

The Regular Meeting of the Township of Franklin Board of Education was called to order on the above date and time.

The meeting was called to order by Mr. Stanley S. Evans, Jr., Board President, who made the following statement: "The chair declares that, in accordance with the New Jersey Open Public Meetings Act, adequate public notice of this meeting has been provided in accordance with statute by the Secretary of the Board of Education."

CALL TO ORDER

The flag salute was held at this time.

FLAG SALUTE

The following members were present at roll call: Mrs. Kimberly Kelly, Mrs. Lorraine Sullivan, Mrs. Sandra L. Coulbourn, and Mr. Stanley S. Evans, Jr. Also present were Mr. John Scavelli, Jr., Superintendent, Mrs. Amy M. Capriotti, School Business Administrator/Board Secretary, and B. Michael Borelli, Board Solicitor.

ROLL CALL

Miss Marie J. Grochowski, Mr. Glenn J. McCormick, Jr., Mrs. Barbara Ciancaglini, and Mr. Harold R. Atkinson, Jr., were absent at roll call but arrived at 6:15 p.m., 6:47 p.m., 7:00 p.m., and 7:07 p.m., respectively.

Mr. Norman F. Merckx, Jr., was absent.

The following names were listed in the Attendance Register:

ATTENDANCE REGISTER

| <u>Name</u> | <u>Address</u> |
|------------------|-------------------------------|
| John Stagliano | TFEA |
| Paula Pilitowski | Franklinville |
| Diana Hunter | Franklin Twp. |
| Glenn Pender | Franklin Twp., New Rd. |
| Donna Herrschaft | |
| Frank Bannerman | Franklin Twp. |
| Sam Gorrell | |
| Wanda Smith | Franklin Twp., Reutter School |
| Mrs. Duble | Franklin Twp. |
| Portia Brookins | Franklin Twp. |
| Kathy Burmaster | Haddonfield |

Mrs. Coulbourn moved, Mrs. Sullivan seconded a motion to go into closed session.

CLOSED SESSION

Resolution

WHEREAS, The Open Public Meetings Act permits a public body to exclude the public from a portion of its meeting in order to discuss certain specific matters as set forth in that act; and

WHEREAS, This body finds it necessary to meet in closed session to discuss TFEA Negotiations, Student Residency, Personnel, Attorney/Client Privilege; and

WHEREAS, Under the Open Public Meetings Act, the public may be excluded from that portion of the meeting at which such matters are discussed;

NOW, THEREFORE, BE IT RESOLVED, that this meeting of the Township of Franklin Board of Education held on November 15, 2006 shall be closed to the public to permit discussion of the subject matter aforesaid;

IT IS FURTHER RESOLVED, that this session shall last for approximately sixty (60) minutes, and the disclosure of matters discussed in the closed session shall take place at such time as all decisions with reference thereto are complete.

Motion carried unanimously.

Meeting adjourned 6:03 p.m.

Miss Grochowski arrived.

Mr. McCormick arrived.

Return to session 6:50 p.m.

Mrs. Ciancaglini arrived.

Mrs. Wanda Smith (5th grade teacher at Caroline L. Reutter School), along with Caroline L. Reutter 5th grade students, made presentations regarding UNICEF, DARE and Veterans' Day. The participating students were: Taylor Brookins, Anthony DiVentura, Bryan Dobzanski, Emily Dougherty, Emily Mancini and Kathryn Pilitowski.

PRESENTATIONS - UNICEF,
DARE AND VETERANS' DAY
CAROLINE L. REUTTER
SCHOOL 5TH GRADE

Mr. Atkinson arrived.

Mr. Evans moved, Miss Grochowski seconded a motion to adopt the minutes of the Regular and Closed Sessions of the October 18, 2006 meeting; the Special and Closed Session of the October 23, 2006 meeting; and the Special and Closed Session of the November 1, 2006 meeting.

MINUTES

Motion carried unanimously.

Mr. Evans moved, Miss Grochowski seconded a motion to acknowledge receipt of all communications, and order that they be filed or forwarded to the appropriate committee.

COMMUNICATIONS

Motion carried unanimously.

The Superintendent reported:

SUPERINTENDENT'S
REPORT

Statistical and Informational Report as of October 31, 2006

Enrollment: 1527
Tuition Placement: 17
Student Attendance:
MFJ - 95.93%
CLR - 97%
MR - 96.67%
Student Suspensions
MFJ - 1
CLR - 6
MR - 1

Fire drills were held at each school in accordance with state law.
Employee Attendance: 97.4% year-to-date

Committee Agendas

Curriculum: For approval tonight are motions for homebound instruction, an additional sixth grade trip to the Franklin Institute, and the mentoring plan addendum.

