

The Randolph Township Board of Education held a Business Session meeting on Wednesday, March 27, 2013 at 08:00 p.m. in the Randolph Middle School Auditorium, 507 Millbrook Avenue, Randolph, New Jersey.

Board President Tammy MacKay called the meeting to order and read the following statement:

The New Jersey Open Public Meetings Law was enacted to insure the right of the public to have advance notice of and to attend the meetings of public bodies at which any business affecting their interests is discussed or acted upon. In accordance with the provisions of this Act, the Randolph Township Board of Education has caused notice of this meeting to be published by having the date, time and place thereof posted in The Daily Record. It is also posted in all district schools as well as the Randolph Township Municipal Building.

Roll Call

The following Board members were present: Mr. Al Matos, Mr. Charles Mooney, Ms. Colleen Pascale, Mr. David Rosenblatt, Ms. Amy Sachs, Ms. MaryAnn Spagnuolo, Ms. Anne Standridge, and Ms. Tammy MacKay.

The following administrators were present: Dr. David Browne, Superintendent, Miss Jennifer Fano, Assistant Superintendent, Mr. Peter Weigly, Interim Business Administrator/Board Secretary and Board Counsel Marc H. Zitomer, Esquire.

Pledge of Allegiance

Approval of Board Minutes

Board member Ms. Amy Sachs made a motion seconded by board member Ms. MaryAnn Spagnuolo and carried unanimously by roll call vote to approve the following board minutes.

Closed: 01-08-13, 01-15-13(2), 01-21-13, 02-12-13(2), 02-19-13

Special, Work and Business: 01-21-13, 02-12-13, 02-19-13

Correspondence

2013-2014 Budget / RMS Restructuring (18) was noted.

President's Report

Ms. Tammy MacKay reviewed ground rules for the meeting.

Superintendent's Report

Dr. David Browne spoke about a request from the Township to share cost of an electronic sign to be placed in front of the high school at a cost of \$50K to the district. Dr. David Browne and a board member spoke to the high cost. A straw poll of the board indicated a lack of support to install a sign given current budget constraints.

Dr. David Browne spoke to the possibility of securing a prefab maintenance building from a not-for-profit corporation. Board Attorney, Marc Zitomer addressed his concerns.

Student Council Representative Report

Student council representative Miss Grace Kim spoke about recent student council activities.

Committee Reports

Education

Special Education

Policy

Finance, Facilities and Transportation

Public Hearing on the 2013 - 2014 Budget

Board member Mr. Al Matos reviewed the final proposed 2013-2014 budget. He noted the board's role in developing the budget, the proposed tax levy to be raised, total anticipated revenues, and total anticipated appropriations as presented in the final budget packet presented this evening.

Liaison Reports

Board President Tammy MacKay reported on a recent meeting with the Town Council representatives. Ratable properties expected to rise in the coming year. Budgets were shared.

Public Discussion

Member of the public asked about the board exceeding the two percent tax levy. Mr. Peter Weigly and Board Counsel Mr. Marc Zitomer responded. He further asked what can be done to address the roofing problems. Interim Business Administrator

Mr. Peter Weigly and board member Mr. Al Matos responded.

Former Board member asked about transferring funds from current expense to capital outlay or the reverse. She further asked how the roofing issues can be addressed. Mr. Peter Weigly responded. She also asked that the middle school restructuring be delayed a year. She felt there were many ways to approach the restructuring that had not been considered. Board President Ms. Tammy MacKay responded. Dr. Browne discussed highlights of the proposed restructuring, including staff and REA support for the program and all of the planning that went into this decision. Ms. Jennifer Fano also spoke to the process the district will undertake to advance the restructuring.

Board member Mr. David Rosenblatt asked for clarification on what can and cannot be transferred from general current expense to capital outlay. Mr. Peter Weigly responded.

Another resident asked about an education motion with missing information, as well other questions regarding the agenda's resolutions. Mr. Peter Weigly responded.

