

**MINUTES****I. CALL TO ORDER**

The October 18, 2005 meeting of the Alexandria Township Board of Education was called to order by President Susan F. Luthringer at 7:03 PM.

**II. NOTIFICATION OF MEETING**

This meeting was properly advertised according to the Open Public Meeting Act (P.L. 1975:31) in the Delaware Valley News on October 13, 2005, to begin at 7:00 PM.

**III. GOAL STATEMENT**

The Alexandria Township Board of Education is committed to provide an educational climate where all children can and do learn.

**IV. ROLL CALL**

Kathleen Finnegan - A  
Francis L. Guenther - P  
Beth A. Harding - P  
Bernice M. Keizer - P  
Douglas E. Linden, Jr. - A

Susan F. Luthringer - P  
Lori Kopf MacWilliam - A(7:30 PM)  
Patrick D. McGuinness - P  
Susan F. Metz - P

**V. FLAG SALUTE**

Anthony W. Catana and Thomas S. Perrino, representatives from Spiezle Group, presented the District's Long Range Facility Plan. The Spiezle Group will forward a copy of the revised plan that was submitted to the Department of Education for review by the Buildings and Grounds Committee.

**VI. PUBLIC INPUT**

Mr. Roger Sedlack advised the Board that he has been monitoring the arrival of the buses at the Lester D. Wilson School and finds that they are late in arriving at the school. Mr. Sedlack feels that this is unacceptable and wanted to know what the Board was going to do about the situation. Mr. Sedlack said that courtesy busing should be eliminated. President Luthringer said that the Board was not willing to do that and that transportation is provided for every student in Alexandria Township. President Luthringer also said that the Board does not have a response to his issue and that the issue would not be discussed any further. Mr. Sedlack said that he has a staff of attorneys and that he was going to sue the Board.

Mrs. Nancy Henderson approached the Board, stating that she thought the assignment of bus stops was not fair. Mrs. Henderson's request to have a bus stop at the end of her driveway was reviewed by Mrs. Prowker and Dr. Schadt and denied. The stop assigned to her children is safe and appropriate. Mrs. Henderson said that other people have stops at their driveway and she thinks the system is not fair. President Luthringer advised that all children are offered transportation to school and not every child has a stop at their driveway.

**VII. CORRESPONDENCE**

The Board acknowledged receipt of postcards from Arthur Pfefferle.

A thank you note was received from Janet Gleason, thanking the Board for the floral arrangement sent during her recent hospital stay.

**VIII. BOARD PRESIDENT**

President Luthringer advised that she attended the HCSBA breakfast for Board Presidents and Vice Presidents.

**IX. SUPERINTENDENT'S REPORT**

Dr. Schadt reported the District's Violence and Vandalism Report for the 2004-05 school year as follows:

The District had 5 acts of violence and 0 acts of vandalism. The following is a breakdown of the incidences:

- 1 simple assault in a classroom
- 2 fights inside the school, but not in a classroom
- 1 threat in a corridor
- 1 threat in the cafeteria

Mr. Thomas Bubba gave an update on events at Lester D. Wilson School.

Ms. Frances Wood gave an update on events at Alexandria Middle School.

**X. SCHOOL BUSINESS ADMINISTRATOR/BD SECRETARY'S REPORT**

Ms. Barbara E. Prowker, School Business Administrator/Board Secretary, reported the following:

1. Informational: I will be attending the NJSBA/NJASA/NJASBO Annual Workshop scheduled for October 26-28, 2005.

2. There is a motion on the Agenda to accept the CAFR for the year ending June 30, 2005. The Finance Committee, Wendy L. Schadt, Ed. D., Superintendent, and Barbara E. Prowker, School Business Administrator/ Board Secretary, met with William M. Colantano, Jr., the District's auditor, on Monday, October 17, 2005, to thoroughly review the CAFR. There were no audit recommendations.
3. As required by law, districts will revise and update the maximum capital reserve amount (or total local monies needed to implement the LRFP) in the annual QAAR submission to account for capital projects completed and/or additional capital projects identified through LRFP amendments.

