

**AGENDA**  
**REGULAR BUSINESS MEETING OF THE BOARD OF EDUCATION**  
**FRANKLIN TOWNSHIP PUBLIC SCHOOLS**  
**FRANKLIN MIDDLE SCHOOL AUDITORIUM**  
**MAY 30, 2013 – 5:30 P.M.**

**CALL OF ROLL**

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

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

Student Liaisons  
Samantha Connell  
Niti Patel

Mr. Edward Q. Seto, Superintendent of Schools  
Mr. John Calavano, Assistant Superintendent for Business/Board Secretary  
Ms. Every Pagán, Assistant Superintendent for Curriculum & Instruction  
Mrs. Gail Reichg, Director of Personnel  
Ms. Pamela R. Horn, Director of Pupil Personnel Services  
Mr. Orvyl Wilson, Director of School Management

\_\_\_ Members of the Public

**PLEDGE OF ALLEGIANCE**

**MOMENT OF SILENCE**

**OPEN PUBLIC MEETINGS ACT STATEMENT**

In accordance with the "Open Public Meetings Act" P.L. 1975, c. 231 (Sunshine Law), the schedule and notification of this meeting have been provided for on January 4, 2013, May 13, 2013 and May 22, 2013. Copies of this notice were faxed to the **Courier News**, the **Home News Tribune**, the **Star-Ledger**, the **Trenton Times**, Franklin Township Clerk/Manager, WCTC Radio, District Schools, Offices and Associations, PTO Presidents, and posted on the Central Administration Building notice board.

**MISSION STATEMENT OF THE FRANKLIN TOWNSHIP PUBLIC SCHOOLS**

The Mission of the Franklin Township Public Schools is to provide excellent educational opportunities that meet or exceed New Jersey Core Curriculum Content Standards for every student; maintain an environment that engenders an appreciation of the value of every student; develop every student to his/her highest potential; and instill the attitudes, skills, and knowledge necessary to become independent, contributing members of a democratic, multi-cultural society.

**DISTRICT GOALS**

**CURRICULUM AND INSTRUCTION:** *To 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.*

**I. Action to Adopt the Agenda**

Moved:

Seconded:

Arline Burton Lewis Nagy Seamon Smith-Carrington Trautmann Whalen Presley

**II. Confidential Session - Library**

Moved:

Seconded:

Motion to adjourn to confidential session for the purpose of discussing the Superintendent's Evaluation. . Minutes of the confidential session meeting will be made public when the reason for confidentiality no longer exists.

Arline Burton Lewis Nagy Seamon Smith-Carrington Trautmann Whalen Presley

**Return to open session at 7:30 pm in the Auditorium**

**III. Presentations (10 minutes each)**

➤ **"See Something, Hear Something, Say Something" Art Contest Winners**

Jashea Willis	Franklin High School
Adrianna Santiago	Franklin Middle School
Candace Gely	Sampson G. Smith School
Celine Matthews	Hillcrest School
Leah Cundiff	MacAfee Road School
Norelys Cordero	Pine Grove Manor School
Romeo Machado-Slover	Elizabeth Avenue School
Isabella Bejar	Franklin Park School
Vinay Panchal	Conerly Road School

➤ **Staff Recognition: 2012-2013 Teachers of the Year**

Mr. Daniel Mayer	Franklin High School
Ms. Tara-Lynn Walter	Franklin Middle School
Mr. Al Ragonese	Sampson G. Smith School
Ms. Susan Ladd	Conerly Road School
Ms. Monica Grosso	Elizabeth Avenue School
Ms. Brooke Glassberg	Franklin Park School
Ms. Despina Laverick	Hillcrest School
Ms. Nadine Bent	MacAfee Road School
Ms. Megan Roth	Pine Grove Manor School

➤ **State Assessment Presentation on "ACCESS for ELL" (English Language Learners)**