Personnel: Presented for approval tonight are leave of absence requests, probationary employment acknowledgement, bus driver employment and reassignment, employment of a grade 6 teacher, salary lists, field experience requests, and student teaching requests.

TFEA Negotiations: The 2006-2009 TFEA negotiated agreement is presented for approval. It was ratified yesterday by the teachers.

The School Business Administrator reported:

SCHOOL BUSINESS
ADMINISTRATOR/BOARD
SECRETARY'S REPORT

Finance

- The Food Services Enterprise Fund Report as of September 30, 2006 shows an overall net loss of \$3,485.91. This shows a slight improvement over the loss of \$3,757.98 that we had as of September last year.
- Approval is sought to accept the Auditor's Management Report and the Comprehensive Annual Financial Report for the fiscal year ending June 30, 2006, as presented by Ray Colavita (district auditor), as well as the corrective action plan for the audit recommendations.
- There is a motion to approve the federal and state program salaries for 2006-2007.

Property

- Approval is sought for two change orders for the Proximity Access Control System project. The first change order is needed to add staff time function readers to Main Road School and Caroline L. Reutter School, to be consistent with what we have at the Mary F. Janvier School. The second change order is for an additional intercom master for the Administration Building.

Transportation

- There is a motion to approve a transportation jointure with Delsea for a homeless student to be transported to and from Mary F. Janvier School from Glassboro. The jointure started October 2, 2006 and finished on October 19, 2006, due to the student moving out of the district.

Mrs. Ciancaglini, Gloucester County School Boards Association representative, reported that the next meeting will be December 7, 2006. She encouraged other board members to attend the meeting with her.

GCSBA REPORT

Audience participation:

AUDIENCE PARTICIPATION

Glenn Pender - Talked to the Board about the reconfiguration and is concerned about the following: test scores may go down due to the transition; transportation issues; additional cost to the taxpayers; 5th and 6th grade students riding a bus with 7th and 8th graders at Middle School.

He wanted reassurance that the reconfiguration is not a “done deal,” but will be studied and other possibilities will be considered as well.

Donna Herrschaft - Pertaining to the Caroline L. Reutter School addition, wanted to know if the public could attend the online bidding auction on December 14, 2006. Mr. Borelli told Mrs. Herrschaft that the auction is not open to the public.

Mrs. Herrschaft wanted to know if members of the public can attend the next GCSBA meeting on December 7, 2006. Mrs. Capriotti told Mrs. Herrschaft that the meeting is for Board Members, Superintendents and Business Administrators only.

Audience participation ended.

Mr. Raymond Colavita, CPA, from Nightlinger, Colavita and Volpa (school district auditors), made the 2005-2006 audit presentation.

2005-2006 AUDIT PRESENTATION

Mr. Colavita reported that except for three recommendations pertaining to isolated incidents, the district’s financial records are in outstanding shape.

Miss Grochowski moved, Mrs. Sullivan seconded a motion to approve the following Negotiations Committee item:

NEGOTIATIONS COMMITTEE

1. Negotiated Document, September 1, 2006 - August 31, 2009

Motion carried unanimously by roll call vote.

1. Move to approve the 2006-2009 Negotiated Document between the Township of Franklin Board of Education and the Township of Franklin Education Association, effective September 1, 2006.

NEGOTIATED DOCUMENT, SEPTEMBER 1, 2006 - AUGUST 31, 2009

Miss Grochowski moved, Mrs. Sullivan seconded a motion to approve the following Curriculum Committee items:

CURRICULUM COMMITTEE

1. Homebound Instruction, 2. Field Trip - Franklin Institute, 3. Mentoring Plan - Addendum

Motion carried unanimously.

1. Move to approve homebound instruction for the following student:

HOMEBOUND INSTRUCTION

| Name | Grade | Effective Date | School |
|------|-------|--|--------|
| J.F. | 6 | October 30, 2006 - November 2, 2006 | CLR |

2. Move to approve a field trip for the Main Road School sixth grade and the Caroline L. Reutter School sixth grade to the Franklin Institute during the 2006-07 school year.
3. Move to approve the Mentoring Plan addendum regarding the 20 day training requirement for alternate route teachers, as attached.