**XI. GOALS PROGRESS**

1. By June 30, 2006, analyze the data collected from the survey and present to the Board recommendations for the next steps.
2. By November 1, 2005, analyze our spending trends within the areas of:
  - Special Education
  - Per pupil costs
  - Between adopted budget and actual budget
3. By June, 2006, explore World Language Programs within and outside the District to determine options available

**XII. COMMITTEE REPORTS**

Susan Luthringer - Negotiations  
Susan Luthringer - Finance  
Frances Guenther - Personnel  
Bernice Keizer - Public Relations

**XIII. UNFINISHED BUSINESS**

**XIV. NEW BUSINESS**

Mrs. Keizer suggested that there be an orientation for the Fairview Lakes trip.

**XV. PUBLIC INPUT**

Mrs. Nancy Henderson asked what the requirements were to be a school business administrator. Ms. Prowker responded and said that she would mail the Administrative Code to Mrs. Henderson.

Mr. Sedlack asked what the results were of Ms. Prowker's audit. President Luthringer advised that there were no audit recommendations. Additionally, there have been no audit recommendations in Ms. Prowker's tenure in the District, which has been eleven years.

Mrs. Nebel asked what the status of negotiations were with the ATEA. President Luthringer advised that the matter is confidential, but that both sides very much would like a settlement.

**XVI. EXECUTIVE SESSION: 8:39 PM**

Motion made by Mr. McGuinness, seconded by Mrs. Metz, upon the recommendation of the Superintendent of Schools that the Board go into Executive Session to discuss negotiations, a legal matter, and a personnel matter.

Roll Call Vote: YES: All Present

**OPEN SESSION: 9:01 PM**

Motion made by Mrs. Harding, seconded by Mr. McGuinness, upon the recommendation of the Superintendent of Schools that the Board return to Open Session at 9:01 PM.

Roll Call Vote: YES: All Present

**XVII. MOTIONS**

**Personnel**

1. Motion made by Mrs. Keizer, seconded by Mrs. Harding, upon the recommendation of the Superintendent of Schools that the Board approve the termination of Irene Amante, Lester D. Wilson School Secretary, effective November 5, 2005.

Roll Call Vote: YES: All Present

2. Motion made by Mrs. Keizer, seconded by Mrs. Harding,, upon the recommendation of the Superintendent of Schools that the Board approve Carol Testa as Assistant Drama Director at a stipend of \$1,091.

Roll Call Vote: YES: All Present

3. Motion made by Mrs. Keizer, seconded by Mrs. Harding, upon the recommendation of the Superintendent of Schools that the Board approve Debbie Glick as Jazz Band Director at a stipend of \$1,000.

Roll Call Vote: YES: All Present

Emergent Hire

4. Motion made by Mrs. Keizer, seconded by Mrs. Harding, upon the recommendation of the Superintendent of Schools that the Board approve the following resolution:

Resolved, That the Alexandria Township Board of Education approve application of the emergent hiring of the following:

Jeffrey Staples

Roll Call Vote: YES: All Present - Guenther, Harding, Keizer, Luthringer, MacWilliam, McGuinness, Metz

Request for Sick Day Bank

5. Motion made by Mr. McGuinness, seconded by Mrs. Harding,, upon the recommendation of the Superintendent of Schools that the Board grant Janet Gleason use of 28 days from the "Sick Bank". (This is a mutual agreement between the ATEA and BOE).

Roll Call Vote: YES: All Present

Move on Salary Guide

6. Motion made by Mrs. Metz, seconded by Mr. McGuinness, upon the recommendation of the Superintendent of Schools that the Board approve a move on the negotiated salary guide for Pamela L. Beck, effective September 1, 2005, from 17-MA to 17-MA+15.