SUSPENSION OF STANDING RULE

Board President Tammy MacKay moved a motion seconded by Ms. Anne Standridge to keep the board meeting open past 10:00 p.m. Motion was approved by unanimous voice vote.

Another resident asked about the teaching staff's participation in the discussion on the proposed restructuring. Dr. David Browne responded. She also asked what evidence there is to support the work that has been done to study the best models for restructuring. Ms. Jennifer Fano responded. Board President Tammy MacKay also responded.

Another member of the public and member of the high school booster club asked for the current status of the proposed baseball/softball complex. Mr. Peter Weigly, board member Mr. Al Matos and Board President Ms. Tammy MacKay responded.

Another member of the public questioned why the sixth grade will still have the double language arts periods while eliminating the sixth grade cycles program for electives. Dr. David Browne responded.

Another member of the public asked if it were possible to revisit this issue, would the REA consider adding additional time for electives through reopening the REA contract. Dr. David Browne responded as did Mr. Charles Mooney.

Another member of the public questioned why the late decision and apparent lack of openness with regard to the sixth grade cycles. Ms. Amy Sachs responded.

Another member of the public asked about completion of the referendum projects. Mr. Al Matos responded. He asked about the relationship of testing to the restructuring. Dr. David Browne responded.

Another member of the public pointed out that the PTO never declined a formal budget presentation. It simply was not requested.

Another member of the public stated the district is giving up too much by eliminating sixth grade cycles.

Returning to the podium, member of the public stated that many of the sixth grade arts programs that are to be eliminated are important, and the administration should not be eliminating these programs without significant community input. He believes this was an unwarranted unilateral decision. Miss Carol Standridge, Principal of the Middle School responded.

Another member of the public asked for consideration to restore the sixth grade cycles program for electives. Dr. David Browne asked this individual to call him.

Returning to the podium, former board member asked for better communication between the community and the district administration. She believes the changes could have communicated in a better manner. She commended on Miss Strowbridge's efforts.

Another member of the public asked also for consideration for restoring cycles.

Old Business

New Business

Personnel Motion I - II

Education Motions A – D

Policy / Regulations Motion 1 – 2

Finance, Facilities and Transportation Motion 1 – 12

Personnel and Administration

March 27, 2013

Pursuant to the recommendation of the Superintendent of Schools, and on behalf of the Personnel Committee Board Vice President Amy Sachs made a motion seconded by Ms. Colleen Pascale and carried unanimously by a roll call vote to approve

Personnel Motions I – II:

I. TEACHERS/PROFESSIONAL STAFF

Addendum1

A. Retirement

- 1. Accept the resignation of Mary Courtley, teacher of English at the High School, for the purpose of retirement, effective July 1, 2013***
- 2. Accept the resignation of Susan L. Merckling, special education aide at the Middle School, for the purpose of retirement, effective July 1, 2013.***

B. New Hires

1. Approve the appointment of **Kayse Howe** as a long term substitute elementary teacher at Ironia School effective March 25, 2013 at the rate of \$258.85 per diem.
2. Approve the appointment of **Sandra Clowes** as a long term substitute English teacher at the High School effective March 21, 2013 at the rate of \$258.85 per diem.
3. Approve the appointment of the following substitute teachers for the 2012-2013 school year:

**Julianne Kovary
Timothy Orton**

Dominick LoPresti

Addendum1

- 4. Approve the appointment of the following substitute teachers/nurse for the 2012-2013 school year:***

**Stephen Gilmore
Tracy Aschenbach
Jigna Jhaveri
Nancy Ascione (Nurse)**

**Linda Howard
Cassandra Kepler
Lauren Bogaert**

**Kathleen Maguire
Diane DalBraccio
Justin Jacobson**

- 5. Approve the appointment of Ryan Mantell as a long term substitute instrumental music teacher at the High School effective February 25, 2013 at the rate of \$258.85 per diem.***
- 6. Approve the appointment of Nicole Ehr Gott as a long term substitute elementary teacher at Fernbrook School effective March 27, 2013 at the rate of \$258.85 per diem.***

