

**AGENDA (Revised 6/14/12)**  
**REGULAR BUSINESS MEETING OF THE BOARD OF EDUCATION**  
**FRANKLIN TOWNSHIP PUBLIC SCHOOLS**  
**FRANKLIN MIDDLE SCHOOL AUDITORIUM**  
**JUNE 14, 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  
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  
Ms. Gail Reichg, Director of Personnel  
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 June 8, 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 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 Director of Guidance and personnel negotiations. 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

**Return to Open Session at 7:30 PM.**

**I. Board of Education Student Recognition****II. Staff Recognition: 2011-2012 Teachers of the Year**

David Whitman	Franklin High School
Nicholas Solomon	Franklin Middle School
Theresa Seggio	Sampson G. Smith School
Angela Bartizal	Franklin Park School
Carla Choy	Elizabeth Avenue School
Rosemary Vanora	Conerly Road School
Elizabeth Kuhn	Hillcrest School
Sarah DiGeronimo	MacAfee Road School
Rodney Wilkerson	Pine Grove Manor School

**III. Superintendent's Report****IV. Board President's Report****V. Action to Adopt the Agenda**

Moved:

Seconded:

Arline Burton LaCorte Lewis Nagy Presley Seamon Smith-Carrington Brown

**VI. Committee (Chairs) / Liaison Reports**  
*(various reports included in the packet)***VII. Comments From The Public *(5 minutes per speaker - any topic)*****VIII. Board Member Remarks****IX. New Business**

**R-1 Reports**

Moved:

Seconded:

Acknowledge receipt of the following report attached hereto and made a part of the minutes:

HIB Investigation Report

May 17 to June 6, 2012

Exhibit R-1

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. May 10, 2012

Regular Meeting

Exhibit M-1.a

b. May 24, 2012

Regular Meeting

Exhibit M-1.b.

Arline Burton LaCorte Lewis Nagy Presley Seamon Smith-Carrington Brown

**Administration****A-1 Travel & Related Expense Reimbursement**

Moved:

Seconded:

**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-Carrington Brown

**A-2 Updated 2012-2013 School Calendar**

Moved:

Seconded:

As recommended by the Superintendent of Schools, approve the updated 2012-2013 school calendar as detailed in Exhibit A-2 attached hereto and made a part of the minutes.

Arline Burton LaCorte Lewis Nagy Presley Seamon Smith-Carrington Brown

**A-3 Approval Extensions**

Moved:

Seconded:

RESOLVED, the Board of Education approves the extension of the following until the Board of Education's January 3, 2013 Reorganizational Meeting:

- a. The officers, committees, representatives and liaisons of the Board of Education.
- b. Board Policies & Bylaws.
- c. All existing Board-approved programs and services, curriculum, textbooks, school objectives, and Comprehensive Equity Plan goals until and unless revised by the Franklin Township Board of Education.
- d. The Courier News as the official school district newspaper.
- e. The Home News Tribune and Star Ledger as official alternate newspapers to be used in lieu of The Courier News, when necessary.
- f. Designation of Positions

Assistant Supt. for Business/Board Secretary	Mr. John Calavano
Treasurer of School Monies	Mrs. Kim Esterman
Board Attorney	Parker, McCay, P.A.
Attendance Officer	Mr. Dennis Harris
Auditor	Lerch, Vinci & Higgins
Architect	DRG Architects
Insurance Agent	Suydam Insurance Agency
School Physician	Dr. Ronald Frank
Anti-Bullying Coordinator	Mr. Orvyl Wilson
504 Officer	Mr. Orvyl Wilson
Right-to-Know Contact Person	Dr. John Roberts
AHERA Representative	Mr. Rick Goetz
(Asbestos Hazard Emergency Response Act)	
Public Agency Compliance Officers	Mr. John Calavano/Mr. Brian Bonanno
Affirmative Action Officer	Mrs. Gail Reichg
Purchasing Agent	Mr. John Calavano
Integrated Pest Management Coordinator	Mr. Rick Goetz
District Liaison to DYFS	Ms. Pamela Horn
(Division of Youth and Family Services)	

Arline Burton LaCorte Lewis Nagy Presley Seamon Smith-Carrington Brown

**A-4     Student Code of Conduct**

Moved:

Seconded:

Approve the Student Code of Conduct for the 2012-2013 school year, as detailed in Exhibit A-4 attached hereto and made part of the minutes.