Roll Call Vote: YES: All Present

7. Motion made by Mrs. Metz, seconded by Mr. McGuinness, upon the recommendation of the Superintendent of Schools that the Board approve a move on the negotiated salary guide for Darcy Jones, effective September 1, 2005, from 18-MA+15 to 18-MA+30.

Roll Call Vote: YES: All Present

Increase In Substitute Rate

8. Motion made by Mrs. Harding, seconded by Mr. McGuinness, upon the recommendation of the Superintendent of Schools that the Board approve an increase in the custodial substitute pay from \$9.00 to \$12.00 per hour.

Roll Call Vote: YES: All Present

9. Motion made by Mrs. Harding, seconded by Mr. McGuinness, upon the recommendation of the Superintendent of Schools that the Board approve an increase in the nurse's substitute pay from \$80 to \$100 per day.

Roll Call Vote: YES: All Present

Workshops

10. Motion made by Mr. Guenther, seconded by Mrs. Harding, upon the recommendation of the Superintendent of Schools that the Board approve the following workshops:

<u>Name</u>	<u>Workshop</u>	<u>Date</u>	<u>Cost</u>
Sousa	Everything You Wanted To Know About the SmartBoard	9/30/05	125.00
Winchatz	Art Educators of NJ Fall Conf.	10/11/05	125.00
Muzyka	Creative Bridges for Language Learning	10/14/05	150.00
Whiteley	Recognizing & Helping Children With Sensory Processing Disorder	10/19/05	145.00
Schneider Blessing Schryer	Strategies for Students With Aspergers Syndrome	10/20/05 10/21/05 10/21/05	179.00 Each
Boccuzzi	Oppositional Defiant Disorder	10/25/05	145.00
Bidwell Bender	Increase Your Student's Reading Fluency	10/26/05	179.00 Each
Taylor Savacool	AMTNJ Convention	10/27/05 10/28/05	100.00 Each
Hoyda Shoudt	AMTNJ Convention	10/27/05 10/27/05	130.00 Each
Esposito	From Dick & Jane to Rocket Science	10/28/05	187.00
Hoyda	Making Math Come Alive Through Manipulative Activities Grades 5-8	11/15/05	145.00

Esposito Effective Writing Strategies For 11/18/05 189.00  
Students With Learning Disabilities

Roll Call Vote: YES: All Present

**Class Trips**

11. Motion made by Mrs. MacWilliam, seconded by Mr. McGuinness, upon the recommendation of the Superintendent of Schools that the Board approve the following class trips:

<u>Grade</u>	<u>Date</u>	<u>Destination</u>
Preschool	10/13/05	Peaceful Valley Orchards
Kindergarten	10/20/05	Hunterdon County Arboretum
8	11/03/05	Pax Amicus Castle Theatre

Roll Call Vote: YES: All Present

**Approval of Minutes**

12. Motion made by Mrs. Keizer, seconded by Mr. McGuinness, upon the recommendation of the Superintendent of Schools that the Board approve the Minutes of the September 27, 2005, meeting as presented.

Roll Call Vote: YES: All Present

**Finance**

13. Motion made by Mr. McGuinness, seconded by Mrs. Harding, upon the recommendation of the Superintendent of Schools that the Board approve the transfers for the month ending September 30, 2005, as submitted by the Superintendent, as authorized by N.J.A.S.A.18A:22-8.1.

Roll Call Vote: YES: All Present

14. Motion made by Mr. McGuinness, seconded by Mrs. Harding, to accept the Alexandria Township Board of Education's certification that the Superintendent, Dr. Wendy L. Schadt, recommends that the Board of Education accept the monthly financial reports of the Board Secretary and the Treasurer of School Moneys for the month ending, September 30, 2005, and she further recommends in compliance with N.J.A.,C. 6:20-2.13(3) that the Board of Education certify that no major account or fund has been overexpended and that as of this report sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

Roll Call Vote: YES: All Present

15. Motion made by Mr. McGuinness, seconded by Mrs. Harding, upon the recommendation of the Superintendent of Schools that the Board accept the School Business Administrator/Board Secretary's Barbara E. Prowker, certification as required by N.J.A.C. 6:20-2.13(d), that no line item account has been overexpended as of September 30, 2005, and that as of this date sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

Roll Call Vote: YES: All Present

### **Approval of Bill List**

16. Motion made by Mr. McGuinness, seconded by Mrs. Harding, upon the recommendation of the Superintendent of Schools that the Board approve the Bill List dated, October 13, 2005, in the amount of \$632,538.59, check numbers 2060-2155 , as submitted.

