

**MINUTES**

**1. CALL TO ORDER**

The September 22, 2011 meeting of the Alexandria Township Board of Education was called to order by President Scott A. Saccal at 7:31 PM.

**2. NOTIFICATION OF MEETING**

This meeting was properly advertised according to the Open Public Meeting Act (P.L. 1975:31) in the Hunterdon County Democrat on May 12, 2011, to begin at 7:30 PM.

**3. ROLL CALL**

Linda K. Adams - P	Peter P. Pfreundschuh – A(7:45 PM)
Elizabeth A. Kelly - P	Scott A. Saccal - P
Douglas E. Linden, Jr. - P	Shawn J. Shapiro - A
Patrick D. McGuinness - P	Brian P. Walsh - P
Joan M. Monaco - A	

**4. BOARD STATEMENT**

The mission of the Alexandria Township School District is to achieve academic excellence through high quality instruction, a positive learning environment, and a strong partnership among staff members, family and community.

**5. FLAG SALUTE**

**6. CORRESPONDENCE**

Emails were received from the following:

Sherry Becker  
Sandy Castellani  
Heather and Andrew Cole

**7. BOARD PRESIDENT**

- A. President Saccal commended the custodial staff and the summer custodial staff for the great job in preparing the buildings and grounds for the opening of school.
- B. President Saccal congratulated Dr. Jennings for obtaining the Excellent Educators For New Jersey Grant in the amount of \$51,800.
- C. President Saccal thanked the staff and the administration for successful Back-To-School nights.

**8. SUPERINTENDENT'S REPORT**

Dr. Jennings said that the Back-To-School nights were great. The staff was enthusiastic and well prepared. Dr. Jennings said that he was proud of the job that was done and kudos to everyone.

Dr. Jennings reported on the following:

- A. Bullying Incidents – Dr. Jennings reported that there were two reported incidents. The investigations are complete and it was found that no bullying took place. There was one reported in each school.

Dr. Jennings advised that he will make bullying incidents part of his monthly report.

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

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

- A. Transportation is only able to travel parts of Sweet Hollow and Creek Roads. We've been notified by Cathy Reese, Alexandria Township's Clerk, that it will not be a quick fix to complete the repairs. We have adjusted our transportation routes accordingly.
- B. William M. Colantano, CPA, the District's auditor, will present the Comprehensive Annual Financial Report (CAFR) at the October 20, 2011 Board work session.
- C. Reminder: NJSBA/NJASA/NJASBO Workshop and Exhibition will be held on October 24-26, 2011, in Atlantic City. District attendees will be eligible for up to two nights stay, Monday and Tuesday. We have secured housing at the Trump Plaza Hotel and Casino. Please let me know as soon as possible if you plan to attend.

**10. COMMITTEE REPORTS**

**11. PUBLIC INPUT**

President Saccal read the following statement:

All comments should be directed to the Board President. The Board will not respond to complaints from and to school personnel unless the chain of command has been followed, without satisfaction. Furthermore, the Board cannot respond to any complaints from the public directed at any District employee or student, as the Board must protect each employee and each student's right to privacy.

**12. UNFINISHED BUSINESS**

13. **NEW BUSINESS**
14. **PUBLIC INPUT: COMMENTS ON MOTIONS ONLY**
15. **CONSENT AGENDA MOTION**

Motion made by Mr. Linden, seconded by Mrs. Adams, upon the recommendation of the Superintendent of Schools that the Board approve the consent agenda as follows:

Roll Call Vote: YES: All Present

**Finance**

- A. upon the recommendation of the Superintendent of Schools that the Board approve the transfers for the month ending August 31, 2011, as submitted by the Superintendent, as authorized by N.J.S.A. 18A:22-8.1.
- B. to accept the Alexandria Township Board of Education's certification that the Superintendent, Dr. Matthew J. Jennings, 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 August 31, 2011, and he 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.
- C. 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 August 31, 2011, and that as of this date sufficient funds are available to meet the District's financial obligations for the remainder of the fiscal year.

**Bill List**

- D. upon the recommendation of the Superintendent of Schools that the Board approve the Bill List dated August 9, 2001-September 12, 2001, check numbers 1123-1207, in the amount of \$359,623.76.

**Travel and Related Expenses Reimbursement**

- E. upon the recommendation of the Superintendent of Schools that the Board approve work-related and related expenses reimbursement for the following staff members that is directly related to and within the scope of their current work responsibilities, promotes the delivery of instruction, and is critical to the instructional needs of the School District or furthers the efficient operation of the School District, and is educationally necessary and fiscally prudent.

