

AGENDA**1. 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 January 25, 2018, to begin at 7:00 PM.

2. ROLL CALL

Ann Marie Austin
Amy DiPaolo
Bart Cocchiola
Christopher R. Kassai
Elizabeth A. Kelly
Joseph Krouse
Douglas E. Linden, Jr.
Joan M. Monaco
Elizabeth Stochak

3. MISSION STATEMENT

The mission of the Alexandria Township School District is to build the academic, social/emotional and physical foundation our students need to thrive in high school and beyond.

4. FLAG SALUTE**5. CORRESPONDENCE**

A. Hunterdon Central H.S.

6. BOARD PRESIDENT

Mr. Krouse to report on the following:

7. SUPERINTENDENT'S REPORT

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

- A. Bullying (see detail attached)
- B. Suspensions (see detail attached)
- C. Harassment, Intimidation, and Bullying (HIB) - Final Report
- D. Merit Goals Presentation

8. SCHOOL BUSINESS ADMINISTRATOR/BOARD SECRETARY'S REPORT

Kelly Morris, Board Secretary, to report on the following:

- A. Senate Bill S2

9. COMMITTEE REPORTS

- A. Finance Committee
- B. Building and Grounds Committee
- C. Governance Committee
- D. Personnel Committee
- E. Curriculum Committee

10. 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 one thirty minute period for public comment each meeting. In order to permit the fair and orderly expression of such comment, public

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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 5 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.

11. **UNFINISHED BUSINESS**

12. **NEW BUSINESS**

13. **CONSENT AGENDA**

Motion made by _____, seconded by _____, to approve Consent Agenda Items 13.A through 13.Q as written.

A. **HIB Monthly Incident Report**

- 1) Motion to affirm the HIB report submitted on May 24, 2018.

B. **Bill List**

- 1) Motion to approve the Bill List dated May 23, 2018 to June 14 , 2018 check numbers 6729 to 6790 in the amount of \$620,030.66 and the Bill List dated June 15, 2018 to June 20, 2018 check numbers 6791 to 6795 in the amount of \$326,119.74.

C. **Travel and Related Expenses Reimbursement**

- 1) Motion to approve the attached list of requests for employee/Board Member travel in accordance with the School District Accountability Act. Only overnight stays are eligible for meal reimbursement. Mileage, meals, and lodging reimbursements shall be in accordance with NJ Statute, Code, and NJ Department of Treasury Guidelines. OMB Mileage Reimbursement Rate is \$0.31.

D. **Approval of Minutes**

- 1) Motion to approve the May 24, 2018 Executive and Regular Meeting minutes.

E. **Personnel**

1) **Spanish Teacher**

- a. Motion to approve **Sergio Fernandes** as Spanish Teacher - MA Step 9 - \$69,723 for the 2018-2019 school year. Employment contingent upon the successful completion of the criminal history background check required by law.

2) **Health & Wellness Coordinator**

- a. Motion to approve **James Bowman** as the Wellness Coordinator for the Schools Health Insurance Fund Wellness Grant Program with a stipend of \$1,750 to be reimbursed through the Wellness Grant.

3) **Activity Positions - Schedule B**

- a. Motion to approve the Schedule B Appointments for the 2018-19 school year:

Advisory Coordinator - McIsaac
Art Club - Case
Baseball - Collina

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Basketball Coach Girls - Moustakas
Basketball Coach Boys - Olcott
Chaperone for Overnight Trips - Gaffney, Malecki, Case, Grossmann, Hughes,
Chaperone for Dances/Concerts - All Certificated staff
Chaperone for School Games - All Certificated staff
Choral Director - Travis
Chess Club - Malecki
Club Inventions Advisor - Malecki
Coding Club - Gale
Cross Country - Kowalczyk
Dance Team Advisor - Regan
Detention Monitor - Crawford
Drama Club Advisor - Marino-Cappello
Drama Club Advisor Assistant - Grossmann
Field Hockey Coach - OPEN
Graduation Coordinator - Yonney, Sousa (2 Positions)
Great Books Club Advisor - Gale, Sousa (Co-Advisors)
Jazz Band Director - Ost
Lacrosse - Olcott
Mock Trial Club Advisor - Sampson
Newspaper Advisor - Ferrante
Math Olympiad - Hughes
Peer Club Advisor - Becker, Milford (2 Positions)
Play Choreographer - OPEN
Play Set Designer - OPEN
Ski Club Advisor - Savacool
Soccer Coach - Olcott
Softball Coach - Killeen
Sports Director - Blazure
Student Council Advisor - Jennifer Yonney
Team Leader - Mroz(K), Mitchell(1), Pawlowski(2), Schiarello(3), Schrack(4),
Savacool(5), Hughes(6), McCaffrey(7), Grossmann(Specials)
Volleyball Coach - Beahm
Yearbook Advisor - Savacool, Sousa
Curriculum Coordinators - Becker, Sousa, McGarry, Sampson

b. Futsal Club Sidebar

(1) Motion made to approve a sidebar agreement for the addition of a Futsal Club to the activity schedule for the 2018/2019 and 2019/2020 school years with an adviser stipend in the amount of \$1,175 each year.

