

Township of Franklin
Board of Education
Regular Meeting/Budget Public
Hearing
March 28, 2007
7:01 p.m.
Administration Building

The Regular Meeting/Budget Public Hearing 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: Mr. Norman F. Merckx, Jr., Mrs. Kimberly Kelly, Mrs. Barbara Ciancaglini, Mrs. Sandra L. Coulbourn, Miss Marie J. Grochowski and Mr. Stanley S. Evans, Jr. Also present were Mr. John Scavelli, Jr., Superintendent, Mrs. Elizabeth A. DiPietro, Interim School Business Administrator/Board Secretary, and B. Michael Borelli, Esq., Board Solicitor.

ROLL CALL

Mr. Glenn J. McCormick, Sr., and Mr. Harold R. Atkinson, Jr., were absent at roll call but arrived at 7:03 p.m. and 7:05 p.m., respectively.

Mrs. Lorraine Sullivan was absent.

The following names were listed in the Attendance Register:

ATTENDANCE REGISTER

<u>Name</u>	<u>Address</u>
Jane Rickershauser	Janvier
Sandy Mattern	Janvier
Alice Miller	Janvier
Terri Griffin	Janvier
Maureen Hoffmann	Janvier
Deborah Burrell	Janvier
Ryan Griffin	TFEA
Charlene Cerino	TFEA
Anthony Ettore	Janvier
Pat and Christine Dougherty	Janvier
Renee _____	Janvier
Donna Herrschaft	
Ms. Duble	Franklin Township
Stephanie M. Pace	Janvier

The following employees from the Mary F. Janvier School made presentations about the Reading Recovery Program:

PRESENTATION - READING
RECOVERY

Anthony Ettore, Principal
Barbara Earl, Teacher
Terri Griffin, Teacher
Maureen Hoffmann, Teacher
Sandra Mattern, Teacher
Alice Miller, Teacher
Jane Rickershauser, Teacher

The following Mary F. Janvier School students assisted in the presentation about the Reading Recovery Program:

- Liliana Dougherty
- Kevin Kohlmyer
- Randall Krauss
- Joshua Pace

Mrs. Christine Dougherty, parent, also assisted in the presentation.

Mr. McCormick and Mr. Atkinson arrived during the presentation.

There was a short break in the meeting.

Mrs. DiPietro presented the 2007-08 school budget information to the board members and the public. Mrs. DiPietro provided everyone with a packet of information as well.

2007-08 BUDGET HEARING

Donna Herrschaft - Thanked the Board for the budget presentation.

Mr. Evans moved, Miss Grochowski seconded a motion to adopt the minutes of the Special and Closed Session of the February 7, 2007 meeting, Regular and Closed Sessions of the February 21, 2007 meeting, and of the Special Meeting of March 12, 2007.

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:

Statistical and Informational Report as of February 28, 2007

SUPERINTENDENT'S REPORT

- Enrollment: 1549
- Tuition Placement: 18
- Student Attendance: MFJ - 94.3%
CLR - 95.7%
MR - 95.6%
- Student Suspensions: MFJ - 0
CLR - 0
MR - 3

Fire drills were held at each school in accordance with state law.
Employee Attendance: 96.4% year-to-date

Committee Agendas

Curriculum: Presented for approval tonight are the tentative Student Housing Plan for 2007-2008, School Age Child Care Program for 2007-2008, participation in the Special Olympics, Civil War Re-enactment, relocation of the PSD/PSI programs to Lake School, N.J. Child Assault Prevention Application for 2007-2008, and the Comprehensive Equity Plan for 2007-2010.

Personnel: Presented for approval tonight are substitute employment, leave of absence requests, employment contract terminations for a bus driver and network technician, teacher resignation, Principal of Lake School for 2007-2008, Annual Evaluation of the Superintendent, Teacher of the Year for 2007-2008, Field Experience and Clinical Practice Requests, and Probationary Employment acknowledgment.

Inservice Day - April 4, 2007: The teaching staff will have an inservice day on April 4, 2007. Mr. Moskowitz has developed an agenda of activities for the day.

