

**AGENDA**  
**ACTION MEETING OF THE BOARD OF EDUCATION**  
**FRANKLIN TOWNSHIP PUBLIC SCHOOLS**  
**FRANKLIN MIDDLE SCHOOL CAFETERIA & ROOM 313**  
**NOVEMBER 19, 2015 – 6:00 P.M.**

**CALL OF ROLL**

Mrs. Christine Danielsen  
Mrs. Nancy LaCorte, Vice President  
Mr. Edward Potosnak, III, President  
Dr. Julia Presley  
Mr. Richard Seamon

Ms. Patricia E. Stanley  
Mrs. Margaret E. Steele  
Ms. Latee E. Walton-McCleod  
Mrs. Betty Whalen

Student Liaisons  
Sophia Felix  
Karmen Normandia. Alt.

Dr. John A. Ravally, Superintendent of Schools  
Mr. James H. Strimple, Jr., Interim Assistant Superintendent for Business/Board Secretary  
Dr. Jeffrey Charney, Interim Assistant Superintendent for Curriculum & Instruction  
Mr. Orvyl Wilson, Director of School Management  
Dr. Brenda Sofield, Director of Pupil Personnel Services

\_\_\_ Members of the Public

**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 5, 2015 and November 16, 2015. 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.

**Confidential Session (Room 313)**

Moved:

Seconded:

Motion to adjourn to confidential session for the purpose of conducting interviews for the Sampson G. Smith School Principal; review a recommended Workers' Compensation settlement; discuss contract negotiations. Minutes of the confidential session will be made public when the reason for confidentiality no longer exists.

\_\_\_\_\_  
Danielsen LaCorte Presley Seamon Stanley Steele Walton-McCleod Whalen Potosnak

**Return to Open Session at 7:30 p.m. in the Cafeteria**

**PLEDGE OF ALLEGIANCE**

**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.



## M-01 Minutes of Board Meetings

Moved:

Seconded:

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

- |    |                  |                        |                |
|----|------------------|------------------------|----------------|
| a. | October 15, 2015 | Work Session           | Exhibit M-01.a |
| b. | October 22, 2015 | Action                 | Exhibit M-01.b |
| c. | October 22, 2015 | Confidential Session 1 | Exhibit M-01.c |
| d. | October 22, 2015 | Confidential Session 2 | Exhibit M-01.d |

Danielsen   LaCorte   Presley   Seamon   Stanley   Steele   Walton-McCleod   Whalen   Potosnak

## Administration

### A-01 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 as detailed in the exhibit attached hereto and made a part of the minutes. (Exhibit A-01)

Danielsen   LaCorte   Presley   Seamon   Stanley   Steele   Walton-McCleod   Whalen   Potosnak

**A-02 Affirm Harassment, Intimidation and Bullying Decisions**

Moved:

Seconded:

Whereas, the Franklin Township Board of Education has received and accepted HIB Investigation Reports at its regularly scheduled Board of Education meeting on November 12, 2015; 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 November 12, 2015.

\_\_\_\_\_  
Danielsen LaCorte Presley Seamon Stanley Steele Walton-McCleod Whalen Potosnak

**A-03 Approve School Connected Organization**

Moved:

Seconded:

Pursuant to Policy 1230 – School Connected Organizations, the Franklin Township Board of Education hereby approves the following school connected organization for the 2015-2016 school year:

**Franklin Athletics Booster Club**

\_\_\_\_\_  
Danielsen LaCorte Presley Seamon Stanley Steele Walton-McCleod Whalen Potosnak

**A-04 Accept a Donation**

Moved:

Seconded:

Accept, with appreciation, the donation of (2) Professional Panasonic Camcorders, (1) AC Power Adaptor, (2) Cool-Lux Camera Lights and (3) spare bulbs from Special Occasions Video, Piscataway, NJ, valued at \$3,000.00. This donation will be used by the Fine, Visual and Performing Arts Department in the TV Studio at Franklin High School.

