

**MINUTES
WORK SESSION OF THE BOARD OF EDUCATION
FRANKLIN TOWNSHIP PUBLIC SCHOOLS
FRANKLIN MIDDLE SCHOOL LIBRARY/CAFETERIA
NOVEMBER 14, 2013 – 6:42 PM**

CALL OF ROLL

Mr. Richard E. Arline	Mr. Richard Seamon
Mr. Delvin Burton	Ms. Keisha Smith-Carrington – departed at 7:43 PM & returned at 7:56 PM
Mr. Thomas J. Lewis – arrived at 7:50 PM	Mr. Robert T. Trautmann – arrived at 7:50 PM
Mrs. Eva M. Nagy, Vice President	Mrs. Betty Whalen – departed at 8:35 PM
Dr. Julia M. Presley, President	

Mr. Edward Q. Seto, Superintendent of Schools – arrived at 7:50 PM
Mr. John Calavano, Assistant Superintendent for Business/Board Secretary
Ms. Eveny Pagán, Assistant Superintendent for Curriculum & Instruction – arrived at 7:50 PM
Mrs. Gail Reichg, Director of Personnel – arrived at 7:50 PM
Ms. Lynne Crawford, Director of Pupil Personnel Services – arrived at 7:50 PM
Mr. Orvyl Wilson, Director of School Management – arrived at 7:50 PM

And 20 Members of the Public

PLEDGE OF ALLEGIANCE – Mrs. Whalen led the Board in the pledge.

MOMENT OF SILENCE

OPEN PUBLIC MEETINGS ACT STATEMENT

Mr. Calavano read the following 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 August 23, 2013 and November 7, 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.

Mr. Seamon read the following statement:

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 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.*

COMMUNICATIONS AND PUBLIC ENGAGEMENT: *To promote community engagement and effective communication to and from all stakeholders.*

CULTURE AND CLIMATE: *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.*

FACILITIES: *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. Action to Adopt the Agenda

Moved: Mr. Seamon Seconded: Mrs. Whalen

<u>Yes</u>	<u>Yes</u>	<u>Absent</u>	<u>Yes</u>	<u>Yes</u>	<u>Absent</u>	<u>Absent</u>	<u>Yes</u>	<u>Yes</u>
Arline	Burton	Lewis	Nagy	Seamon	Smith-Carrington	Trautmann	Whalen	Dr. Presley

Confidential Session – Library

Moved: Mrs. Nagy Seconded: Mr. Burton

Motion to adjourn to confidential session at 6:45 PM to discuss matters of attorney-client privilege. Minutes of the confidential session will be made public when the reason for confidentiality no longer exists.

<u>Yes</u>	<u>Yes</u>	<u>Absent</u>	<u>Yes</u>	<u>Yes</u>	<u>Absent</u>	<u>Absent</u>	<u>Yes</u>	<u>Yes</u>
Arline	Burton	Lewis	Nagy	Seamon	Smith-Carrington	Trautmann	Whalen	Dr. Presley

Returned to open session at 7:50 PM in the Cafeteria.

Reconvening roll call – All board members were present, with the exception of Ms. Smith-Carrington.

II. Presentation

NJQSAC (New Jersey Quality Single Accountability Continuum) by Mrs. Phyllis Bruno, Director - Social Studies, Technology Education & Work Readiness.

III. Superintendent's Update

Tragedy in the Philippines

We were all greatly saddened by the news of the devastation in the Philippines last week. Typhoon Haiyan has caused a great loss of life and damage to that country. Our thoughts and prayers go out to those in the Philippines and the members of our community who have family or friends there. Several of our schools have begun fundraising efforts for the victims of the storm in the Philippines while other schools are conducting food drives for our neediest families here in Franklin. I have always been very proud of the way our staff and students step up to help those in need. Information on donating to relief efforts in the Philippines can be found on the International Committee of the Red Cross and the UNICEF websites.

Upcoming Testing Report Presentation

In a few weeks, we will present the 2013 State Assessment Presentation with Progress toward District Goals. This report will represent achievement and growth as measured by the State of New Jersey's new accountability system under the ESEA Flexibility Waiver. To provide a context for student performance data, promote thoughtful discourse and an understanding of how student progress is being measured, the process for this year's presentation will vary slightly from last year.

