

**AGENDA****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 Hunterdon County Democrat on April 30, 2015, to begin at 7:00 PM.

**3. ROLL CALL**

Christopher R. Kassai -	Joan M. Monaco -
Elizabeth A. Kelly -	Scott A. Saccal -
Joseph Krouse -	Shawn J. Shapiro -
Douglas E. Linden, Jr. -	Brian P. Walsh -
Patrick D. McGuinness -	

**4. VACANT SEAT APPOINTMENT****5. 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.

**6. FLAG SALUTE****7. CORRESPONDENCE**

- A. Jenny Methvin
- B. Lisa Colontrelle

**8. BOARD PRESIDENT****9. SUPERINTENDENT'S REPORT**

Dr. Matthew J. Jennings, Superintendent of Schools, to report on the following:

- A. **Assessment Report**

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

David E. Pawlowski, School Business Administrator/Board Secretary, to report on the following:

- A. Summer Work Schedule
- B. Rod Grants

**11. COMMITTEE REPORTS****12. UNFINISHED BUSINESS****13. NEW BUSINESS****14. EXECUTIVE SESSION**

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, upon the recommendation of the Superintendent of Schools that the Board go into Executive Session at \_\_\_\_\_ to discuss \_\_\_\_\_.

**15. OPEN SESSION**

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, upon the recommendation of the Superintendent of Schools that the Board return to Open Session at \_\_\_\_\_.

**16. PUBLIC INPUT: COMMENTS ON MOTIONS ONLY****17. CONSENT AGENDA MOTION**

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, upon the recommendation of the Superintendent of Schools that the Board approve the consent agenda as follows:

**JUNE 18, 2015  
AGENDA**

**A. Finance**

- 1) upon the recommendation of the Superintendent of Schools that the Board approve the transfers for the month ending May 31, 2015, as submitted by the Superintendent, as authorized by N.J.S.A. 18A:22-8.1.
- 2) 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 May 31, 2015, and he 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.
- 3) upon the recommendation of the Superintendent of Schools that the Board accept the School Business Administrator/Board Secretary's, David E. Pawlowski, certification as required by N.J.A.C. 6:20-2.13(d), that no line item account has been over expended as of May 31, 2015, and that as of this date sufficient funds are available to meet the District's financial obligations for the remainder of the fiscal year.

**B. Bill List**

- 1) upon the recommendation of the Superintendent of Schools that the Board approve the Bill List dated May 15, 2015 - June 10, 2015, check numbers 03624 - 03686, in the amount of \$942,269.11.

**C. Travel and Related Expenses Reimbursement**

- 1) upon the recommendation of the Superintendent of Schools that the Board approve work-related and related expenses reimbursement for the following staff member (s) 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.

Joanne McCluskey on 7/13, 7/14, and 7/15/15 to Princeton, NJ to attend a Workshop entitled: Foundation for Educational Administration: Summer Institute Using Arts-Infused Instruction to Enhance the Common Core

Garth Ferrante on 6/28/15 to 7/1/15 to Philadelphia, PA to attend a Workshop entitled: ISTE 2015 Conference

Cara Hamrah on 8/10/15 - 8/13/15 to Randolph, NJ to attend a workshop entitled: Responsive Classroom.

Denise Fichner on June 29 & June 30, 2015, to Philadelphia, PA to attend a workshop entitled: ISTE 2015 Conference.

**D. Approval of Minutes**

- 1) upon the recommendation of the Superintendent of Schools that the Board approve the Minutes of May 21, 2015 and the Minutes of June 4, 2015.

**E. Personnel**

- 1) **Team Leaders**

**JUNE 18, 2015  
AGENDA**

upon the recommendation of the Superintendent of Schools that the Board approve the following staff members for the Team Leaders positions for the 2015-17 school years. As per the negotiated agreement.