\_\_\_\_\_  
Danielsen LaCorte Presley Seamon Stanley Steele Walton-McCleod Whalen Potosnak

**A-05 Crisis Management Emergency Staff Reference Manual**

Moved:

Seconded:

Adopt the 2015-2016 Crisis Management Emergency Staff Reference Manual.

Danielsen LaCorte Presley Seamon Stanley Steele Walton-McCleod Whalen Potosnak

**A-06 Revised Policy - 1<sup>st</sup> Reading**

Moved:

Seconded:

Approve the first reading of the following revised Policy as detailed in the exhibit attached hereto and made a part of the minutes: *(Revisions to comply with the Law)*

Policy 5141.21 Administering Medication (Exhibit A-06)

Danielsen LaCorte Presley Seamon Stanley Steele Walton-McCleod Whalen Potosnak

**A-07 Food Services 2015–16 Biosecurity Management Plan**

Moved:

Seconded:

Adopt the Food Services 2015-16 Biosecurity Management Plan, as required by the State of New Jersey.

Danielsen LaCorte Presley Seamon Stanley Steele Walton-McCleod Whalen Potosnak

**A-08 School Nursing Services Plan for 2015-2016**

Moved:

Seconded:

Approve the District's 2015-2016 School Nursing Services Plan as detailed in the exhibit attached hereto and made a part of the minutes. (Exhibit A-08)

Danielsen LaCorte Presley Seamon Stanley Steele Walton-McCleod Whalen Potosnak

**Business****B-01 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 \$12,570,272.60 identified in the bills list. (Exhibit B-01.a)
- b. Food Service Enterprise Fund warrants in the amount of \$293,576.23 for the month of October 2015. (Exhibit B-01.b)

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Danielsen   LaCorte   Presley   Seamon   Stanley   Steele   Walton-McCleod   Whalen   Potosnak

**B-02 Transfer of Funds**

Moved:

Seconded:

Approve Account Transfers No. 4 for the 2015-2016 school year, as detailed in the exhibit attached hereto and made a part of the minutes. (Exhibit B-02)

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Danielsen   LaCorte   Presley   Seamon   Stanley   Steele   Walton-McCleod   Whalen   Potosnak

**B-03 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-03.a) (October)
- b. Report of the Treasurer (A-149) (Exhibit B-03.b) (October)
- c. Cash Reconciliation of A-148 & A-149 (Exhibit B-03.c) (October)
- d. Certification of the Asst. Supt. for Business/Board Secretary (Exhibit B-03.d) (October)
- e. Food Service Fund Financial Report (Exhibit B-03.e) (October)

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Danielsen   LaCorte   Presley   Seamon   Stanley   Steele   Walton-McCleod   Whalen   Potosnak

**B-04 Board of Education Monthly Certification**

Moved:

Seconded:

Pursuant to N.J.A.C. 6A:23A-16.10(c)(4) we certify that as of October 31, 2015 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:23A-16.10(c)(3) and that sufficient funds are available to meet the district's financial obligations for the fiscal year.

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Danielsen   LaCorte   Presley   Seamon   Stanley   Steele   Walton-McCleod   Whalen   Potosnak

**B-05 Contract Approval** *(All contracts are LEA-funded, unless otherwise noted.)*

Moved:

Seconded:

Approve the following:

- a. Delta Dental renewal rates from September 1, 2015 through December 31, 2017, as detailed in the exhibit attached hereto and made part of the minutes. (Exhibit B-05.a)
- b. Horizon Blue Cross/Blue Shield of New Jersey renewal rates for Health Benefits and Prescription Drug Plan from January 1, 2016 through December 31, 2016 as detailed in the exhibit attached hereto and made part of the minutes. (Exhibit B-05.b)
- c. A Facility Use Agreement with Rutgers Recreation for the Cook/Douglass Recreation Center Pool from November 9, 2015 – January 29, 2016, for a fee of \$10,540.00, as detailed in the exhibit attached hereto and made part of the minutes. (Exhibit B-05.c)
- d. Ratify a contract with Phoenix Advisors for financial advisory services in connection with the refunding of a bond in accordance with their proposal, as detailed in the exhibit attached hereto and made part of the minutes. (Exhibit B-05.d)
- e. Ratify a contract with Phoenix Advisors for continuing disclosure services in accordance with their proposal, as detailed in the exhibit attached hereto and made part of the minutes. (Exhibit B-05.e)
- f. An agreement with Dr. Kris Stankiewicz of The Center for Counseling & Personal Growth, LLC, Somerville, NJ to perform an independent psychological-educational evaluation on a student for a fee of \$150 per hour, not to exceed \$1200, as detailed in the exhibit attached hereto and made part of the minutes. (Exhibit B-05.f)
- g. An agreement with Somerset Children's Center, Bridgewater, NJ to provide physical, occupational and speech therapy services to students from September 3, 2015 to June 30, 2016 for a fee not to exceed \$10,000, as detailed in the exhibit attached hereto and made part of the minutes. (Exhibit B-05.g)
- h. An agreement with Middlesex County Educational Services Commission for additional therapy services for the 2015-16 school year, for a fee not to exceed \$45,000, as detailed in the exhibit attached hereto and made part of the minutes. (Exhibit B-05.h)
- i. A renewal agreement with IEP Direct/Centris Group, Rockville Center, NY for support and maintenance for the 2015-16 school year, for a fee not to exceed \$21,054.50 - IDEA funded, as detailed in the exhibit attached hereto and made part of the minutes. (Exhibit B-05.i)
- j. A transportation jointure agreement with South Brunswick Board of Education from September 1, 2015 – June 30, 2016, identified as Contract SBSM-16R F YR, in the amount of \$11,492.00, as detailed in the exhibit attached hereto and made part of the minutes. (Exhibit B-05.j)
- k. A revised transportation exhibit with Montauk Transit Services, LLC, New Brunswick, NJ from September 1, 2015 – June 30, 2016, identified as Contract MTSP-15P, in the amount of \$5,373,660.60, as detailed in the exhibit attached hereto and made part of the minutes. (Exhibit B-05.k)
- l. A revised parent transportation contract with J.C. from September 1, 2015 – June 30, 2016, identified as Contract JC-02-16P F YR, in the amount of \$8,150.00, as detailed in the exhibit attached hereto and made part of the minutes. *(This contract was previously approved on October 22, 2015. The number of days was incorrect, thereby changing the total contract amount.)* (Exhibit B-05.l)

- m. A revised transportation contract with North Brunswick Board of Education from September 1, 2015 – June 30, 2016, identified as Contract NBBA-16P in the amount of \$5,304.00, as detailed in the exhibit attached hereto and made part of the minutes. *(This contract was previously approved on August 20, 2015. The number of students changed, thereby increasing the contract amount.)* (Exhibit B-05.m)
- n. A revised transportation contract renewal with Layla Transportation, Piscataway, NJ from September 1, 2015 – June 30, 2016, identified as Contract LA01-14P, in the amount of \$64,033.20, as detailed in the exhibit attached hereto and made part of the minutes. *(This contract was previously approved on June 25, 2015. A route was cancelled incorrectly on the first contract, thereby changing the dollar amount.)* (Exhibit B-05.n)
- o. A transportation jointure with Burlington County Special Services School District from July 1, 2015 – August 31, 2015, identified as Contract BCSSS-15P EX YR in the amount of \$1,231.42, as detailed in the exhibit attached hereto and made part of the minutes. (Exhibit B-05.o & p)
- p. A transportation jointure with Burlington County Special Services School District from September 1, 2015 – June 30, 2016, identified as Contract BCSSS-15P F YR in the amount of \$10,440.00, as detailed in the exhibit attached hereto and made part of the minutes. (Exhibit B-05.o & p)

Danielsen LaCorte Presley Stanley Steele Walton-McCleod Whalen Potosnak

#### **B-06 Change Order – Sampson G. Smith – Roof Project – VMG Group**

Moved:

Seconded:

As recommended by the architect, ratify Change Order No. 1 to VMG involving the roof replacement at Sampson G. Smith School reducing the final contract by not using the remaining allowance and returning as a credit to the total contract.