At a Special Board Meeting on Wednesday, December 4th, the 2013 State Assessment Presentation will be given. To facilitate the interpretation of the content, the presentation will include an explanation of calculation methods. The presentation will be presented in three (3) sections or segments, by grade span, with a specific time allotted for each section or segments. Elementary Grade Span K-4 presentations from 6:30 PM – 7:15 PM; Sampson G. Smith / Franklin Middle School from 7:20 PM - 8:05 PM; and the last segment, Franklin High School from 8:10 PM – 8:55 PM.

Board members will have the opportunity to ask clarifying questions during the presentation and submit substantive questions in writing following the meeting. Members of the public will have the opportunity to submit questions regarding the presentation in writing at the meeting. Responses to the questions which are submitted will be provided at the December 19, 2013 board meeting.

Later in the school year, mini presentations will be made to address specific areas. Those will include school level presentations by Principals, as well as presentations in the areas of Science, School Improvement Plan Overviews for Focus Schools and ACCESS for ELLs.

Questions from the Last Meeting

Several questions were raised at the last Board of Education meeting. One of the questions was what happened to old computers in the district. Computers in the schools from two years ago were mostly very old and were donated to Urban Renewal. Anything that was usable and still had a warranty was re-assigned to upgrading some very old administrative computers. Computers that are stored in the basement of Sampson G. Smith are computers waiting to go into the field, which are secured, or computers waiting to go to recycling.

Substitute Teacher Pay Rate Questions

I would like to ask Mrs. Gail Reichg to answer the questions that were posed at the last meeting regarding substitute teach pay rates.

Mrs. Gail Reichg, Director of Personnel, reported the following:

During the October 17, 2013 Board meeting, several people asked questions regarding the revised substitute teacher rates.

One speaker stated that the budgeted amount of \$775,000 for the 2013-2014 school year for substitute coverage grades 1-12 was inflated. The speaker stated that there was enough budgeted, with the \$775,000 of funding, to cover every teacher for 17 days of absence. The budgeted amount of \$775,000 for substitute coverage grades 1-12 for the 2013-2014 school year is not inflated. Last year, the funds that were expended for substitute coverage for grades 1-12 were approximately \$975,000, so the budgeted amount of \$775,000 for the 2013-2014 is not an inflated amount.

It is also important to note that the substitute funding line covers more than substitute coverage for teachers who are absent due to illness, injury, and other needs. The substitute line also covers teachers on maternity leave who are using sick days, teachers on extended medical leaves who are using sick days and compensation for emergency coverage. For example, if a teacher contracts a serious illness, they may be out and require substitute coverage for the full year of 180 days at a cost of over \$17,000 annually for a single teacher vacancy. Factors such as maternity leaves, leaves for extended illnesses, and emergency coverage are taken into account when developing the budget and were included in the \$775,000 allocated for substitute coverage.

A speaker referenced the letters that substitutes received when they are reappointed. She stated that for the 2012-2013 school year she received her reappointment letter in July of 2012 and that the reappointment letter for 2013-2014 was delayed. The approval process for substitute teachers was on the same timeline for both 2012-2013 and 2013-2014. The board approved substitute reappointments for the 2012-2013 school year on July 26, 2012, at its regularly-scheduled meeting, and the reappointment letters were sent after the meeting. The same timetable was followed for the 2013-2014 school year. The board approved substitute reappointments for 2013-2014 on July 25, 2013, and the appointment letters were sent on or about August 6, 2013. So the process for notifying substitute teachers of their board approval was consistent for both 2012-2013 and 2013-2014.

A speaker stated that there was a breach of contract since the 2012-2013 appointment letter included the statement, "If a non-degreed/degreed substitute teacher works 120 or more days in a school year, they start the next school year at \$110." There was no breach of contract. The statement that that the speaker referenced was issued to substitute teachers prior to the start of the 2012-2013 school year. The statement that the speaker referenced was not issued for the current school year, the 2013-2014 school year.

Substitute teachers were notified via letter in August of 2013 that the substitute rates for 2013-2014 were changed. Mr. Brian Bonanno, Manager of Administrative Services, spoke with the board attorney, Mr. Robert Tosti. Mr. Tosti confirmed that there is no breach of contract on this matter.