Roll Call Vote: YES: All Present

### **CAP Grant**

17. Motion made by Mrs. Metz, seconded by Mrs. Harding, upon the recommendation of the Superintendent of Schools that the Board approve the submission of a CAP Grant for "No More Bullies, No More Victims" program for K-2 for the 2005-06 school year in the amount of \$2,900.

Roll Call Vote: YES: All Present

### **Petty Cash**

18. Motion made by Mrs. Harding, seconded by Mr. McGuinness, upon the recommendation of the Superintendent of Schools that the Board increase the petty cash amount per individual from \$25 to \$50 per person per school year.

Roll Call Vote: YES: All Present

### **Comprehensive Maintenance Plan**

19. Motion made by Mr. Guenther, seconded by Mrs. Harding, upon the recommendation of the Superintendent of Schools that the Board approve the following resolution:

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 for the various school facilities of the Alexandria 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 Alexandria Township School District hereby authorizes the School Business Administrator to submit the Comprehensive Maintenance Plan for the Alexandria Township School District in compliance with Department of Education Requirements.

Roll Call Vote: YES: All Present - Guenther, Harding, Keizer, Luthringer, MacWilliam, McGuinness, Metz

### **Maximum Capital Reserve**

20. Motion made by Mrs. MacWilliam, seconded by Mrs. Harding, upon the recommendation of the Superintendent of Schools that the Board approves the Maximum Capital Reserve amount (the total amount of local monies needed to implement the LRFP) for the 2006-07 school year to be \$3,005,100 if all projects listed in the LRFP were planned for the 2006-07 school year.

Roll Call Vote: YES: All Present - Guenther, Harding, Keizer, Luthringer, MacWilliam, McGuinness, Metz

### **Quality Assurance Annual Report**

21. Motion made by Mrs. MacWilliam, seconded by Mrs. Harding, upon the recommendation of the Superintendent of Schools that the Board approve the Quality Assurance Annual Report for the 2004-05 school year.

Roll Call Vote: YES: All Present - Guenther, Harding, Keizer, Luthringer, MacWilliam, McGuinness, Metz

### **Comprehensive Annual Financial Report For The Fiscal Year Ending June 30, 2005**

22. Motion made by Mrs. MacWilliam, seconded by Mrs. Harding, upon the recommendation of the Superintendent of Schools that the Board accept the Comprehensive Annual Financial Report For The Fiscal Year Ending June 30, 2005. There were no audit recommendations.

Roll Call Vote: YES: All Present - Guenther, Harding, Keizer, Luthringer, MacWilliam, McGuinness, Metz

The Board commended Barbara Prowker and her staff.

**Special Education**

23. Motion made by Mrs. Keizer, seconded by Mr. McGuinness, upon the recommendation of the Superintendent of Schools that the Board approve an Extended School Year Special Education Tuition Contract Agreement with Camp Friendship for the 2005-06 school year for a student, D.O.B. 7/26/94, MD, at a cost of \$850.

Roll Call Vote: YES: All Present

24. Motion made by Mrs. Keizer, seconded by Mr. McGuinness, upon the recommendation of the Superintendent of Schools that the Board approve an Extended School Year Special Education Tuition Contract Agreement with the East Amwell Township Board of Education for the 2005-06 school year for the following students, at a cost of \$1,500 per student: D.O.B. 2/23/02, D.O.B. 3/22/02, and D.O.B. 4/5/02, PSD.