The School Business Administrator reported:

SCHOOL BUSINESS
ADMINISTRATOR/BOARD
SECRETARY'S REPORT

The Board Secretary's Report and Treasurer's Report for the month ending February 28, 2007 have been completed and show the same overall cash balance. Also, there were no budgetary line item over-expenditures as of February 28, 2007.

The Food Services Enterprise Fund Report as of January 31, 2007 shows an overall net gain of \$12,908.50 This shows an increase of \$10,611.09 over the overall gain of \$2,297.41 that we had as of January last year.

The net gain for the month of January was \$12,877.76. This is because there were five more operating days in the month of January as compared to December. However, there were only four pay periods (Fridays) in January, same as December. This means that some of the expenses related to payroll will 'catch up' in the upcoming months, bringing the net gain down.

Finance

In addition to the approval sought for the recurring monthly items such as bills, payroll, board secretary/treasurer reports, certification and transfers; tonight we will seek approval for the following:

- Adoption of the 2007-2008 school budget
- Extend the Food Services Management contract with Nutri-Serve for the 2007-2008 school year with a CPI increase of 4.5 percent over the current year.
- Establish the maximum travel expenditure amount for the 2007-2008 school year in the amount of \$38,581.
- Amend federal grants, NCLB and IDEIA, revising benefits to reflect the TPAF rates established by the Department of Education (17 to 22.93) and revised amounts of salaries charged off the said grants to allow for benefits revisions.

Property

- One item - Toilet Room Waiver for Lake School

Mrs. Ciancaglini, the Gloucester County School Boards Association representative, was unable to attend the April meeting due to a scheduling conflict. The next meeting of the GCSBA will be held in May.

GCSBA REP. REPORT

Audience participation:

Donna Herrschaft - Questioned the assignment of the Main Road School principal.

AUDIENCE PARTICIPATION

Mr. Scavelli explained that Mr. Dantine will remain at Main Road School, but will be named as Lake School principal and will address any issues which arise.

Ryan Griffin, music teacher at C.L. Reutter and TFEA rep. - Thanked the board for the positive comments made regarding staff. Told the board that teachers will be playing volleyball on April 16, 2007 (provided handout to them).

Audience participation ended at 8:20 p.m.

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

CURRICULUM COMMITTEE

1. Tentative Student Housing Plan 2007-08, 2. School Age Child Care Program 2007-08, 3. Special Olympics, 5. Civil War Re-enactment, 6. Preschool Disabled/Inclusion Programs - Lake School, 7. N.J. Child Assault Prevention, 2007-08 Application, 8. Comprehensive Equity Plan, 2007-2010, 9. School Calendar Revision 2006-07

4. School Calendar 2007-08 - This motion was not acted upon and was held for further discussion.

ITEM 4 - CURRICULUM ITEM NOT ACTED UPON

Motion carried unanimously.

- 1. Move to approve the 2007-08 tentative student housing plan, as attached.
- 2. Move to approve a contract with Archway Programs to provide a before- and after-school child care program for the 2007-08 school year.
- 3. Move to approve participation in the Special Olympics Program on May 5, 2007.
- 5. Move to approve the Civil War Re-enactment at Main Road School on May 4, 2007.
- 6. Move to approve the relocation of the Preschool Disabled/Inclusion programs from Mary F. Janvier School to Lake School for the 2007-08 school year.
- 7. Move to approve submission of the N.J. Child Assault Prevention Application for funding in the amount of \$2,049.60 for the 2007-08 school year.
- 8. Move to authorize submission of the proposed Comprehensive Equity Plan for the academic years 2007-2008 through 2009-2010.
- 9. Move to approve the revised 2006-2007 school calendar, as attached.

