

**AGENDA**  
**REGULAR BUSINESS MEETING OF THE BOARD OF EDUCATION**  
**FRANKLIN TOWNSHIP PUBLIC SCHOOLS**  
**FRANKLIN MIDDLE SCHOOL AUDITORIUM**  
**DECEMBER 22, 2011 – 5:30 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  
Niti Patel  
Kevin Liu

Mr. Edward Q. Seto, Superintendent of Schools  
Mr. John Calavano, Assistant Superintendent for Business/Board Secretary  
Ms. Eveny Pagán, Assistant Superintendent for Curriculum & Instruction  
Mr. Brian Bonanno, Interim Director of Personnel Services  
Mr. Henry Sherren, 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 4, 2011 and December 14, 2011. 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 design and alignment of rigorous curriculum to the 2009 NJCCC and Common Core Standards as evidenced by the percentage of students performing at grade level as measured by multiple measures. These measures include, but are not limited to: K-12 Running Records, High Frequency Words, Spelling Inventory, K-2 Assessment, DRA, Common Assessments, Marking Period Assessments, Mid-Terms, Final Exams, Learning Benchmarking, Pre- and Post- Assessments, Teacher Evaluations, State Assessments, Student Work, etc.*

**COMMUNICATIONS AND PUBLIC ENGAGEMENT:** *To strengthen District communication through the use of the District and school based web sites and other electronic media and to evaluate the District's need for volunteers and research ways to collect and organize data regarding potential volunteers, their interests, skills and hours of availability.*

**SAFETY AND SECURITY:** *To continue the District's efforts to change 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:** *To study the recommendations regarding educational organization and restructuring, building infrastructure and site development contained in the Long-Range Facilities Plan 2011–2021, in order to develop short- and long-term facilities options for Board of Education consideration.*

**Alternate Location****Confidential Session**

Moved:

Seconded:

Motion to adjourn to confidential session for the purpose of conducting an interview for the position of Athletic Director and the discussion of attorney-client privilege matters. Minutes of the confidential session meeting will be made public when the reason for confidentiality no longer exists.

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Arline    Burton    LaCorte    Lewis    Nagy    Presley    Seamon    Smith-  
Carrington    Brown

**Return to Open Session at 8:00 p.m.**

**I. Presentation (15 Minutes): AUSSIE (Australian United States Services in Education)**  
*Alice Stabiner, Education Director*

**II. Superintendent's Report**

**III. Board President's Report**

**IV. Action to Adopt the Agenda**

Moved

Seconded:

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Arline    Burton    LaCorte    Lewis    Nagy    Presley    Seamon    Smith-  
Carrington    Brown

**V. Committee (Chairs) / Liaison Reports**  
*(various reports included in the packet)*

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

**VII. Board Member Remarks**

**VIII. New Business**

<b>R-1 Reports</b>
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Moved:

Seconded:

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

- |    |   |                 |
|----|---|-----------------|
| a. | Principals' Reports to the Board of Education | 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. 8-30, 2011 |
| g. | HIB Investigation Report                      | Dec. 1-15, 2011 |

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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:

- |    |                   |              |               |
|----|-------------------|--------------|---------------|
| a. | November 17, 2011 | Regular      | Exhibit M-1.a |
| b. | November 17, 2011 | Confidential | Exhibit M-1.b |
| c. | November 29, 2011 | Special      | Exhibit M-1.c |

Arline Burton LaCorte Lewis Nagy Presley Seamon Smith- Brown  
Carrington

## 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.)*

Arline Burton LaCorte Lewis Nagy Presley Seamon Smith- Brown  
Carrington

**A-2 Accept Donations**

Moved:

Seconded:

Accept, with appreciation, the following donations:

- a. A donation of \$2,264 from the Pine Grove Manor School PTO to Pine Grove Manor School for the purchase of reading incentive key chains and charms for "Reading Across the United States."
- b. A donation of \$5,000 from the Pine Grove Manor School PTO to Pine Grove Manor School for the purchase of new playground equipment at PGM.
- c. A donation of \$1,100 from the students of Pine Grove Manor School to Pine Grove Manor School for a new playground at PGM. (Students collected coins for a new playground.)