<u>Name</u>	<u>Date</u>	<u>City</u>	<u>Purpose</u>
Kacedon	10/13/11	Monroe Township	NJPSA Fall Conference
Adams Kelly Linden McGuinness Monaco Pfreundschuh Saccal Shapiro Walsh	10/24-26/11	Atlantic City	NJSBA/NJASA/NJASBO Workshop and Exhibition

- F. upon the recommendation of the Superintendent of Schools that the Board approve work-related and related expenses reimbursement for the following staff members that is directly related to and within the scope of their current work responsibilities, promotes the delivery of instruction, and is critical to the instructional needs of the School District or furthers the efficient operation of the School District, and is educationally necessary and fiscally prudent. The information for this workshop was not available at the August 25, 2011 meeting.

<u>Name</u>	<u>Date</u>	<u>City</u>	<u>Purpose</u>
Jennings Pawlowski,D. Bills Dominic Kacedon Esposito McCluskey	9/12-15/11	Williamsburg, VA	Teacher Evaluation Process *Required as part of EE4NJ Grant Award
Stoskus	8/17/11	Bridgewater	HIB Training

## 16. REGULAR AGENDA MOTIONS

### Minutes

1. Motion made by Mr. McGuinness, seconded by Mr. Linden, upon the recommendation of the Superintendent of Schools that the Board approve the August 25<sup>th</sup> Minutes with the following correction:

Page 2,9.c. add: the Board discussed the Cole's request for alternate transportation and determined that the request did not meet the requirements of the District's transportation policy.

Roll Call Vote: YES: All Present

**Personnel**

2. Motion made by Mrs. Adams, seconded by Mr. McGuinness, upon the recommendation of the Superintendent of Schools that the Board approve an employment contract for Kasandra Semanchik as a health and physical education teacher for the 2011-12 school year commencing September 23, 2011, at Step 1-BA, prorated salary of \$48,775 on the 2010-11 Salary Guide. Employment contingent upon the successful completion of the criminal history check required by law.

Roll Call Vote: YES: All Present

**Emergent Hire**

3. Motion made by Mrs. Adams, seconded by Mr. McGuinness, 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 for the emergent hire of the following:

Kasandra Semanchik

Roll Call Vote: YES: All Present – Adams, Kelly, Linden, McGuinness, Pfreunds Schuh, Saccal, Walsh

**Before/After School Academic Support Positions**

4. Motion made by Mrs. Adams, seconded by Mr. McGuinness, upon the recommendation of the Superintendent of Schools that the Board approve the following teachers for the Before/After School Academic Support positions for the 2011-12 school year at a yearly stipend of \$2,500:

Matthew Blazure  
Cara Hamrah  
Vickie Milford  
Jane Muzyka  
Danielle Weisman  
Erin Winters

Roll Call Vote: YES: All Present

**Policies and Regulations**

5. Motion made by Mr. McGuinness, seconded by Mr. Linden, upon the recommendation of the Superintendent of Schools that the Board abolish the following policies and rename Policy 5512 – Harassment, Intimidation, and Bullying:

P5512 Hazing  
P5512.01 Harassment, Intimidation, and Bullying  
P5512.02 Cyber-Bullying

Roll Call Vote: YES: All Present

6. Motion made by Mrs. Kelly, seconded by Mr. Linden, upon the recommendation of the Superintendent of Schools that the Board approve the seconded reading of the following Regulations:

Regulation 8420.2 Bomb Threats  
Regulation 8420.7 Lockdown  
Regulation 8420.10 Active Shooter

Roll Call Vote: YES: All Present

### **English Language Services Three-Year Plan**

7. Motion made by Mr. Pfreundschuh, seconded by Mr. McGuinness, upon the recommendation of the Superintendent of Schools that the Board approve the English Language Services Three-Year Plan (2011-2014).

Roll Call Vote: YES: All Present

### **Acceptance of REAP Grant**

8. Motion made by Mrs. Kelly, seconded by Mr. Walsh, upon the recommendation of the Superintendent of Schools that the Board accept a grant under the REAP Small Rural School Achievement Program in the amount of \$47,785.

Roll Call Vote: YES: All Present

### **Preschool Tuition Contract**

9. Motion made by Mr. Walsh, seconded by Mrs. Adams, upon the recommendation of the Superintendent of Schools that the Board approve a Preschool Tuition Contract Agreement #25 for a student whose name is on file in the Business Office for the 2011-12 school year.

