

**CRANFORD BOARD OF EDUCATION
MINUTES
OPEN WORK SESSION MEETING
MONDAY, FEBRUARY 14, 2011
BOARD ROOM LINCOLN SCHOOL**

An Open Work Session Meeting of the Cranford Board of Education was held on Monday, February 14, 2011 at 8:05 P.M. in the Board Room at Lincoln School.

Mr. Carfagno announced that adequate notice of this February 14, 2011 Open Work Session Meeting of the Cranford Board of Education was provided on April 26, 2010, by a meeting notice posted in the Board Room, Lincoln School, and communicated to the Cranford Chronicle, The Star Ledger, the Office of the Township Clerk, and all Board members. Action may be taken by the Board of Education at this meeting.

Present: Jerald Baranoff, Jo Ann Boyle, Jill Brown, Michael Caulfield, Catherine Morgese, Lisa Patella, Mary Sudiak, Mary Venditti and Camille Widdows

Also Present: Gayle M. Carrick, Ed.D., Superintendent of Schools
James V. McLaughlin, Ed.D., Asst. Superintendent for Administration
Robert J. Carfagno, Business Administrator/Board Secretary
Anthony P. Sciarrillo, Esq., Legal Counsel
Daniel Murphy, Student Liaison

Absent: None

There were 7 members of the public present. Leslie Murray represented the Cranford Chronicle and Michelle Walbaum represented Patch.com.

Dr. Carrick introduced Dr. Rosemarie Macaluso, Assistant Superintendent for Curriculum and Instruction, to present proposals for the 2011-2012 school district calendar. Dr. Macaluso presented eight versions of the calendar. The Board discussed the proposals at length and decided to have calendars "A, D & E" posted and distributed for comments.

Daniel Murphy reported on current events at Cranford High School and the upcoming HESPA testing for juniors.

Dr. Carrick reported on the status of the districts current enrollment, certified that the required number of safety drills are being conducted, that the district is going to initiate a re-registration process to ensure the residency of our students, student achievements in the areas of the United States Presidential Scholars Program, New Jersey and National Honors Performance Groups and Mock Trial. She also reported on a book that was written and published by Megaly Rodriguez, Orange Avenue School Spanish Teacher, and that last week she attended with Mr. Dionisio, a bullying seminar sponsored by Senator

Lautenberg at Montclair State College.

Mr. Sciarrillo reviewed the personnel special report process with the Board that is on tonight's agenda and conducting its discussion regarding the employment of Lillian Wiener, teacher at Cranford High School, in public session. Mr. Sciarrillo confirmed with Ms. Wiener, who is in attendance, that she requested that this personnel report be conducted in public session. Ms. Wiener stated yes for the record. Dr. McLaughlin read the personnel special report to the Board.

Dr. McLaughlin reported on the status of the Cranford School District Academy and updated the Board on the status of program funding which will allow for the Academy to continue to operate as planned for the remainder of the year.

Mr. Carfagno reported on the status of the 2011-2012 school district budget and that a meeting with the Finance Committee is scheduled for later this week.

Mrs. Venditti acknowledged a communication from the President of Springfield Board of Education regarding the development of new legislation to change the funding method for Vo-Tech schools throughout New Jersey. The Board discussed this issue and agreed to support their efforts to develop new legislation and related guidance and contribute \$1,000.00 towards the costs of this project.

At 8:51 P.M., the meeting was open to audience participation. Ms. Lillian Wiener, teacher at Cranford High School, commented on her employment in this district including her corrective action plan. She thanked the Board for their time and attention and for the opportunity to speak at tonight's meeting.

Beth Lambe, Cranford Education Association President, commented and provided feedback on the proposed calendar's that were discussed earlier this evening.

At 9:00 P.M., audience participation was closed.

Mrs. Boyle reported on the upcoming Municipal Alliance Meeting and Parents Advocating for Special Education Meeting that are scheduled for this week.

Mrs. Sudiak reported on the Tri-County Boards meeting that she attended last week in which budget and funding issues were discussed, the district's anti-idling initiative and goal for reducing waste, the Parent/Teacher Council meeting that was held and the Federal Relations Conference she attended in which federal funding of No Child Left Behind and IDEA was discussed among other legislative issues.