C. Leaves of Absence

1. Approve an unpaid Federal and State Family Leave of Absence for the employee identified on **Schedule A** March 1, 2013 to care for a newborn infant (Note: Medical and Dental benefits continue while on an approved FMLA Leave).
2. Approve an unpaid Federal Leave of Absence for the employee identified on **Schedule B** effective February 19, 2013 to care for her own disability. (Note: Medical and Dental benefits continue while on an approved Leave of Absence).
3. Approve an unpaid Federal Leave of Absence for the employee identified on **Schedule C** effective ½ day on March 21, 2013 to care for her own disability. (Note: Medical and Dental benefits continue while on an approved Leave of Absence).

Addendum1

D. Stipends

1. **Approve the appointment of the following Middle School staff as Homework Club advisors 2 times a week for the months March through June, 2013 at the stipend of \$637.50 (pro-rated) each: (Note: Funds for this activity will be paid through the Title I grant.)**

Kathleen Russell

Andrea Chiarolanio

2. **Approve the appointment of Jennifer Rogers as assistant tennis coach for the 2012-2013 school year at the stipend of \$5,305 (Step 1).**

E. Extra Duty

1. Approve the appointment of all **High School Certificated Staff** to assist with Randolph High School graduation on June 24, 2013 at the rate of \$61.00 for the event.
2. Approve the appointment of all **Certified Substitute School Nurses** attending field trips either before or after school hours to be paid \$18.57 per extra hour in addition to their regular per diem pay for the 2012-2013 school year.

Addendum1

3. **Approve the appointment of the following staff to work on the evening of April 3 and June 5, 2013 for ESL Parent Advisory meetings for 2 hours each night at the rate of \$50.00 per hour: (Note: The funds for this activity will be paid through NCLB Title III 2013.)**

Nancy Black

Amanda Borzilleri

Michelle Land

4. Approve the appointment of Karen Iaconetti for cafeteria/recess duty at Fernbrook School at the rate of \$19.49 per coverage for the 2012-2013 school year.

F. Change in Assignment and Salary

1. Approve the change in assignment and salary for the employees listed below effective March 28, 2013:

<i>April Capitanelli</i>	<u>From:</u> <i>Spec Ed Tchr. (.43)</i> <i>\$22,261 (Step 1-2)</i> <i>Fernbrook</i>	<u>To:</u> <i>Spec Ed Tchr (FT)</i> <i>\$51,770 (pro-rated) (Step 1-2)</i> <i>Fernbrook/Ironia</i>
<i>Rebecca Williams</i>	<i>Cafeteria/Recess Aide</i> <i>\$13.50 per hour</i> <i>Ironia School</i>	<i>Personal Instructional Aide</i> <i>\$21,060 (pro-rated) (Step 4-5)</i> <i>Ironia School</i>

II. Support Staff

Addendum1

A. Retirement

1. Accept the resignation of Anna Hand, food services worker at Ironia School, for the purpose of retirement, effective July 1, 2013.

B. New Hires

1. Approve the appointment of Eileen Mattsson as Randolph Community School secretary effective March 28, 2013 at the annual pro-rated salary of \$37,584 (pro-rated).

2. Approve the appointment of Manisha Patel as a substitute computer technician effective February 27, 2013 through March 28, 2013 at the rate of \$12.00 per hour.

3. Approve the appointment of Jennifer Smith for the following positions and at the hourly rates listed below effective March 28, 2013:

<u>Position</u>	<u>Hourly Rate</u>
<i>Substitute Secretary</i>	<i>\$12.00</i>
<i>Substitute Cafeteria/Recess Aide</i>	<i>11.00</i>

B. Hourly Rate Change

1. Approve the following hourly rate change in pay for the employee listed below effective November 20, 2012:

	<u>From:</u>	<u>To:</u>
Nita Kromidas	\$13.00	\$13.50

EDUCATION MOTIONS - VERSION 4

MARCH 27, 2013

On behalf of Education Committee, board member Ms. Anne Standridge made a motion seconded by Ms. MaryAnn Spagnuolo and carried unanimously by roll call vote to approve Education Motions A – D:

A. Field Trips

1. **MOTION** to approve a field trip for Randolph Middle School on the following date. Transportation and any associated fees will be paid by students. No student will be deprived of participation due to financial hardship.

