

AGENDA
REGULAR BUSINESS MEETING OF THE BOARD OF EDUCATION
FRANKLIN TOWNSHIP PUBLIC SCHOOLS
FRANKLIN MIDDLE SCHOOL - LIBRARY/AUDITORIUM
DECEMBER 20, 2012 – 6:00 P.M.

CALL OF ROLL

Mr. Richard E. Arline
Mrs. Teletha A. Brown, President
Mr. Delvin Burton
Mrs. Nancy LaCorte
Mr. Thomas J. Lewis

Mrs. Eva M. Nagy
Mrs. Julia Presley, Vice President
Mr. Richard Seamon
Ms. Keisha Smith-Carrington

Student Liaisons
Samantha Connell
Niti 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
Ms. Gail Reichg, Director of Personnel
Ms. Pamela R. Horn, Director of Pupil Personnel Services
Mr. Orvyl Wilson, Director of School Management and Student Advocacy

___ 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 May 25, 2012 and December 11, 2012. 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 commit to continuous improvement of student achievement through the implementation of rigorous curriculum aligned to the 2009 NJCCC and Common Core Standards, as evidenced by grade-level performance and student growth as measured by multiple measures.*

COMMUNICATIONS AND PUBLIC ENGAGEMENT: *To strengthen District communication through the use of the District and school-based websites and other media and to increase public engagement in the District through increased collaboration with the community.*

SAFETY AND SECURITY: *To continue the District's efforts to improve the culture and environment of our schools and to build positive relationships that promote respect, motivation for learning, and creativity in and for our students.*

FACILITIES: *Utilizing the District's 2011-2021 Long-Range Facilities Plan, develop a building program 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 five years; address critical maintenance issues in all existing facilities and consider potential changes to the delivery of education and identify potential future buildings to support this paradigm shift.*

Library

Confidential Session

Moved:

Seconded:

Motion to adjourn to confidential session for the purpose of interviewing a candidate for the Director of Guidance position. Minutes of the confidential session meeting will be made public when the reason for confidentiality no longer exists.

Arline Burton LaCorte Lewis Nagy Presley Seamon Smith-Carrington Brown

Returned to open session at 7:30 PM.

I. Presentation

Road to Referendum

II. Comments from the Board *(Presentation topic only)*

III. Comments from the Public *(3 minutes per speaker – Presentation topic only)*

IV. Superintendent's Report

V. Board President's Report

VI. Action to Adopt the Agenda

Moved:

Seconded:

Arline Burton LaCorte Lewis Nagy Presley Seamon Smith-Carrington Brown

VII. Committee/Liaison Reports

VIII. Comments From The Public *(5 minutes per speaker - any topic)*

IX. Board Member Remarks

X. New Business

R-1 Reports

Moved:

Seconded:

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

- | | | |
|----|-----------------------------|-------------------------|
| a. | Principals' Reports | November |
| b. | Attendance Officer's Report | November |
| c. | Enrollment Report | November |
| d. | Fire Drill Report | November |
| e. | Suspension Report | November |
| f. | HIB Investigation Report | Nov. 20 – Dec. 10, 2012 |

Arline Burton LaCorte Lewis Nagy Presley Seamon Smith-Carrington Brown

M-1 Minutes of Board Meetings

Moved:

Seconded:

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

November 29, 2012

Regular

Exhibit M-1

ArlineBurtonLaCorteLewisNagyPresleySeamonSmith-CarringtonBrown**Administration****A-1 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.

(Exhibit A-1 attached hereto and made a part of the minutes.)

ArlineBurtonLaCorteLewisNagyPresleySeamonSmith-CarringtonBrown

A-2 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 November 29, 2012; 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 meeting on November 29, 2012.

Arline Burton LaCorte Lewis Nagy Presley Seamon Smith-Carrington Brown

A-3 Revised Policies – 1st Reading

Moved:

Seconded:

Approve the first reading of the following policies as detailed in Exhibits A-3.a, b, c, d and e attached hereto and made part of the minutes: *(Clerical revision of policies due to agency name change.)*

- | | | |
|----|--------------------|------------------------------|
| a. | Policy No. 1410 | Local Units |
| b. | Policy No. 5141.4 | Child Abuse and Neglect |
| c. | Policy No. 5145.4 | Equal Education Opportunity |
| d. | Policy No. 5145.5 | Photos of Students |
| e. | Policy No. 5145.11 | Questioning and Apprehension |

Arline Burton LaCorte Lewis Nagy Presley Seamon Smith-Carrington Brown

A-4 Revised Policies – 2nd Reading and Adoption

Moved:

Seconded:

Approve the second reading and adoption of policies as detailed in Exhibits A-4.a and A-4.b attached hereto and made part of the minutes:

- | | | |
|----|-----------------|---|
| a. | Policy No. 4111 | Recruitment, Selection and Hiring of Professional Staff |
| b. | Policy No. 2130 | Administrative Staff |

Arline Burton LaCorte Lewis Nagy Presley Seamon Smith-Carrington Brown

Business

B-1 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 \$11,388,154.95 identified in the bills list. (Exhibit B-1.a)
- b. Food Service Enterprise Fund warrants in the amount of \$243,631.87 for the month of November, 2012. (Exhibit B-1.b)

Arline Burton LaCorte Lewis Nagy Presley Seamon Smith-Carrington Brown

B-2 Transfer of Funds

Moved:

Seconded:

Approve Account Transfers No. 5 for the 2012-2013 school year, "per pupil" and "other than per pupil," as identified in Exhibit B-2 attached hereto and made a part of the minutes.

Arline Burton LaCorte Lewis Nagy Presley Seamon Smith-Carrington Brown

B-3 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-3.a) (November)
- b. Report of the Treasurer (A-149) (Exhibit B-3.b) (November)
- c. Cash Reconciliation of A-148 & A-149 (Exhibit B-3.c) (November)
- d. Certification of the Asst. Supt. for Business/Board Secretary (Exhibit B-3.d) (November)
- e. Food Service Fund Financial Report (Exhibit B-3.e) (Revised October and November)

Arline Burton LaCorte Lewis Nagy Presley Seamon Smith-Carrington Brown

B-4 Board of Education Monthly Certification

Moved:

Seconded:

Pursuant to N.J.A.C. 6A:23-2-11(c)4 we certify that as of November 30, 2012 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 LaCorte Lewis Nagy Presley Seamon Smith-Carrington Brown

B-5 Contract Approval *(All contracts are LEA-funded, unless otherwise noted.)*

Moved:

Seconded:

Approve the following:

- a. A parent transportation contract with from December 1, 2012 – June 30, 2013, identified as Contract #GC-01-13-P, as detailed in Exhibit B-5.a attached hereto and made part of the minutes.
- b. A transportation contract with Mercy Transportation, Monmouth Junction, NJ on the basis of the lowest responsible bid opened November 27, 2012, as detailed in Exhibit B-5.b attached hereto and made part of the minutes.
- c. An agreement (court mandated) with Child's Play Therapeutics, LLC, Bridgewater, NJ to provide applied behavioral analysis services, monthly clinics, program coordinator and BCBA Program assessment and treatment planning to a student from November 26, 2012 to June 30, 2013. Not to exceed \$50,000, as detailed in Exhibit B-5.c attached hereto and made part of the minutes.
- d. Photography contracts (Senior and Undergraduate) with Lora Photography, Union, NJ to provide school pictures for Franklin High School students for 2014, 2015 and 2016, as detailed in Exhibit B-5.d attached hereto and made part of the minutes. Funded by students.
- e. A Facility Use Agreement with Rutgers Recreation for the College Avenue Gym Pool, the Cook/Douglass Recreation Center Pool, the Recreation locker rooms and restrooms from November 15, 2012 – February 7, 2013, for a fee of \$7,442.50, as detailed in Exhibit B-5.e attached hereto and made part of the minutes.
- f. A Group Outing Agreement with Clementon Park & Splash World, Clementon, NJ for Franklin Middle School students on June 14, 2013, as detailed in Exhibit B-5.f attached hereto and made part of the minutes. Funded by students.
- g. A contract with Apex Learning, Seattle, WA to provide digital curriculum and related services from December 5, 2012 through December 4, 2013 in the amount of \$21,600. (Approved for the 2012-2013 school year at the August 30, 2012 board meeting.)

Arline Burton LaCorte Lewis Nagy Presley Seamon Smith-Carrington Brown

B-6 Acceptance and Adoption of Audit for Fiscal Year June 30, 2012

Moved:

Seconded:

Accept the financial audit and synopsis of the 2011-2012 school year as prepared by the firm Lerch, Vinci & Higgins, Fair Lawn, NJ. The audit synopsis, Exhibit B-6, is attached hereto and made a part of the minutes. (The complete Comprehensive Annual Financial Report and Management Report are on file in the office of the Board Secretary.)