Mrs. Venditti reported on the Senior Citizen Advisory Committee Meeting that was held last week in which they visited classrooms at Orange Avenue School and received a presentation on the Orange Avenue School Constitution. She also reported on the Union County School Boards Association program on shared services that she attended with Mrs. Patella and commented on the shared services that Cranford participates in that was

discussed at the meeting.

Board discussion focused on a New Jersey School Boards Association sample resolution opposing the proposed Opportunity Scholarship Act, S-1872 and A-2810. Mrs. Venditti will send this sample resolution to the Board for comments and inclusion on the February 28, 2011 Board Agenda.

Next, the Board considered the minutes from previous meetings:

ACCEPTANCE OF MINUTES

| | | |
|------------------|-------------------------|-----------|
| January 10, 2011 | Regular Monthly Meeting | 7:10 P.M. |
| January 10, 2011 | Executive Session | 9:05 P.M. |
| January 24, 2011 | Regular Monthly Meeting | 8:05 P.M. |
| January 24, 2011 | Executive Session | 9:35 P.M. |

And voted the following resolutions and discussed resolutions for February 28, 2011.

Resolutions 1 and 2 were moved, seconded and voted together.

Motion by Mrs. Widdows, seconded by Mr. Caulfield

2/14/11 - 1:

AUTHORIZATION TO ACCEPT GRANTS AND DONATIONS

BE IT RESOLVED that the Board of Education authorizes the acceptance of the following grants and donations in the amount of **\$2,340.00** to be used at the following schools:

| <u>Name</u> | <u>School</u> | <u>Amount</u> |
|---|----------------------|----------------------|
| Joan DeMartini | OAS & CHS | \$ 650.00 |
| New York Life Insurance Company (Match) | OAS & CHS | \$ 650.00 |
| Bryan Karant and Ellen Goodlander | BPS | \$ 520.00 |
| New York Life Insurance Company (Match) | BPS | \$ 520.00 |

2/14/11 - 2:

AUTHORIZATION TO ACCEPT CRANFORD SCHOOL DISTRICT ACADEMY DONATION

BE IT RESOLVED that the Board of Education authorizes the acceptance of the following donation in the amount of **\$500.00** to fund the Cranford School District Academy, an intensive after-school reading program designed to help students in the Cranford School District overcome severe reading disabilities:

Name
L'Oreal

Amount
\$500.00

A roll call vote was taken and passed with 9 Yes votes, 0 No.

Motion by Mr. Caulfield, seconded by Mrs. Widdows

2/14/11 - 3:

SCHOOL ELECTION DRAWING POSITIONS

BE IT RESOLVED that the time and date for drawing the positions on the ballot of the candidates' names for the annual school election to be held Wednesday, April 27, 2011 shall be at 10:00 A.M. on Thursday, March 17, 2011 in the Board Secretary's office at Lincoln School. Nominating petitions must be received by the Board Secretary prior to 4:00 P.M. on Tuesday, March 8, 2011.

A roll call vote was taken and passed with 9 Yes votes, 0 No.

Resolutions 4 through 6 were moved, seconded and voted together.

Motion by Mrs. Brown, seconded by Mr. Caulfield

2/14/11 - 4:

**ADDITIONAL
2010-2011 DEPOSITORY**

BE IT RESOLVED that the Board of Education approves Investors Savings Bank, Garwood, NJ as an additional depository for investment purposes for the 2010-2011 school year.

2/14/11 - 5:

**WAIVER OF REQUIREMENTS
SPECIAL EDUCATION MEDICAID INITIATIVE
(SEMI PROGRAM)**

WHEREAS, N.J.A.C. 6A:23A-5.3 provides that a school district may request a waiver of compliance with respect to the district's participation in the Special Education Medicaid Initiative (SEMI) Program for the 2011-2012 school year, and

WHEREAS, the Board of Education desires to apply for this waiver due to the fact that it projects having fewer than 40 Medicaid eligible classified students,

NOW, THEREFORE, BE IT RESOLVED, that the Board of Education hereby authorizes the Superintendent of Schools to submit to the Executive County Superintendent of Schools in the County of Union an appropriate waiver of the requirements of N.J.A.C. 6A:23A-5.3.