**LDW**

Kindergarten - Lisa Mroz  
First Grade - Terri Mitchell  
Second Grade - Erin Cobb  
Third Grade - Patti Bender  
Special Areas - Joanne McCluskey

**AMS**

Eight Grade - Yonney,  
Seventh Grade - McCaffrey  
Sixth Grade - Available  
Fifth Grade - Hofmann  
Fourth Grade - Available

2) **Activity Postings - Schedule B**

upon the recommendation of the Superintendent of Schools that the Board approve the following staff to fill Schedule B postings for the 2015-16 school year:

Advisory Coordinator - Marybeth Mclsaac  
Art Club Advisor - Case  
Baseball Coach - Moore  
Basketball Coach Boys - Olcott  
Basketball Coach Girls - Blazure  
Chaperone for Overnight Trips - Olcott, Taylor, Blazure, Malecki, O'Donnell, Krsnak, McCaffrey  
Chaperone for School Games - Blazure, Malecki, Glick, Savacool, McCaffrey  
Chaperone Dances/Concerts  
Semanchik, Travis, Crawford, Meyers, Milford, Becker, Olcott, Taylor, Blazure, Hoyda  
Malecki, O'Donnell, Krsnak, Throckmorton, Hoyda, Testa, Glick, Yonney, Savacool,  
Grossmann, Hofmann, McGarry, McCaffrey  
Chess Club - Blazure  
Club Inventions Advisor - Malecki  
Cross Country - Malecki  
Dance Team Advisor - Regan  
Detention Monitor - Crawford  
Drama Club Advisor - Marino-Capello  
Drama Club Advisor Asst. - Grossmann  
Field Hockey Coach - Semanchik  
Future Problem Solvers Club - Blazure  
Graduation Coordinator - Yonney, Aversa (co.coordinator)  
Great Books Club Advisor - Malecki, Rosenthal  
Jazz Band Director - Glick  
Mock Trial Club Advisor - O'Donnell  
Newspaper Advisor - O'Donnell  
Peer Club Advisor - Milford, Becker

**JUNE 18, 2015  
AGENDA**

Play Choreographer - Regan  
Play Set Designer - Case  
Science Olympiad - Krsnak  
Ski Club Advisor - Blazure  
Soccer Coach - Olcott  
Softball Coach - O'Donnell  
Sports Director - Meyers  
Student Council Advisor - Moore  
Volleyball Coach - Taylor  
Yearbook Advisor - Sousa, Savacool

**F. Private School For Students With Disability**

- 1) upon the recommendation of the Superintendent of Schools that the Board approve a Private Schools For Students With Disabilities For The 2015-16 School Year for an extended school year program with Matheny Medical and Educational Center for a special education student whose name is on file in the Business Office, at a cost of \$ 16,280 for 37 days.

**G. Toilet Room Facilities Early Intervention, Pre-Kindergarten and Kindergarten Classrooms Application for the 2015-16 School Year**

- 1) 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 2015-16 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, individual toilet rooms in each classroom.

**H. 2015-16 Substitute List**

- 1) upon the recommendation of the Superintendent of Schools that the Board approve the 2015-16 Substitute List as submitted.
- 2) upon the recommendation of the Superintendent of Schools that the Board approve the following two additions to our 2015-16 Substitute List pending the successful completion of the criminal history check required by law.

Jennifer Sedalacek, Nurse  
Eva Van Houten, Nurse

- 3) 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 substitute nurses:

Jennifer Sedalacek  
Eva Van Houten

**I. Substitutes For Extended School Year**

- 1) upon the recommendation of the Superintendent of Schools that the Board approve Renee Radell and Clare Polomski as substitute teachers or aides for the extended school year program.

**18. REGULAR AGENDA MOTIONS**

**A. Policy**

B. Facility Use

C. Report of Contracts

- 1) Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, upon the recommendation of the Superintendent of Schools that the Board approve the following:

Pursuant to PL 2015, Chapter 47, the Alexandria Township Board of Education intends to renew, award, or permit to expire the following contracts previously awarded by the Board of Education. These contracts are, have been, and will continue to be in full compliance with all state and federal statutes and regulations; in particular, New Jersey Title 18A:18 et.seq, NJAC Chapter 23, and Federal Uniform Administrative Requirements 2CFR, Part 200.