DATE	GRADE/ CHAPERONES	TRIP	# OF STUDENTS
April, 2013	6 th thru 8 th grade/ Mr. Davidson, Ms. Siebenhuhner, 2 Chaperones	Bridgewater Jazz Festival	20 approx.

2. **RESCIND** the following Randolph Middle School field trip originally approved on July 17, 2012.

DATE	GRADE/ CHAPERONES	TRIP	# OF STUDENTS
Mar, 2013	Jazz Ensemble/ Mr. Davidson/2 Chaperones	Bridgewater Jazz Festival	25 approx.

3. **MOTION** to approve a field trip for Fernbrook School on the following date. Transportation and any associated fees will be paid by students. No student will be deprived of participation due to financial hardship.

DATE	GRADE/ CHAPERONES	TRIP	# OF STUDENTS
March	Grade 1 students &	Morris Plains Food Pantry	91

2013	teachers		
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ADDENDUM

4. **MOTION** to approve field trips for Randolph High School on the following dates. Costs for transportation and any associated fees will be paid by students. No student will be deprived of participation due to financial hardship.

DATE	GRADE/ CHAPERONES	TRIP	# OF STUDENTS
May 2013	Grades 11 & 12 P. Litichevsky, M. Suk & L. Hackney	Sunfish Pond Physical Education Fitness Hike, Columbia, NJ	50
May 2013	Grade 10 Katelyn Shaw, Dr. Zipko & TBD	Raptor Trust/Great Swamp, Chatham, NJ	45
May 2013	Grades 9 – 12 D. Crannell, M. Pignaloso, & P. McQueeney	Robotics competition, Passaic County College	12
Apr. 2013	Grades 10 – 12 L. Lane & Jon Flint	Daiichi Sankyo Pharmaceutical, Edison, NJ	20
May 2013	Interact Club Jim Moen & TBD	LaVida Day Care, Patterson, NJ (distribute sporting goods & clean playground)	30
May 2013	Grades 9 – 12 Jim Moen & TBD	Metropolitan Museum of Art NYC	25
May 2013	Criminal Law Class Jim Moen & TBD	Morris County Courthouse Complex, Morristown, NJ	30
Apr. 2013	Grades 9 – 12 Karen Rodino & Kelly Fogas	Student Leadership Conference, Madison High School, NJ	6
Apr. 2013	Grades 9 – 12 Kelly Fogas, Luke Suttile & Tracey Platt	Blackwell Art Exhibit, Morristown, NJ	40
Apr. 2013	Grades 9 – 12 Kelly Fogas & Lindsay Brinkerhoff	Sandy Ground Project Building playgrounds in hurricane Sandy destroyed areas	25
Apr. 2013	Grades 9 – 12 Beth Madden & TBD	Visionary Arts Museum, Baltimore, MD	20

5. **MOTION** to approve a field trip for Fernbrook School on the following date. Costs for transportation and any associated fees will be paid by students. No student will be deprived of participation due to financial hardship.

Date	Grade/Chaperones	Trip	# of Students
4-2-13	Grade 5 student advisory council	Regency Grand Nursing Home, Dover, NJ	15

6. **MOTION** to approve an overnight field trip for RHS students to travel to Europe (Spain, France, and Italy). This trip will take place from April 11 – 20, 2014 (spring break). Students and chaperones are responsible for their own costs.