2/14/11 - 6:

APPROVAL OF TRAVEL EXPENDITURES

WHEREAS, the Board of Education is required pursuant to N.J.S.A. 18A:11-12 to adopt policy and approve travel expenditures by district employees and board members using local, State, or Federal funds to ensure that travel is educationally necessary and fiscally prudent, and

WHEREAS, the Board of Education has determined that the training and informational programs as per the attached listing are directly related to and within the scope of district employees' and board members' duties, and

WHEREAS, the Board of Education has determined that the training and informational programs as per the attached listing are directly related to and within the scope of the traveler's current responsibilities and the board's professional development plan, and

WHEREAS, the Board of Education has determined that participation in these training and informational programs requires school district travel expenditures and that this travel is critical to the instructional needs of the district and/or furthers the efficient operation of the district, and

WHEREAS, the Board of Education has determined that the school district travel expenditures to these programs are in compliance with State travel guidelines as established by the Department of the Treasury and within the guidelines established by the federal Office of Management and Budget; except as superseded by conflicting provision of Title 18A of the New Jersey Statutes, and

WHEREAS, the Board of Education finds that a mileage reimbursement rate in accordance with the New Jersey Office of Management and Budget travel circular is the allowable rate, and

2/14/11 - 6: (continued)

APPROVAL OF TRAVEL EXPENDITURES

WHEREAS, the Board of Education has determined that participation in these training and informational programs are in compliance with the district policy on travel,

THEREFORE BE IT RESOLVED that the Board of Education hereby approves the attendance of the listed number of district employees and school board members at these training and informational programs, and the costs of attendance including all registration fees, and statutorily authorized travel expenditures, provided that such expenditures are within the annual maximum travel expenditure amount, and

BE IT FURTHER RESOLVED, that the Board of Education authorizes in advance, as

required by statute, attendance at these training programs and informational events as per the attached listing.

*****Attachment Follows*****

A roll call vote was taken and passed with 9 Yes votes, 0 No.

Resolutions 7 through 12 were moved, seconded and voted together.

Motion by Mrs. Boyle, seconded by Mr. Caulfield

2/14/11 - 7:

**APPROVAL OF SUBSTITUTES
AND HOME INSTRUCTORS**

BE IT RESOLVED, that the Board of Education, upon the recommendation of the Superintendent of Schools, approves substitutes and home instructors for the 2010-2011 school year as shown on the attached listing(s) to be used subject to the needs of the district.

*****Attachment Follows*****

2/14/11 - 8:

RESIGNATION

BE IT RESOLVED that the Board of Education, upon the recommendation of the Superintendent of Schools, accepts the following resignation:

Lisa Karkosky, Lunchroom Assistant, effective February 4, 2011. (OAS)

2/14/11 - 9:

APPOINTMENTS

BE IT RESOLVED, that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the following appointments.

1. **Joy Wagenblast**, Part Time Classroom Assistant, effective February 15, 2011 through June 30, 2011. Her salary will be based on College 4 years, 6 hours, Step 1, \$23,528.00 (.33 = **\$7,764.24**). (prorated) (LAS)
2. **Ali Muhammad**, Classroom Assistant for the CAP program, effective February 15, 2011 through June 30, 2011. His salary will be based on College 4 years, 6 hours, Step 1, \$23,528.00. (Funding through sending district) (prorated) (LIN)
3. **Janet Gurman**, Lunchroom Assistant, effective on or about February 16,

2011 through June 30, 2011. Her salary will be **\$12.60** per hour not to exceed 10 hours per week when school is in full session. (OAS)

4. **Laurie Jean Petrucci**, Classroom Assistant for the LEAP program effective February 15, 2011 through June 30, 2011. Her salary will be based on College 4 years, 6 hours, Step 5, **\$24,182.00**. (prorated) (LIN)
5. **Teresa Ricciuti**, Classroom Assistant for the LEAP program, effective February 28, 2011 through June 30, 2011. Her salary will be based on College 4 years, 6 hours, Step 6, **\$24,373.00**. (prorated) (LIN)

2/14/11 - 10:

REVISED GRADE GROUP LEADER

BE IT RESOLVED that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the following revised Grade Group Leader during the 2010-2011 school year:

From:

| <u>Name</u> | <u>Grade</u> | <u>Rate</u> |
|--------------------|---------------------|--------------------|
| Lisa Ventura | 4 | \$933.00 |

