

**CRANFORD BOARD OF EDUCATION  
MINUTES  
REGULAR MONTHLY MEETING  
MONDAY, AUGUST 22, 2011  
BOARD ROOM LINCOLN SCHOOL**

A Regular Monthly Meeting of the Cranford Board of Education was held on Monday, August 22, 2011 at 8:00 P.M. in the Board Room at Lincoln School.

Mr. Carfagno announced that adequate notice of this August 22, 2011 Regular Monthly Meeting of the Cranford Board of Education was provided on May 20, 2011 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.

Present: Jerald Baranoff, Jo Ann Boyle, Michael Caulfield  
Catherine Morgese, Lisa Patella, Trevor Shaw, 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

Absent: None

There were 4 members of the public present.

Dr. Carrick reported that the New Jersey Department of Education recently completed a review of the district's compliance with special education requirements and that we received positive results. She thanked Dr. McLaughlin and the district special services staff for their hard work and efforts.

Dr. Carrick also reported on the QSAC review process that is coming up again this year, thanked Dreyers Farm for their recent donation of plants, thanked the Buildings and Grounds Department for their hard work at the district facilities on the September Convocation, including looking forward to a good beginning of the school year. She also reported to the Board on Class Size Policy #6151.

Mr. Carfagno updated the Board on the status of the districts referendum projects, including detailed information as to costs incurred to date. Board discussion ensued.

Mrs. Sudiak acknowledged a communication from Rebecca Hoeffler regarding the Safe Routes to School program and the possibility of having a Safe Routes to School Policy discussion.

At 8:36 P.M., the meeting was open to audience participation. There was none.

Mrs. Sudiak reported on the Curriculum Committee meeting that was held including the Approval of Curricula resolution that was added to tonight's agenda.

Mrs. Venditti reported on the Cranford Administrative and Supervisory Association (CASA) Negotiations Committee meeting that was held earlier today and that proposals were exchanged between the committees of the Board and CASA.

The Board voted the minutes from previous meetings.

Motion by Mrs. Widdows, seconded by Mrs. Sudiak

### **ACCEPTANCE OF MINUTES**

July 25, 2011

Regular Monthly Meeting

8:00 P.M.

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

Next, the Board voted the following resolutions.

Resolutions 1 through 3 were moved, seconded and voted together.

Motion Mr. Caulfield, seconded by Mrs. Widdows

**8/22/11 - 1:**

### **AUTHORIZATION TO ACCEPT DONATION**

**BE IT RESOLVED** that the Board of Education authorizes the acceptance of a donation in the amount of **\$250.00** from Mr. Clint Crane from Reel Strong Heating and Cooling 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.

**8/22/11 - 2:**

### **AUTHORIZATION TO ACCEPT CRANFORD FUND FOR EDUCATIONAL EXCELLENCE GRANT**

**BE IT RESOLVED** that the Board of Education authorizes the acceptance of grant funds from the Cranford Fund for Educational Excellent for the 2011-2012 school year in the amount of **\$6,000.00** to be used for a new robotics system for all seventh grade robotics classes.

8/22/11 - 3:

**LEARN AND SERVE AMERICA  
GRANT AMENDMENT**

**BE IT RESOLVED** that the Board of Education authorizes the submission of an amendment to the New Jersey Department of Education Learn and Serve America School Board Programs Grant. This amendment requests budgetary line item modifications to the original approved grant application that are necessary based upon changes in the district's planned uses of these funds that have occurred since the application was approved. The grant period is from September 1, 2010 to August 31, 2011.

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

Resolutions 4 through 7 were moved, seconded and voted together.  
 Motion by Mrs. Morgese, seconded by Mr. Caulfield

**8/22/11 - 4:**

**BUSINESS ITEMS**

Approval of the following financial reports, payrolls, and investments:

- A. Report of the Secretary to the Board of Education, for the month ending July 31, 2011
  
- H. Report of the Treasurer to the Board of Education, for the month ending July 31, 2011
  
- C. Bills in the following amount: \$4,056,991.82
  
- D. Payroll:
  - 1. Regular & Supplemental Payroll for July 15, 2011 \$ 411,444.29
  - 2. Regular & Supplemental Payroll for July 29, 2011 \$ 315,740.46
  - 3. Board Share FICA for July 2011 \$ 28,590.78
  - 4. State Share FICA for July 2011 \$ 27,199.25
  
  - Total Payroll \$ 782,974.78
  
- E. Approval of the following payrolls for July 2011
  - Substitute (included in Section D) \$ 12,312.50
  - Home & Supplementary Instruction (included in Section D) \$ 11,420.96
  