B. Professional Development
ADDENDUM 2

1. **MOTION** to approve **18** elementary teachers to attend a full-day training for Crisis De-Escalation Strategies facilitated by Staci Schlegel and Barbara Gontarski on March 28, 2013 at Ironia School. Substitute costs for **14** staff members will be covered by Special Education funds.
2. **MOTION** to approve the following professional development opportunities:

DISTRICT FUNDING

LAST NAME	FIRST NAME	SCHOOL	NAME OF WORKSHOP	DATE OF WORKSHOP	WORKSHOP TOTAL COST
Birmingham	Eileen	SH	Standard Solutions	4/1/13, 4/2/13 & 4/4/13	\$154.50
Black	Nancy	RHS/RMS	NJ TESOL/NJBE 2013 Spring Conference	5/29/13 & 5/30/13	\$498.23
Bocchino	Joseph	SH	Standard Solutions	4/1/13, 4/2/13 & 4/4/13	\$154.50
Bonura	Celeste	RMS	Bullying Prevention Institute	3/22/13 & 5/22/13	\$13.15
Bonura	Celeste	RMS	Introduction to Teasing and Bullying	1/31/13	\$14.13
Borzilleri	Amanda	FB	NJ TESOL/NJBE 2013 Spring Conference	5/29/13 & 5/30/13	\$280.50

Browne	David	CO	Leadership and Learning Event - APPLE	3/26/13	\$27.55
Callinan	Geraldine	CO	FMLA Compliance, Special Rules for Schools Webinar	3/20/13	\$299.00
Cervona	Carey	SH	Standard Solutions	4/1/13, 4/2/13 & 4/4/13	\$154.50
Compel	Antoinette	SH	Standard Solutions	4/1/13, 4/2/13 & 4/4/13	\$154.50
Corasaniti	Adina	SH	Standard Solutions	4/1/13, 4/2/13 & 4/4/13	\$154.50
Daly	Mary	SH	Standard Solutions	4/1/13, 4/2/13 & 4/4/13	\$154.50
Delanoy	Maureen	SH	I&RS Training	3/27/13	\$65.00
Fano	Jennifer	CO	Leadership and Learning Event - APPLE	3/26/13	\$27.55
Fromme	Lyn	SH	Standard Solutions	4/1/13, 4/2/13 & 4/4/13	\$154.50
Giousios	Christine	SH	Standard Solutions	4/1/13, 4/2/13 & 4/4/13	\$154.50
Grunert	Pat	SH	Standard Solutions	4/1/13, 4/2/13 & 4/4/13	\$154.50
Holmes	Lisa	SH	Standard Solutions	4/1/13, 4/2/13 & 4/4/13	\$154.50
Hypes	Jennifer	SH	Standard Solutions	4/1/13, 4/2/13 & 4/4/13	\$154.50
Jones	Joan Mary	RHS	Employment Specialist: Advanced Level	3/12/13 & 3/13/13	\$223.38
Jones	Joan Mary	RHS	Employment Specialist: Advanced Level	3/12/13 & 3/13/13	\$223.38

Kessler	Ellen	RMS	NJ TESOL/NJBE 2013 Spring Conference	5/29/13 & 5/30/13	\$219.00
Kruse-Marcus	Lisa	SH	Standard Solutions	4/1/13, 4/2/13 & 4/4/13	\$154.50
Lippman- Winkelstein	Elissa	FB	An Introduction to Teasing and Bullying	1/31/13	\$21.02
Lorey	Janet	SH	Standard Solutions	4/1/13, 4/2/13 & 4/4/13	\$154.50
McCann	Samantha	SH	Standard Solutions	4/1/13, 4/2/13 & 4/4/13	\$154.50
McQueeny	Patrick	RHS	Understanding by Design: A 3 Day UbD User Workshop	7/10/13, 7/11/13 & 7/12/13	\$892.93
Mizelle	Cindy	CG/IR	Learning and the Brain Conference	4/10/13	\$304.80
Mueller	Kristin	CG	Learning and the Brain Conference	4/10/13	\$304.80
Murphy	Meghan	SH	Standard Solutions	4/1/13, 4/2/13 & 4/4/13	\$154.50
Murray	Sarah Jane	SH	Standard Solutions	4/1/13, 4/2/13 & 4/4/13	\$154.50
North	Doug	SH	Standard Solutions	4/1/13, 4/2/13 & 4/4/13	\$154.50
Portas	Michael	RHS	NJ TESOL/NJBE 2013 Spring Conference	3/12/13	\$100.58
Prebor	Ashley	SH	Standard Solutions	4/1/13, 4/2/13 & 4/4/13	\$154.50
Rodas	Mario	CG	Learning and the Brain Conference	4/10/13	\$304.80