To:

| <u>Name</u> | <u>Grade</u> | <u>Rate</u> |
|--------------------|---------------------|---------------------------|
| Lisa Ventura | 4 | \$933.00 (0.6 = \$559.80) |

BE IT FURTHER RESOLVED that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the following Grade Group Leader for two meetings during the 2010-2011 school year:

| <u>Name</u> | <u>Grade</u> | <u>Rate</u> |
|--------------------|---------------------|---------------------------|
| Jerian Brockman | 4 | \$933.00 (0.4 = \$373.20) |

2/14/11 - 11:

S.A.T. PREPARATION

BE IT RESOLVED that the Board of Education, upon the recommendation of the Superintendent of Schools, approves courses for S.A.T. preparation for the periods of April 4, 6, 11, 12, 26, & 27 for two hours each night at a rate of \$60.00 per student per course, \$750.00* to be paid to each instructor for each class.

* Funding by student tuition through Enrichment Academy.

2/14/11 - 12:

REAPPOINTMENT MID YEAR PERSONNEL

BE IT RESOLVED that the Board of Education, upon the recommendation of the Superintendent of Schools, appoints the following individual in the position set forth next to the name listed below:

| <u>Name</u> | <u>Position</u> | <u>Dates</u> |
|--------------------|------------------------|---------------------|
| Dorothea Maxwell | Teacher (HAS/OAS) | 2/01/11 - 6/30/11 |

A roll call vote was taken and passed with 9 Yes votes, 0 No.

Motion by Mr. Baranoff, seconded by Mrs. Patella

2/14/11 - 13:

**LEARN AND SERVE AMERICA GRANT
ADDITIONAL ASSIGNMENT**

BE IT RESOLVED that the Board of Education, upon the recommendation of the Superintendent of Schools, approves Richard Goldstein as project director for the Learn and Serve America Grant program, at a rate of **\$6,400.00** (to be paid from Learn and Serve America Grant Funds) for the 2010-2011 school year, and

BE IT FURTHER RESOLVED that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the following personnel as coordinators for the Learn and Serve America Grant program, effective September 1, 2010 through June 30, 2011 at a rate of **\$1,000.00** (to be paid from Learn and Serve America Grant Funds) for the 2010-2011 school year:

| <u>Name</u> | <u>School</u> |
|-----------------|---------------|
| Donna Kull | WAS |
| John Arlotta | CHS |
| Nansie Salls | BPS |
| Jillian Widdows | LAS |

A roll call vote was taken and passed with 8 Yes votes, 0 No, 1 Abstain (Widdows).

Motion by Mrs. Patella, seconded by Mrs. Sudiak

2/14/11 - 14:

REVISED DISTRICT ADAPT PROGRAM

BE IT RESOLVED that the Board of Education approves the revised district Adapt program, as set forth in the attached document.

***** Attachment Follows*****

Board members discussed the proposed revised district Alcohol/Drug Assistance Program for Teens (ADAPT) Program at length. Dr. Carrick and Mr. Sciarrillo also participated in the discussion.

A roll call vote was taken and passed with 6 Yes votes, 3 No (Caulfield, Sudiak and Widdows).

Motion by Mrs. Patella, seconded by Mrs. Widdows

2/14/11 - 15:

**SPECIAL EDUCATION
TUITION STUDENTS 2010-2011**

BE IT RESOLVED that the Board of Education accepts the following tuition students into special education programs located in Lincoln School:

| <u>Number of Students</u> | <u>Sending District</u> | <u>Program</u> |
|---|-------------------------|----------------|
| 1 | East Brunswick | CAP |
| 2 | Edison | CAP |
| 1 | Edison | CAMP |
| 1 | Edison | LEAP |
| 4 | Elizabeth | CAP |
| 2 | Elizabeth | CAMP |
| 3 | Elizabeth | LEAP |
| 2 | Garwood | CAMP |
| 2 | Hillside | CAMP |
| 1 | Kenilworth | CAP |
| 4 | Linden | CAP |
| 2 | Linden | CAMP |
| 2 | Linden | LEAP |
| 1 | Madison | LEAP |
| 1 | Maplewood | LEAP |
| 1 | New Providence | LEAP |
| 1 | Newark | CAP |
| 1 | North Plainfield | CAP |
| 1 | Perth Amboy | LEAP |
| 1 | Plainfield | CAP |
| 1 | Plainfield | CAMP |
| 6 | Rahway | CAP |
| <u>2/14/11 - 15: (continued)</u> | | |
| SPECIAL EDUCATION TUITION STUDENTS 2010-2011 | | |
| 1 | Rahway | LEAP |
| 1 | Roselle | CAP |
| 2 | Roselle | LEAP |
| 2 | Roselle Park | CAMP |
| 1 | Roselle Park | LEAP |
| 2 | Sayreville | CAP |
| 1 | Sayreville | CAMP |
| 1 | Scotch Plains | CAP |
| 1 | Springfield | LEAP |
| 1 | Summit | CAP |
| 1 | Summit | CAMP |
| 3 | Union | CAP |
| 3 | Union | CAMP |
| 3 | Union | LEAP |
| 1 | Westfield | CAMP |

A roll call vote was taken and passed with 9 Yes votes, 0 No.

Motion by Mrs. Morgese, seconded by Mrs. Sudiak

2/14/11 - 16:

**FIELD TRIP
DESTINATION APPROVAL**

WHEREAS, the Board of Education is required pursuant to N.J.A.C. 6A:23A-5.8 to pre-approve all field trip destinations and to ensure that such trip is educationally necessary,

THEREFORE BE IT RESOLVED, upon the recommendation of the Superintendent of Schools, that the Board of Education authorizes in advance, as required by code, the field trip destinations as per attached listing.

***** Attachment Follows*****

A roll call vote was taken and passed with 9 Yes votes, 0 No

Resolutions 17 and 18 were moved, seconded and voted together.

Motion by Mrs. Sudiak, seconded by Mr. Baranoff

2/14/11 - 17:

JOB DESCRIPTIONS FOR ADOPTION

BE IT RESOLVED that the Board of Education approves the following job descriptions:

- Job Description 2511.1 Assistant Principal for Student Affairs
- Job Description 2511.2 Assistant Principal for Academic Affairs

***** Attachments Follow*****

2/14/11 - 18:

ABOLISHMENT OF POSITIONS

WHEREAS, the Board of Education abolishes the position of Dean of Students, and

WHEREAS, the Board of Education creates the position Assistant Principal for Student Affairs,

NOW, THEREFORE, BE IT RESOLVED, Gary Sorrentino who formally served as the Dean of Students shall now serve as the Assistant Principal for Student Affairs. It should be noted that this is only a change in title, there is no impact to the administrative budgetary line and the action is budgetary neutral.

WHEREAS, the Board of Education abolishes the position of Academic Affairs Supervisor, and

WHEREAS, the Board of Education creates the position Assistant Principal for Academic Affairs,

NOW, THEREFORE, BE IT RESOLVED, John Arlotta who formally served as the Academic Affairs Supervisor shall now serve as the Assistant Principal for Academic Affairs. It should be noted that this is only a change in title, there is no impact to the administrative budgetary line and the action is budgetary neutral.

A roll call vote was taken and passed with 9 Yes votes, 0 No.

Motion by Mrs. Widdows, seconded by Mrs. Sudiak

2/14/11 - 19:

CONTRACT REVISION

BE IT RESOLVED that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the following contract revision for the 2010-2011 school year:

Colleen Mooney

From: Lunchroom Assistant, effective September 1, 2010 through June 30, 2011. Her salary is **\$12.60** per hour not to exceed 10 hours per week when school is in full session. (WAS)

To: Part Time Classroom Assistant/Lunchroom Assistant, effective February 15, 2011 through June 30, 2011. Her salary will be based on High School, 6 hours, Step 4, \$17,084.00 (.33 = **\$5,637.72**) (prorated) plus **\$12.60** per hour not to exceed 10 hours per week when school is in full session. (WAS)

A roll call vote was taken and passed with 9 Yes votes, 0 No.

At 9:55 P.M. the meeting was open to audience participation. There was none.

At 9:56 P.M., upon motion by Mrs. Brown, seconded by Mrs. Widdows, the Board unanimously agreed to adjourn.

Robert J. Carfagno
Business Administrator/
Board Secretary

