

**MINUTES**

**1. CALL TO ORDER**

**2. 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 July 10, 2008, to begin at 7:00 PM.

**3. ROLL CALL**

Francis L. Guenther - A(7:13 PM)  
Steven Hill - A(7:06 PM)  
Thomas W. Hlasney - A(7:29 PM)  
Diane Y. Kelly - P  
Bernice M. Keizer - P

Douglas E. Linden, Jr. - P  
Susan F. Luthringer - P  
Patrick D. McGuinness - P  
Scott A. Saccal - P

**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. We are committed to an inclusive educational program that recognizes individual differences and encourages each child to reach his or her potential. We believe that the desire for life-long learning, the development of positive character, and the development of a positive self-concept are essential outcomes of the school experience.

**5. FLAG SALUTE**

**6. CORRESPONDENCE**

The Board received a thank you note from Samantha Sterbenz, thanking the Board for the commencement award.

The Board received thank you notes from Emily Prentice and Diane Opeikun, thanking the Board for their awards at graduation.

**7. BOARD PRESIDENT**

**8. SUPERINTENDENT'S REPORT**

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

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

Ms. Prowker introduced John Puha, the engineer for the Lester D. Wilson School heating system replacement project. Mr. Puha advised the Board that the project is on schedule and that delivery of the unit ventilators is expected next week.

Mr. Puha advised that the section of roof in the 1940 wing over the boiler room, boys/girls toilet rooms, and several classrooms is in need of replacement. Mr. Puha gave the Board some options to either repair the roof or to replace it. Mr. Puha detailed the options for the Board, stating that he recommended replacement of the entire section of the roof. The Board discussed the options and decided to replace the roof.

Mr. Puha further advised that during the demolition of the boiler room it was also discovered that there are several pipes in the ceiling wrapped in asbestos. The Board will have to make arrangements with an asbestos abatement contractor to have the material removed. Barbara Prowker will follow up with the removal of the asbestos.

Additionally, Mr. Puha advised that it has been discovered that the domestic water heater is leaking. John determined that the unit was manufactured in 1992. John presented a proposal from Mechanical Preservation Associates to make some alterations in the boiler room and to install a new oil fired unit.

1. Motion made by Mrs. Kelly, seconded by Mr. Linden, upon the recommendation of the Superintendent of Schools that the Board approve the following Change Order #1:

Change Order #1

Contractor: Mechanical Preservation Associates

The Contract is changed as follows:

Mechanical Preservation Associates will remove and replace the roof and roofing system with new as per engineers specifications. A new boiler room ceiling, piping as needed and wiring will also be supplied. The amount of this change order is over the estimate by Mechanical Preservation Associates. In the interest of time, Mechanical Preservation Associates is offering this as an alternative. Any unused monies must be returned in the form of a change order in the future.

Replace the entire flat room EPDM with a 20 year warranty. The roof support system to be replaced with steel joists and steel decking as opposed to the existing wood.

ADD: \$ 55,000

Roll Call Vote: YES: All Present

2. Motion made by Mr. Linden, seconded by Mrs. Kelly, upon the recommendation of the Superintendent of Schools that the Board approve the following Change Order #2:

Change Order #2

Contractor: Mechanical Preservation Associates

The Contract is changed as follows:

Replace water heater with an A.O. Smith COF-300-800 with 300,000 BTU input and 80 gallons of storage.

1. Remove old water heater along with the steel I-beam supports, hand rails and old sump pump.
2. Fill existing pit with concrete, leaving a sump pit as needed.
3. Install new water heater on new pad and repipe as needed.
4. Install new breaching as needed.

ADD: \$18,500

Roll Call Vote: YES: All Present

**10. COMMITTEE REPORTS**

Thomas Hlasney - Buildings and Grounds  
Susan Luthringer - Policy

**11. PUBLIC INPUT**

**12. UNFINISHED BUSINESS**

Susan Luthringer advised that the most recent issue of *School Leader* has an article on page 10 regarding free legal information.

The Board discussed Sophy Febles' request that the Board make the preschool program available on a part-time basis for those who preferred only part time. The Board decided that since this is the first year for the program and all of the arrangements are in place for a full time program that they would not make a change at this time.

Diane Kelly suggested that the Board give cash instead of savings bonds at the 8th grade commencement ceremonies. Mrs. Kelly said that students could put the money into their college funds immediately. The Board preferred to give bonds to students.