Sobel	Bobbie	SH	Standard Solutions	4/1/13, 4/2/13 & 4/4/13	\$154.50
Stella	Janet	SH	Standard Solutions	4/1/13, 4/2/13 & 4/4/13	\$154.50
Suk	Michael	RHS	Mandatory Seeding Mtg.	2/25/13	\$103.00
Todd	Jeffrey	SH	Standard Solutions	4/1/13, 4/2/13 & 4/4/13	\$154.50
Torres	Kristin	RMS	Morris County Girls Basketball Luncheon	3/19/13	\$51.50
Velez	Jessica	SH	Standard Solutions	4/1/13, 4/2/13 & 4/4/13	\$154.50
Wozniak	Karen	SH	Standard Solutions	4/1/13, 4/2/13 & 4/4/13	\$154.50

ADDENDUM

3. **MOTION** to approve all grade 8-12 Mathematics regular and special education teachers (maximum of 28) to attend two half-day workshops presented by Staff Development Workshops on “Unit Planning and Lesson Planning with the Common Core Mathematics Standards.” The workshops are to be held on April 1 and 2, 2013. Training costs are to be funded by district funds and substitute costs are to be funded by 2013 NCLB Title IIA.

4. **MOTION** to approve the following professional development opportunities:

DISTRICT FUNDING

LAST NAME	FIRST NAME	SCHOOL	NAME OF WORKSHOP	DATE OF WORKSHOP	WORKSHOP TOTAL COST
Anacker	Kelly	FB	Standards Solution Training	4/2/13	\$51.50
Anacker	Kelly	FB	Standards Solution Training	4/1/13 & 4/4/13	\$103.00
Andrews	Linda	IR	IDE Smart Goal Training	3/26/13	\$51.50

Beyer	Jayne	IR	Crisis Intervention Training	3/28/13	\$103.00
Brennan	Isabelle	CG	Crisis Intervention Training	3/28/13	\$103.00
Browne	David	CO	NJASA 2013 Annual Spring Workshop	5/20/13, 5/21/13 & 5/22/13	\$938.80
Callinan	Geraldine	CO	Pooled Insurance Program of NJ	3/13/13	\$15.00
Carmona	Elizabeth	District Wide	Crisis Intervention Training	3/28/13	\$103.00
Connolly	Amanda	FB	IDE Smart Goal Training	3/26/13	\$51.50
Connolly	Amanda	FB	Standards Solution Training	4/2/13	\$51.50
Connolly	Amanda	FB	Standards Solution Training	4/1/13 & 4/4/13	\$103.00
Contuzzi	Michael	CG	Workshop for PLC Leaders	3/27/13	\$51.50
Coppola	Adriana	RHS	IDE Smart Goal Training	3/26/13	\$51.50
Curtis	Mary	CG	Workshop for PLC Leaders	3/27/13	\$51.50
Due	Karen	CG	Workshop for PLC Leaders	3/27/13	\$51.50
Falcon-Duran	Everlydis	RHS	Facing the Future 21	3/22/13	\$179.77
Falcon-Duran	Everlydis	RHS	Career Planning & Readiness Conference	4/11/13	\$68.05
Fontana	Lori	FB	IDE Smart Goal Training	3/26/13	\$51.50
Green	Julie	RHS	IDE Smart Goal Training	3/26/13	\$51.50
Green	Chrissie	FB	Standards Solution Training	4/2/13	\$51.50
Green	Chrissie	FB	Standards Solution Training	4/1/2013 & 4/4/13	\$103.00