FIELD TRIP - FRANKLIN INSTITUTE

MENTORING PLAN - ADDENDUM

Mr. Atkinson moved, Miss Grochowski seconded a motion to approve the following Finance Committee items:

FINANCE COMMITTEE

1. Bills - November, 2. Payroll, 3. Budget Transfers - November, 4. Audit 2005-2006 Fiscal Year, 5. Corrective Action Plan for Audit Recommendations, 6. Federal Program Salaries 2006-2007, 7. State Program Salaries 2006-2007.

Motion carried unanimously.

1. Move to approve the list of bills for the month of November in the amount of \$412,005.12 as submitted by the School Business Administrator/ Board Secretary:

BILLS - NOVEMBER

| Bill List | Amount |
|----------------------------------|---------------------|
| Bill List #1 - November 3, 2006 | \$212,477.96 |
| Bill List #2 - November 15, 2006 | \$199,527.16 |
| Grand Total | \$412,005.12 |

2. Move to approve the payroll for the month of October in the amount of \$865,552.44 as submitted by the Board President, Superintendent and School Business Administrator/Board Secretary.
3. Move to approve budget transfers for the month of November in the amount of \$8,420.00 as submitted by the School Business Administrator/ Board Secretary.
4. Move to accept the Auditor's Management Report and the Comprehensive Annual Financial Report for the Fiscal Year Ending June 30, 2006. There are three recommendations being made, as follows:

PAYROLL

BUDGET TRANSFERS - NOVEMBER

AUDIT 2005-2006 FISCAL YEAR

Payroll Account

1. Salary withholdings were not always remitted to the proper agencies on a timely basis.

Board Secretary's Records

- 1. An estimate of the tuition reimbursement for homeless children was not accrued during the year, resulting in an understatement of reported fund balance as of June 30, 2006.

Pupil Transportation

- 1. Two students were listed on the DRTRS Report as Special Education with Special Needs, but should have been Regular Special Education.
- 5. Move to approve the Corrective Action Plan for the audit recommendations from the Fiscal Year Ending June 30, 2006, as attached.
- 6. Move to approve the following personnel and salaries for the 2006-2007 Federal Programs, as attached.
- 7. Move to approve the following personnel and salaries for the 2006-2007 State Programs, as attached.

CORRECTIVE ACTION PLAN FOR AUDIT RECOMMENDATIONS

FEDERAL PROGRAM SALARIES 2006-2007

STATE PROGRAM SALARIES 2006-2007

Mr. McCormick moved, Mrs. Sullivan seconded a motion to approve the following Property Committee items:

PROPERTY COMMITTEE

- 1. Proximity Access Control System - Change Order # 01, 2. Proximity Access Control System - Change Order # 02

Motion carried unanimously.

- 1. Move to approve the staff time function reader change order #01 for Franklin Alarm in the amount of \$4,200, as attached.
- 2. Move to approve the Administration Building Intercom change order #02 for Franklin Alarm in the amount of \$625.00, as attached.

PROXIMITY ACCESS CONTROL SYSTEM - CHANGE ORDER #01

PROXIMITY ACCESS CONTROL SYSTEM - CHANGE ORDER #02

Mr. McCormick moved, Mrs. Sullivan seconded a motion to approve the following Transportation Committee item:

TRANSPORTATION COMMITTEE

- 1. Jointure - Delsea Regional High School District

Motion carried unanimously.

- 1. Move to approve a transportation jointure with Delsea Regional High School District to have Delsea transport one Franklin student to and from Mary F. Janvier School from Glassboro. The jointure will take place from October 2, 2006 - October 19, 2006 on Route SP10 at a total cost of \$485.00.

JOINTURE - DELSEA REGIONAL HIGH SCHOOL DISTRICT

Mr. Evans moved, Miss Grochowski seconded a motion to approve the following Personnel Committee items:

PERSONNEL COMMITTEE

- 1. Substitute Employment, 2. Leave of Absence Requests - Temporary, 3. Leave of Absence Request, 4. Probationary Employment Acknowledgment, 5. Bus Driver Reassignment, 6. Employment - Bus Driver (Route FSE3), 7. Employment - Bus Driver (Route FSE5), 8. Employment - Grade 6 Teacher, 9. Salary List 2006-2007 (Revised), 10. Salary List 2006-2007 (TFEA), 11. Field Experience Requests, 12. Clinical Practice - Student Teaching Requests

Roll call vote on the motion: items 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11 - all ayes; item 12 - all ayes except for Mrs. Sullivan, who abstained. Motion carried.