*Julie Ochoa, Supervisor, ESL/Bilingual Program*

➤ **Graduation Rates for Franklin High School:** *Ms. Eveny Pagán, Assistant Superintendent for Curriculum & Instruction, and Mr. James Bever, Principal, Franklin High School*

➤ **Alternative High School:** *Mr. Orvyl Wilson, Director of School Management*

- IV. Superintendent's Report**
- V. Board President's Report**
- VI. Committee/Liaison Reports**
- 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 reports, attached and made a part of the minutes:

- |    |                             |                         |
|----|-----------------------------|-------------------------|
| a. | Principals' Reports         | April                   |
| b. | Attendance Officer's Report | April                   |
| c. | Enrollment Report           | April                   |
| d. | Fire Drill Report           | April                   |
| e. | Suspension Report           | April                   |
| f. | HIB Investigation Report    | April 30 – May 20, 2013 |

Arline   Burton   Lewis   Nagy   Seamon   Smith-Carrington   Trautmann   Whalen   Presley

### M-1 Minutes of Board Meetings

Moved:

Seconded:

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

- |    |                |              |               |
|----|----------------|--------------|---------------|
| a. | April 11, 2013 | Confidential | Exhibit M-1.a |
| b. | April 25, 2013 | Regular      | Exhibit M-1.b |
| c. | May 9, 2013    | Regular      | Exhibit M-1.c |

Arline   Burton   Lewis   Nagy   Seamon   Smith-Carrington   Trautmann   Whalen   Presley

### 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 Lewis Nagy Seamon Smith-Carrington Trautmann Whalen Presley

## **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 May 9, 2013; 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 meetings on May 9, 2013.

Arline Burton Lewis Nagy Seamon Smith-Carrington Trautmann Whalen Presley

**A-3 Policy Revisions – 1st Reading**

Moved:

Seconded:

Approve the first reading of revisions to the following Policy as detailed in Exhibit A-3 attached hereto and made a part of the minutes:

Policy No. 5111 Admission

Arline Burton Lewis Nagy Seamon Smith-Carrington Trautmann Whalen Presley

**A-4 Bylaw Revisions – 2<sup>nd</sup> Reading & Adoption**

Moved:

Seconded:

Approve the second reading and adoption of revisions to the following Bylaws as detailed in Exhibit A-4.a, A-4-b. and A-4 c. attached hereto and made a part of the minutes:

- |                    |   |
|--------------------|---|
| a. Bylaw 9322      | Public and Executive Session                              |
| b. Bylaw 9325.2    | Public Participation at Board Meetings                    |
| c. Bylaw 9323/9324 | Agenda Preparation – Advance Delivery of Meeting Material |

Arline Burton Lewis Nagy Seamon Smith-Carrington Trautmann Whalen Presley

**A-5 Change of Name and Format for Board Meetings**

Moved:

Seconded:

Adopt the following resolution:

The Franklin Township Board of Education, having revised Bylaw 9322: Public and Executive Session, to change the name and format of its Regular Business Meetings to either a Work Session or an Action Meeting, designates the June 25, 2013, July 25, 2013 and August 22, 2013 Board of Education meetings as Action Meetings.

Arline Burton Lewis Nagy Seamon Smith-Carrington Trautmann Whalen Presley

**A-6 Accept Donation**

Moved:

Seconded:

Accept, with appreciation, the following donation:

A donation in the amount of \$500 from Corey C. Cartwright, Port Saint Lucie, FL., to be applied to the Franklin High School Football Club for football field and camera equipment.

Arline Burton Lewis Nagy Seamon Smith-Carrington Trautmann Whalen Presley

**A-7 Corrective Action Plan**

Moved:

Seconded:

Approve submission of a Corrective Action Plan for breach of test security procedures on ACCESS for ELLs testing at Franklin Middle School as detailed in Exhibit A-7 attached hereto and made a part of the minutes.