4) Homework Assistance and Completion Program

a. Motion to approve a Homework Assistance and Completion Program for the 2017-2018 and 2018-2019 school years with the following staff appointments and stipends:

Julianne Malecki - \$3,000
Vickie Milford - \$1,500
Jennifer McCaffrey - \$1,500

5) Student Teachers

a. Motion to approve the following student teacher assignments for the 2018-2019 school

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year:

Lauren A. Magierowski - Rider University to be placed in Grade 3 with Caroline Kirk
9/5/2018 - 12/13/2018

Noelle E. Fenneman - Rider University to be placed in Kindergarten with Lisa Mroz
9/5/2018 - 12/13/2018

Amber B. Ritchlin - Rider University to be placed in Grade 4 with Tracey Fawcett
1/28/2019 - 5/9/2019

Natalie Rothweiler - Rutgers University to be placed in Grades K-8 Dance with Megan
Regan
9/5/2018 - 12/21/2018

6) Confidential Employee Contracts

a. Motion to approve the following contracts for the 2018-2019 school year:

(1) Non-Affiliated Contracts (Tenured Employees):

Jennifer Bills, Supervisor of Special Services/Social Worker - \$119,067
Joy C. Dominic, Alexandria Middle School Principal - \$113,153
Denise Fichner, Director of Curriculum, Instruction & Technology - \$110,455
Sandra A. Kacedon, Lester D. Wilson School Principal - \$117,458
Ellen Kluber, Treasurer of School Moneys - \$7,365
Jennifer Myers, Payroll and Benefits Specialist - \$54,900
Doreen Penge, Data Collection Specialist - \$50,280

(2) Non-Affiliated Contracts (Non-Tenured Employees):

Patricia Aversa, Administrative Assistance for District Operations - \$50,553 (tenure
date is 12/2/2018)
William M. Rocchetti, Custodian - \$51,820
Douglas VanCamp, Custodian - \$36,682

7) Substitute Teacher

- a. Motion to approve **Tara Werner** as Substitute Teacher for the 2018-2019 school year.
Background check is complete.
- b. Motion to approve Substitute Teachers per the attached list for the 2018-2019 school
year.

F. Superintendent Quantitative Goal #2

- 1) Motion to approve the attainment of the Superintendent's Quantitative Goal #2 and
subsequent merit goal payment as defined below:

By June 2018, the average score difference between Form A and Form C of the Link-It
Math Assessment will increase by a minimum of 25 percentage points. This increase will
be represented at every grade level 2 through 8.

A Quantitative Goal Merit Increase in the amount of \$5,020, which is equal to 3.33% of his
base salary, will be paid to Dr. Jennings upon approval of the County Executive
Superintendent of Schools.

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G. Superintendent Quantitative Goal #3

- 1) Motion made to approve the attainment of the Superintendent's Quantitative Goal #3 and subsequent Merit Goal payment as defined below:

During the 2017-2018 school year, the number of students that are absent from school for 10 or more days will be reduced by 25%.

A Quantitative Goal Merit Increase in the amount of \$5,020, which is equal to 3.33% of his base salary, will be paid to Dr. Jennings upon approval of the County Executive Superintendent of Schools.

H. Alexandria Township Education Foundation

- 1) Motion to approve Grant #2018-8 - Kites in the Classroom - \$275.00 - Grade 3
Students will use math, science, problem solving skills, reading and cooperative learning to complete this STEAM project. Students will work through the engineering process to assist in creating a kite that flies.

I. Referee Fees

- 1) Motion to approve an increase in Referee Fees to align with Skyland Conference as follows:

Field Hockey - \$57 A Game
Soccer - \$57 A Game - \$28 B Game
Volleyball \$57 A Game - \$28 B Game
Basketball - \$57 A Game - \$28 B Game
Baseball - \$57 A Game
Softball - \$57 A Game
Lacrosse - \$63 A Game

J. Report of Contracts

- 1) BE IT RESOLVED that the Board of Education approved a list of contracts for the 2017-2018 school year 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 2 CFR, Part200.