Original Contract	\$459,000.00
Unused Allowance – Credit	<u>(\$3,491.36)</u>
 New Contract Total	 \$455,508.64

Danielsen LaCorte Presley Seamon Stanley Steele Walton-McCleod Whalen Potosnak

#### **B-07 Energy Broker**

Moved:

Seconded:

Appoint Schaeffer & Associates, Somerset, NJ as Energy Broker on behalf of the Franklin Township Board of Education, to provide services in accordance with their proposal dated November 3, 2015 and for the purpose of obtaining multiple bids from energy suppliers for both electricity and natural gas and recommend the lowest provider cost.

Danielsen LaCorte Presley Seamon Stanley Steele Walton-McCleod Whalen Potosnak



**B-08 Environmental Consulting Services**

Moved:

Seconded:

Approve a contract with Melick-Tully and Associates, P.C., South Bound Brook, NJ for environmental consulting services in connection with the removal of an underground storage tank at the former Phillips School in accordance with their proposal dated November 3, 2015 and not to exceed \$13,090, as detailed in the exhibit attached hereto and made part of the minutes. (Exhibit B-08)

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 Danielsen LaCorte Presley Seamon Stanley Steele Walton-McCleod Whalen Potosnak

**B-09 Architectural Services for Roof Replacement – Middlebush Administration Building**

Moved:

Seconded:

Approve a contract with Design Resources Group Architects, Somerset, NJ to provide architectural services in connection with a roof replacement project at the Middlebush Administration Building in accordance with their proposal dated November 6, 2015 at a proposed fee of 7% of the final construction cost. Reimbursable expenses will be billed at 1.10 times actual cost and special consultants will be billed at 1.25 times actual cost, as detailed in the exhibit attached hereto and made part of the minutes. (Exhibit B-09)

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 Danielsen LaCorte Presley Seamon Stanley Steele Walton-McCleod Whalen Potosnak

**B-10 Submission of Documents to the Department of Education for Roof Replacement – Middlebush Administration Building**

Moved:

Seconded:

Authorize the District's Architect of Record, Design Resources Group, Architects, to submit all required project applications and appropriate documents to the New Jersey Department of Education for the re-roofing project at the Middlebush Administration Building and to expedite the professional services required for the design, bidding and construction administration for the project. It is understood that the district is submitting this project to the New Jersey Department of Education for approval as an Emergent project, necessitating expedited review and as an 'other capital project' and the district understands there will be no funding available from the state for this project.

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 Danielsen LaCorte Presley Seamon Stanley Steele Walton-McCleod Whalen Potosnak

**B-11 Energy Generation Services for Public Use on an Online Auction Website**

Moved:

Seconded:

Whereas, Franklin Township Board of Education has determined to move forward with the EMEX Reverse Auction in order procure electricity for Franklin Township Board of Education; and

Whereas, the Local Unit Technology Pilot Program and Study Act (P.L. 2001, c. 30) (the "Act") authorizes the purchase of energy generation service for public use through the use of an online auction service; and

Whereas, Franklin Township Board of Education will utilize the online auction services of EMEX, LLC, an approved vendor pursuant to the Act, waiver number EMEX LLC-1, located at [www.energymarketexchange.com](http://www.energymarketexchange.com); and

Whereas, EMEX, LLC is compensated for all services rendered through the participating supplier that a contract is awarded to; and

Whereas, the auction will be conducted pursuant to the Act; and

Whereas, if the auction achieves a 24 month term price of \$0.0433 / kWh for the Lighting Meters; a \$0.0954 / kWh for the GLP/LPLS Meters; Franklin Township Board of Education may award a contract to the winning supplier for the specified term.

