

MINUTES

1. CALL TO ORDER

The May 28, 2009 meeting of the Alexandria Township Board of Education was called to order by President Patrick D. McGuinness at 7:32 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 7, 2009, to begin at 7:30 PM.

3. ROLL CALL

Linda K. Adams - A	Patrick D. McGuinness - P
Francis L. Guenther - P	Scott A. Saccal - P
Steven Hill - A	Shawn J. Shapiro - P
Thomas W. Hlasney - P	Frances R. Wood - P
Douglas E. Linden, Jr. - 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. 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

Dr. Jennings introduced the candidates recommended for positions for the 2009-2010 school year, giving a brief synopsis of their educational background.

6. CORRESPONDENCE

7. BOARD PRESIDENT

President McGuinness announced the following committee assignments:

<u>Personnel</u>	<u>Finance</u>	<u>Policy</u>
Scott Saccal*	Steven Hill*	Thomas Hlasney*
Douglas Linden	Douglas Linden	Shawn Shapiro
Francis Guenther	Frances Wood	Linda Adams
Shawn Shapiro**	Linda Adams**	Scott Saccal**

Curriculum
Francis Guenther*
Scott Saccal
Frances Wood
Thomas Hlasney**

Communications
Linda Adams*
Francis Guenther
Frances Wood
Scott Saccal**

Buildings and Grounds
Shawn Shapiro*
Thomas Hlasney
Steven Hill
Douglas Linden**

Negotiations
Douglas Linden*
Scott Saccal
Steven Hill
Shawn Shapiro
Linda Adams**

Education Foundation
Scott Saccal*
Shawn Shapiro**

Hunterdon County ESC
Francis Guenther*
Shawn Shapiro**

NJSBA
Linda Adams*
Shawn Shapiro**

Hunterdon County SBA
Shawn Shapiro*
Steven Hill**

* Chairperson
** Alternate

President McGuinness advised that Alexandria Community Day is June 13 and that the Board has a table at the event. President McGuinness asked for volunteers to take turns manning the table at the event. Mr. Saccal, Dr. Wood, and President McGuinness will take turns at the event.

President McGuinness advised that the Board Presidents of the Delaware Valley Regional High School sending districts meet once a month to discuss various issues. President McGuinness asked if Board Members had anything that they wished him to bring to the table to let him know.

President McGuinness said that, at the end of the meeting, a date needs to be set for the next Board Work Session.

8. SUPERINTENDENT'S REPORT

9. SCHOOL BUSINESS ADMINISTRATOR/BD SECRETARY'S REPORT

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

1. Please consider attending the 2009 Annual NJSBA workshop from October 28-30, 2009, in Atlantic City. Please advise the Business Office not later than September 1, 2009 if you plan to attend.
2. Governor Corzine, in addition to the June 22, 2009 state aid payment delay already scheduled, has delayed the June 8, 2009 state aid payment as well.
3. As required by law, our insurance broker of record, Grinspec, Inc., marketed our health plan for the 2009-2010 school year. Following are the results;

Oxford Health Plans	12 % premium increase
AETNA	declined to quote
AmeriHealth	declined to quote
Cigna Healthcare	declined to quote
Integrity Health	declined to quote
Horizon Blue Cross Blue Shield	

of New Jersey rates as follows:

Traditional:

Single	\$ 762.11
Parent/Child	1,141.19
2 Adults	1,465.25
Family	1,961.06

PPO

Single	\$ 629.45
Parent/Child	970.75
2 Adults	1,240.53
Family	1,657.38

10. PUBLIC HEARING ON EMPLOYMENT CONTRACT RENEWALS FOR THE 2009-2010 SCHOOL YEAR FOR DR. MATTHEW J. JENNINGS, SUPERINTENDENT, AND BARBARA E. PROWKER, SCHOOL BUSINESS ADMINISTRATOR/BOARD SECRETARY

Chapter 53 requires boards of education to permit the public to comment on any changes or amendments to certain administrative contracts as they are annually renewed. Tonight we are permitting comment on the contract of our Superintendent, Dr. Matthew J. Jennings, and our School Business Administrator/Board Secretary Barbara E. Prowker.

