

**Cranbury Township Board of Education
Cranbury, New Jersey
Minutes
October 20, 2009**

I. CALLED TO ORDER at 7:05 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> X </u>	Julie Hardaker	<u> X </u>	Lynne Schwarz (Arrived at 7:55 PM)
(Departed at 8:50 PM) <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> X </u>	Michele Waldron, Vice Principal
<u> 7 </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 October 6, 2009.

Moved by: Kevin Fox Seconded by: Julie Hardaker
Ayes: 7 Nays: 0 Abstentions: 1
Motion carried: X Motion rejected:

III. PRESENTATION(S)

1. Program Information Report – Michele Waldron, Vice Principal

Michele Waldron presented a PowerPoint presentation on the Cranbury School District Program Information Report – 2008-09 testing results (see attachment).

2. Violence and Vandalism Report - John Haney, Chief School Administrator,
In compliance with provision N.J.S.A. 18A:17-46

Michele Waldron and John Haney presented the Violence and Vandalism Report. There were no questions from the Board.

IV. REPORT OF THE CHIEF SCHOOL ADMINISTRATOR

A. Correspondence - None

B. Information/Report

Fire Prevention

On Friday, October 9, 2009, the Cranbury Fire Department spent the day at Cranbury School providing valuable information about fire safety and how to keep oneself safe in the event of a fire. The presentation and film reinforced the dangers and provided helpful strategies. In addition, the students enjoyed the fire hats, coloring books, stickers, and pamphlets provided by the fire marshal, Joe Seip. The highlight of the program was a visit to the fire truck.

Violence and Vandalism Prevention Program

The PTO hosted two assemblies for students in grades K-4 and 5-8 on October 15 focusing on the violence and vandalism prevention program. The programs were titled Bullies, Targets and By-Standers and were presented by Quiet Riot.

Special thanks to the PTO for organizing and generously supporting this worthwhile program for our children.

Parent-Teacher Conferences

Conferences will be held the week of October 19th. The staff looks forward to meeting the parents and sharing information about each child with his/her parent. Special thanks to the fifth and sixth grade Girl Scouts for providing afternoon babysitting for young children.

Sustainability/Sustainability Committee

John Haney reported that a Committee will be formed similar to the TQM Committee. It will include parents, students, community members, staff and Board members. Jennifer Cooke, Wendi Patella and Kevin Fox will meet to discuss committee charge.

Blue Ribbon Award Celebration

John Haney thanked Wendi Patella for sending out the invitations for the Blue Ribbon Celebration to State and Local dignitaries. Invitations will also be sent to Board Members and past Board Members from the last five years.

Lee Group Consolidation Update

John Haney reported that there will be fifteen pilot group studies undertaken statewide this fall. Each study will take three to four months to complete. The studies will be undertaken by state colleges and universities. There is no word on which districts have been selected for the pilot studies. This will be announced after the upcoming election. Many boards are afraid of assuming debt service of partner districts. The pilot studies will address obstacles that need to be overcome to allow consolidations to occur. Issues include debt service, salary guide issues, tenure, curriculum, contract issues, etc. The State wants to provide a plan that does not create winners or losers. The County Superintendent will report on which fifteen districts will be the first to undergo pilot studies when this becomes available.

C. Calendar

Tuesday	October 20	12:30 Early Dismissal - Parent/Teacher Conferences Board of Education Meeting, 7:00 PM, Large Group Room
Wednesday	October 21	12:30 Early Dismissal - Parent/Teacher Conferences
Thursday	October 22	12:30 Early Dismissal - Parent/Teacher Conferences
Friday	October 23	12:30 Early Dismissal - Staff Workshop, 1:15-3:00 PM PTO Pumpkin Night, 7:00-8:30 PM
Friday	October 30	Halloween Parade, Grades PK-5, 1:45 PM Halloween Parties, Grades PK-5, 2:20 PM Cider and Donuts, Grades 6-8, 2:45 PM
Saturday	October 31	Halloween
Sunday	November 1	Daylight Savings Time Ends (Roll clocks back)
Monday	November 2	Middle School Exams - English and World Language
Tuesday	November 3	Election Day Middle School Exams - Science

		PTO Board Meeting, 1:00 PM, Large Group Room
		Board of Education Meeting, 7:00 PM, Large Group Room
Thursday	November 5	School Closed - NJEA Convention
Friday	November 6	School Closed - NJEA Convention
Tuesday	November 10	Middle School Exams - Mathematics and Social Studies
Wednesday	November 11	Veterans' Day 1 st Grade Math Night, 6:00 PM
Thursday	November 12	Total Quality Management Meeting, 1:00 PM End of Quarter 1
Monday	November 16	Parent Meeting for School Play, 7:00 PM, Large Group Room Winter sports practices begin
Tuesday	November 17	Intervention & Referral Services Meeting Board of Education Meeting, 7:00 PM, Large Group Room
Wednesday	November 18	Variety Show Rehearsal, Grades 4-8
Thursday	November 19	Intervention & Referral Services Meeting
Friday	November 20	Blue Ribbon Celebration Variety Show, Grades 4-8, Auditorium
Tuesday	November 24	Report Cards Distributed, Grades 3-8
Wednesday	November 25	12:30 PM Early Dismissal
Thursday	November 26	Thanksgiving Recess - School and Offices Closed
Friday	November 27	Thanksgiving Recess - School and Offices Closed
Monday	November 30	Play Tryouts, 4:15 PM, Music Room