Maschio's Food Service , Food Service Management Company  
Kathleen Senkow, Physical Therapist  
Adams, Gutierrez & Lattiboudere, Legal Services  
Delaware Valley Regional High School, Shared Technology Services  
William M. Colantano, Auditing Services  
GARCO Research, Wastewater Treatment Plant Management  
Spiezle Group, Architectural Services  
Delaware Valley Family Health Center, District Physician  
R & L Data Center, Payroll Services  
Sonitrol Alarm Monitoring, Alarm Services  
Hahr Construction, General Construction Repairs and Carpentry  
Viking Pest Control, Pest Control Services  
McGowan LLC, Well Water Operator  
Republic Services, Refuse Removal  
Educational Services Commission, Child Study Team Services  
Chris's Lawn Mowing - Snow Removal

D. Southern New Jersey Regional Employee Benefits Fund Indemnity and Trust Agreement

- 1) Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, upon the recommendation of the Superintendent of Schools that the Board approve the following resolution to renew the Southern New Jersey Regional Employee Benefits Fund:

THIS AGREEMENT made this 18th day of June, 2015, in the County of Hunterdon, State of New Jersey, by and between the **Southern New Jersey Regional Employee Benefits Fund** referred to as "FUND" and the governing body of the **Alexandria Township Board of Education**, a duly constituted local unit of government, herein referred to as 'LOCAL UNIT'.

**WHEREAS**, the governing bodies of various local units of government, as defined in N.J.A.C. 11:15-3.2, have collectively formed a Joint Insurance Fund as such an entity is authorized and described in N.J.S.A. 40A:10-36 et seq. and the administrative regulations promulgated pursuant thereto; and

**WHEREAS**, the LOCAL UNIT has agreed to become a member of the FUND in accordance with and to the extent provided for in the Bylaws of the FUND and in consideration of such obligations and benefits to be shared by the membership of the FUND:

**JUNE 18, 2015  
AGENDA**

**NOW THEREFORE**, it is agreed as follows:

1. The LOCAL UNIT accepts the FUND's Bylaws as approved and adopted and agrees to be bound by and to comply with each and every provision of said Bylaws and the pertinent statutes and administrative regulations pertaining to same.

2. The LOCAL UNIT agrees to participate in the FUND with respect to health insurance, as defined in N.J.S.A. 17B:17-4, and as authorized in the LOCAL UNIT's resolution to join.

3. The LOCAL UNIT agrees to become a member of the FUND and to participate in the health insurance coverages offered for an initial period, (subject to early release or termination pursuant to the Bylaws), such membership to commence on **July 1, 2015** and ending on **June 30, 2018** at 12:01 AM provided, however, that the LOCAL UNIT may withdraw at any time upon 90 days written notice to the FUND.

4. The LOCAL UNIT certifies that it has never defaulted on payment of any claims if self-insured and has not been cancelled for non-payment of insurance premiums for a period of at least two (2) years prior to the date of this Agreement.

5. In consideration of membership in the FUND, the LOCAL UNIT agrees that it shall jointly and severally assume and discharge the liability of each and every member of the FUND, for the periods during which the member is receiving coverage, all of whom as a condition of membership in the FUND shall execute an Indemnity and Trust Agreement similar to this Agreement and by execution hereto, the full faith and credit of the LOCAL UNIT is pledged to the punctual payments of any sums which shall become due to the FUND in accordance with the Bylaws, thereof, this Agreement or any applicable Statute. However, nothing herein shall be construed as an obligation of the LOCAL UNIT for claims and expenses that are not covered by the FUND, or for that portion of any claim or liability within the LOCAL UNIT retained limit or in an amount which exceeds the FUND's limit of coverage.

6. If the FUND in the enforcement of any part of this Agreement shall incur necessary expenses or become obligated to pay attorney's fees and/or court costs, the LOCAL UNIT agrees to reimburse the FUND for all such reasonable expenses, fees, and costs on demand.

7. The LOCAL UNIT and the FUND agree that the FUND shall hold all moneys in excess of the LOCAL UNIT's retained loss fund paid by the LOCAL UNIT to the FUND as fiduciaries for the benefit of FUND claimants all in accordance with N.J.A.C. 11:15-3 et. seq.