The Board intends to amend Dr. Jenning's and Ms. Prowker's contract for the 2009-2010 school year and is considering an appropriate salary increase. Copies of Dr. Jenning's and Ms. Prowker's contract are available and the Board will, at this time, respectfully hear comments from the public.

The Board, pursuant to *N.J.S.A. 10:4-12(b)* the Open Public Meetings Act, shall not discuss personnel matters and shall not respond to comments made by members of the public.

Please be aware that the subject of this hearing retains the right of privacy and shall retain all rights regarding defamation and slander according to the laws of New Jersey. The Board shall not be held liable for comments made by members of the public.

11. COMMITTEE REPORTS

Hlasney - Buildings and Grounds

12. PUBLIC INPUT

13. UNFINISHED BUSINESS

Mr. Saccal advised that he attended the Technology Fair at the Alexandria Middle School earlier this day. He said that he was incredibly impressed at how far the District has come in the use of technology.

14. NEW BUSINESS

Dr. Wood said that Linda Adams, who was not able to attend the meeting, asked her to ask if the District is moving forward with trimesters. Mrs. Adams feels that the Board did not vote on this change and that she thinks the Board needs to approve this in order to move forward. Dr. Jennings said that the Board did discuss this and authorized him to move forward with it. He could not put it in place if the Board policy wasn't finalized until August. President McGuinness said that it was the Board's consensus that trimesters make sense.

Dr. Guenther said that it can be revisited with the Board, but that it has been the Board's practice that if questions are to be raised at a Board meeting that administration be given "heads up" first. Dr. Wood said that Mrs. Adams did email Dr. Jennings.

15. EXECUTIVE SESSION: 8:00 PM

Motion made by Mr. Shapiro, seconded by Mr. Saccal, upon the recommendation of the Superintendent of Schools that the Board go into Executive Session to discuss personnel matters.

Roll Call Vote: YES: All Present

16. OPEN SESSION: 8:32 PM

Motion made by Mr. Shapiro, seconded by Mr. Hlasney, upon the recommendation of the Superintendent of Schools that the Board return to Open Session at 8:32 PM.

Roll Call Vote: YES: All Present

President McGuinness gave Douglas Walker the opportunity to speak because he missed the Public Input Section of the Agenda because he was stuck in traffic.

Mr. Walker asked the following questions:

1. Has the decision been made regarding gifted and talented vs. school wide enrichment?

Dr. Jennings said that the District is moving forward with school wide enrichment.

2. Is behavior going to be a component of the grading system?

Dr. Jennings said that the Board will decide.

Mr. Walker said that he is opposed to behavior being a component.

3. What is the status of the Lester D. Wilson School relocation of the main office project?

President McGuinness said that the Board would be discussing the project at the next Board Work Session.

4. Has a decision been reached as to going to a full-day kindergarten for the 2009-2010 school year?

Dr. Jennings said that the District will have full-day kindergarten.

5. Mr. Walker asked if proposals were solicited for the District's health benefit coverage?

Ms. Prowker said "yes", that it is the law to do so.

6. Mr. Walker wanted to know what the salary increases were for the confidential employees?

Dr. Jennings said that the current year's salaries were listed in the Minutes last year if he wished to compare them.

17. MOTIONS

Personnel

1. Motion made by Dr. Wood, seconded by Mr. Saccal, upon the recommendation of the Superintendent of Schools that the Board approve the following summer/substitute custodians for the 2008-2009 school year and the 2009-2010 school year, upon the successful completion of the criminal history background check required by law, at a rate of \$10/hour:

Lewis Compton	Eileen Barry	Elizabeth Nowicki
Christine Duffey	Garrett Crawford	John B. Beriont
Brittany Glick	Rafaela Albiar-Gorrostieta	

Roll Call Vote: YES: All Present

2. Motion made by Mr. Shapiro, seconded by Mr. Saccal, upon the recommendation of the Superintendent of Schools that the Board approve an employment contract for Christine Salerno for the 2009-2010 school year as a Special Education Teacher, Step 1-BA, \$46,830.