K. Contract for Trash Removal and Recycling Services

- 1) WHEREAS, the sealed bids for Trash Removal/Recycling Services received on May 15, 2018 yielded the following results:

Republic Services: 3-Year Total - \$15,148.99
2018-2019 - \$4,901.16
2019-2020 - \$5,048.19
2020-2021 - \$5,199.64
Per Diem Extra Pick-up - \$30.50
Jul - Jun Extra Pick-up - \$149.50
10 yd. Container - \$550.00

Premier Disposal: 3-Year Total - \$32,577.00
2018-2019 - \$10,859.00

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2019-2020 - \$10,859.00
2020-2021 - \$10,859.00
Per Diem Extra Pick-up - \$84.00
Jul - Jun Extra Pick-up - \$84.00
10 yd. Container - \$450.00

LMR Disposal: 3-Year Total - \$24,111.00
2018-2019 - \$7,800.00
2019-2020 - \$8,035.00
2020-2021 - \$8,276.00
Per Diem Extra Pick-up - \$130.00
Jul - Jun Extra Pick-up - \$130.00
10 yd. Container - \$375.00

THEREFORE BE IT RESOLVED, that the Board of Education awards the contract for Trash Removal/Recycling Services to Republic Services, Inc., of Clinton, NJ in accordance with the May 15, 2018 bid in the amount of \$15,148.99 over a 3-year period.

BE IT FURTHER RESOLVED, that the Delaware Valley Regional High School Board of Education will serve as the lead contract agency for Alexandria Township Board of Education in accordance with N.J.S.A. 18A:18A-11, whereby Delaware Valley Regional High School will invoice Alexandria Township Board of Education for the annual contract services and any additional services incurred.

L. Toilet Room Facilities for Early Intervention, Pre-Kindergarten and Kindergarten Classrooms - 2018-19 School Year

- 1) Motion to approve the submission of an application for alternate method of compliance, in accordance with N.J.A.C. 6A:26-6.2(h), 4ii, regarding toilet room access for Early Intervention, Pre-Kindergarten, and Kindergarten Classrooms for the 2018-2019 school year.

M. Transfer of Current Year Surplus to Maintenance Reserve Account

- 1) **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 Maintenance Reserve account at year end, and

WHEREAS, the Alexandria Township Board of Education has determined that an amount not to exceed \$500,000 may be available for such purpose to 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 with all applicable laws and regulations.

N. Transfer of Current Year Surplus to Capital Reserve Account

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- 1) **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 \$500,000 may be available for such purpose to 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 with all applicable laws and regulations.

O. Policies

- 1) Motion to approve the first reading of the following policies and regulations:

Policy Summary for June 2018

P1550 Equal Employment/Anti-Discrimination Practices

P2431 Athletic Competition

P5350 Student Suicide Prevention

P8462 Reporting Potentially missing or Abused Children

P5533 Student Smoking

P5561 Use of Physical Restraint and Seclusion Techniques for Students with Disabilities

P8561 Procurement Procedures for School Nutrition Programs

R1550 Equal Employment/Anti-Discrimination Practices

R2431.2 Medical Examination Prior to Participation on a School Sponsored Interscholastic or Intramural Team or Squad

R5350 Student Suicide Prevention

R5561 Use of Physical Restraint/Seclusion Techniques for Students with Disabilities

P. Responsive Classroom Professional Development Contract

- 1) Motion to award a contract to Center for Responsive Schools of Turners Falls, MA for Responsive Classroom Professional Development Training delivered to all instructional staff throughout the 2018-2019 school year in the amount of \$45,500.00.

Q. Business Administrative Services

- 1) **WHEREAS**, the Uniform Shared Services and Consolidation Act, N.J.S.A. 40A:65-1 et seq., authorizes public entities to enter into a contract with each other to subcontract any service which one of the parties to the agreement is empowered to render within its own jurisdiction including services incidental to the primary purposes of any of the participating entities; and

WHEREAS, Delaware Valley and Alexandria are both authorized to provide the services of a Business Administrator for their respective school districts; and

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WHEREAS, Delaware Valley and Alexandria are of the opinion that the services of Business Administration can be more efficiently and economically provided to their respective districts through a joint agreement for the subcontracting of such services; and

WHEREAS, the parties are desirous of entering into a Business Services Subcontract Agreement wherein the services of Business Administration shall be subcontracted to the Alexandria Township School District for the period of July 1, 2018 through June 30, 2019;

WHEREAS, the Business Services Subcontract Agreement has been approved by the Hunterdon County Executive County Superintendent;

NOW THEREFORE, BE IT RESOLVED that Alexandria Township School District agrees to enter into a Business Services Subcontract Agreement with Delaware Valley Regional High School which will authorize sharing of Business Administrator services at an annual rate of \$90,000 for the period July 1, 2018 through June 30, 2019 as per the terms and conditions of the approved agreement.

14. **EXECUTIVE SESSION**

15. **OPEN SESSION**

16. **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.

17. **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.