- F. Fourth Quarter Student Activity Reports
  
- G. Use of Facilities Report for August and September
  
- H. Confirmation of the following investments:

<u>Bank</u>	<u>Beginning Balance</u> as of 6/30/11	<u>Transfer from</u> <u>Checking</u>	<u>Transfer to</u> <u>Checking</u>	<u>Interest</u> <u>Earnings</u>	<u>Ending Balance</u> as of 7/31/11
New Jersey Cash Management Fund	\$ 48,124.14	\$	\$	\$ 2.90	\$ 48,127.04
TD Bank Investment Account	\$ 2,623,227.37	\$	\$	\$	\$ 2,623,227.37
Interest Rates – NJCM	.07%				
TD Bank	.25% (Interest credited to General Account)				

(Mr. Shaw, Mrs. Venditti and Mrs. Widdows abstain from voting on the payrolls as identified in Sections D & E).

\*\*\*\*\*Attachments Follow\*\*\*\*\*

**8/22/11 - 5:**

**APPROVED REVISED BUDGET STATEMENT  
2011-2012**

**BE IT RESOLVED** that the Board of Education approves the revised 2011-2012 Budget Statement, and

**BE IT FURTHER RESOLVED** that this budget does not include any unapproved appropriations of moneys.

\*\*\*\*\*Attachment Follows\*\*\*\*\*

**8/22/11 - 6:**

**BOARD SECRETARY'S MONTHLY CERTIFICATION  
BUDGETARY LINE ITEM STATUS**

**WHEREAS**, the New Jersey Department of Education regulation N.J.A.C. 6A:23A-16.10(c)3 require local school districts to file a monthly certification of budgetary line item status,

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Education acknowledges that Robert J. Carfagno, Board Secretary, certifies the following statement:

Pursuant to N.J.A.C. 6A:23A-16.10(c)3, I, Robert J. Carfagno, Board Secretary, certify that no budgetary line items accounts are overappropriated nor overexpended for the period ending July 31, 2011.

**BE IT FURTHER RESOLVED** that pursuant to N.J.A.C. 6A:23A-16.10(c)4 the Board of Education certifies that as of July 31, 2011 after review of the board secretary's and treasurer's monthly financial reports and upon consultation with the appropriate school district officials, to the best of our knowledge, no major account or fund has been overexpended in violation of N.J.A.C. 6A:23A-16.10(b) and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

**8/22/11 - 7:**

**CHANGING SIGNATURE ON CHS  
STUDENT ACTIVITY ACCOUNT**

**BE IT RESOLVED** that the Board of Education does hereby authorize Rui Dionisio, Principal of Cranford High School, Barbara Carroll, effective August 23, 2011, Assistant Principal of Academic Affairs at Cranford High School, and Marci Krasny, Teacher at Cranford High School to transact any business for the Cranford High School Student Activity Account at TD Bank, and

8/22/11 - 7: (continued)

**CHANGING SIGNATURE ON CHS  
STUDENT ACTIVITY ACCOUNT**

**BE IT FURTHER RESOLVED** that said business includes deposits, withdrawal upon checks, notes, drafts, bills of exchange and undertaking, or other orders to payment of money when signed on behalf of the Board of Education by two of the three authorized employees.

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

Resolutions 8 through 14 were moved, seconded and voted together.

Motion Mrs. Boyle, seconded by Mrs. Sudiak

8/22/11 - 8:

**AUTHORIZING CONTRACTS WITH CERTAIN APPROVED  
STATE CONTRACT VENDORS PURSUANT TO  
N.J.S.A. 18A:18A-10a  
AMENDED LISTING**

**WHEREAS**, the Board of Education, pursuant to N.J.S.A. 18A:18A-10a and N.J.A.C. 5:34-7.29(c), may by resolution and without advertising for bids, purchase any goods or services under the State of New Jersey Cooperative Purchasing Program for any State contracts entered into on behalf of the State by the Division of Purchase and Property in the Department of the Treasury, and

**WHEREAS**, the Board of Education has the need on a timely basis to purchase goods or services utilizing State contracts, and

**WHEREAS**, the Board of Education intends to enter into contracts with the attached amended Referenced State Contract Vendors through this resolution and properly executed contracts, which shall be subject to all the conditions applicable to the current State contracts,

**NOW, THEREFORE, BE IT RESOLVED**, the Board of Education authorizes the Purchasing Agent to purchase certain goods for services from those approved New Jersey State Contract Vendors on the attached amended list pursuant to all conditions of the individual State contracts, and

**BE IT FURTHER RESOLVED**, that Robert J. Carfagno, Business Administrator/ Board Secretary shall certify to the availability of sufficient funds prior to the expenditure of funds for such goods or services, and

**BE IT FURTHER RESOLVED**, that the duration of the contracts between the Board of Education and the referenced State Contract Vendors shall be until June 30, 2012, or until such time as the individual contract expires, whichever is earlier.