Roll Call Vote: YES: All Present

3. Motion made by Mr. Saccal, seconded by Mr. Shapiro, upon the recommendation of the Superintendent of Schools that the Board approve an employment contract for Mary Fran Daley for the 2009-2010 school year as a School Library/Media Specialist, Step 3-MA, \$50,430, upon the successful completion of the criminal history background check required by law.

Roll Call Vote: YES: All Present

4. Motion made by Dr. Guenther, seconded by Mr. Hlasney, upon the recommendation of the Superintendent of Schools that the Board approve an employment contract for Patrick O'Donnell for the 2009-2010 school year as a Teacher, Step 1-BA, \$46,830, upon the successful completion of the criminal history background check required by law.

Roll Call Vote: YES: All Present

5. Motion made by Mr. Hlasney, seconded by Mr. Shapiro, upon the recommendation of the Superintendent of Schools that the Board approve an employment contract for Danielle Weisman for the 2009-2010 school year as a Teacher, Step 1-BA, \$46,830, upon the successful completion of the criminal history background check required by law.

Roll Call Vote: YES: All Present

6. Motion made by Dr. Wood, seconded by Mr. Shapiro, upon the recommendation of the Superintendent of Schools that the Board approve an employment contract for Sara Sciarrello for the 2009-2010 school year as a Teacher, Step 1-BA, \$46,830, upon the successful completion of the criminal history background check required by law.

Roll Call Vote: YES: All Present

7. Motion made by Mr. Shapiro, seconded by Mr. Saccal, upon the recommendation of the Superintendent of Schools that the Board approve Ginger Rolleri as a classroom aide for the PSD/MD ESY Program for two weeks at her contractual hourly rate.

Roll Call Vote: YES: All Present

8. Motion made by Mr. Saccal, seconded by Mr. Shapiro, upon the recommendation of the Superintendent of Schools that the Board approve the following confidential employee employment contracts for the 2009-2010 school year:

Jennifer Bills	Supervisor of Special Services/Social Worker	\$ 95,436
James C. Cronce	Alexandria Middle School Head Custodian	72,363
Joy Dominic	Supervisor of Curriculum & Instruction/LDTC	84,117
Denise Fichner	Instructional Technology & Communications Specialist	74,396
Matthew J. Jennings	Superintendent	151,424
Sandra A. Kacedon	Lester D. Wilson School Principal	94,123
Robert Klobusicky	Computer Technician	46,575
Ellen Kluber	Treasurer of School Moneys	6,187
Kathleen H. LaFerrara	Administrative Assistant For Personnel and Instructional Services	52,187

Nancy L. Majewski	Administrative Assistant For District Operations	51,980
Jennifer Myers	Administrative Assistant For Financial Operations	41,641
David E. Pawlowski	Alexandria Middle School Principal	111,922
Barbara E. Prowker	School Business Administrator/Board Secretary	114,971
William M. Rocchetti	Lester D. Wilson School Head Custodian	40,472

Roll Call Vote: YES: All Present

Substitute List

9. Motion made by Mr. Saccal, seconded by Dr. Wood, upon the recommendation of the Superintendent of Schools that the Board approve the following additions to our 2008-2009 Substitute List, upon the successful completion of the criminal history background check required by law:

Christopher Adams	Custodian
Sally Brunkus	Teacher
April Daley	Teacher
Dana DeRites	Teacher
Matthew Ferry	Teacher
Lisa Gossett	Teacher
Peter Hodges	Teacher
Paige Livingston	Teacher
Margaret Purcell	Teacher
Meggan Rodrique	Teacher
Chelsea Rohland	Custodian
Suzanne Snyder	Teacher
Kristin Sowden	Teacher
Joan Stachnik	Secretary
Alana Valli	Teacher
Lori Trager	Nurse

Roll Call Vote: YES: All Present

Emergent Hire

10. Motion made by Dr. Guenther, seconded by Mr. Shapiro, 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:

Garrett Crawford	Summer/Substitute Custodian
Mary Fran Daley	Library/Media Specialist
Christine Duffey	Summer/Substitute Custodian
Elizabeth Nowicki	Summer/Substitute Custodian
Patrick O'Donnell	Teacher
Sara Sciarello	Teacher
Danielle Weisman	Teacher