- 1. Move to approve, upon the recommendation of the Superintendent and the approval of the N.J. Dept. of Education, the employment of the following substitutes for the 2006-2007 school year: SUBSTITUTE EMPLOYMENT

Teacher
Source 4 Teachers

- 2. Move to approve temporary unpaid leaves of absence for the following employees: LEAVE OF ABSENCE REQUESTS - TEMPORARY

| Name | Position | Date(s) |
|----------------|--------------------------|-------------------|
| Karen Canonica | Teacher | November 8, 2006 |
| Joyce Francis | Library Media Specialist | November 27, 2006 |

- 3. Move to approve an unpaid leave of absence, under the provisions of the Family and Medical Leave Act, to begin on or about November 14, 2006 (½ day p.m.), and ending on or about December 1, 2006, for Joyce Smith, bus driver. LEAVE OF ABSENCE REQUEST

- 4. Move to acknowledge the successful probationary employment of the following individual: PROBATIONARY EMPLOYMENT ACKNOWLEDGMENT

| Employee | Position | Effective Date |
|--------------|------------------|-----------------|
| Kathy Mahool | School Secretary | October 1, 2006 |

- 5. Move to approve, upon the recommendation of the Superintendent, the following bus driver reassignment for the 2006-2007 school year effective November 16, 2006. BUS DRIVER REASSIGNMENT

| Bus Driver | Current Assignment | Revised Assignment |
|----------------|--------------------|--------------------|
| Sheila Dizenzo | FSE3 | MR10 |

- 6. Move to approve the employment, upon the recommendation of the Superintendent and the approval of the N.J. Dept. of Education, of Betty Sanders as bus driver (Route FSE3) for the 2006-2007 school year at an hourly rate in accordance with the TFSSA Negotiated Agreement, Step 1, effective November 16, 2006.

EMPLOYMENT - BUS DRIVER
(FSE3)
- 7. Move to approve the employment, upon the recommendation of the Superintendent and the approval of the N.J. Department of Education, of Linda Ruiz as bus driver (Route FSE5) for the 2006-2007 school year at an hourly rate in accordance with the TFSSA Negotiated Agreement, Step1, effective November 27, 2006.

EMPLOYMENT - BUS DRIVER
(FSE5)
- 8. Move to approve, upon the recommendation of the Superintendent and the approval of the N.J. Dept. of Education, the employment of Kristen Hayden, as grade 6 teacher from January 2, 2007 through June 30, 2007 at a prorated salary in accordance with the Township of Franklin Education Association Negotiated Agreement, salary guide BA step 9.

EMPLOYMENT - GRADE 6
TEACHER
- 9. Move to certify the revised salary list of district employees for the 2006-2007 school year, as attached.

SALARY LIST 2006-2007
(REVISED)
- 10. Move to certify the salary list of TFEA employees for the 2006-2007 school year, as attached.

SALARY LIST 2006-2007
(TFEA)
- 11. Move to approve the following field experience placements for the fall 2006 as follows:

FIELD EXPERIENCE
REQUESTS

| Name/University | School | Cooperating Teacher |
|--|-----------------|---------------------|
| Debra Swenk/Fairleigh Dickinson | Main Road | Irene Korbach |
| Alicia Metzger/Cumberland County College | Mary F. Janvier | Christina Walker |

- 12. Move to approve the clinical practice - student teaching requests for the spring 2007, as follows:

CLINICAL PRACTICE -
STUDENT TEACHING
REQUESTS

| Name/University | School | Cooperating Teacher |
|-----------------------------|---------------------|---------------------|
| Christina Ann Corozza/Rowan | Mary F. Janvier | Catherine Bromwell |
| Eric M. Eisenhart/Rowan | Mary F. Janvier | Catherine Bromwell |
| Brandon Lyons/Rowan | Caroline L. Reutter | Dennis Burlingame |
| Stefanie DeWees/Rowan | Caroline L. Reutter | Cindy Grochowski |
| Kathleen Pusz/Rowan | Mary F. Janvier | Miriam Szalabofka |
| Jeffrey Brinberg/Rowan | Mary F. Janvier | Miriam Szalabofka |

Mr. Atkinson commented that it is nice that the district has a good audit report every year. He wanted to thank the business office staff and superintendent's office staff for their hard work.

OTHER BUSINESS
AUDIT REPORT

Mr. Evans moved, Miss Grochowski seconded a motion to adjourn.

ADJOURNMENT

Motion carried unanimously.

Meeting adjourned 8:31 p.m.

Respectfully submitted,

Amy Capriotti
School Business Administrator/
Board Secretary

Typed by: jmp