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Arline   Burton   LaCorte   Lewis   Nagy   Presley   Seamon   Smith-   Brown  
Carrington

**A-3 New Policy - 2nd Reading & Adoption**

Moved:

Seconded:

Approve the second reading and adoption of the following new Policy as detailed in Exhibit A-3 attached hereto and made a part of the minutes:

Policy No. 5141.12      Concussion and Head Injury      (new policy to comply with new law)

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Arline   Burton   LaCorte   Lewis   Nagy   Presley   Seamon   Smith-   Brown  
Carrington

**A-4 Revised Policies - 1st Reading**

Moved:

Seconded:

Approve the first reading of the following revised Policies as detailed in Exhibit A-4.a and A-4.b attached hereto and made a part of the minutes:

- a. Policy No. 5111      Admission      (revision to better reflect district practice)
- b. Policy No. 5117      School Attendance Areas (revision to better reflect district practice)

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Arline   Burton   LaCorte   Lewis   Nagy   Presley   Seamon   Smith-   Brown  
Carrington

**A-5 NJ QSAC Statement of Assurance**

Moved:

Seconded:

Approve the submission of FY2011-2012 New Jersey Quality Single Accountability Continuum Statement of Assurance as detailed in Exhibit A-5 attached hereto and made a part of the minutes.

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Arline   Burton   LaCorte   Lewis   Nagy   Presley   Seamon   Smith-   Brown  
Carrington

## Business Affairs

### 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 \$15,214,455.08 identified in the bills list. (Exhibit B-1.a)
- b. Food Service Enterprise Fund warrants in the amount of \$210,239.74 for the month of November 2011. (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 2011-2012 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) (October & November)
- c. Cash Reconciliation of A-148 & A-149 (Exhibit B-3.c) (October & 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) (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, 2011 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**

Moved:

Seconded:

Approve the following:

- a. An agreement with Hunterdon County Educational Services to provide in-service/professional development training for para-professionals at the rate of \$120 per hour/20 hours, not to exceed \$2,400 – LEA funded, as detailed in Exhibit B-5.a attached hereto and made part of the minutes.
- b. An agreement with Lawrence Booth to provide home-bound instruction for students during their placement at The Carrier Clinic at the rate of \$50 per hour/10 hours per week, not to exceed \$10,000 – LEA funded, as detailed in Exhibit B-5.b attached hereto and made part of the minutes.
- c. An agreement with Eden Institute, Inc. to provide in-home intensive behavioral support one hour per week of family training at a rate of \$150 per hour for a total of 41 hours and 19 direct behavioral therapy at a rate of \$65 per hour for a total of 60 hours, not to exceed \$7,385 – LEA funded, as detailed in Exhibit B-5.c attached hereto and made part of the minutes.
- d. Agreements with Eden Institute, Inc. to provide consultation services for 5 students during the 2011-2012 school year at \$150 per hour plus \$40 per hour for travel, not to exceed \$3,000 – LEA funded, as detailed in Exhibit B-5.d attached hereto and made part of the minutes.
- e. An agreement with Eden Institute, Inc. to provide in-home intensive behavioral support for three hours per week at a rate of \$65 per hour and 12 hours per week of direct behavioral therapy at Franklin Park School at a rate of \$65 per hour for a total of 15 hours per week of service for the 2011-2012 school year, not to exceed \$33,000 – IDEA funded, as detailed in Exhibit B-5.e attached hereto and made part of the minutes.
- f. An agreement with Eden Institute, Inc. to provide in-home behavioral support for three hours per week at a rate of \$65 per hour and 15 hours per week of direct behavioral therapy at the Franklin Park School at a rate of \$65 per hour for a total of 18 hours per week of service from July 5, 2011 to August 19, 2011, not to exceed \$3,300 - IDEA funded, as detailed in Exhibit B-5.f attached hereto and made part of the minutes.
- g. Approve ADT Security Services, Edison, NJ to provide monitoring, inspection and repair services to the District's burglar and fire alarm systems not to exceed \$30,000 for the 2011-12 school year, LEA funded.
- h. An agreement with A.Y.P. Academy by Eldridge Overton School to provide supplemental educational services from December 12, 2011 to July 31, 2012 to eligible students for a fee not to exceed \$1,266 per student per year and not to exceed \$15,192 per year – funded by Title I, as detailed in Exhibit B-5.h attached hereto and made part of the minutes.
- i. A video contract with Special Occasions, Metuchen, NJ to provide camera coverage of the 2012 FHS graduation ceremony and a DVD for Channel 14 in the amount of \$800 – LEA funded, as detailed in Exhibit B-5.i attached hereto and made a part of the minutes.
- j. A proposal with Design Resources Group, Architects, AIA (DRG), Piscataway, NJ for architectural services for nine (9) temporary classroom units at Elizabeth Avenue School (1), Franklin Park School (1), Hillcrest School (2), MacAfee Road School (2), Pine Grove Manor School (1) and Sampson G. Smith School (2), as detailed in Exhibit B-5.j attached hereto and made a part of the minutes. Fees will be 7% of awarded contract amount – LEA funded.
- k. An agreement with Bayada Nurses, Inc. for nursing services for students for the 2011-2012 school year, not to exceed \$160,000 – LEA funded, as detailed in Exhibit B-5.k attached hereto and made part of the minutes.

