

**MINUTES**

**1. CALL TO ORDER**

The November 17, 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 - P	Peter Pfreundschuh - A(7:47 PM)
Francis L. Guenther - A(7:40 PM)	Scott A. Saccal - P
Steven Hill - P	Shawn J. Shapiro - P
Douglas E. Linden, Jr. - P	Frances R. Wood - P
Patrick D. McGuinness - 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**

President McGuinness announced that a number of emails and letters have been received regarding the possibility of out sourcing custodial services.

**7. BOARD PRESIDENT**

President McGuinness reminded Board Members to register for the required board member training.

President McGuinness asked who would be attending the delegate assembly meeting?  
Shawn Shapiro will attend.

**8. SUPERINTENDENT'S REPORT**

David Pawlowski introduced Debbie Glick, instrumental music teacher, who introduced the District's jazz combo. The students played a number of selections for the Board and the audience.

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

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

1. 2010-11 Budget preparation underway
2. NJQSAC monitoring date has been changed to November 24, 2009.
3. There was one bid for the third year of the five year temporary financing for the Lester D. Wilson School heating system replacement. There was only one bid submitted. Following is the bid result:

<b>Oppenheimer &amp; Co., Inc.</b>	
Principal Amount	357,000.00
Net Interest Rate	2.9649%

**10. COMMITTEE REPORTS**

Francis Guenther - Curriculum  
Linda Adams - Communications  
Shawn Shapiro - Buildings and Grounds

Mrs. Adams, Dr. Guenther, Dr. Wood and Mr. McGuinness reported on their attendance at the annual NJSBA Workshop in Atlantic City.

**11. PUBLIC INPUT**

President McGuinness reviewed the Board's policy on public input for those in attendance. President McGuinness advised that each person would have an opportunity to address the Board for no longer than five minutes.

Approximately 35 people comprised of staff members, community members, and interested parties addressed the Board in support of not out sourcing custodial services. There were comments as follows:

- What is the Board going to do with the savings if they out source these services?
- The Board did not ask the public how they felt about this decision.
- Have any Board Members lost their jobs?
- It will de-personalize the school.
- The kids love the custodians and feel safe.
- The District will be robbed with a service; they don't care about the kids. Hunterdon Central had a bad experience with a service.

- The kids are safe with Mr. Bill.
- The custodians have a personal relationship with the students.
- We like what we like.
- What else will the Board out source.
- Alexandria is a small community; that's why we moved here.
- What is the procedure to impeach the Board?
- Mr. Cronce mans the building on Sundays for wrestling matches. The wrestlers pay for Mr. Cronce's time, but while he is here he works around the building.
- We're a team.
- The last time the Board out sourced custodial services, things disappeared.
- We don't want strangers around our children.
- The school in this day is the last safe place for kids.
- Standards will fall.
- The kids feel safe and the rooms are clean.
- The custodians know the students and they are important to the school team.
- Concerned with transient workers and inexperienced workers.

Karen Pardonner said that the community needs to vote on the annual school budget in April. Mrs. Pardonner said that the budget has been defeated in recent years and encouraged residents to make a commitment to vote.

Mr. Kiernan asked if the 6th grade curriculum meeting with parents could be held in the evening. Dr. Jennings said that the meetings held during the day have more attendees than the evening meetings.

Mr. Kiernan asked that if the assignment given to the 6th grade students regarding the Islamic faith was postponed, could parents be notified.

Mrs. Blankenship asked how the people were chosen to participate on the strategic planning committee. Dr. Jennings advised that the choices were made by lottery and names were "pulled from a hat" with witnesses.

Mr. Kiernan asked what the cost savings are expected to be by out sourcing the custodial staff. President McGuinness advised that the savings for an eighteen month contract would be approximately \$220,000.

**12. UNFINISHED BUSINESS**

**13. NEW BUSINESS**

Discussion: The most important job of a Board of Education Member

**14. EXECUTIVE SESSION: 9:30 PM**

Motion made by Dr. Guenther, seconded by Mr. Linden, upon the recommendation of the Superintendent of Schools that the Board go into Executive Session to discuss personnel matters at 9:30 PM.