V. REPORT OF THE BUSINESS ADMINISTRATOR

- A. Correspondence - None
- B. Information/Report – None at this time.

VI. PUBLIC COMMENT – None at this time.

VII. FINANCE

A. Committee Report from meeting of October 12, 2009

Lynne Schwarz reported that the Committee discussed:

- Bond Refinancing – Refinancing the district’s Debt Service would not result in a 3% savings. At this time it would not be a benefit to refinance.
- SEMI (Special Education Medicaid Initiative) – Since there is potentially only one student, the district would like to apply to the County for a waiver.
- ARRA Stimulus Money
- E-Rate Grant is currently being prepared and consideration/research is being done regarding an upgrade to the district telecommunications.

B. Next Meeting - November 12, 2009

C. Recommendation(s):

1. Approved the bill list from October 20, 2009 as attached.
2. Approved the budgetary transfers for July and August 2009 as attached.
3. In accordance with N.J.A.C. 6A:23-2-11(c) 4, Be It Resolved that the Board of Education hereby certifies that it is in receipt of the Financial Reports for July and August 2009, which indicates that no major accounts or funds have been over expended and that sufficient funds are available to meet the district’s financial

obligations for the fiscal year in accordance with N.J.A.C. 6A:23-2.11(b). In accordance with 6A:23-2.11(c), Be It Further Resolved that the Board Secretary certifies that the June 2009 Secretary’s Report indicates that no line item account has encumbrances and expenditures which in total exceed the line item appropriation in accordance with N.J.A.C. 6A:23-2.11(a).

4. Approved the Board Secretary’s Reports as of July 31 and August 31, 2009.
5. Approved the Treasurer’s Report as of July 31 and August 31, 2009.
6. During the months of July and August, there were no anticipated changes to revenue or any of the sources from which revenue is derived.
7. 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
Sharon D’Amore	11/11/09	Supporting Students (Reading Writing)	East Brunswick ETTC	\$135.00	\$6.28
Andrea Kaplan	11/11/09	Supporting Students (Reading Writing)	East Brunswick ETTC	\$135.00	
Kelly Oake	11/11/09	Supporting Students (Reading Writing)	East Brunswick ETTC	\$135.00	

8. Approved Nature’s Way Farm & Trees, LLC for snow removal for the 2009-10 school year as follows:

Plowing of Parking Lot
 Salting and Sanding of Parking Lot \$450 per application
 1 to 3 inches \$490
 4 to 6 inches \$695
 7 to 9 inches \$900
 10 to 12 inches \$1110
 12 inches + per inch additional \$129

Plowing of play area
 1 to 3 inches \$235
 4 to 6 inches \$310
 7 to 9 inches \$385
 10 to 12 inches \$460
 12 inches + per inch additional \$80

Back Hoe Work (if needed) to keep parking lot open \$185 per hour

9. Approved Emily Vorp to attend the regional conference for the National Council of Teachers of Mathematics in Minneapolis, MI from November 4 through November 6, 2009, and to approve reimbursement for travel expenses as follows:

Registration: \$150.00
 Airfare: \$219.20
 Meals: \$ 80.00

10. Approved the additional time for hallway/doorway supervision from 8:00-8:15 AM for the 2009-2010 school year for the following staff at the contracted hourly rate of \$37.25, pro-rated:

Sean Cox
 Nikki Dykovitz
 James Gilligan
 Jane Holland
 Alyse Lipschutz
 Dawn Mozzi
 Idania Rodriguez

Items 1-10

Moved by: Lynne Schwarz Seconded by: Kevin Fox

Board Member	<u>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> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </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>	<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:

VIII. FACILITIES

A. Committee Report from meeting of September 16, 2009

The Committee met briefly to determine the site for the Practice Track and identify the trees that need to be removed.

B. Next Meeting - October 21, 2009

C. Recommendation(s)

1. Motion to approve the following resolution:

Submission of Comprehensive Maintenance Plan

Whereas, the Department of Education requires New Jersey School Districts to submit three-year maintenance plans documenting “required” maintenance activities for each of its public school facilities, and

Whereas, the required maintenance activities as listed in the attached document for the various school facilities of the Cranbury Township School District are consistent with these requirements, and

Whereas, all past and planned activities are reasonable to keep school facilities open and safe for use or in their original condition and to keep their system warranties valid,

Now Therefore Be It Resolved, that the Cranbury Township School District hereby authorizes the School Business Administrator to submit the attached

Comprehensive Maintenance Plan for the Cranbury Township School District in compliance with Department of Education requirements.