Roll Call Vote: YES: All Present

### **Participation In A Cooperative Pricing System**

10. Motion made by Mr. Linden, seconded by Mr. Pfreundschuh, upon the recommendation of the Superintendent of Schools that the Board approve participation in a cooperative pricing system as per the following resolution:

**Whereas**, N.J.S.A. 40A:11-11(5) authorizes contracting units to establish a Cooperative Pricing System and to enter into Cooperative Pricing Agreements for its administration; and

**Whereas**, the Middlesex Regional Educational Services Commission, hereinafter referred to as the "Lead Agency" has offered voluntary participation in a Cooperative Pricing System for the purchase of goods and services.

**Whereas**, on September 22, 2011, the governing body of the Alexandria Township Board of Education, County of Hunterdon, State of New Jersey duly considered participation in a Cooperative Pricing System for the provision and performance of goods and services;

**Now Therefore Be It Resolved** as follows:

**TITLE**

This RESOLUTION shall be known and may be cited as the Cooperative Pricing Resolution of the Alexandria Township Board of Education.

**AUTHORITY**

Pursuant to the provisions of *N.J.S.A. 40A:11-11(5)*, Barbara E. Prowker is hereby authorized to enter into a Cooperative Pricing Agreement with the Lead Agency.

**CONTRACTING UNION**

The Lead Agency shall be responsible for complying with the provisions of the *Local Public Contracts Law (N.J.S.A.40A:11-1 et seq.)* and all other provisions of the revised statutes of the State of New Jersey.

**EFFECTIVE DATE**

This resolution shall take effect immediately upon passage.

Roll Call Vote: YES: All Present - Adams, Kelly, Linden, McGuinness, Pfreundschuh, Saccal, Walsh

**Alliance for Competitive Telecommunications (ACT)**

11. Motion made by Mrs. Adams, seconded by Mr. Walsh, upon the recommendation of the Superintendent of Schools that the Board approve participation for cooperative purchasing of telecommunication services as follows:

The Alexandria Township Board of Education agrees to participate in the **Alliance for Competitive Telecommunications** with the Middlesex Regional Educational Services Commission (MRESC) Cooperative Pricing System 65MCESCCPS and the New Jersey Association of School Business Officials (NJASBO). The MRESC shall be the lead Agency for this program. All current and future members of the MRESC Cooperative Pricing system are invited to participate in the **Alliance for Competitive Telecommunications, which is intended to fulfill school districts obligations under 18A:55-3 and offer other co-op members a competitive pricing model.**

Roll Call Vote: YES: All Present

### Lighting and Energy

12. Motion made by Mr. McGuinness, seconded by Mr. Linden, upon the recommendation of the Superintendent of Schools that the Board approve lighting and energy efficiency proposals submitted by pro-tech energy solutions LLC to replace the lighting in the Lester D. Wilson School multi-purpose room at a cost of \$2,978 and the Alexandria Middle School gymnasiums at a cost of \$15,894.

Roll Call Vote: YES: All Present

### Withdrawal From Maintenance Reserve

13. Motion made by Mr. McGuinness, seconded by Mr. Linden, upon the recommendation of the Superintendent of Schools that the Board approve a withdrawal from the Maintenance Reserve in the amount of \$18,872 to fund the lighting and efficiency projects for the Lester D. Wilson School and the Alexandria Middle School.

Roll Call Vote: YES: All Present

### Facility Use

14. Motion made by Mr. Pfreundschuh, seconded by Mrs. Kelly, upon the recommendation of the Superintendent of Schools that the Board approve the use of the Alexandria Middle School art room by Girl Scout Troop 799 the first Thursday of each month for the 2011-12 school year, from 3:40-5:00 PM.

Roll Call Vote: YES: All Present

15. Motion made by Mr. Pfreundschuh, seconded by Mrs. Kelly, upon the recommendation of the Superintendent of Schools that the Board approve use of the Alexandria Middle School art room by Girl Scout Troop 1308 on Fridays for the 2011-12 school year from 3:40-4:45 PM.

Roll Call Vote: YES: All Present

17. **BOARD GOALS**

The Alexandria Township Board of Education will:

- A. Evaluate the implementation of the Alexandria Township School Strategic Plan.
- B. Improve Board effectiveness as measured by the 2010-11 self-evaluation.
- C. Facilitate more effective forms of proactive communications with the public and proactively address concerns raised by the community.
- D. Explore ways to increase fiscal and operating efficiency of the school district.

18. **ADJOURN**

Motion made by Mr. Pfreunds Schuh, seconded by Mrs. Adams, upon the recommendation of the Superintendent of Schools that the Board adjourn the meeting at 8:00 PM.

Roll Call Vote: YES: All Present

Respectfully Submitted By,

Barbara E. Prowker  
School Business Administrator/Board Secretary

BEP/nlm