

Cranbury Township Board of Education
Cranbury, New Jersey
Minutes
September 15, 2009

I. CALLED TO ORDER at 7:00 PM.

A. Flag Salute

B. Roll Call

<u> X </u>	Jennifer Cooke	<u> X </u>	Nicole Pormilli
<u> X </u>	Kevin Fox	<u> X </u>	William Schraudenbach
<u> A </u>	Julie Hardaker	<u> X </u>	Lynne Schwarz
<u> X </u>	Wendi Patella	<u> X </u>	Evelyn Spann
	<u> X </u>		Joan Weidner

Also Present:

<u> X </u>	John J. Haney, Chief School Administrator
<u> X </u>	Joyce Picariello, Board Secretary/Business Administrator
<u> 0 </u>	Members of the Public

C. Opening Statement

STATEMENT TO BE READ BY PRESIDING OFFICER

Pursuant to Section 5 of the Open Public Meeting Act, adequate notice of this meeting has been provided by the Board Secretary as follows: On April 29, 2009, a notice was sent to The Home News Tribune, Cranbury Press, Trenton Times, Township Clerk, and posted in the Public Library.

II. APPROVAL OF MINUTES

Approved the Minutes of the Regular Meeting of September 1, 2009, as amended.

Moved by: Evelyn Spann Seconded by: Jennifer Cooke
Ayes: 6 Nays: 0 Abstentions: 2

Motion carried: X Motion rejected:

III. PRESENTATION(S)

IV. REPORT OF THE CHIEF SCHOOL ADMINISTRATOR

A. Correspondence - None

B. Information/Report

School Enrollment - On September 8, Cranbury School welcomed 600 students to the 2009-2010 school year. The day began smoothly, with all buses running on or close to schedule. We look forward to another successful year filled with academic achievement and personal growth.

Cranbury School PTO

- Approved Phase 1 of the Courtyard
- Approved \$3,300 for the installation of hand sanitizers

C. Calendar

Tuesday	September 15	PTO Board Meeting, 1:00 PM Board of Education Meeting, 7:00 PM, Large Group Room
Wednesday	September 16	PTO Volunteer Meeting
Thursday	September 17	Bus Evacuation Drill, 8:25 AM
Saturday	September 19	Rosh Hashanah
Monday	September 21	BLAST/PLUS Programs begin
Tuesday	September 22	Bus Program - Grades K-1 Intervention and Referral Services Meeting
Wednesday	September 23	Bus Program, Grades K-1 School Pictures, Grades 3-5 Back-to-School Night, Grades K-5, 7:00 PM
Thursday	September 24	School Pictures, Grades PK-2 PHS Back-to-School Night
Friday	September 25	School Pictures, Grades 6-8 Staff Photo, 8:00 AM PTO's 6 th Grade Dance, 7:30-9:30 PM, Cafeteria
Saturday	September 26	Arts Council Music Festival (Village Park)
Monday	September 28	Yom Kippur - School and Offices Closed
Tuesday	September 29	Wrapping Paper Sale begins
Wednesday	September 30	Back-to-School Night, Grades 6-8, 7:00 PM
Friday	October 2	PTO Magazine Drive Ends
Saturday	October 3	Car Wash - 8 th Grade Fundraiser
Tuesday	October 6	Young Audiences Showcase (K-5) Board of Education Meeting, 7:00 PM, Large Group Room

V. REPORT OF THE BUSINESS ADMINISTRATOR

A. Correspondence - None

B. Information/Report

VI. PUBLIC COMMENT – None at this time.

VII. FINANCE

A. Committee Report from meeting of September 14, 2009

Lynne Schwarz reported that the Finance Committee agenda included the following:

1. Review of budgeted salaries against actual salaries. Due to some changes in staffing and stimulus money, the district salaries are under budget.
2. Report that the annual audit has been completed. The district was able to place \$250,000 in a Maintenance Reserve and \$205,000 in Tuition Reserve Accounts. The finances of the district are in good order, and there will not be any audit recommendations.
3. Information about a presentation given by the District's prescription drug provider to the staff regarding generic incentives and the specialty pharmacy. It was reported that the presentation was well received.

B. Next Meeting - October 12, 2009

C. Recommendation(s):

1. Approved the bill list from September 15, 2009 as attached.

2. Approved the Joint Transportation Agreement with West-Windsor Plainsboro Regional Board of Education to provide transportation for Cranbury Township students attending Notre Dame H.S., Lawrenceville, NJ, and St. Paul School, Princeton, NJ, at the cost of \$1,185.75 for the 2009-10 school year.