8. The FUND shall establish and maintain Claims Trust Accounts for the payment of health insurance claims in accordance with N.J.S.A. 40A:10-36 et. seq., N.J.S.A. 40A:5-1 and such other statutes and regulations as may be applicable. More specifically, the aforementioned Trust Accounts shall be utilized solely for the payment of claims, allocated claim expense and stop loss insurance or reinsurance premiums for each risk or liability as follows:

a) Employer contributions to group health insurance

**JUNE 18, 2015  
AGENDA**

- b) Employee contributions to contributory group health insurance
- c) Employer contributions to contingency account
- d) Employee contributions to contingency account
- e) Other trust accounts as required by the Commissioner of Insurance

9. Notwithstanding 8 above, to the contrary, the FUND shall not be required to establish separate trust accounts for employee contributions provided the FUND provides a plan in its Bylaws for the recording and accounting of employee contributions of each member.

10. Each LOCAL UNIT of government who shall become a member of the FUND shall be obligated to execute an Indemnity and Trust Agreement similar to this Agreement.

**E. Southern New Jersey Regional Employee Benefits Fund Resolution to Renew**

- 1) Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, upon the recommendation of the Superintendent of Schools that the Board approve the following resolution to renew the Southern New Jersey Regional Employee Benefits Fund:

**WHEREAS**, a number of public entities in the State of New Jersey have joined together to form the **Southern New Jersey Regional Employee Benefits Fund**, hereafter referred to as "FUND", as permitted by N.J.S.A. 11:15-3, 17:1-8.1, and 40A:10-36 et seq., and;

**WHEREAS**, the FUND was approved to become operational by the Departments of Insurance and Community Affairs and has been operational since that date, and;

**WHEREAS**, the statutes and regulations governing the creation and operation of a joint insurance fund, contain certain elaborate restrictions and safeguards concerning the safe and efficient administration of the public interest entrusted to such a FUND;

**WHEREAS**, the governing body of the **Alexandria Township Board of Education**, hereinafter referred to as "LOCAL UNIT" has determined that membership in the FUND is in the best interest of the LOCAL UNIT.

**NOW, THEREFOR, BE IT RESOLVED** that the governing body of the LOCAL UNIT hereby agrees as follows:

- i. Become a member of the FUND for the period outlined in the LOCAL UNIT's Indemnity and Trust Agreements.
- ii. Will participate in the following type(s) of coverage(s):
  - a) Health Insurance as defined pursuant to N.J.S.A. 17B:17-4, the FUND's Bylaws, and Plan of Risk Management.
- iii. Adopts and approves the FUND's Bylaws.
- iv. Execute an application for membership and any accompanying certifications.

**BE IT FURTHER RESOLVED** that the governing body of the LOCAL UNIT is authorized

**JUNE 18, 2015  
AGENDA**

and directed to execute the Indemnity and Trust Agreement and such other documents signifying membership in the FUND as required by the FUND's Bylaws, and to deliver these documents to the FUND's Executive Director with the express reservation that these documents shall become effective only upon:

- i. Approval of the LOCAL UNIT by the FUND.
- ii. Receipt from the LOCAL UNIT of a Resolution accepting assessment.
- iii. Approval by the New Jersey Department of Insurance and Department of Community Affairs.

**F. 2015-16 IDEA-B Grant**

- 1) Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, upon the recommendation of the Superintendent of Schools that the Board approve submission of an application for 2015-16 IDEA-B Grants as follows:

Basic \$113,400  
Preschool 5,005

**G. IDEA 15-16 Grant Expenditures**

- 1) Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, upon the recommendation of the Superintendent of Schools that the Board approve the expenditures of the IDEA Grant on Aide salaries as listed below:

Isabel Braddock, 22,513, 100% IDEA Basic  
Linda Fennelly, 22,564, 100%, IDEA Basic  
Sharon Lightner, 23076, 100%, IDEA Basic  
Penee Pender, 24,086, 100%, IDEA Basic  
Clare Plomski, 22,607, 94%, IDEA Basic  
Virginia Rolleri, 22,978, 2.5%, Preschool

**H. Alexandria Township Education Foundation Grant**

- 1) Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, upon the recommendation of the Superintendent of Schools that the Board accept the following grant:

Grant #: 2015-31  
Teacher: Case, Rosenthal  
Title: School Beautification  
Amount: \$879.78

**I. Transfer of Surplus to Capital Reserve**

- 1) Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, upon the recommendation of the Superintendent of Schools that the Board approve transfer of surplus to capital 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

**JUNE 18, 2015  
AGENDA**

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 \$225,000 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.