Roll Call Vote: YES: All Present

11. Motion made by Dr. Wood, seconded by Mr. Shapiro, 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 substitutes:

Christopher Adams	Custodian
Sally Brunkus	Teacher
April Daley	Teacher
Dana DeRites	Teacher
Matthew Ferry	Teacher
Lisa Gossett	Teacher
Peter Hodges	Teacher
Paige Livingston	Teacher
Margaret Purcell	Teacher
Meggan Rodrique	Teacher
Chelsea Rohland	Custodian
Suzanne Snyder	Teacher
Kristin Sowden	Teacher
Joan Stachnik	Secretary
Alana Valli	Teacher
Lori Trager	Nurse

Roll Call Vote: YES: All Present

Travel and Related Expenses Reimbursement

12. Motion made by Mr. Hlasney, seconded by Dr. Guenther, 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>
Adams	5/28/09	Flemington
Bills	7/8 & 7/9/09	Monroe Township
Adams	10/28/09	Atlantic City
Guenther	10/28/09	Atlantic City
Hill	10/28/09	Atlantic City
Hlasney	10/28/09	Atlantic City
Linden	10/28/09	Atlantic City
McGuinness	10/28/09	Atlantic City
Saccal	10/28/09	Atlantic City
Shapiro	10/28/09	Atlantic City
Wood	10/28/09	Atlantic City

Roll Call Vote: YES: All Present

13. Motion made by Mr. Hlasney, seconded by Dr. Guenther, 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 April 30, 2009 meeting.

<u>Name</u>	<u>Date</u>	<u>City</u>
Glick	4/25	Rahway
Glick	5/6	Wayne

Roll Call Vote: YES: All Present

Approval of Minutes

14. Motion made by Dr. Wood, seconded by Mr. Hlasney, upon the recommendation of the Superintendent of Schools that the Board approve the Minutes of the April 30, 2009 meeting and the Minutes of the May 14, 2009 meeting as presented.

Roll Call Vote: YES: All Present

Finance

15. Motion made by Mr. Shapiro, seconded by Dr. Wood, upon the recommendation of the Superintendent of Schools that the Board approve the transfers for the month ending April 30, 2009, as submitted by the Superintendent, as authorized by N.J.S.A. 18A:22-8.1.

Roll Call Vote: YES: All Present

16. Motion made by Mr. Shapiro, seconded by Dr. Wood, 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 April 30, 2009, 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

17. Motion made by Mr. Shapiro, seconded by Dr. Wood, 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 April 30, 2009, 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

18. Motion made by Mr. Saccal, seconded by Mr. Shapiro, upon the recommendation of the Superintendent of Schools that the Board approve the Bill List dated April 22, 2009 - May 18, 2009, check numbers 6704 thru 6764, in the amount of \$669,348.05.

Roll Call Vote: YES: All Present

Alexandria Township Education Foundation Grant

19. Motion made by Dr. Guenther, seconded by Mr. Saccal, upon the recommendation of the Superintendent of Schools that the Board accept the following Alexandria Township Education Foundation Grant:

<u>Name</u>	<u>Project</u>	<u>Amount</u>
Greg Bierly	Water Studies	\$1,900

Roll Call Vote: YES: All Present

Preschool Tuition

20. Motion made by Mr. Hlasney, seconded by Mr. Shapiro, upon the recommendation of the Superintendent of Schools that the Board approve the 24 regular preschool tuition contract agreements for the 2009-2010 school year at \$3,750 per student. The student's names are on file in the Business Office.

Roll Call Vote: YES: All Present

Hunterdon County Educational Services Commission

21. Motion made by Dr. Wood, seconded by Mr. Shapiro, upon the recommendation of the Superintendent of Schools that the Board approve a resolution for participation in coordinated transportation for the 2009-2010 school year with the Hunterdon County Educational Services Commission with an administration fee of 5.5%.