Arline Burton Lewis Nagy Seamon Smith-Carrington Trautmann Whalen Presley

**A-8 Approve Ad Hoc Advisory Committee (Exhibit will be sent to the Board prior to meeting)**

Moved:

Seconded:

Approve the following:

The Franklin Township Board of Education, having created an Ad Hoc Advisory Committee on May 9, 2013 to research ways and make recommendations to address issues such as discrimination, sensitivity to and acceptance of cultural and racial diversity, and the responsible use of social media, approves the Committee and Committee Members as detailed in Exhibit A-8 attached hereto and made a part of the minutes.

Arline Burton Lewis Nagy Seamon Smith-Carrington Trautmann Whalen Presley

<b>Business</b>
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**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 \$13,152,227.77 identified in the bills list. (Exhibit B-1.a)
- b. Food Service Enterprise Fund warrants in the amount of \$270,901.73 for the month of April 2013. (Exhibit B-1.b)

Arline Burton Lewis Nagy Seamon Smith-Carrington Trautmann Whalen Presley

**B-2 Transfer of Funds**

Moved:

Seconded:

Approve Account Transfers No. 10 for the 2012-2013 school year, "other than per pupil," as identified in Exhibit B-2 attached hereto and made a part of the minutes.

Arline Burton Lewis Nagy Seamon Smith-Carrington Trautmann Whalen Presley

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

Arline Burton Lewis Nagy Seamon Smith-Carrington Trautmann Whalen Presley

**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 April 30, 2013 after review of Secretary's monthly financial report and upon consultation with the appropriate district officials, to the best of our knowledge no major account or fund has been over expended in violation of N.J.A.C. 6A:23-2.11(b) and that sufficient funds are available to meet the district's financial obligations for the fiscal year.

Arline   Burton   Lewis   Nagy   Seamon   Smith-Carrington   Trautmann   Whalen   Presley

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

Moved:

Seconded:

Approve the following:

- a. A proposal with Design Resources Group, Architects, AIA (DRG), Piscataway, NJ for architectural services for re-roofing work at Hillcrest School, MacAfee Road School and Sampson G. Smith School, not to exceed \$65,000 plus reimbursable expenses, as detailed in Exhibit B-5.a attached hereto and made a part of the minutes.
- b. A proposal with Design Resources Group, Architects, AIA (DRG), Piscataway, NJ to conduct additional environmental sampling on the Claremont Road property, as requested by the DEP, for \$3,470 plus reimbursable expenses, as detailed in Exhibit B-5.b attached hereto and made a part of the minutes.
- c. An agreement with the accounting firm of Lerch, Vinci & Higgins, LLP to perform the annual audit for the 2013-2014 school year as detailed in Exhibit B-5.c attached hereto and made a part of the minutes.

Arline   Burton   Lewis   Nagy   Seamon   Smith-Carrington   Trautmann   Whalen   Presley

**B-6 Change Orders**

Moved:

Seconded:

- a. Ratify the approval of Change Order No. 5 to ModSpace, Woodbridge, NJ, for all Temporary Classroom Units for \$65,742.92, as identified in Exhibit B-6.a attached hereto and made part of the minutes.
- b. Ratify the approval of Change Order No. 6 to ModSpace, Woodbridge, NJ, for all Temporary Classroom Units for \$55,076.47, as identified in Exhibit B-6.b attached hereto and made part of the minutes.
- c. Ratify the approval of Change Order No. 1 to Aero Plumbing & Heating Co., Vienna, NJ, for the hot water heater project at Franklin Middle School for \$1,820.06, as identified in Exhibit B-6.c attached hereto and made part of the minutes.