**13. NEW BUSINESS**

14. **MOTIONS**

**Personnel**

1. Motion made by Mr. Saccal, seconded by Mr. Linden, upon the recommendation of the Superintendent of Schools that the Board approve the following substitutes for the 2008-09 school year, upon the successful completion of the criminal history background check required by law:

Denise Evans - Teacher  
Maryann Sajor - Secretary

Roll Call Vote: YES: All Present

2. Motion made by Mr. Saccal, seconded by Mr. Linden, 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:

Denise Evans - Teacher  
Maryann Sajor - Secretary

Roll Call Vote: YES: All Present

**Travel and Related Expenses Reimbursement**

3. Motion made by Mrs. Keizer, seconded by Mr. Saccal, 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>
Bender	8/11, 8/12/08	Piscataway, NJ
Breidt	10/29/08	Edison, NJ
Dale	8/11, 8/12/08	Piscataway, NJ
DeWire	8/18, 8/19/08	Princeton, N
Fuchs	10/29/08	Edison, NJ
Jennings	10/29-11/2/08	Denver, CO
Mitchell	8/11,8/12/08	Piscataway, NJ

Roll Call Vote: YES: All Present

4. Motion made by Mrs. Keizer, seconded by Mr. Saccal, 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 June 26, 2008 meeting.

<u>Name</u>	<u>Date</u>	<u>City</u>
Kacedon	6/24/08	Stewartsville, NJ
Pawlowski, D.	7/7-11/08	Princeton, NJ

Roll Call Vote: YES: All Present

### **Approval of Minutes**

5. Motion made by Mr. Hlasney, seconded by Mrs. Luthringer, upon the recommendation of the Superintendent of Schools that the Board approve the Minutes of the June 26, 2008 meeting and the Minutes of the June 30, 2008 meeting.

Roll Call Vote: YES: All Present

### **Finance**

6. Motion made by Mr. Guenther, seconded by Mr. Linden, upon the recommendation of the Superintendent of Schools that the Board approve the transfers for the month ending June 30, 2008, as submitted by the Superintendent, as authorized by N.J.S.A. 18A:22-8.1.

Roll Call Vote: YES: All Present

7. Motion made by Mr. Guenther, seconded by Mr. Linden, 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 June 30, 2008, 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.

Roll Call Vote: YES: All Present

8. Motion made by Mr. Guenther, seconded by Mr. Linden, 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 June 30, 2008, 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

**Bill List**

9. Motion made by Mrs. Luthringer, seconded by Mrs. Kelly, upon the recommendation of the Superintendent of Schools that the Board approve the Bill List dated June 17 - June 30, 2008, check numbers 5693-N0630, in the amount of \$571,368.67.

Roll Call Vote: YES: Guenther, Hill, Kelly, Keizer, Linden, Jr., Luthringer, McGuinness, Saccal

NO: None

ABSTAIN: Hlasney

**Transportation**

10. Motion made by Mr. Hill, seconded by Mr. Linden, upon the recommendation of the Superintendent of Schools that the Board approve a Joint Transportation Agreement with Delaware Valley Regional High School Board of Education to provide special education ESY transportation as follows:

Route Sum-1	Jerry Davis Center	\$10,535.42
Route Sum-2	Alexandria Middle School	8,052.48

Roll Call Vote: YES: All Present

11. Motion made by Mr. Hill, seconded by Mr. Linden, upon the recommendation of the Superintendent of Schools that the Board approve a Joint Transportation Agreement with the Hunterdon County Educational Services Commission for the 2008-09 school year to provide special education and non-public school transportation as needed, plus an administration fee of 5.5%

Roll Cal Vote: YES: All Present

**Special Education**

12. Motion made by Mr. Linden, seconded by Mrs. Kelly, upon the recommendation of the Superintendent of Schools that the Board approve an extended school year Private Schools Tuition Contract with the Allegro School for a student whose name is on file in the Child Study Team Office for the 2008-09 school year, 30 days at a cost of \$10,740.

Roll Call Vote: YES: All Present

13. Motion made by Mr. Linden, seconded by Mrs. Kelly, upon the recommendation of the Superintendent of Schools that the Board approve an agreement with Summit Speech School for the 2008-09 school year to provide itinerant teacher services, 3 sessions per week at a cost of \$140 per hour.