\_\_\_\_\_  
Arline     Burton     LaCorte     Lewis     Nagy     Presley     Seamon     Smith-Carrington     Brown

**A-5     Recognition of Service of Retiring Administrators**

Moved:

Seconded:

As recommended by the Superintendent of Schools, approve the following resolution:

**WHEREAS**, the Franklin Township Board of Education wishes to express its appreciation and gratitude to the retiring administrators for their many years of dedicated service in the school district;

**THEREFORE, BE IT RESOLVED** that the Franklin Township Board of Education formally recognizes the following retiring administrators:

Roman Perez - Supervisor of Child Study Teams - 15 years  
Henry Sherren - Director of Pupil Personnel Services - 40 years

\_\_\_\_\_  
Arline     Burton     LaCorte     Lewis     Nagy     Presley     Seamon     Smith-Carrington     Brown

**A-6     Recognition of Service of Professional and Support Staff**

Moved:

Seconded:

As recommended by the Superintendent of Schools, approve the following resolution:

**WHEREAS**, the Franklin Township Board of Education wishes to express its appreciation and gratitude to retiring employees for their many years of dedicated service in the school district;

**THEREFORE, BE IT RESOLVED** that the Franklin Township Board of Education formally recognizes the following retiring employees:

**Franklin High School**

Gail Bilse - Science Teacher - 19 years  
Ernestine Gamble - Safety Officer - 9 years  
Evelyn Pemberton - Secretary - 14 years  
Joseph Scheper - Science Teacher - 8 years  
Mollie Smith - Food Services - 10 years  
Francisco Villanueva - Safety Officer - 15 years  
Edward Waters - English Teacher - 39 years  
Darlene Wilcox - Special Ed Teacher - 9 years  
Marie Winter - French Teacher - 12 years

**Franklin Middle School**

Laura Bisagni - Special Ed Teacher - 20 years  
Thomas Moon - Language Arts Teacher - 12 years  
Julie Sonnenschein - ESL Teacher - 1 year

**Sampson G. Smith School**

Carl Kirkland - Food Services - 13 years  
Elisabeth Nisbet - Elementary Teacher - 19 years

**Elizabeth Avenue School**

Henry Arce - Bilingual Elem. Teacher - 3 years  
April-Ann Clarke - ESL Teacher - 24 years  
Adalberto Hernandez-Cruz - Head Custodian - 33 years  
Anita Loffa - Food Services - 11 years  
Nadine Worst - Elementary Teacher - 22 years

**Franklin Park School**

Lydia Buonaguro - Elementary Teacher - 7 years  
Ruth Moore - Duty Aide - 13 years

**Hillcrest School**

Vincenza Barcia - Food Services - 9 years

**Pine Grove Manor School**

Diane Beres - Paraprofessional - 12 years  
Suhasini Kairawala - Paraprofessional - 19 years  
Barbara Moreno - Literacy Coach - 25 years  
Elaine Pietrzak - Food Services - 26 years  
Barbara Pulvers - ESL Teacher - 25 years  
Barbara Wynn - Elementary Teacher - 9 years

**Transportation**

Henrietta Gibson - Bus Aide - 21 years

Arline Burton LaCorte Lewis Nagy Presley Seamon Smith-Carrington Brown

<b>Business Affairs</b>
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**B-1 Contract Approval**

Moved:

Seconded:

Approve the following:

- a. Approve Cigna HealthCare Group Benefits renewal rates for the 2012-2013 school year, as described in Exhibit B-1.a attached hereto and made part of the minutes.
- b. Renew a contract with Bollinger Inc., Short Hills, New Jersey for a student and athletic accident insurance, including disability benefit and school trip coverage, at a premium of \$25,654 for the 2012-2013 school year. No increase from the 2011-2012 school year.
- c. Approve Software Maintenance and Support Agreement with EdNet Technologies, LLC for I.E.P. Planner Software, One Year Maintenance Contract for the 2012-2013 school year, in the amount of \$9,824 - LEA funded, as detailed in Exhibit B-1.c attached hereto and made part of the minutes.
- d. Approve a workshop agreement with VBN Training, Brick, New Jersey, to provide a two-day professional development workshop "Managing Problem Behavior in School and Home Settings", in the amount of \$6,201.78 - LEA funded, as detailed in Exhibit B-1.d and made part of the minutes.

Arline Burton LaCorte Lewis Nagy Presley Seamon Smith-Carrington Brown

**B-2 Lease Purchase Financing**

Moved:

Seconded:

Approve a resolution of the Board of Education of The Township of Franklin in the County of Somerset, New Jersey providing for the acquisition and installation of certain equipment through a lease purchase transaction and authorizing execution of a lease purchase agreement and other related agreements and actions necessary to accomplish the transaction, as detailed in Exhibit B-2, attached hereto and made part of the minutes.

Arline Burton LaCorte Lewis Nagy Presley Seamon Smith-Carrington Brown

**B-3 Contract Award – Temporary Classroom Units**

Moved:

Seconded:

Award a contract to ModSpace, Woodbridge, New Jersey, for the acquisition and installation of twelve new temporary classroom units in the amount of \$3,119,904, based on the lowest responsible bid opened on June 12, 2012, as detailed in Exhibit B-3 attached hereto and made part of the minutes.