Arline   Burton   Lewis   Nagy   Seamon   Smith-Carrington   Trautmann   Whalen   Presley

**B-7 Bid Award - Transportation**

Moved:

Seconded:

Transportation contracts for the 2013-2014 to Atlantic Express, New Brunswick, NJ; Layla Transportation, Piscataway, NJ; Mercy Transportation, Somerset, NJ and Trans Ed, New Brunswick, NJ, on the basis of the lowest responsible bid opened on April 10, 2013 as detailed in Exhibit B-7, identified as "Suggested Award" and "Bid Tabulation", attached hereto and made a part of the minutes.

Arline Burton Lewis Nagy Seamon Smith-Carrington Trautmann Whalen Presley

**B-8 Cancellation of Outstanding Checks**

Moved:

Seconded:

Approve the cancellation of outstanding checks as detailed in Exhibit B-7 attached hereto and made a part of the minutes.

Arline Burton Lewis Nagy Seamon Smith-Carrington Trautmann Whalen Presley

<b>Curriculum and Instruction</b>
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**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 Lewis Nagy Seamon Smith-Carrington Trautmann Whalen Presley

**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 Lewis Nagy Seamon Smith-Carrington Trautmann Whalen Presley

**C-3 Extended School Day Child Care Program 2013-2014 School Year**

Moved:

Seconded:

Approve the schedule of fees for the Franklin Township Board of Education's Extended School Day Child Care C.A.R.E. (Culture-Arts-Recreation-Enrichment) Program for the school year 2013-2014 as detailed in Exhibit C-3 attached hereto and made a part of the minutes. (No increase from last year.)

Arline Burton Lewis Nagy Seamon Smith-Carrington Trautmann Whalen Presley



**C-4 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 for children enrolled in the school district's extended school year program at Franklin Park School. This program will run for a three week period from July 8, 2013 through July 26, 2013 on a daily basis, Monday through Friday, from approximately 12:30 pm to 3:00 pm for a cost of \$75.00 per student, for an amount not to exceed \$9,375, as detailed in Exhibit C-4 attached hereto and made a part of the minutes - LEA funded.

Arline Burton Lewis Nagy Seamon Smith-Carrington Trautmann Whalen Presley

**C-5 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 for children enrolled in the school district's extended school year program at Sampson G. Smith School. This program will run for a six week period from July 1, 2013 through August 9, 2013 on a daily basis, Monday through Friday, from approximately 8:30 am to 4:30 pm for a cost of \$1,439 per student, plus up to \$656.00 in extra teacher fees, for an amount not to exceed \$29,436, as detailed in Exhibit C-5 attached hereto and made a part of the minutes - LEA funded.

Arline Burton Lewis Nagy Seamon Smith-Carrington Trautmann Whalen Presley

**C-6 Amendment to 2012-2013 IDEA Application**

Moved:

Seconded:

Approve the acceptance of the 2012-2013 I.D.E.A. Amendment (Individualized with Disabilities Education Act) with the following changes:

Changes in purchasing of supplies which resulted in moving funds to different account lines for the purchase of the following:

Preschool: Equipment for Preschool Disability Program

Arline Burton Lewis Nagy Seamon Smith-Carrington Trautmann Whalen Presley

**C-7 Alternative Education Plan**

Moved:

Seconded:

Approve the Franklin Township Alternative Education Plan as presented at the May 30, 2013 Board of Education Meeting and detailed in Exhibit C-7 attached hereto and made a part of the minutes.

Arline Burton Lewis Nagy Seamon Smith-Carrington Trautmann Whalen Presley

<b>Personnel</b>
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**P-1    Personnel Report No. 21, dated May 30, 2013**

Moved:

Seconded:

As recommended by the Superintendent of Schools, approve Personnel Report No. 21, as detailed in Exhibit P-1 attached hereto and made a part of the minutes.

Arline   Burton   Lewis   Nagy   Seamon   Smith-Carrington   Trautmann   Whalen   Presley

**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   Lewis   Nagy   Seamon   Smith-Carrington   Trautmann   Whalen   Presley

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   Lewis   Nagy   Seamon   Smith-Carrington   Trautmann   Whalen   Presley