Arline Burton LaCorte Lewis Nagy Presley Seamon Smith-Carrington Brown

B-7 Approval of Corrective Action Plan

Moved:

Seconded:

Approve an audit corrective action plan for the remediation of recommendations noted in the financial audit of the 2011-2012 school year as detailed in Exhibit B-7 attached hereto and made a part of the minutes.

Arline Burton LaCorte Lewis Nagy Presley Seamon Smith-Carrington Brown

B-8 Transfer from Capital Reserve to Capital Projects Fund

Moved:

Seconded:

Resolved, that the Board of Education, authorize the Assistant Superintendent for Business to transfer funds from the Capital Reserve to the Capital Projects Fund to 1) provide additional local funding totaling \$119,234 based on the final eligible costs as determined by the NJ School Construction Corp and 2) fund the balance of debt authorized but not issued in the amount of \$638 for the following projects:

Sampson G. Smith School Renovations	\$ 4,297
Existing Franklin High School Renovations	3,932
New Franklin High School	104,783
Franklin Park Elementary School – Annex	6,860

Arline Burton LaCorte Lewis Nagy Presley Seamon Smith-Carrington Brown

Curriculum and Instruction

C-1 Out of District Students, School Year 2012-2013

Moved:

Seconded:

Approve out of district placements for students, as detailed in Exhibit C-1 attached hereto and made part of the minutes.

Arline Burton LaCorte Lewis Nagy Presley Seamon Smith-Carrington Brown

C-2 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 Exhibit C-2 attached hereto and made a part of the minutes.

Arline Burton LaCorte Lewis Nagy Presley Seamon Smith-Carrington Brown

C-3 Field Trip Applications (Involving overnight, over 150 miles or air travel)

Moved:

Seconded:

- a. Franklin High School Model United Nations to attend the 2013 Ivy League Model UN Conference sponsored by the University of Pennsylvania, Philadelphia, PA, January 24-27, 2013, as detailed in Exhibit C-3.a attached hereto and made a part of the minutes.
- b. Franklin High School Model United Nations to attend the 2013 National High School Model UN Conference held jointly at the United Nations and the New York Hilton, New York, NY, March 6 - 9, 2013, as detailed in Exhibit C-3.b attached hereto and made a part of the minutes.

____ Arline _____ Burton _____ LaCorte _____ Lewis _____ Nagy _____ Presley _____ Seamon _____ Smith-Carrington _____ Brown

Personnel

P-1 Create Position

Moved:

Seconded:

As recommended by the Superintendent of Schools, approve the creation of the position Coordinator of Special Projects – Student Assessment Data (2 positions).

____ Arline _____ Burton _____ LaCorte _____ Lewis _____ Nagy _____ Presley _____ Seamon _____ Smith-Carrington _____ Brown

P-2 Job Descriptions

Moved:

Seconded:

As recommended by the Superintendent of Schools, approve the following job descriptions, as detailed in Exhibit P-2.a and P-2.b attached hereto and made part of the minutes.

- a. Coordinator of Special Projects – Student Assessment Data (new)
- b. Student Assessment Data Specialist (revised)

____ Arline _____ Burton _____ LaCorte _____ Lewis _____ Nagy _____ Presley _____ Seamon _____ Smith-Carrington _____ Brown

P-3 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 superintendent recommends that the Charlotte Danielson: Frameworks for Teaching Evaluation System be adopted by the Franklin Township Public Schools;

Therefore, The Board of Education adopts the Charlotte Danielson: Frameworks for Teaching Evaluation System.

____ Arline _____ Burton _____ LaCorte _____ Lewis _____ Nagy _____ Presley _____ Seamon _____ Smith-Carrington _____ Brown

P-4 Salary Allocations

Moved:

Seconded:

Approve salary allocations for 2012-2013 as identified in Exhibit P-4 attached hereto and made a part of the minutes.

Arline Burton LaCorte Lewis Nagy Presley Seamon Smith-Carrington Brown

P-5 Personnel Report No. 12, dated December 20, 2012

Moved:

Seconded:

As recommended by the Superintendent of Schools, approve Personnel Report No. 12, as detailed in Exhibit P-5 attached hereto and made a part of the minutes.

Arline Burton LaCorte Lewis Nagy Presley Seamon Smith-Carrington Brown

XI. Comments From The Public *(5 minutes per speaker—any topic)*

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 LaCorte Lewis Nagy Presley Seamon Smith-Carrington Brown

Returned to open session at _____ PM.

XII. Adjournment 10:00 P.M. *(In accordance with Bylaw No. 9322)*

Moved:

Seconded:

Action to adjourn.

Arline Burton LaCorte Lewis Nagy Presley Seamon Smith-Carrington Brown