Whereas, if the auction achieves a 24 month all in term price of \$0.4997 per Therm, Franklin Township Board of Education may award a contract to the winning supplier for the specified term.

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Danielsen LaCorte Presley Seamon Stanley Steele Walton-McCleod Whalen Potosnak

**Curriculum and Instruction**

**C-01 Out of District Students, School Year 2015-2016**

Moved:

Seconded:

Approve out of district placements for students, as detailed in the exhibit attached hereto and made part of the minutes. (Exhibit C-01)

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Danielsen LaCorte Presley Seamon Stanley Steele Walton-McCleod Whalen Potosnak

**C-02 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 the exhibit attached hereto and made a part of the minutes. (Exhibit C-02)

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Danielsen LaCorte Presley Seamon Stanley Steele Walton-McCleod Whalen Potosnak

**C-03 Field Trip Applications** *(Involving overnight, over 150 miles, or air travel)*

Moved:

Seconded:

Approve the following field trip applications:

- a. Franklin High School Model United Nations to attend the 2015 Rutgers University Model United Nations Conference, New Brunswick, NJ, December 3 – 6, 2015 as detailed in the exhibit attached hereto and made part of the minutes. (Exhibit C-03.a)
- b. Franklin High School Concert Choir & Advanced Dance Team to attend “Festival Disney & Performing Arts Onstage,” Disney World, Orlando, Florida, April 22-26, 2016 as detailed in the exhibit attached hereto and made part of the minutes. (Exhibit C-03.b)
- c. Franklin High School FBLA Club (Future Business Leaders of America) to attend the annual State Leadership Conference at Harrah’s Atlantic City, Atlantic City, NJ, February 17 – 19, 2016 as detailed in the exhibit attached hereto and made a part of the minutes. (Exhibit C-03.c)
- d. Franklin High School FBLA Club (Future Business Leaders of America) to attend the annual National Leadership Conference in Atlanta, Georgia, June 28 – July 3, 2016 as detailed in the exhibit attached hereto and made a part of the minutes. (Exhibit C-03.d)
- e. Franklin High School DECA Club (Distributive Education Club of America) to attend the DECA State Blue Conference Competition at the Crowne Plaza Hotel, Cherry Hill, NJ, February 24 – 26, 2016 as detailed in the exhibit attached hereto and made a part of the minutes. (Exhibit C-03.e)

Danielsen   LaCorte   Presley   Seamon   Stanley   Steele   Walton-McCleod   Whalen   Potosnak

**C-04 FHS & FMS Winter Athletic Schedules**

Moved:

Seconded:

Approve Franklin High School and Franklin Middle School winter athletic schedules for 2015-2016 as detailed in the exhibit attached hereto and made a part of the minutes. *(All schedules are subject to change.)* (Exhibit C-04)

Danielsen   LaCorte   Presley   Seamon   Stanley   Steele   Walton-McCleod   Whalen   Potosnak

**C-05 Online Course and Textbook Approval**

Moved:

Seconded:

- a. Approve participation of nine (9) Franklin High School students in the Brigham Young University independent study Chinese course part 1 and 2 and approve their use of the online textbook titled **MyChineseLab**.
- b. Approve participation of six (6) Franklin High School students in the Michigan State University online Chinese 3 A/B Mandarin course and approve their use of the textbook titled **Learn Chinese With Me 3** authored by Chen Fu.