- TENTATIVE STUDENT HOUSING PLAN 2007-08
- SCHOOL AGE CHILD CARE PROGRAM 2007-08
- SPECIAL OLYMPICS
- CIVIL WAR RE-ENACTMENT
- PRESCHOOL/INCLUSION PROGRAMS - LAKE SCHOOL
- N.J. CHILD ASSAULT PREVENTION, 2007-08 APPLICATION
- COMPREHENSIVE EQUITY PLAN 2007-2010
- SCHOOL CALENDAR REVISION 2006-2007

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

FINANCE COMMITTEE

1. Bills - March, 2. Payroll, 3. Board Secretary's Report and Treasurer of School Monies Report, 4. Budget Overexpenditure Certification - Board Secretary, 5. Budget Overexpenditure Certification - Board of Education, 6. Budget Transfers - March, 7. Anticipated Revenue Summary, 8. Resolution - Budget 2007 -2008, 9. Food Services Management Program - 2007-2008, 10. Maximum Travel Expenditure Amount for 2007-2008, 11. NCLB and IDEIA-B (Preschool) - FY 2007 Amendment, 12. 2006-07 Federal Program Salaries - Revision

Mr. McCormick left the meeting at 8:15 p.m. so he was not available at roll call.

Motion carried unanimously by roll call vote.

1. Move to approve the list of bills for the month of March in the amount of \$492,135.28 as submitted by the School Business Administrator/ Board Secretary:

BILLS - MARCH

Bill List	Amount
Bill List #1 - March 7, 2007	\$230,270.56
Bill List #2 - March 28, 2007	\$261,864.72
Total	\$492,135.28

2. Move to approve the payroll for the month of February in the amount of \$907,603.46 as submitted by the Board President, Superintendent and School Business Administrator/Board Secretary.

PAYROLL

3. Move to accept the reports of the School Business Administrator/Board Secretary and Treasurer of School Monies for the period ending February 28, 2007 and acknowledge that they are in agreement.

BOARD SECRETARY'S REPORT AND TREASURER OF SCHOOL MONIES REPORT

4. Move to approve the Board Secretary's Monthly Certification that as of February 28, 2007, no budgetary line item account has been over-expended in violation of N.J.A.C. 6A:23-2.11.

BUDGET OVEREXPENDITURE CERTIFICATION - BOARD SECRETARY

5. Move to certify that as of February 28, 2007, after review of the Board Secretary's Monthly Financial Report (appropriations section) and upon consultation with the appropriate district officials, that to the best of our knowledge, no major account or fund has been over-expended in violation of N.J.A.C. 6A:23-2.11 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

BUDGET OVEREXPENDITURE CERTIFICATION - BOARD OF EDUCATION

6. Move to approve budget transfers for the month of March in the amount of \$158,986.58 as submitted by the School Business Administrator/Board Secretary.

BUDGET TRANSFERS - MARCH

- 7. Move to approve the anticipated Revenue Summary as of February 28, 2007 as submitted by the School Business Administrator/ Board Secretary. ANTICIPATED REVENUE SUMMARY

- 8. Move to approve the following resolution to adopt the 2007-2008 budget: RESOLUTION - BUDGET 2007-2008

Resolution

WHEREAS, the Township of Franklin Board of Education has developed a school district budget for the 2007-2008 school year according to the guidelines as set forth by the New Jersey Department of Education; and

NOW THEREFORE BE IT RESOLVED to approve the 2007-2008 school district budget for submission to the voters as follows:

	Budget	Local Tax Levy
General Fund	\$15,547,688	\$7,677,875
Special Revenue Fund	\$ 795,579	\$ -0-
Debt Service Fund	\$ 208,073	\$ 208,073
Total	\$16,551,340	\$7,885,948

BE IT FURTHER RESOLVED to apply for the following Commissioner Adjustment Requests to the 2007-2008 school budget as listed:

Increase in Special Education costs over \$40,000 per pupil	-0-
Increase in Tuition	-0-
Increase in Capital Outlay	-0-
New School Costs	-0-