**J. Transfer of Surplus to Maintenance Reserve**

- 1) Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, upon the recommendation of the Superintendent of Schools that the Board approve transfer of surplus to maintenance 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 Maintenance Reserve account at year end, and

**WHEREAS**, the Alexandria Township Board of Education has determined that an amount not-to-exceed \$225,000 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.

**K. No Child Left Behind**

- 1) Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, upon the recommendation of the Superintendent of Schools that the Board approve submission of the No Child Left Behind (NCLB) Grant application for the 2015-16 school year as follows:

Title I	\$16,398
Title II Part A	8,242

**L. Additional Days To Close Out The School Year**

- 1) Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, upon the recommendation of the Superintendent of Schools that the Board approve not-to-exceed five additional days for Ginger Crawford and Susan Renjilian for the 2015-16 school year to close out the year.

**M. Joint Transportation Agreement For 2015-16 With Delaware Valley Regional High School Board of Education**

**JUNE 18, 2015  
AGENDA**

- 1) Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, upon the recommendation of the Superintendent of Schools that the Board approve a Joint Transportation Agreement For 2015-16 With Delaware Valley Regional High School Board of Education to transport classified students for extended school year programs as follows:

AMS 1 - \$3,944  
AMS 2 - \$3,547  
Matheny - \$8,889  
Aid - \$2,687  
**Total - \$19,067**

**N. Superintendent Goals**

- 1) Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, upon the recommendation of the Superintendent of Schools that the Board approve the Superintendent's goals for 2015-16 as attached.

**O. Teacher Resignation**

- 1) Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, upon the recommendation of the Superintendent of Schools that the Board accept the letter of resignation submitted by Lisa Colontrelle effective June 30, 2015.

**19. PUBLIC COMMENTS**

The Alexandria Township Board of Education recognizes the value of public comment on educational issues and the importance of allowing members of the public to express themselves on school matters. Thus, the Board shall set aside two, twenty minute periods for public comment at each meeting. In order to permit the fair and orderly expression of such comment, public participation shall be governed by the following rules:

1. A participant must be recognized by the presiding officer and must preface comments by announcing his/her name, place of residence, and group affiliation, if appropriate.
2. Each statement made by a participant shall be limited to 3 minutes in duration.
3. No participant may speak on the same topic until all others who wish to speak on that topic have been heard.
4. All statements shall be directed to the presiding officer; no participant may address Board members individually.

**20. EXECUTIVE SESSION**

- A. Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, upon the recommendation of the Superintendent of Schools that the Board enter into an executive session to discuss the Superintendent and Board Evaluations at \_\_\_\_\_ PM.

**21. OPEN SESSION**

- A. Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, upon the recommendation of the Superintendent of Schools that the Board return to Open Session at \_\_\_\_\_ PM.

**22. BOARD GOALS**

The Alexandria Township Board of Education will:

1. Continue to Improve Board effectiveness.
2. Continue to effectively represent and communicate with the public and involve the community.
3. Continue to improve District Planning focusing on the District mission and goals.
4. Implement our CSA and Board self-evaluation process.

**JUNE 18, 2015**  
**AGENDA**

23. **ADJOURN**

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, upon the recommendation of the Superintendent of Schools that the Board adjourn the meeting at \_\_\_\_\_ .

NOTE: SUPPORTING DOCUMENTATION OF A NON-CONFIDENTIAL NATURE SHALL BE ACCESSIBLE TO THE PUBLIC FOR INSPECTION AT THE MEETING AND IS AVAILABLE UPON REQUEST AT THE EARLIEST CONVENIENCE IN ACCORDANCE WITH THE PROVISIONS OF THE OPEN PUBLIC RECORDS ACT N.J.S.A. 47:1A ET SEQ.