At the October 17, 2013, Board meeting, Ms. Lorri Mountainland, FTEA President, volunteered to collect the substitute teacher pay rates for Somerset County districts. Ms. Mountainland received responses from 10 Somerset County districts.

- Reported substitute rates ranged between \$80 and \$90 per diem.
- Somerset County Vocational Technical School reported a per diem rate of \$100.
- The rate for Watchung Hills is \$80 - \$100 per diem.

A speaker requested that the Board vote to pay teachers who worked 120 days during 2012-2013 at the per diem rate of \$110 for the 2013-2014 school year. The estimated cost to the district for implementing this proposed change to the compensation rate for these substitute teachers for the 2013-2014 school year is \$139,120. This number is based on a projection of 47 substitute teachers working 148 days at \$110 per day vs. working at \$90 per day. The substitute pay rate for the 2013-2014 school year is either \$85 or \$95 per diem, so the \$90 per diem amount was used for projection purposes.

Again, the estimated cost to the district for implementing the proposal of paying the substitute teachers who worked 120 days during 2012-2013, at the per diem rate of \$110 for the 2013-2014 school year is \$139,120.

Several substitute teachers took time to meet with me this fall with questions, concerns and suggestions. If substitute teachers have additional questions, I encourage them to contact me at the Personnel Office. Thank you.

At this time, Mr. Seto concluded his report.

IV. Did You Know?

Board President, Dr. Presley shared the following Did You Know? news:

Sampson G. Smith School

Jody D'Emilio, a representative from the American Heart Association, named SGS as the number one fundraiser in all of Somerset County for raising so much money for this wonderful association.

Franklin Middle School Track

Track Coach, Justin Miller, reported that our students ran three championship races. One was at Great Adventure, which our boys won, out of 14 schools. Our girls finished 5th at the Summit Invitational, which included 26 schools.

We also had two dynamic student athletes stand out this year, Jordyn Wright and Damani Wainwright. They shattered school records on every course they ran as seventh graders. Jordyn especially is the best female distance runner to come through the school in at least the last 20 years and Damani has that potential as well for the boys.

These students ran 5-7 miles a day three days a week over the summer. Damani and Jordyn both finished first or second in every single race this year except larger meets. In the larger meets with 8, 14 and 26 schools (and 150-450 runners), Damani finished 2nd, 3rd and 4th and Jordyn finished 2nd, 5th, and 4th.

We are very proud of these athletes.

Beautification Project at Elizabeth Avenue School

Travis Schwarz, an FHS Senior and Honors Student and also the son of district Health Teacher, Christine Schwarz, led a group of boy scouts and adults in completing a beautification project at Elizabeth Avenue School before the start of this school year. To attain his Eagle Rank in BSA Troop 100 out of Griggstown, Travis drafted a proposal to refurbish the blacktop playground including the re-painting of the United States map, two kickball fields, two hopscotch boards, keys for the basketball court and re-lining the four-square courts. His crews also built and placed planter boxes on the railings of each of the 'back' entrances to two of the new trailers, as well as two floor planters to help block the air conditioner that extends onto the deck of the new trailers. His last part to the project was to create and lay two block patios for the picnic tables in the courtyard.

Thank you to Travis and his supporters for their hard work.

Franklin High School Production

The Franklin High School production of Arsenic and Old Lace will be on November 22nd and 23rd. Mark your calendars. More information is posted on the website.

Please bring a nonperishable food item if you attend the play to benefit the Franklin Food Bank.

V. Comments From The Public *(5 minutes per speaker – agenda items only)*

The meeting was opened for public comment at 8:11 PM on a motion by Mr. Seamon, seconded by Mr. Trautmann. All board members were in agreement. Public comments were heard by the Board of Education. The following is a brief synopsis of comments made by the public.

MOTION

Moved: Ms. Smith-Carrington

Seconded: Mr. Burton

Motion to allow one public comment from a student for a non-agenda item.