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 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 Trips (Involving overnight, over 150 miles or air travel)**

Moved:

Seconded:

Approve the following field trips:

- a. Franklin High School's Student Government to attend Lead for Diversity 2012, Youth Leadership Institute, Pocono Environmental Center, Dingman's Ferry, Pennsylvania, July 29 – August 3, 2012, as detailed in Exhibit C-3.a attached hereto and made part of the minutes. Funded by LEA and student activities account.
- b. Franklin High School's Student Government to attend a Leadership Training Conference 2012, Building Leadership Skills at The College of NJ, Ewing, New Jersey, from July 15 – 18, 2012, as detailed in Exhibit C-3.b attached hereto and made part of the minutes. Funded by LEA and student activities account.
- c. Franklin High School's Teen PEP to attend the Annual Teen PEP Peer Leadership Training Retreat, Shawnee on Delaware, Pennsylvania, from July 30 – July 31, 2012, as detailed in Exhibit C-3.c attached hereto and made part of the minutes. Funded by LEA and Franklin Township Municipal Alliance.

Arline Burton LaCorte Lewis Nagy Presley Seamon Smith-Carrington Brown

#### **C-4 Rubicon-ATLAS Curriculum Management System Agreement**

Moved:

Seconded:

Approve an agreement with Rubicon West, Inc. in the amount of \$15,500 for the implementation of the ATLAS Curriculum Management System for the 2012-13 school year, as detailed in Exhibit C-4 attached hereto and made a part of the minutes.

Arline Burton LaCorte Lewis Nagy Presley Seamon Smith-Carrington Brown

#### **C-5 NCLB Carryover Funds**

Moved:

Seconded:

Approve the submission of the amendment to the NCLB FY12 to include the following NCLB FY11 Carry-over Funds as follows:

Title I	\$ 134,372
Title IIA	\$ 36,991
Title III	\$ 9,489
<b>Total</b>	<b>\$ 180,852</b>

Arline Burton LaCorte Lewis Nagy Presley Seamon Smith-Carrington Brown

#### **C-6 Title III Summer Enrichment Program for ESL Students**

Moved:

Seconded:

Approve the Summer Enrichment Program for ESL Students to develop proficiency in English through content-based units and experiences with focused, academic language strategies to current K-4 ESL for four (4) weeks, July 9, 2012 through August 2, 2012, from 8:30 AM to 12:00 PM. The students will be instructed at Pine Grove Manor School. Students are nominated by their teachers. Funded by Title III Federal Funds.

Arline Burton LaCorte Lewis Nagy Presley Seamon Smith-Carrington Brown



**C-7 Inter-local Services Agreement – Franklin Park School**

Moved:

Seconded:

Approve an inter-local services agreement with the Township of Franklin for a shared services summer recreation program, from July 1, 2012 to August 31, 2012, for children enrolled in the school district's extended school year program at Franklin Park School in an amount not to exceed \$9,375, as detailed in Exhibit C-7 attached hereto and made a part of the minutes - LEA funded

Arline Burton LaCorte Lewis Nagy Presley Seamon Smith-Carrington Brown

**C-8 Inter-local Services Agreement – Sampson G. Smith School**

Moved:

Seconded:

Approve an inter-local services agreement with the Township of Franklin for a shared services summer recreation program, from July 1, 2012 to August 31, 2012, for children enrolled in the school district's extended school year program at Sampson G. Smith School in an amount not to exceed \$12,250, as detailed in Exhibit C-8 attached hereto and made a part of the minutes - LEA funded.

Arline Burton LaCorte Lewis Nagy Presley Seamon Smith-Carrington Brown

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

Moved:

Seconded:

Motion to adjourn to confidential session for the purpose of discussing personnel 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 \_\_\_\_\_ p.m.

<b>Personnel</b>
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**P-1 Personnel Report No. 19, dated June 14, 2012**

Moved:

Seconded:

As recommended by the Superintendent of Schools, approve Personnel Report No.19, as detailed in Exhibit P-1 attached hereto and made a part of the minutes.

Arline Burton LaCorte Lewis Nagy Presley Seamon Smith-Carrington Brown

**P-2 Revised 2011-2012 Clerical Salary Guide**

Moved:

Seconded:

Approve the re-numbering of the Clerical Salary Guide for 2011-2012 from Steps 1 – 13 to Steps 0 - 12.

Arline Burton LaCorte Lewis Nagy Presley Seamon Smith-Carrington Brown

**P-3 Job Description**

Moved:

Seconded:

As recommended by the Superintendent of Schools, approve the following job descriptions as detailed in Exhibit P-3.a and P-3.b attached hereto and made part of the minutes:

- a. Director of Pupil Personnel revised
- b. Director of Assessment and Accountability revised

Arline Burton LaCorte Lewis Nagy Presley Seamon Smith-Carrington Brown

**P-4 Approve F.T.S.A.A. Successor Agreement**

Moved:

Seconded:

Approve a Memorandum of Agreement for terms of a successor agreement between the Board of Education and the Franklin Township School Administrative Association for the school years 2012-2013 through 2014-2015 as reviewed by the Board of Education.

Arline Burton LaCorte Lewis Nagy Presley Seamon Smith-Carrington Brown

**P-5 Workers' Compensation Settlement**

Moved:

Seconded:

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

Employee No. 6050 for an amount not to exceed \$26,168.25

Arline Burton LaCorte Lewis Nagy Presley Seamon Smith-Carrington Brown

**BOARD DISCUSSION – Hiring Practices****X. 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 \_\_\_\_\_ p.m.**

**XI. 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