- 9. Move to approve the contract extension for the Food Services Management Program with Nutri-Serve Food Management, Inc. for the 2007-2008 school year with a management fee of \$18,270.00. This reflects a 4.5 percent increase of \$708.75 which is equal to the 3rd quarter, 2006 consumer price index of 4.5 percent. FOOD SERVICES MANAGEMENT PROGRAM - 2007-2008
- 10. Move to approve, in accordance with Policies 0147, 3440, 4440 and N.J.A.C. 6A:23B-1.2(b), the establishment of a maximum travel expenditure amount for the 2007-2008 school year in the amount of \$38,581. This maximum travel amount applies for the following types of expenditures: travel, staff training and seminars, conventions and conferences, mileage reimbursement, meals, lodging, and other such travel and expense reimbursements. MAXIMUM TRAVEL EXPENDITURE AMOUNT FOR 2007-2008

- 11. Move to approve an amendment to the following grants for the revision of TPAF and FICA rates from 17 percent to 22.93 percent: NCLB AND IDEIA-B (PRESCHOOL) - FY 2007 AMENDMENT

	Code	Approved Budget	Transfer	Revised Budget
Title II-A	100-100	\$57,538.00	\$(2,776.00)	\$54,762.00
	200-200	\$ 9,782.00	\$ 2,776.00	\$12,558.00
Title II-D	200-100	\$ 735.00	\$ (36.00)	\$ 699.00
	200-200	\$ 125.00	\$ 36.00	\$ 161.00
Title V	100-100	\$ 1,645.00	\$ (80.00)	\$ 1,565.00
	200-200	\$ 280.00	\$ 80.00	\$ 360.00
IDEIA-B (Preschool)	200-100	\$18,786.00	\$ (906.00)	\$17,880.00
	200-200	\$ 3,194.00	\$ 906.00	\$ 4,100.00

- 12. Move to approve salary revisions for the 2006-07 federal programs, as attached. 2006-07 FEDERAL PROGRAM SALARIES - REVISIONS

Mrs. Ciancaglini moved, Miss Grochowski seconded a motion to approve the following Property Committee item: PROPERTY COMMITTEE

- 1. Toilet Room Waiver - Lake School

Motion carried unanimously.

- 1. Move to adopt a resolution regarding a toilet room waiver at the Lake School for the 2007-08 school year, as attached. TOILET ROOM WAIVER - LAKE SCHOOL

Miss Grochowski moved, Mrs. Coulbourn 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 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 March 28, 2007 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 thirty (30) 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 8:20 p.m.

Return to session 9:16 p.m.

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

PERSONNEL COMMITTEE

1. Substitute Employment, 2. Leave of Absence Request - Teacher, 3. Leave of Absence Request - Facilities Maintenance Mechanic, 4. Employment Contract Termination - Bus Driver, 5. Employment Contract Termination - Network Technician, 6. Resignation - Teacher, 7. Principal Waiver, 8. Principal - Lake School, 9. Annual Evaluation - Superintendent, 10. Teacher of the Year 2007-2008, 12. Field Experience Request, Spring 2007, 13. Field Experience Requests, Fall 2007, 14. Clinical Practice - Student Teaching Requests, 15. Probationary Employment Acknowledgment, 16. Resolution - Authorization for Emergent Hiring Pending Completion of Criminal History Check

11. Employee Calendar 2007-2008 - This motion was not acted upon and was held for further discussion.

ITEM 11 - CURRICULUM ITEM NOT ACTED UPON

Motion carried unanimously by roll call vote.

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 2006-07 school year:

SUBSTITUTE EMPLOYMENT

Source 4 Teachers
See attached

Teacher
Carol Anderson
Jean Kane
Lori Zorzi

2. Move to approve an unpaid leave of absence, under the provisions of the Family and Medical Leave Act, from September 5, 2007 through November 27, 2007 for Christine Rowan, special education teacher.

LEAVE OF ABSENCE REQUEST - TEACHER

3. Move to approve an unpaid intermittent leave of absence as needed, under the provisions of the Family and Medical Leave Act, from April 11, 2007 through June 30, 2007 for Frank Biegalski, facilities maintenance mechanic.