<u>Yes</u>	<u>Yes</u>	<u>Yes</u>	<u>Yes</u>	<u>Yes</u>	<u>Yes</u>	<u>Yes</u>	<u>Yes</u>	<u>Yes</u>
Arline	Burton	Lewis	Nagy	Seamon	Smith-Carrington	Trautmann	Whalen	Dr. Presley

FHS Cadet, Nicholas Volpe, spoke about issues with block scheduling that are causing anxiety among students. The 4-minute passing time between classes is not adequate time to get to class. The 30-minute lunch periods are not long enough for many students to eat lunch, resulting in students choosing not to eat lunch at all. He also stated that students are losing two weeks of learning over the course of the school year with block scheduling. He requested that these drawbacks be considered in the 2014-15 school year.

Motion to close the public portion of the meeting at 8:15 PM by Mr. Trautmann, seconded by Mr. Lewis. All board members were in agreement.

VI. Committee/Liaison Reports

Ms. Smith-Carrington, Advisory Committee for Social Justice & Social Responsibility Chair, reported on the September 9th and November 6th meetings.

Mr. Seamon, Facilities Committee Chair, reported on the September 16th meeting.

Mr. Burton, Finance Committee Chair, reported on the September 23rd and October 14th meetings.

Mr. Arline, Personnel Committee Chair, reported on the October 29th meeting.

Mrs. Whalen, Communications Ad Hoc Committee Chair, reported on the October 9th meeting.

Mrs. Nagy, Policy Committee Chair, reported on the November 6th meeting.

Mr. Lewis, Safety Ad Hoc Committee Chair, reported on the November 12th meeting.

Ms. Smith-Carrington, Curriculum Committee Chair, reported on the November 4th meeting.

VII. New Business

1. Review of November 21, 2013 Action Meeting Agenda

MOTION

Moved: Mr. Trautmann Seconded: Mr. Burton

Motion to place board discussion on issues relating to the New Jersey School Boards Association Field Representative on the November 21, 2013 Action Meeting agenda.

<u>Yes</u>	<u>Yes</u>	<u>Yes</u>	<u>No</u>	<u>Yes</u>	<u>No</u>	<u>Yes</u>	<u>Absent</u>	<u>No</u>
Arline	Burton	Lewis	Nagy	Seamon	Smith-Carrington	Trautmann	Whalen	Dr. Presley

2. Action Items for November 14, 2013

Action Items

HIB Investigation Report

R-01 HIB (Harassment, Intimidation & Bullying) Investigation Report

Moved: Mr. Seamon Seconded: Mr. Trautmann

Acknowledge receipt of the HIB Investigation Report for the period October 8, 2013 through November 4, 2013 as detailed in the exhibit attached hereto and made a part of the minutes. (Exhibit R-01)

<u>Yes</u>	<u>Yes</u>	<u>Yes</u>	<u>Yes</u>	<u>Yes</u>	<u>Yes</u>	<u>Yes</u>	<u>Absent</u>	<u>Yes</u>
Arline	Burton	Lewis	Nagy	Seamon	Smith-Carrington	Trautmann	Whalen	Dr. Presley

Administration

A-01 Affirm Harassment, Intimidation and Bullying Decisions

A-02 New Jersey Quality Single Accountability Continuum

A-03 American Education Week

A-04 Educational Support Professionals Recognition

Moved: Mr. Seamon Seconded: Mr. Trautmann

A-01 Affirm Harassment, Intimidation and Bullying Decisions

Whereas, the Franklin Township Board of Education has received and accepted HIB Investigation Reports at its regularly scheduled Board of Education meeting on October 17, 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 October 17, 2013.

A-02 New Jersey Quality Single Accountability Continuum

Be it Resolved that the New Jersey Quality Single Accountability Continuum (NJQSAC) District Performance Reviews (DPRs) and Statements of Assurances (SOAs) for the Franklin Township Public School District be approved for submission to the New Jersey Department of Education, Office of the Executive County Superintendent of Schools.

A-03 American Education Week

Whereas, public schools are the backbone of our democracy, providing young people with the tools they'll need to maintain our nation's precious values of freedom, civility, and equality; and

Whereas, by equipping young Americans with both practical skills and broader intellectual abilities, schools give them hope for and access to a productive future; and

Whereas, education employees, be they custodians or teachers, bus drivers or librarians, work tirelessly to serve our children and communities with care and professionalism; and

Whereas, schools are community focal points, bringing together adults and children, educators and volunteers, business leaders and elected officials in a common enterprise;

Now, Therefore be it Resolved, the Franklin Township Board of Education hereby proclaims November 18-22, 2013 as the observance of American Education Week.