- i. 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 – February 3, 2012, for a fee of \$7,672.50 – LEA funded, as detailed in Exhibit B-5.l attached hereto and made part of the minutes.
- m. An agreement with Distributed Website Corporation to provide athletic scheduling software from 12/20/11 to 12/20/12 for a fee of \$350 – LEA funded, as detailed in Exhibit B-5.m attached hereto and made part of the minutes.
- n. An agreement with E-Rate Consulting, Inc., Fairfield, New Jersey, to provide consulting services for E-Rate funding not to exceed \$28,500.00 as detailed in Exhibit B-5.n attached hereto and made part of the minutes.
- o. A competitive contract to A.U.S.S.I.E., New York, New York for a total of \$126,000.00, with a per diem rate of \$1,450.00, for Professional Development for K-12 Math for the 2011-2012 school year – LEA funded, as detailed in Exhibit B-5.o attached hereto and made part of the minutes.
- p. An agreement with Joseph L. Mazotas, Princeton, New Jersey to provide appraisal services for a proposed easement on the Franklin High School property for a fee of \$4,500.00 – funded by St. Thomas Syro-Malabar Catholic Church, as detailed in Exhibit B-5.p attached hereto and made part of the minutes.

Arline   Burton   LaCorte   Lewis   Nagy   Presley   Seamon   Smith-Carrington   Brown

**B-6     Resolution Authorizing the Procurement of Goods and Services Through State Agency for the 2011-2012 School Year**

Moved:

Seconded:

Adopt the following resolution:

**WHEREAS**, Title 18A:18A-10 provides that a Board of Education, without advertising for bids or after having rejected all bids obtained pursuant to advertising, therefore, by resolution may purchase any goods or services pursuant to a contract or contracts for such goods or services entered into on behalf of the State by the Division of Purchase and Property; and

**WHEREAS**, the Franklin Township Board of Education has the need, on a timely basis, to procure goods and services utilizing state contracts; and

**WHEREAS**, the Franklin Township Board of Education desires to authorize its purchasing agent for the 2011-2012 school year to make any and all purchases necessary to meet the needs of the school district throughout the school year;

**NOW, THEREFORE, BE IT RESOLVED**, that the Franklin Township Board of Education does hereby authorize the district purchasing agent to make purchases of goods and services entered into on behalf of the State by the Division of Purchase and Property. (Exhibit B-6 attached hereto and made a part of the minutes.)

Arline	Burton	LaCorte	Lewis	Nagy	Presley	Seamon	Smith-Carrington	Brown
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**B-7 Franklin Township School District Tuition Rates**

Moved:

Seconded:

Approve the following Franklin Township Board of Education tuition rates for the 2011-2012 school year:

Pre-K	\$ 9,000
Grades 1-5	\$11,000
Grades 6-8	\$11,500
Grades 9-12	\$12,500

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Arline    Burton    LaCorte    Lewis    Nagy    Presley    Seamon    Smith-  
Carrington    Brown

**B-8 Acceptance and Adoption of Audit for Fiscal Year June 30, 2011**

Moved:

Seconded:

Accept the financial audit and synopsis of the 2010-2011 school year as prepared by the firm Lerch, Vinci & Higgins, Fair Lawn, New Jersey. The audit synopsis (Exhibit B-8) 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.)

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Arline    Burton    LaCorte    Lewis    Nagy    Presley    Seamon    Smith-  
Carrington    Brown

**B-9 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 2010-2011 school year detailed in Exhibit B-9 attached hereto and made a part of the minutes.