3. TRAVEL AND RELATED EXPENSE AND REIMBURSEMENT

As required, pursuant to N.J.S.A 18A:11-12 the Board of Education must approve in advance all travel expenditures by district employees and board members. It has been determined that the training and informational programs detailed below are directly related to and within the scope of the employees and board members responsibilities and duties. Approved reimbursement for attendance of the following:

Staff Name	Date	Event	Location	Registration	Mileage
Gerry Kearney	10/7/09	Power School User Group	Rahway	N/A	\$18.00
Marta Juzeniw	10/15-10/16/09	Intro to Orton-Gillingham	Princeton	\$350.00	N/A
Katherine Alfonso	10/21/09	Differentiated Instruction	TCNJ, Ewing	\$125.00	\$15.50
Elizabeth Levine	10/21/09	Differentiated Instruction	TCNJ, Ewing	\$125.00	\$15.50
Eric Haltmeier	10/26-10/27/09	Music Technology Presentations	College of Creative Arts, West Virginia	N/A	N/A
Eric Haltmeier	12/3-12/6/09	International Society for Improvised Music	Univ. of California Santa Cruz, CA	N/A	N/A
Joyce Picariello	10/8/09	Go Green – Save Green	Crowne Plaza, Edison, NJ	\$30.00	\$5.64

4. Approved up to 25 hours of summer work at the rate of \$37.25 (not to exceed \$931.25) for Joann Charwin for scheduling new student orientation, developing 504 plans, and for ongoing parent communication/meetings.
5. Approved up to 24 hours for Odyssey of the Mind training and competitions for Carol Rogaski at the rate of \$37.25 (not to exceed \$894.00).
6. Approved Doren Danis as a choral accompanist for up to four hours per week at the rate of \$15.00 per hour, pending criminal background check. The fee will come from the vocal music department account.
7. Accepted the “Take Charge of Education” donation from Target in the amount of \$1,487.00, which will be deposited in the general funds account.
8. Approved Eve Lampert to provide Orton Gillingham services to a 10th grade special education student three times per week at the rate of \$52.00 per session, effective September 16, 2009. These services will be provided from 3:30 to 4:30 PM at Cranbury School.
9. Approved the following after-school homework teachers for up to four hours per week at the hourly rate of \$37.25 for the 2009-2010 school year, retroactive to September 14, 2009.

Katie Alvarez
 Ketty Brunner
 Karen Herzig
 Nichole Keener
 Dawn Mozzi
 Jill Shafranski

10. Approved the following substitute after-school homework teachers at the rate of \$37.25 for the 2009-2010 school year as needed: Sharon Aber, Barbara Adams, Idania Rodriguez.

1. Approved the following field trip(s):

Grade Level	Destination
1	Wemrock Farms, Freehold. NJ

Moved by: Kevin Fox Seconded by: Nicole Pormilli
Ayes: 8 Nays: 0 Abstentions: 0

Motion carried: X Motion rejected: _____

X. POLICY

A. Committee Report from meeting of September 15, 2009

Kevin Fox reviewed the policies that the Committee is discussing for revision:

1. Contract for Chief School Administrator
2. Certified Staff Self Incrimination
3. Cell Phone
4. Eliminate QAAR Policy (NJQSAC replaces QAAR)
5. High School Graduation
6. Pupil Accident Insurance
7. Arrivals on School Grounds
8. Dismissal Policy

B. Next Meeting - October 6, 2009, 6:00 PM

C. Recommendations(s)

XI. PERSONNEL

A. Committee Report – No report at this time.

B. Next Meeting - September 25, 2009 - 8:15 AM

C. Recommendation(s): It is recommended by the Chief School Administrator that the Board approve the following motions:

1. To approve the resignation of Darlene Jacobus, Instructional Assistant, effective September 2, 2009.
2. To approve the emergent hire of Natalie Nunez as Instructional Assistant for the 2009-2010 school year, effective September 16, 2009, at an annual pro-rated salary of \$18,000, pending criminal history review.
3. To approve the appointment of Gail Miller as School Nurse for the 2009-2010 school year, on or before November 16, 2009 at Step 9 BA, for an annual pro-rated salary of \$55,405, pending criminal history review.
4. To approve the appointment of Christine Sturtevant as assistant Girls' Soccer Coach for the 2009 fall season at a stipend of \$2,640.
5. To approve the appointment of Sally Atzrott as assistant Girls' Field Hockey Coach for the 2009 fall season at a stipend of \$2,640.
6. To approve the request for leave day, without pay, for Pamela Szabo for September 25, 2009.