Item 1 - (TABLED until next meeting)

IX. CURRICULUM

- A. Committee Report – No report at this time.
- B. Next Meeting - November 6, 2009 – will need to be rescheduled.
- C. Recommendation(s):

- 1. Approved the following field trip(s):

Grade/Group	Event/Destination
4	The Elms of Cranbury
Kindergarten	Kelsey Theatre, Mercer County College

Item 1

Moved by: Julie Hardaker Seconded by: Kevin Fox
 Ayes: 8 Nays: 0 Abstentions: 0

Motion carried: X Motion rejected: _____

X. POLICY

- A. Committee Report from meeting of October 20, 2009

Kevin Fox briefly reviewed the policies on the Agenda for Second Reading. He also reported minor edits to P5460 and P5322.

- B. Next Meeting - November 3, 2009 – has been rescheduled.

- C. Recommendation(s)

- 1. Approved the Violence and Vandalism Report as presented
- 2. Approved the School Nursing Assignment Plan.
- 3. Approved the following resolution:

**Waiver of Requirements
 Special Education Medicaid Initiative (SEMI) Program**

Whereas, NJAC 6A:23-A5.3 provides that a school district may request a waiver of compliance with respect to the district’s participation in the Special Education Medicaid Initiative (SEMI) Program for the 2009-10 school year and,

Whereas, the Cranbury Board of Education desires to apply for this waiver due to the fact that it projects having fewer than 30 Medicaid eligible classified students.

Now, Therefore Be It Resolved, that the Cranbury Board of Education hereby authorizes the Chief School Administrator to submit to the Executive County Superintendent of Schools in the County of Middlesex an appropriate waiver of the requirements of NJAC 6A23A-5.3 for the 2009-10 school year.

- 4. Approved for Second Reading, the following Policies/Regulations:
 - a. P1220 Employment of Chief School Administrator

- b. P3159 Teaching Staff Member/School District Reporting Responsibilities
- c. P5460 High School Graduation
- d. P5465 Early Graduation
- e. P8760 Pupil Accident Insurance
- f. P5322 Student's Possession and Use of Cellular Phones and Other Electronic Devices

Items 1-4

Moved by: Kevin Fox Seconded by: Jennifer Cooke
 Ayes: 8 Nays: 0 Abstentions: 0

Motion carried: X Motion rejected: _____

XI. PERSONNEL

A. Committee Report

B. Next Meeting - October 23, 2009

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

1. To approve the revised 2009-2010 contract with Kimberly Barca, Speech-Language Specialist, from .52 FTE to .45 FTE. This will decrease her annual prorated salary from \$43,916.60 to \$38,004.75 effective October 9, 2009.
2. To approve the emergent hire of Gail Miller, school nurse, effective November 16, 2009, pending criminal history review.
3. To approve the appointment of Penney Fletcher as an Instructional Assistant for 3½ hours per day, at \$18.00 per hour, for three days per week, to work with a three-year-old preschool student.
4. To approve the appointment of Kate McGarvey to supervise a homework club section for up to four hours per week for a period of three weeks beginning after parent notification.

Items 1-4

Moved by: Jennifer Cooke Seconded by: Julie Hardaker

Board Member	<u>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> </u>	<u>X</u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>
Ayes	<u>X</u>	<u>X</u>	<u>X</u>	<u> </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: _____

XII. REPRESENTATIVE REPORTS

A. Princeton Regional

Lynne Schwarz reported that she provided the Princeton Regional School District with information regarding the Blue Ribbon Award, and she confirmed that the new charter school application was submitted to the Department of Education.

B. Planning Board – No report at this time.

C. Library Board

Julie Hardaker reported that the 2010 Library funding will increase over 12%. Joan stated that she will provide an updated inventory list to the Business Administrator. The Board discussed the Library's use of other school facilities.

D. Technology – The Committee will be meeting soon.

E. Liaison – A meeting has not been scheduled yet.

XIII. PUBLIC COMMENT – None at this time.

XIV. OLD/NEW BUSINESS

1. Jennifer Cooke inquired about any new information regarding the September 30, 2009 bus accident.
2. Nicole Pormilli discussed the need to educate the public regarding Consolidation. The Board discussed various ways to accomplish this.

XV. ADJOURNMENT at 10:20 PM.

Moved by: Lynne Schwarz Seconded by: Evelyn Spann
Ayes: 8 Nays: 0 Abstentions: 0

Motion carried: X Motion rejected: _____

Respectfully submitted,

Joyce Picariello
Board Secretary