\*\*\*\*\* Attachment Follows\*\*\*\*\*

**8/22/11 - 9:**

**RENEW FOOD SERVICE MANAGEMENT CONTRACT**

**WHEREAS**, Aramark Corporation, Union, NJ continues to meet the standards set forth in the contract for the 2009-2010 school year, and

**WHEREAS**, Aramark Corporation has performed their specified services in a satisfactory manner, and

**NOW, THEREFORE, BE IT FURTHER RESOLVED** that the contract with Aramark Corporation be renewed for the 2011-2012 school year at a management fee of **\$30,750.00** and an administrative fee of \$.0995 per meal, projected to be **\$46,161.00**, and

**BE IT FURTHER RESOLVED** that this contract represents a 2.5 percent increase over the 2010-2011 management fee and administrative fee per meal price,

**AND BE IT FURTHER RESOLVED** that this contract provides for a guaranteed break-even or at no cost or expense to the Board of Education up to the amount of Aramark's Management Agreement for the 2011-2012 school year.

**BE IT FURTHER RESOLVED** that this contract is subject to attorney review.

**8/22/11 - 10:**

**APPROVE SCHOOL LUNCH PRICES**

**BE IT RESOLVED** that the Board of Education approves the following lunch prices for the 2011-2012 school year:

Student Lunch - High School	\$2.55
Student Lunch - Middle School	\$2.45
Student Lunch - Elementary School	\$2.20
Adult Lunch - All Schools	\$3.05
Reduced Price Lunch - All Schools	\$ .40
Student Milk (low fat, skim, low fat chocolate)	\$ .70
Adult Milk (low fat, skim, low fat chocolate)	\$ .80

**BE IT FURTHER RESOLVED** that these prices reflect a \$.05 increase from the 2010-2011 school year lunch prices.

**8/22/11 - 11:**

**NONPUBLIC CHAPTERS 192 AND 193  
AGREEMENT**

**WHEREAS**, N.J.S.A. 18A:46-6, 8, 19.1 et seq. (Laws of 1977, Chapter 193); N.J.S.A. 18A:46A-1 et seq. (Laws of 1977, Chapter 192) require that the State and local community identify and provide auxiliary and handicapped services for students who attend nonpublic school, and

**WHEREAS**, the cost of providing these services is funded entirely by the State of New Jersey, and

**WHEREAS**, the Union County Educational Services Commission has agreed to provide these services to eligible students who attend non-public schools in Cranford, and

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Education enter into an agreement with the Union County Educational Services Commission whereby the Commission will provide services until June 30, 2015, unless terminated sooner as provided in the agreement, for those students who attend nonpublic schools in Cranford pursuant to N.J.S.A. 18A:46-19.7 and N.J.S.A. 18A:46A-7, and

**BE IT FURTHER RESOLVED** that the Board agrees to pay the Commission monthly based on the funding sheets of the State Department of Education and actual services rendered. Billing shall commence in September and shall continue for nine (9) successive months, with each payment due no later than the fifteenth (15th) day of each month. The Commission shall adjust the monthly billing statements to reflect approved additional funding and actual services to eligible students. The Commission shall at no time bill more than the approved State Aid.

**8/22/11 - 12:**

**NON RESIDENT TUITION AGREEMENT**

**BE IT RESOLVED** that the Board of Education approves an agreement between James McGurk and Christine Cardi for Emily McGurk and the Board of Education for non-resident tuition for the 2011-2012 school year.

**8/22/11 - 13:**

**NON RESIDENT TUITION AGREEMENT**

**BE IT RESOLVED** that the Board of Education approves an agreement between Valerie and Jesus Beckford for Gabriel Beckford and the Board of Education for non-resident tuition for the 2011-2012 school year.

**8/22/11 - 14:**

**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

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

**8/22/11 - 14: (continued)**

**APPROVAL OF TRAVEL EXPENDITURES**

**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 for resolutions 8 through 10 and 8 Yes votes, 0 No, 1 Abstain (Mrs. Widdows) for resolution 11.

Resolutions 15 through 22 were moved, seconded and voted together.

Motion by Mr. Shaw, seconded by Mrs. Widdows

**8/22/11 - 15:**

**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 2011-2012 school year as shown on the attached listing(s) to be used subject to the needs of the district.