Roll Call Vote: YES: All Present

**15. OPEN SESSION: 10:10 PM**

Motion made by Mr. Saccal, seconded by Mr. Pfreundschuh, upon the recommendation of the Superintendent of Schools that the Board return to Open Session at 10:10 PM.

Roll Call Vote: YES: All Present

**16. MOTIONS**

**Custodial Services**

Bids were received on October 30, 2009 for custodial services as follows:

	Andrews and Company	Cristi Cleaning Service Corp.	Pritchard Industries Inc.
18 Month Contract 1/1/10-6/30/10	99,400.00	116,376.00	80,515.93
18 Month Contract 7/1/10-6/30/11	198,800.00	235,759.00	152,284.94
<b>18 Month Contract Total</b>	<b>298,200.00</b>	<b>352,135.00</b>	<b>232,800.87</b>
24 Month Contract 7/1/10-6/30/11	198,300.00	235,759.00	150,389.56
24 Month Contract 7/1/11-6/30/12	203,800.00	242,406.00	153,240.99
<b>24 Month Contract Total</b>	<b>402,100.00</b>	<b>478,165.00</b>	<b>303,630.55</b>
Middle School Custodian Substitute Daily Rate	240.00	123.75	21.40 Per Hour
Summer Evening Custodian Hourly Rate	24.00	16.50	23.20
Custodian Overtime Rate For Functions After 11:00 PM	30.00 Per Hour	24.18 Per Hour	28.60 Per Hour
Grounds and Maintenance	400.00 Per Mowing	3,250.00	771.50 Per Week
Additional Staffing For July and August	24.00 Per Hour	4,871.00	19.00 Per Hour

1. Motion made by Mr. Shapiro, seconded by Mr. Saccal, upon the recommendation of the Superintendent of Schools that the Board table the following motion.

Roll Call Vote: YES: All Present

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, upon the recommendation of the Superintendent of Schools that the Board approve the following resolution to award contract for custodial services as follows:

**Whereas**, the Alexandria Township Board of Education ("Board") received bids for the provision of custodial services for the Alexandria Township School District; and

**Whereas**, each bidder was directed to supply a price for two separate options concerning the provision of custodial services; these options were identified as the Eighteen Month Contract and the Twenty-Four Month Contract; and

**Whereas**, the Board reserved the authority to, at its sole discretion, choose whether it would award a contract with an eighteen month duration or a twenty-four month duration; and

**Whereas**, the Board has determined that the custodial services provided pursuant to the ( ) month contract would be the most beneficial and advantageous; and

**Whereas**, the lowest bidder for the ( ) month contract was Pritchard Industries, Inc. ("Pritchard"), which submitted a bid in the amount of \$( ); and

**Whereas**, the bid submitted by Pritchard complied with the Board's solicitation and specifications in all material respects; now, therefore, be it

**Resolved**, that the Board will award the contract for custodial services to the lowest responsible and responsive bidder for the ( ) month contract; and be it further

**Resolved**, that the contract for custodial services is hereby awarded to Pritchard in the amount of \$( ).

Additions to the 2009-10 Substitute List

- 2. Motion made by Mr. Linden, seconded by Mr. Shapiro, upon the recommendation of the Superintendent of Schools that the Board approve to add the following to the Substitute List for the 2009-10 school year, upon the successful completion of the criminal history background check required by law:

LaShonda Chaney	Teacher
Isabel Braddock	Secretary

Roll Call Vote: YES: All Present

Emergent Hiring

- 3. Motion made by Mr. Linden, 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:

LaShonda Chaney	Teacher
Isabel Braddock	Secretary

Roll Call Vote: YES: All Present

Travel and Related Expenses Reimbursement

- 4. Motion made by Mr. Pfreunds Schuh, seconded by Mr. Linden, 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>
Fichner	12/7, 12/8, 12/9/09	St. Louis, Missouri
Dominic	12/7, 12,8 12/9/09	St. Louis, Missouri
	(Funded by Title IIA Grant Funds)	

Kacedon	11/12/09	Paterson
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Roll Call Vote: YES: Adams, Guenther, Hill, Linden, McGuinness, Pfreunds Schuh, Sacal, Shapiro

NO: Wood

ABSTAIN: None

5. Motion made by Mr. Pfreunds Schuh, seconded by Mr. Linden, 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 October 22, 2009 meeting.

