from September 1, 2015 through August 31, 2016, as detailed in the exhibit attached hereto and made part of the minutes. (Exhibit B-05.c)
- d. ITEM WITHDRAWN
- e. Renewal of a competitive contract with Teachscape, San Francisco, CA to provide Research-Based Teacher Practice Evaluation Framework for an amount not to exceed \$92,856, as detailed in the exhibit attached hereto and made part of the minutes. *This is the third year renewal of the original contract.* (Exhibit B-05.e)
- f. A contract with NWEA (Northwest Evaluation Association), Portland, OR for a web-based Measures of Academic Progress (MAP) Math, Reading & Language and Primary Grades Math & Reading, in the amount of \$27,250, as detailed in the exhibit attached hereto and made part of the minutes. (Exhibit B-05.f)
- g. A professional services agreement with Generation Ready, New York, NY to provide a half-day session and key-note speaker at the Administrative Retreat on August 18, 2015 for a fee of \$1,700, as detailed in the exhibit attached hereto and made part of the minutes. (Exhibit B-05.g)
- h. Approve a renewal to the original agreement approved on June 14, 2012 with Rubicon International, Portland, OR in the amount of \$19,250 for the implementation of the Atlas Annual Software License for the 2015-16 school year, as detailed in the exhibit attached hereto and made a part of the minutes. (Exhibit B-05.h)
- i. A contract with Rutgers Center for Literacy Development, New Brunswick, NJ to provide professional development services at Pine Grove Manor School for a fee of \$3,000, as detailed in the exhibit attached hereto and made a part of the minutes. (Exhibit B-05.i)
- j. A contract with Rutgers Center for Literacy Development, New Brunswick, NJ to provide professional development services at Elizabeth Avenue School for a fee of \$3,000, as detailed in the exhibit attached hereto and made a part of the minutes. (Exhibit B-05.j)
- k. A revised Reservation and Facility Use Agreement with YMCA Camp Bernie, Port Murray, NJ for the Franklin Middle School Connections Program on August 12, 2015, for a fee not to exceed \$3,060. This contract was previously approved on June 25, 2015.
- I. An Agreement for Services with Education, Inc., Plymouth, MA to provide bedside instruction for hospitalized students for an amount not to exceed \$4,000, as detailed in the exhibit attached hereto and made a part of the minutes. (Exhibit B-05.I)

- m. A transportation contract payable with Montauk Transit Services, LLC, New Brunswick, NJ from September 1, 2015 to June 30, 2016 for an estimated amount of \$396,465, identified as Contract AE02-12P, as detailed in the exhibit attached hereto and made a part of the minutes. (Exhibit B-05.m)
- n. A transportation contract payable with Montauk Transit Services, LLC, New Brunswick, NJ from September 1, 2015 to June 30, 2016, identified as Contract MTSP-15P, in the amount of \$5,373,660.60, as detailed in the exhibit attached hereto and made a part of the minutes. (Exhibit B-05.n)
- o. A parent transportation contract with H.S. from September 1, 2015 to June 30, 2016, identified as Contract HS-01-16P F YR, in the amount of \$9,000, as detailed in the exhibit attached hereto and made a part of the minutes. (Exhibit B-05.o)
- A transportation contract with North Brunswick Township Board of Education from September 1,
 2015 to June 30, 2016, identified as Contract NBBA-16P, in the amount of \$4,420.00, as detailed in the exhibit attached hereto and made a part of the minutes. (Exhibit B-05.p)
- q. A Memorandum of Understanding with Middle Earth, Bridgewater, NJ to provide work readiness skills instruction to 24 students who attend the Road to Success Program, for a fee not to exceed \$14,400, as detailed in the exhibit attached hereto and made a part of the minutes. (Exhibit B-05.q)
- r. A contract with Cream-O-Land Dairy, Florence, NJ for an amount not to exceed \$328,939.00 for milk and assorted drinks for the 2015-2016 school year. This was negotiated without advertisement or public bidding per N.J.A.C.18A: 18A-5.
- s. A contract with R.P. Baking LLC, Harrison, NJ for an amount not to exceed \$101,565.00 for bread and rolls for the 2015-2016 school year. This was negotiated without advertisement or public bidding per N.J.A.C. 18A:18A-5.
- t. An Addendum to Source4Teachers, Cherry Hill, NJ to include Long-Term Paraprofessionals for a fee of \$108.00 per day and Paraprofessionals for a fee of \$94.50 per day, not to exceed \$2.4M, as detailed in the exhibit attached hereto and made a part of the minutes. *The Addendum to Extend Agreement was approved on June 25, 2015.* (Exhibit B-05.t)
- u. Award a contract to Effective School Solutions, Inc., Summit, NJ to provide therapeutic mental health services. The Request for Proposal was received on August 11, 2015 in the amount of \$265,000, as detailed in the exhibit attached hereto and made part of the minutes. IDEA funded. (Exhibit B-05.u)