7. To approve the following substitute teacher(s) for the 2009-10 school year at the rate of \$85.00 per diem, pending criminal history review:

Jennifer Abbey Monmouth Junction, NJ
 Amanda Philburn Howell, NJ

Items 1-7

Moved by: Jennifer Cooke Seconded by: Kevin Fox

Board Member	<u>J.J.C.</u>	<u>J.K.F.</u>	<u>J.J.H.</u>	<u>J.W.P.</u>	<u>J.N.P.</u>	<u>J.W.S.</u>	<u>J.L.S.</u>	<u>J.E.S.</u>	<u>J.W.</u>
Absences			<u>X</u>						
Ayes	<u>X</u>	<u>X</u>		<u>X</u>	<u>X</u>	<u>X</u>	<u>X</u>	<u>X</u>	<u>X</u>
Nays									
Abstentions									

Motion Carried: X Motion Rejected: _____

XII. REPRESENTATIVE REPORTS

A. Princeton Regional

Lynne Schwarz reported the following:

- The Princeton Regional School District had a successful opening.
- Enrollment at the high school has increased to 1,400 students
- The recent storm caused flooding and damaged the stage floor. It will be replaced, but the auditorium will be closed until the repairs are completed.
- The high school has introduced a new Honor Code Policy. Parents and students were required to review the policy and commit to it with a signature.
- The Princeton Regional School District received an “excellent” rating from their auditors.

B. Planning Board

Joan Weidner reported that the Planning Board met last week and discussed a conceptual review of a property on Applegate Road.

C. Library Board

Joan Weidner reported that the Public Library is in receipt of the Agreement, which had been signed by the Board of Education. She reported that there are two attachments that need to be completed.

D. Technology – No report at this time.

E. Liaison

Joan Weidner reported that a meeting with the Township Liaison needs to be scheduled.

XIII. PUBLIC COMMENT – None at this time.

XIV. OLD/NEW BUSINESS

The Helene Cody Run was well attended. Jenna Cody was the fastest female overall, and Rick Spann was the fastest male from Cranbury.

XV. EXECUTIVE SESSION

Motion to enter into Executive Session at 8:38 PM.

Moved by: William Schraudenbach Seconded by: Kevin Fox
Ayes: 8 Nays: 0 Abstentions: 0
Motion carried: X Motion rejected: _____

EXECUTIVE SESSION MOTION

WHEREAS, The Board of Education must discuss subjects concerning personnel matters, negotiations, and legal matters and:

WHEREAS, The aforesaid subjects are not appropriate subjects to be discussed in a public meeting and:

WHEREAS, The aforesaid subjects to be discussed are within the exemptions which are permitted to be discussed and acted upon in closed executive session pursuant to P. L. 1975 Chapter 231, it is therefore:

RESOLVED That the aforesaid subjects shall be discussed in closed session by this Board and Administrative staff. Information pertaining thereto will be made available to the public as soon thereafter as possible and once the reasons for nondisclosure no longer exist.

Board moved into Executive Session to discuss a personnel matter. The Executive Session is expected to last 30 minutes and action will be taken at the end of the session.

Returned to public session at 9:08 PM.

Moved by: William Schraudenbach Seconded by: Lynne Schwarz
Ayes: 8 Nays: 0 Abstentions: 0
Motion carried: X Motion rejected: _____

XVI. PERSONNEL

1. Motion to contribute a one-time payment of \$3,000 towards an annuity for Michele Waldron of her choosing and among the Cranbury Township Board of Education approved 403(b) providers.

Item 1

Moved by: Jennifer Cooke Seconded by: Kevin Fox

Board Member	<u>J.J.C.</u>	<u>K.F.</u>	<u>J.H.</u>	<u>W.P.</u>	<u>N.P.</u>	<u>W.S.</u>	<u>L.S.</u>	<u>E.S.</u>	<u>J.W.</u>
Absences	<u> </u>	<u> </u>	<u>X</u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>
Ayes	<u>X</u>	<u>X</u>	<u> </u>	<u>X</u>	<u>X</u>	<u>X</u>	<u>X</u>	<u>X</u>	<u>X</u>
Nays	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>
Abstentions	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>

Motion Carried: X Motion Rejected:

XVII. ADJOURNMENT at 9:10 PM.

Moved by: Wendi Patella Seconded by: Nicole Pormilli

Ayes: 8 Nays: 0 Abstentions: 0

Motion carried: X Motion rejected:

Respectfully submitted,

Joyce Picariello
Board Secretary