Roll Call Vote: YES: All Present

14. Motion made by Mr. Linden, seconded by Mrs. Kelly, upon the recommendation of the Superintendent of Schools that the Board approve an agreement with Therapeutic Intervention, Inc., to provide occupational therapy services from July 1 - August 12, 2008, at the following rates:

School Based Therapy In District	\$ 82.25 per hour
Home Based Therapy	91.50 per visit
Evaluations	300.00 per evaluation

Roll Call Vote: YES: All Present

15. Motion made by Mr. Linden, seconded by Mrs. Kelly, upon the recommendation of the Superintendent of Schools that the Board approve an agreement with Speech Partners, Inc., to provide auditory verbal based therapy for the 2008-09 school year. Six hours will be provided for the ESY in July and August and two 60 minute sessions per month during the school year, at a cost of \$130 per hour.

Roll Call Vote: YES: All Present

16. Motion made by Mr. Linden, seconded by Mrs. Kelly, upon the recommendation of the Superintendent of Schools that the Board approve and extended school year tuition contract Private Schools For Students With Disabilities Jerry Davis Early Childhood Center for the 2008-09 school year for a student whose name is on file in the Child Study Team Office for 26 days, at a cost of \$7,455.24.

Roll Call Vote: YES: All Present

**Use of Facilities**

17. Motion made by Mrs. Kelly, seconded by Mr. Linden, upon the recommendation of the Superintendent of Schools that the Board approve the use of the Lester D. Wilson School art room by Girl Scout Troops 173 and 353 for the 2008-09 school year, every Tuesday from 5:45-7:45 PM.

Roll Call Vote: YES: All Present

18. Motion made by Mrs. Kelly, seconded by Mr. Linden, upon the recommendation of the Superintendent of Schools that the Board approve the use of both gyms by the Alexandria Township Park and Recreation Commission for the 2008-09 school year as listed:

September - November

Both Gyms	Mondays & Wednesdays	6-9PM	Adult Basketball
New Gym	Tuesdays	6-7:30PM	Rec Basketball
		7:30-9:30PM	Adult Basketball
Old Gym	Tuesdays	6-9:PM	Rec Basketball
Both Gyms	Thursdays & Fridays	6-9PM	Rec Basketball

December - March

Both Gyms	Mondays	6-9PM	Adult Basketball
Both Gyms	Tuesdays-Fridays	6-9PM	Rec Basketball
Both Gyms	Saturdays	9-5PM	Rec Basketball

April - June

Both Gyms	Mondays & Wednesdays	6-9PM	Adult Basketball
New Gym	Tuesdays	7:30-9:30PM	Adult Volleyball

Roll Call Vote: YES: Guenther, Hlasney, Kelly, Keizer, Linden, Jr.,  
Luthringer, McGuinness, Saccal

NO: Hill

**15. ADDITIONAL MOTIONS**

1. Motion made by Mr. Saccal, seconded by Mrs. Kelly, upon the recommendation of the Superintendent of Schools that the Board approve a move on the negotiated Salary Guide for Joanne McCluskey from 14-MA to 14-MA + 15, \$67,645, effective September 1, 2008.

Roll Call Vote: YES: All Present

2. Motion made by Mrs. Keizer, seconded by Mrs. Luthringer, upon the recommendation of the superintendent of Schools that the Board accept the letter of retirement from Loretta A. Ziegler, effective August 1, 2008.

Roll Call Vote: YES: All Present

**16. WORK SESSION**

The Board discussed the following:

1. Participation fees for extra-curricular activities
2. Cut policy/participation discussion for extra-curricular activities
3. Partnership team
4. Board goals for 2008-09
5. Review Board goals for 2007-08 school year
6. Disappointments to Board Members for 2007-08
7. What process did the Board use that worked for it's members?
8. What process did the Board use that did not work for members?
9. What are the biggest challenges/opportunities the Board will likely face in the near future?
10. Agree on Board goals for 2008-09
11. Board self-evaluation
12. Superintendent's goals.

Susan Luthringer left the meeting at 11:00 PM.

Francis Guenther left the meeting at 11:18 PM.

**17. BOARD GOALS**

1. Each committee will review its responsibilities and write a statement of the functions and duties of that committee. A draft from each committee will be presented to the whole Board at the regular Board meeting on November 27, 2007, with a final version for adoption at the December 18, 2007 Board meeting.
2. Beginning January, 2008, the Board will explore ways to increase the fiscal and operating efficiency of the District.
3. Facilitate a more effective forum for communication through a published annual schedule, quarterly work session, and in other ways to be determined.

**18. ADJOURN: 11:20 PM**

Motion made by Mrs. Kelly, seconded by Mr. Linden, upon the recommendation of the Superintendent of Schools that the Board adjourn the meeting at 11:20 PM.

Roll Call Vote: YES: All Present

Respectfully Submitted By,

Barbara E. Prowker  
School Business Administrator/Board Secretary