A-04 Educational Support Professionals Recognition

Whereas, the Franklin Township Public School District relies on a wide variety of dedicated support staff in the Paraprofessional, Secretarial/Clerical, Maintenance, Grounds, Custodial, Security, Transportation, and Cafeteria departments; and

Whereas, the educational support professionals employed in the Franklin Township Public School District make vital contributions to the health, safety, security, comfort, and education of more than 7,000 students, teachers, and other school personnel each day; and

Whereas, the education of Franklin Township's children, along with the protection of the capital investment of the community's public school facilities, could not be maintained without the dedicated service of these educational support professionals; and

Whereas, the Franklin Township Board of Education, the Superintendent of Schools, and the entire school district community wish to recognize the contributions and accomplishments of the men and women who provide these support services in our district;

Now, Therefore be it Resolved, that the Franklin Township Board of Education joins the nation and hereby proclaims Wednesday, November 20, 2013, Educational Support Professionals Day throughout all of the public schools, buildings, and facilities in Franklin Township; and

Be it Also Resolved that a copy of this Resolution shall be distributed to school personnel, PTSO/PTO leadership, and the community at large to give public thanks and appreciation for the dedication and effort of these important public servants.

<u>Yes</u>	<u>Yes</u>	<u>Yes</u>	<u>Yes</u>	<u>Yes</u>	<u>Yes</u>	<u>Absent</u>	<u>Yes</u>	<u>Yes</u>
Burton	Lewis	Nagy	Seamon	Smith-Carrington	Trautmann	Whalen	Arline	Dr. Presley

Curriculum

C-01 Curriculum Approval

Moved: Mr. Trautmann

Seconded: Mr. Lewis

Approve the following new curriculum to commence with the 2013-2014 school year:

- a) Fine, Visual & Performing Arts Curriculum K-12
- b) School Counseling Curriculum 9-12

<u>Yes</u>	<u>Yes</u>	<u>Yes</u>	<u>Yes</u>	<u>Yes</u>	<u>Absent</u>	<u>Yes</u>	<u>Yes</u>	<u>Yes</u>
Lewis	Nagy	Seamon	Smith-Carrington	Trautmann	Whalen	Arline	Burton	Dr. Presley

VIII. Old Business - None

IX. Comments From The Public *(5 minutes per speaker – any items)*

The meeting was opened for public comment at 8:49 PM on a motion by Ms. Smith-Carrington, seconded by Mr. Burton. All board members were in agreement. Public comments were heard by the Board of Education. The following is a brief synopsis of comments made by the public.

Linda Powell spoke about her daughter's negative experience with the lunch periods at the high school. She indicated that Mr. Bevere told her that our Food Service Department is outsourced to Sodexo, that we are short-staffed and unable to fill vacant positions. She also spoke about the 4-minute passing time between classes.

Cynthia Burwell-Alston commented on the Franklin Advocate article from a parent, Mr. Seto's reading of the Christmas cards, the three prepared statements which addressed the Christmas cards and the Homecoming Dance. She also spoke of Mr. Sherren's statements at the last board meeting and job performance, and Mr. Trautmann's request regarding the Superintendent's renewal vote.

John Felix spoke about the I-Ready Software and questioned which schools and what content areas the software will address.

Angela Barkley spoke about mobility rates for 2009-2010 and that AYP's (Adequate Yearly Progress) went from 3 schools being classified when Mr. Seto joined the school district to 9 schools being classified.

Motion to close the public portion of the meeting at 9:02 PM by Ms. Smith-Carrington, seconded by Mr. Burton. All board members were in agreement.

Adjournment

Moved: Ms. Smith-Carrington

Seconded: Mr. Burton

Action to adjourn at 9:03 PM.

<u>Yes</u>	<u>Yes</u>	<u>Yes</u>	<u>Yes</u>	<u>Yes</u>	<u>Yes</u>	<u>Absent</u>	<u>Yes</u>	<u>Yes</u>
Burton	Lewis	Nagy	Seamon	Smith-Carrington	Trautmann	Whalen	Arline	Dr. Presley

Respectfully submitted,

John Calavano
Board Secretary