\*\*\*\*\*Attachment Follows\*\*\*\*\*

**8/22/11 - 16:**

**RETIREMENT**

**BE IT RESOLVED** that the Board of Education, upon the recommendation of the Superintendent of Schools, accepts staff resignation due to retirement as per the attached list.

\*\*\*\*\*Attachment Follows\*\*\*\*\*

**8/22/11 - 17:**

**RESIGNATIONS**

**BE IT RESOLVED** that the Board of Education, upon the recommendation of the Superintendent of Schools, accepts resignations as per the attached list.

\*\*\*\*\*Attachment Follows\*\*\*\*\*

**8/22/11 - 18:**

**RESCIND APPOINTMENTS**

**BE IT RESOLVED** that the Board of Education, upon the recommendation of the Superintendent of Schools, accepts rescind appointments as per the attached list.

\*\*\*\*\*Attachment Follows\*\*\*\*\*

**8/22/11 - 19:**

**APPOINTMENTS**

**BE IT RESOLVED** that the Board of Education, upon the recommendation of the Superintendent of Schools, approves appointments as per the attached list.

\*\*\*\*\*Attachment Follows\*\*\*\*\*

**8/22/11 - 20:**

**STAFF REASSIGNMENT**

**BE IT RESOLVED** that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the reassignment of staff as per the attached list.

\*\*\*\*\*Attachment Follows\*\*\*\*\*

**8/22/11 - 21:**

**CONTRACT REVISIONS**

**BE IT RESOLVED** that the Board of Education, upon the recommendation of the Superintendent of Schools, approves contract revisions for the 2011-2012 school year as per the attached list.

\*\*\*\*\*Attachment Follows\*\*\*\*\*

**8/22/11 - 22:**

**EXTRA ASSIGNMENT  
WEIGHT ROOM SUPERVISORS**

**BE IT RESOLVED** that the Board of Education, upon the recommendation of the Superintendent of Schools, retroactively approves an extra assignment, total of 5 days per week, 2 hours per day for the 2011-2012 school year, 2.5 hours per day during the summer months as per the attached list.

\*\*\*\*\*Attachment Follows\*\*\*\*\*

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

Motion by Mrs. Patella, seconded by Mr. Caulfield  
8/22/11 - 23:

**PURCHASE OF PROFESSIONAL  
CONSULTATION SERVICES**

**BE IT RESOLVED** that the Cranford Board of Education approves the following to provide special education students with appropriate services during the 2011-2012 school year, effective July 1, 2011. Cranford is responsible for all fees associated with these services.

**Cornerstone Day School**, Saddle Brook, N.J., to provide a therapeutic WRAP AROUND Program at Cranford High School for students with social and behavioral needs, not to exceed \$230,000.00.

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

Resolutions 24 and 25 were move, seconded and voted together.  
Motion by Mr. Baranoff, seconded by Mrs. Sudiak

8/22/11 - 24:

**SUMMER CUSTODIAL ASSISTANTS**

**BE IT RESOLVED** that the Board of Education, upon the recommendation of the Superintendent of Schools, retroactively approves the employment of custodial assistants at \$12.25 per hour during August 2011 as per attached list.

\*\*\*\*\*Attachment Follows\*\*\*\*\*

8/22/11 - 25:

**SUMMER ENRICHMENT ACADEMY  
APPOINTMENTS**

**BE IT RESOLVED** that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the appointment of staff for the Summer Enrichment Academy for the August 2011 session, paid from program fees charged to parents, as per attached list.

\*\*\*\*\*Attachment Follows\*\*\*\*\*

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

Motion by Mrs. Sudiak, seconded by Mr. Caulfield  
8/22/11 - 26:

**APPROVAL OF CURRICULA**

**BE IT RESOLVED** that the Board of Education approves the following Curricula as per the attached listing.

\*\*\*\*\*Attachment Follows\*\*\*\*\*

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

Motion by Mrs. Widdows, seconded by Mr. Caulfield

8/22/11 - 27:

**IDEA AMERICAN RECOVERY AND  
REINVESTMENT ACT (ARRA) FUNDS  
GRANT AMENDMENT**

**BE IT RESOLVED** that the Board of Education authorizes the submission of an amendment to the IDEA American Recovery and Reinvestment Act (ARRA) Funds grant. This amendment requests budgetary line item modifications to the original approved grant application that are necessary based upon changes in the district's planned uses of these funds that have occurred since the application was approved. The grant period is from September 1, 2009 to August 31, 2011.

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

At 8:57 P.M., the meeting was open to audience participation. There was none.

At 8:58 P.M., upon motion by Mrs. Sudiak, seconded by Mrs. Boyle, the Board unanimously agreed to adjourn.

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Robert J. Carfagno  
Business Administrator/  
Board Secretary