Danielsen	LaCorte	Presley	Seamon	Stanley	Steele	Walton-McCleod	Whalen	Potosnak

B-06 <u>Settlement Agreement</u>

Moved: Seconded:

Whereas, the Franklin Township Board of Education (the "Board") and the parents of a student, whose name is on file with the administrative offices of the Board, are parties to litigation concerning the provision of special education and related services to said student; and

Whereas, the parties to the above litigation have determined to amicably resolve their dispute and settle the claims between them for the 2014-2015 and 2015-2016 school years, and all periods of time prior thereto, through and including June 30, 2016, according to the terms and conditions of a Settlement Agreement and General Release, which has been executed by the parents and which is before the Board, and the terms of which are hereby incorporated by reference; and

Action Meeting - 8 -August 20, 2015 Whereas, the Board has fully considered the terms of the Settlement Agreement and Release and finds them to be acceptable in all respects; Now Therefore, Be It Resolved that the Board hereby approves the Settlement Agreement and Release referenced above and the resolution of the above litigation according to the terms and conditions of said Settlement Agreement and Release; and Be It Further Resolved that Board President and School Business Administrator/Board Secretary are hereby authorized and directed to execute the aforementioned Settlement Agreement and Release for the above-referenced student. Danielsen LaCorte Presley Seamon Stanley Steele Walton-McCleod Whalen Potosnak **Acceptance of Non-Public Funding** B-07 Moved: Seconded: Accept non-public funds for the 2015-16 school year, as detailed in the exhibit attached hereto and made part of the minutes. (Exhibit B-07) Danielsen LaCorte Presley Seamon Stanley Steele Walton-McCleod Whalen Potosnak B-08 The Center School - Student Meals Seconded: Moved: In accordance with N.J.A.C. 6A:23A-18.5, the Franklin Township Board of Education does not require The Center School to charge students for reduced and/or paid meals for the 2015-16 school year. Danielsen LaCorte Presley Seamon Stanley Steele Walton-McCleod Whalen Potosnak **Vendors Exceeding Bid Threshold** B-09 Seconded: Moved: Approve 2015-2016 vendors that exceeded the bid threshold of \$40,000, as detailed in the exhibit attached hereto and made part of the minutes. (Exhibit B-09) Danielsen LaCorte Presley Seamon Stanley Steele Walton-McCleod Whalen Potosnak

B-10 Receipt of Bids – Window & Door Replacement at the Conerly Road School, Hillcrest School, MacAfee Road School, and Pine Grove Manor School

Moved: Seconded:

It is recommended that the Franklin Township Board of Education receive bids for the Window & Door Replacement at the Conerly Road School, Hillcrest School, MacAfee Road School, and Pine Grove Manor School opened on August 13, 2015 as follows:

Niram Inc. Panoramic Window & Door Systems, Inc.

Action Meeting - Base Bid	9 - \$3,068,000	\$2,627,000	August 20, 2015			
Asbestos Abatement	\$179,000	\$270,000				
Alternates						
GC-1 – Pine Grove Courtyard Door Replacement	\$41,000	\$42,000				
GC-2 – Hillcrest School Cafeteria Window & Door Replacement	\$117,000	\$98,000				
GC-3 – Hillcrest School Multi-Purpose High Window Replacement	\$105,600	\$108,000				
GC-4 – Alternate Windows Without Integral Blinds	(\$160,000) (\$175,000)					
Danielsen LaCorte Preste	ey Seamon Stanley	Steele Walton-McCleod	Whalen Potosnak			

B-11 Rejection of Bids – Window & Door Replacement at the Conerly Road School, Hillcrest School, MacAfee Road School, and Pine Grove Manor School

Moved: Seconded:

As per the district architect's recommendation, the Franklin Township Board of Education will reject the bids for window and door replacement projects at Conerly Road School, Hillcrest School, MacAfee Road School and Pine Grove Manor School, in accordance with N.J.S.A. 18A:18A – 22a - Lowest bid substantially exceeds the cost estimates for the goods or services, as detailed in the exhibit attached hereto and made part of the minutes. (Exhibit B-11)

It is recommended that the Board authorize the re-bidding of this project.