*(Retroactive to September 3, 2015.)*

Danielsen   LaCorte   Presley   Seamon   Stanley   Steele   Walton-McCleod   Whalen   Potosnak

**C-06 Textbook Approval**

Moved:

Seconded:

Approve the following science textbook for Franklin High School students to commence with the 2015-16 school year:

**Introduction to Programming with Greenfoot - 2<sup>nd</sup> Edition**

Author: Michael Koelling

Publisher: Pearson

Copyright: 2016

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Danielsen LaCorte Presley Seamon Stanley Steele Walton-McCleod Whalen Potosnak

**C-07 Memorandum of Understanding with WestEd**

Moved:

Seconded:

Approve a Memorandum of Understanding with WestEd to conduct research activities related to the SimScientists Assessment System Project in a Franklin Middle School 7<sup>th</sup> grade classroom. The SimScientist Assessment System Project is a simulation-based lesson program that supports differentiation in meeting IEP goals and objectives. The differentiated program is part of a grant led endeavor by WestEd's STEM program as detailed in the exhibit attached hereto and made a part of the minutes. No cost to the District. (Exhibit C-07)

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Danielsen LaCorte Presley Seamon Stanley Steele Walton-McCleod Whalen Potosnak

**C-08 Achieve 3000**

Moved:

Seconded:

Approve an agreement with Achieve 3000 to pilot their online differentiated instruction platform at Franklin High School. The online content is designed to deliver individualized instruction aligned with the Core Curriculum Content Standards in a format that is leveled appropriately to the students' ability, while challenging them to grow in reading and academic vocabulary. The 50 students who will participate are tenth graders at FHS currently being educated in either the Resource Replacement or LLD classroom setting. Detailed in the exhibit attached hereto and made a part of the minutes. Funded by Achieve 3000 'Students FIRST' Grant and Title IIA professional development funds. (Exhibit C-08).

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Danielsen LaCorte Presley Seamon Stanley Steele Walton-McCleod Whalen Potosnak

<b>Personnel</b>
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**P-01 Workers' Compensation**

Moved:

Seconded:

As recommended by the Superintendent of Schools, approve settlement of a Workers' Compensation claim in the matter of the following employee:

Employee No. 8009 for an amount not to exceed \$31,884.00

\_\_\_\_\_  
Danielsen LaCorte Presley Seamon Stanley Steele Walton-McCleod Whalen Potosnak

**P-02 Create a Stipend Position**

Moved:

Seconded:

As recommended by the Superintendent of Schools, approve the creation of the following stipend position:

Elementary School Counselor Coordinator

Danielsen LaCorte Presley Seamon Stanley Steele Walton-McCleod Whalen Potosnak

**P-03 New Job Description**

Moved:

Seconded:

As recommended by the Superintendent of Schools, approve the following new job description as detailed in the exhibit attached hereto and made a part of the minutes.

Elementary School Counselor Coordinator (Exhibit P-03)

Danielsen LaCorte Presley Seamon Stanley Steele Walton-McCleod Whalen Potosnak

**P-04 Revised Job Description**

Moved:

Seconded:

As recommended by the Superintendent of Schools, approve the following revised job description as detailed in the exhibit attached hereto and made a part of the minutes:

Coordinator of Policies, Regulations and Communications (Exhibit P-04)

Danielsen LaCorte Presley Seamon Stanley Steele Walton-McCleod Whalen Potosnak

**P-05 Personnel Report No. 6, dated November 19, 2015**

Moved:

Seconded:

As recommended by the Superintendent of Schools, approve Personnel Report No. 6 as detailed in the exhibit attached hereto and made a part of the minutes. (Exhibit P-05)

Danielsen LaCorte Presley Seamon Stanley Steele Walton-McCleod Whalen Potosnak

**VI. Good of the Order**

**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.

\_\_\_\_\_  
Danielsen LaCorte Presley Seamon Stanley Steele Walton-McCleod Whalen Potosnak

Returned to open session at \_\_\_\_\_ PM.

**VII. Adjournment**

Moved:

Seconded:

Action to adjourn.

\_\_\_\_\_  
Danielsen LaCorte Presley Seamon Stanley Steele Walton-McCleod Whalen Potosnak