Roll Call Vote: YES: All Present

**Regular Transportation**

25. Motion made by Mr. McGuinness, seconded by Mrs. Harding, upon the recommendation of the Superintendent of Schools that the Board approve a Joint Transportation Agreement with the Delaware Valley Regional High School Board of Education to transport regular students on 54 passenger busses for the 2005-06 school year as follows:

<u>Route #</u>	<u>Joiner Cost</u>
A-3	\$21,756.25
A-4	21,756.25
A-5	20,432.78
A-6	18,925.78
A-7	20,432.78
A-8	20,432.78
A-9	20,432.78
A-10	23,171.48
A-13	20,432.78
A-14	18,454.04
A-15	20,432.78
A-16	20,432.78
A-17	19,869.27
A-18	26,312.00
AK-1	14,966.57
AK-2	12,214.73
AK-3	13,000.97

Roll Call Vote: YES: All Present - Guenther, Harding, Keizer, Luthringer, MacWilliam, McGuinness, Metz

26. Motion made by Mr. McGuinness, seconded by Mrs. Harding, upon the recommendation of the Superintendent of Schools that the Board approve a Joint Transportation Agreement for the 2005-06 school year with the Delaware Valley Regional High School Board of Education, to transport seven special education students, Route SP-1, at a cost of \$45,172.

Roll Call Vote: YES: All Present

**Facility Use**

27. Motion made by Mrs. Metz, seconded by Mr. McGuinness, upon the recommendation of the Superintendent of Schools that the Board approve use of the Lester D. Wilson School art room by Daisy Troop 353, the second and fourth Wednesday of each month from 3:40-5:00 PM, for the 2005-06 school year.

Roll Call Vote: YES: All Present

28. Motion made by Mrs. Metz, seconded by Mr. McGuinness, upon the recommendation of the Superintendent of Schools that the Board approve the use of Room 106 at the Lester D. Wilson School for Alexandria Township Recreation Commission meetings at 7:30 PM as listed:

October 25, 2005	March 27, 2006
November 28, 2005	April 24, 2006
January 23, 2006	May 22, 2006
February 27, 2006	

Roll Call Vote: YES: All Present

**XVII. ADDITIONAL MOTIONS**

**Acceptance of Funds From The  
Alexandria Township Education Foundation**

29. Motion made by Mrs. Harding, seconded by Mr. McGuinness, upon the recommendation of the Superintendent of Schools that the Board approve the acceptance of funds from the Alexandria Township Education Foundation, not to exceed \$20,000, for grants approved by the Alexandria Township Education Foundation on October 19, 2005, to be used solely in the Alexandria Township Public Schools.

Roll Call Vote: YES: All Present

**School Nursing Plan**

30. Motion made by Mr. Guenther, seconded by Mrs. Harding, upon the recommendation of the Superintendent of Schools that the Board approve the Alexandria Township's School Nursing Plan for the 2005-06 school year.

Roll Call Vote: YES: All Present - Guenther, Harding, Keizer, Luthringer, MacWilliam, McGuinness, Metz

**Emergency and Crisis Management Plan**

31. Motion made by Mrs. MacWilliam, seconded by Mr. McGuinness, upon the recommendation of the Superintendent of Schools that the Board approve the Alexandria Township's Emergency and Crisis Management Plan.

Roll Call Vote: YES: All Present

**Violence and Vandalism Reporting Program**

32. Motion made by Mrs. Keizer, seconded by Mrs. Harding, upon the recommendation of the Superintendent of Schools that the Board approve the Alexandria Township's Violence and Vandalism Reporting Program.

Roll Call Vote: YES: All Present

**XVIII. ADJOURN**

Motion made by Mr. McGuinness, seconded by Mrs. Harding, upon the recommendation of the Superintendent of Schools that the Board adjourn the meeting at 9:36 PM.

Roll Call Vote: YES: All Present

Respectfully Submitted By,

Barbara E. Prowker  
School Business Administrator/Board Secretary