LEAVE OF ABSENCE REQUEST - FACILITIES MAINTENANCE MECHANIC

4. Move to approve the employment contract termination of Tracy Polo, bus driver, effective April 22, 2007.

EMPLOYMENT CONTRACT TERMINATION - BUS DRIVER

5. Move to approve the employment contract termination of Betsy Gonzalez, network technician, effective May 1, 2007.

EMPLOYMENT CONTRACT TERMINATION - NETWORK TECHNICIAN

- 6. Move to approve the resignation of Kevin Griffin, teacher, effective July 1, 2007. RESIGNATION - TEACHER
- 7. Move to request a waiver of the provision of N.J.A.C. which requires a full-time non-teaching principal at Lake School for the 2007-2008 school year. PRINCIPAL WAIVER
- 8. Move to appoint Richard Dantine, Jr. as Principal of Lake School for the 2007-2008 school year. PRINCIPAL - LAKE SCHOOL
- 9. Move to approve the 2006-2007 annual performance evaluation of the Superintendent and order the same filed in the respective personnel file. ANNUAL EVALUATION - SUPERINTENDENT
- 10. Move to approve Denise Wagner as Township of Franklin Teacher of the Year for 2007-2008 and authorize her nomination for consideration as Gloucester County Teacher of the Year. TEACHER OF THE YEAR 2007-2008
- 12. Move to approve the following field experience placement for the spring 2007 as follows: FIELD EXPERIENCE REQUEST - SPRING 2007

Name/University	School	Cooperating Teacher
Faith Abagnale/ Fairleigh Dickinson	Mary F. Janvier	Christine Rowan Special Education

- 13. Move to approve the following field experience placements for the fall 2007 as follows: FIELD EXPERIENCE REQUESTS - FALL 2007

Name/University	School	Cooperating Teacher
Daniel Lee/Rowan	Caroline L. Reutter	Dennis Burlingame Physical Education
Terry Love/Rowan	Caroline L. Reutter	Dennis Burlingame Physical Education

- 14. Move to approve the clinical practice - student teaching requests for the fall 2007 as follows: CLINICAL PRACTICE - STUDENT TEACHING REQUESTS

Name/University	School	Cooperating Teacher
Jennifer Schofield/Rowan	Mary F. Janvier	Miriam Szalabofka Physical Education
Theresa Hoffman/Rowan	Mary F. Janvier	Donna Harrison Grade 1
Mike Spano/Rowan	Caroline L. Reutter	Kathleen Rosa Art

15. Move to acknowledge the successful probationary employment of the following individual:

PROBATIONARY
EMPLOYMENT
ACKNOWLEDGMENT

Employee	Position	Effective Date
Linda Ruiz	Bus Driver	February 27, 2007

16. Move to approve the following resolution:

RESOLUTION -
AUTHORIZATION FOR
EMERGENT HIRING
PENDING COMPLETION OF
CRIMINAL HISTORY CHECK

Resolution

WHEREAS, the Township of Franklin Board of Education seeks to employ Carol Anderson, Jean Kane, on an emergent basis for a period not to exceed three months, pending completion of a criminal history records check; and

WHEREAS, the Township of Franklin Board of Education seeks to demonstrate to the Commissioner of Education that special circumstances exist which justify the emergent employment; and

WHEREAS, Carol Anderson, Jean Kane has attested that he/she has not been convicted of any disqualifying crime pursuant to the provisions of N.J.S.A. 18A:6-7.1 et seq., N.J.S.A. 18A:39-17 et seq., or N.J.S.A. 18A:6-4.13 et seq., as applicable.

NOW THEREFORE BE IT RESOLVED that the Township of Franklin Board of Education approves the application for emergency hiring of Carol Anderson, Jean Kane.

Miss Grochowski moved, Mrs. Coulbourn seconded a motion to adjourn.

Motion carried unanimously.

Meeting adjourned 9:19 p.m.

ADJOURNMENT

Respectfully submitted,

Elizabeth A. DiPietro
Interim School Business Administrator/
Board Secretary

Typed by: jmp