Roll Call Vote: YES: All Present

Oxford Health Plans

22. Motion made by Mr. Shapiro, seconded by Mr. Saccal, upon the recommendation of the Superintendent of Schools that the Board accept a proposal submitted by United Healthcare Oxford to provide medical coverage for the 2009-2010 school year at a rate increase of 12%, effective July 1, 2009 - June 30-, 2010. The rates are as follows:

<i>Traditional:</i>	<u>Current Rates</u>	<u>Renewal of Rates</u>
Single	\$ 368.95	\$ 413.22
Parent/Child	544.79	610.16
Husband/Wife	821.14	919.68
Family	955.41	1,070.06
 <i>PPO</i>		
Single	579.34	648.86
Parent/Child	842.90	944.05
Husband/Wife	1,257.61	1,408.52
Family	1,471.68	1,648.28

Roll Call Vote: YES: All Present

Food Service

23. Motion made by Mr. Saccal, seconded by Mr. Shapiro, upon the recommendation of the Superintendent of Schools that the Board approve a contract dated May 28, 2009, with Maschio's Food Services, Inc., to provide food service for the 2009-2010 school year. The Management/Administrative Fee for the 2009-2010 school year shall be \$7,086. The Management Fee shall be payable in ten (10) monthly installments of \$708.60 per month, commencing September 1, 2009, and ending June 30, 2009. Maschio's guarantees a no cost or breakeven food service operation, including the management fee. In the event that program costs exceed total revenues (from all sources), Maschio's shall be responsible for any losses (shortfalls) incurred.

Roll Call Vote: YES: All Present

Use of Facilities

24. Motion made by Dr. Guenther, seconded by Mr. Shapiro, upon the recommendation of the Superintendent of Schools that the Board approve the use of the Lester D. Wilson School art room for the 2009-2010 school year by a Girl Scout Troop the 2nd and 4th Monday, September through June, from 3:40-4:30 PM.

Roll Call Vote: YES: All Present

Transfer of Current Year Surplus to Reserve

25. Motion made by Mr. Hlasney seconded by Mr. Shapiro, upon the recommendation of the Superintendent of Schools that the Board approve the following Resolution to transfer current year surplus to reserve:

WHEREAS, NJSA 18A:21-1 and NJSA 18A:7G-13 permit a Board of Education to establish and/or deposit into certain reserve accounts at year end, and,

WHEREAS, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a board of education to transfer anticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by Board resolution, and

WHEREAS, the Alexandria Township Board of Education wishes to deposit anticipated current year surplus into a Capital Reserve account at year end, and

WHEREAS, the Alexandria Township Board of Education has determined that an amount not-to-exceed \$100,000 may be available for such purpose of transfer.

NOW, THEREFORE, BE IT RESOLVED by the Alexandria Township Board of Education that it hereby authorizes the District's School Business Administrator to make this transfer consistent with all applicable laws and regulations.

Roll Call Vote: YES: All Present

Toilet Room Facilities Early Intervention, Pre-Kindergarten and Kindergarten Classrooms Application For The 2009-2010 School Year

26. Motion made by Dr. Wood, seconded by Mr. Shapiro, upon the recommendation of the Superintendent of Schools that the Board approve submission of a Toilet Room Facilities Early Intervention, Pre-Kindergarten and Kindergarten Classrooms Application for the 2009-2010 School Year pertaining to the kindergarten classrooms. The District elects to use the alternate method of compliance in accordance with N.J.A.C. 6A:26-6.2(h)4ii, by providing toilet rooms adjacent to or outside the classrooms in lieu of individual toilet rooms in each classroom.

Roll Call Vote: YES: All Present

Physical Therapy Services

27. Motion made by Mr. Shapiro, seconded by Mr. Saccal, upon the recommendation of the Superintendent of Schools that the Board approve an agreement with Carole Ottens, Physical Therapist, for the 2009-2010 school year to provide physical therapy services at a cost of \$55 per 30 minute session and \$300 per evaluation.

Roll Call Vote: YES: All Present

18. BOARD GOALS

The Alexandria Township Board of Education will:

1. determine if the Board desires to pursue recognition by New Jersey Schools To Watch.
2. continue to 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.
4. review and adopt policy book.
5. prepare for NJQSAC monitoring.

19. ADJOURN

Motion made by Mr. Shapiro, seconded by Dr. Guenther, upon the recommendation of the Superintendent of Schools that the Board adjourn the meeting at 8:56 PM.

Roll Call Vote: YES: All Present

Respectfully Submitted By,

Barbara E. Prowker
School Business Administrator/Board Secretary

BEP/nlm