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Arline    Burton    LaCorte    Lewis    Nagy    Presley    Seamon    Smith-  
Carrington    Brown

**B-10 Resolution to Amend NJSBAIG Bylaws**

Moved:

Seconded:

**WHEREAS**, the New Jersey School Boards Association Insurance Group (NJSBAIG) Board of Trustees approved proposed amendments to its Bylaws at a public meeting on October 19, 2011 in accordance with Article IX (C) of the current NJSBAIG Bylaws; and

**WHEREAS**, the current NJSBAIG Bylaws require for the proposed amendments to be approved by member school districts; and

**WHEREAS**, seventy-five percent (3/4) of the member school districts must approve the proposed amendments within one hundred eighty (180) days of the hearing on the amendments:

**NOW THEREFORE, BE IT RESOLVED** that the Board does hereby approve the proposed amendments to the NJSBAIG Bylaws as detailed in Exhibit B-10 attached hereto and made part of the minutes.

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Arline    Burton    LaCorte    Lewis    Nagy    Presley    Seamon    Smith-  
Carrington    Brown



<b>Curriculum and Instruction</b>
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**C-1     Out of District Students, School Year 2011-2012**

Moved:

Seconded:

Approve out of district placements for students (Ref. C-1).

Arline	Burton	LaCorte	Lewis	Nagy	Presley	Seamon	Smith- Carrington	Brown
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**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 for academic competitions; 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
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**C-3     Field Trip Applications (*Involving overnight, over 150 miles, or air travel*)**

Moved:

Seconded:

Approve the following field trips:

- a. Franklin High School Model United Nations Club to participate in the 2012 Ivy League Model United Nations Conference sponsored by the University of Pennsylvania in Philadelphia, PA, January 26, 2012 - January 29, 2012 as detailed in Exhibit C-3.a attached hereto and made a part of the minutes.
- b. Franklin High School DECA Club (Distributive Education Club of America) to attend the 2012 DECA State Blue Conference Competition in Cherry Hill, New Jersey, February 28 - March 1, 2012 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
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**C-4 Preschool Disabled Extended School Year Program**

Moved:

Seconded:

Approve an extended school year program for children who are identified as Preschool Children with Disabilities, July 9-27, 2012 from 9:00 a.m. – 1:00 p.m. to be conducted at Franklin Park School Early Childhood Development Center. Staff hours will be from 8:30 a.m. – 1:30 p.m. IDEA funded.

Arline Burton LaCorte Lewis Nagy Presley Seamon Smith- Brown  
Carrington

**C-5 K-4 Special Education Extended School Year Tutorial Program**

Moved:

Seconded:

Approve an extended school year Tutorial Program for grade K-4 Special Education students, July 9-27, 2012 from 9:00 a.m. – 1:00 p.m. to be conducted at Franklin Park School. Staff hours will be from 8:30 a.m. – 1:30 p.m. IDEA funded.

Arline Burton LaCorte Lewis Nagy Presley Seamon Smith- Brown  
Carrington

**C-6 Professional Services**

Moved:

Seconded:

Approve the following professional services:

Exemplars, Underhill, Vermont, to provide professional development titled *Math Exemplars Performance Task Training* to thirty-six (36) district math teachers for a total fee of \$3,450.00 for a 1-day training session during the 2011-2012 school year. LEA funded.

Arline Burton LaCorte Lewis Nagy Presley Seamon Smith- Brown  
Carrington

<b>Personnel</b>
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**P-1 Personnel Report No. 8, dated December 22, 2011**

Moved:

Seconded:

As recommended by the Superintendent of Schools, approve Personnel Report No. 8. (Exhibit P-1 attached hereto and made a part of the minutes.)

Arline Burton LaCorte Lewis Nagy Presley Seamon Smith- Brown  
Carrington

**P-2 Personnel Report No. 9, dated December 22, 2011**

Moved:

Seconded:

As recommended by the Superintendent of Schools, approve Personnel Report No. 9. (Exhibit P-1 attached hereto and made a part of the minutes.)

Arline Burton LaCorte Lewis Nagy Presley Seamon Smith- Brown  
Carrington

**IX. 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
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Returned to open session at \_\_\_\_\_ p.m.

**X. 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
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