Danielsen LaCorte Presley Seamon Stanley Steele Walton-McCleod Whalen Potosnak

Curriculum and Instruction

C-01 Out of District Students, School Year 2015-2016

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)

Action Meeting - 10 - August 20, 2015

C-02	Donation of Go	ods and	<u>Service</u>	s from	Curricul	um As	sociate	<u>s</u>		
	Moved:		S	Seconded:						
the cos	donation of good at of entering into n Township Publ	an agreer	nent to	orovide ¹	training a	and acc	ess to t	he I-Ready pr	ogram fo	
		Danielsen	LaCorte	Presley	Seamon	Stanley	Steele	Walton-McCled	od Whalen	Potosnak
C-03	Waiver Applica	ation to th	e New	Jersey I	<u>Departm</u>	ent of	<u>Educat</u>	<u>ion</u>		
	Moved:		S	Seconded:						
reduce year ar	re submission of the minimum nu nd allow one of the a part of the minu	mber of ol e observa	servations to	ons for to be unar	enured s	taff fror	m three	to two for the	2015-16	school
		Danielsen	LaCorte	Presley	Seamon	Stanley	Steele	Walton-McCled	od Whalen	Potosnak
C-04	Field Trip Dest	<u>inations</u>								
	Moved:		S	Seconded	d:					
	as, N.J.A.C. 6A:: membership of th				oroval of t	field trip	destina	ations by a ma	ajority of	the full
	ed, that the Boar , local community									
	ed, that the Fran ailed in the exhibi									inations
		Danielsen	LaCorte	Presley	Seamon	Stanley	Steele	Walton-McCled	od Whalen	Potosnak
C-05	Field Trip App	lication (ii	nvolving	overnig	ıht, over	150 mil	les, or a	ir travel)		
	Moved:		S	Seconded:						
Approv	e the following fi	eld trip app	olication	:						
Ma	anklin High Schoo arch 30, 2016 as pense to the distr	detailed in	the exh	ibit atta						

Action Meeting - 11 - August 20, 2015

Personnel

P-01	Revised Salary	/ Allocation	ons								
	Moved:			Seconded	:						
	re revised salary the minutes. (Ex)15-2010	6 as deta	ailed in	the exh	nibit attacl	hed he	reto an	ıd made a
		Danielsen	LaCorte	Presley	Seamon	Stanley	Steele	Walton-Mo	:Cleod	Whalen	Potosnak
P-02	New Job Desc	<u>ription</u>									
	Moved		5	Seconded:	:						
	commended by the attached hereto					prove t	he follo	wing nev	v job a	ıs detai	iled in the
	Directo	r of Secor	ndary La	nguage	Arts Lite	racy (9-	-12) (E	xhibit P-0	2)		
		Danielsen	LaCorte	Presley	Seamon	Stanley	Steele	Walton-Mo	Cleod V	Whalen	Potosnak
P-03	Personnel Rep	ort No. 2	, dated	August	20, 2015	<u>5</u>					
	Moved:		5	Seconded	:						
	ommended by the attached hereto							Report N	o. 2 as	detaile	d in the
		Danielsen	LaCorte	Presley	Seamon	Stanley	Steele	Walton-M	lcCleod	Whalen	Potosnak
VI.	Good of the	Order									
Note: serious	Any matters wh sly affect the oper									r omiss	sion would
			<u>.</u>	Altern	ate Loc	ation					
Confi	dential Sessio	<u>ı</u> (if deel	med ned	essary)							
	Moved:		5	Seconded	:						
	to adjourn to co										

Returne	ed to open sessio	n at		_ PM.						
VIII.	Adjournmen	t								
	Moved:		S	econded:						
Action t	to adjourn.									
		Danielsen	LaCorte	Presley	Seamon	Stanley	Steele	Walton-McCleod	Whalen	Potosnak