<u>Name</u>	<u>Date</u>	<u>City</u>
Dominic	11/12/09	Jamesburg
Kacedon	11/12/09	Jamesburg
Meyer	10/29 & 10/30/09	Edison
Murray	10/12/09	Bernards
Sei	10/15, 10/16/09	Brooklyn, NY

Roll Call Vote: YES: Adams, Guenther, Hill, Linden, McGuinness, Pfreunds Schuh, Saccal, Shapiro

NO: Wood

ABSTAIN: None

### **2nd Reading of Revised Bylaw No. 0164**

6. Motion made by Mr. Saccal, seconded by Hill, upon the recommendation of the Superintendent of Schools that the Board approve the second reading and adoption of the Revised Bylaw No. 0164, Conduct of Board Meetings.

Roll Call Vote: YES: All Present

### **Approval of Minutes**

7. Motion made by Dr. Wood, seconded by Mrs. Adams, upon the recommendation of the Superintendent of Schools that the Board approve the Minutes of the October 22, 2009 meeting with the following corrections:

Motion 6: . . .Diana Billitz as a Lester D. Wilson School lunchroom aide, commencing October 26, 2009, for two hours per day at \$7.50 per hour. . .

Page 5: . . . President McGuinness said that her email was not addressed to him personally as the Board President. President McGuinness said that her email was addressed to Nancy Majewski and Kathleen LaFerrara and cc. to him.

Roll Call Vote: YES: All Present

**Finance**

8. Motion made by Dr. Guenther, seconded by Mr. Linden, upon the recommendation of the Superintendent of Schools that the Board approve the transfers for the month ending October 31, 2009, as submitted by the Superintendent, as authorized by N.J.S.A. 18A:22-8.1.

Roll Call Vote: YES: All Present

9. Motion made by Dr. Guenther, seconded by Mr. Linden, upon the recommendation of the Superintendent of Schools that the Board approve the transfer of \$105,000 from Fund 30, the Lester D. Wilson School heating system replacement project, to Fund 40 to offset principal payment on the temporary note due November 19, 2009 that was taken out for the project. The project came in under budget, therefore, the funds remaining are being used to offset debt.

Roll Call Vote: YES: All Present

10. Motion made by Dr. 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 October 31, 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

11. Motion made by Dr. 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 October 31, 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**

12. Motion made by Mr. Hill, seconded by Mrs. Adams, upon the recommendation of the Superintendent of Schools that the Board approve the Bill List dated October 14 - November 11, 2009, check numbers 7242 - 7342, in the amount of \$931,149.69.

Roll Call Vote: YES: All Present

**Alexandria Township Education Foundation Grant**

13. Motion made by Mrs. Adams, seconded by Mr. Linden, upon the recommendation of the Superintendent of Schools that the Board accept the Alexandria Township Education Foundation Grant #2010-01, in the amount of \$2,500, to be awarded as submitted by David Pawlowski, Alexandria Middle School Principal, for his project entitled "Laptops For All."

Roll Call Vote: YES: All Present

**Behavior Assessments/Functional Behavior Assessment Services**

14. Motion made by Mr. Shapiro, seconded by Mrs. Adams, upon the recommendation of the Superintendent of Schools that the Board approve an agreement with Debra Baumann, MSW, LSW, to provide behavior assessment/functional behavior assessments services at a cost of \$90/hour, not-to-exceed 20 hours for the 2009-2010 school year.

Roll Call Vote: YES: All Present

**Textbooks**

15. Motion made by Mr. Linden, seconded by Mr. Saccal, upon the recommendation of the Superintendent of Schools that the Board approve the adoption of "Making Music" by Silver, Burdett & Ginn as a textbook for the primary school music program.

Roll Call Vote: YES: All Present

**17. 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.

18. **ADJOURN: 10:35 PM**

Motion made by Mr. Saccal, seconded by Mr. Hill, upon the recommendation of the Superintendent of Schools that the Board adjourn the meeting at 10:35 PM.

Roll Call Vote: YES: All Present

Respectfully Submitted By,

Barbara E. Prowker  
School Business Administrator/Board Secretary

BEP/nlm