Green	Julie	RHS	Practical Strategies to Implement the Common Core Math Standards	5/17/13	\$274.22
Gross	Lisa	FB	Presenter-Yong Zhao	4/18/13	\$25.58
Holda	Meg	IR	Crisis Intervention Training	3/28/13	\$103.00
Jones	Joan Mary	RHS	Facing the Future 21	3/22/13	\$150.00
Kerr	Chris	FB	Standards Solution Training	4/1/13 & 4/4/13	\$103.00
Kerr	Chris	FB	Standards Solution Training	4/2/13	\$51.50
Lambariello	Claire	CG	Crisis Intervention Training	3/28/13	\$103.00
Land	Michelle	SH/CG/IR	NJ TESOL Spring Conference	5/29/13 & 5/30/13	\$290.67
Litichevsky	Peter	RHS	Share the Keys NJ Parent/Teen Driver Orientation Facilitator Training Workshop	4/26/13	\$117.78
Little	Jean	RHS	ICLE Nashville Team Meeting	4/25/13	\$51.50
Lorent	Barbara	RHS	IDE Smart Goal Training	3/26/13	\$51.50
Luciani	Catherine	SH	NJSHA Convention: 21st Century Articulation Therapy	4/26/13	\$150.00

Lusardi	Joe	RHS	Share the Keys NJ Parent/Teen Driver Orientation Facilitator Training Workshop	4/26/13	\$103.00
Madden	Mary	RHS	Career Planning & Readiness Conference	4/11/13	\$25.00
Madden	Mary	RHS	Facing the Future 21	3/22/13	\$253.00
Marucci	Donna	CG	Workshop for PLC Leaders	3/27/13	\$51.50
Marzloff	Scott	RHS	Vernier Data Collection	5/2/13	\$40.00
Modestino	Gia	RMS	Girls Lacrosse Varsity Trip	3/15/13 & 3/16/13	\$51.50
Mueller	Kristin	CG	Learning and the Brain Conference	4/10/13	\$304.80
Mueller	Kristin	CG	Workshop for PLC Leaders	3/27/13	\$51.50
Naclerio	Erik	IR	Crisis Intervention Training	3/28/13	\$103.00
North	Doug	SH	IDE Smart Goal Training	3/26/13	\$51.50
Pandorf	Laurie	CG	Learning Forward NJ Conference	3/20/13	\$105.38
Pedrick	Cheryl	CG	Workshop for PLC Leaders	3/27/13	\$51.50
Pizzi	Kerri	FB	Crisis Intervention Training	3/28/13	\$103.00
Poppy	David	RHS	Share the Keys NJ Parent/Teen Driver Orientation Facilitator Training Workshop	4/26/13	\$117.78

Quale	Sarah	RHS	Advanced Placement Summer Institute in English Language and Literature	7/15/13, 7/16/13, 7/17/13, 7/18/13 & 7/19/13	\$1,039.26
Quigley	Carolyn	IR	Crisis Intervention Training	3/28/13	\$103.00
Rimarenko	Lisa	FB	Wilson Reading System	8/19/13, 8/20/13 & 2/21/13	\$743.00
Scanlon	William	RHS	Share the Keys NJ Parent/Teen Driver Orientation Facilitator Training Workshop	4/26/13	\$103.00
Shaw	Katelyn	RHS	Girls Lacrosse Varsity Trip	3/15/13 & 3/16/13	\$51.50
Sorge	Mike	RHS	ICLE Nashville Team Meeting	4/25/13	\$51.50
Sturdevant	Dee	CG	Workshop for PLC Leaders	3/27/13	\$51.50
Toffolo	Mary Ellen	IR	Crisis Intervention Training	3/28/13	\$103.00
Torres	Kristin	RHS	Softball Trip to Hershey Park	4/5/13, 4/6/13 & 4/7/13	\$103.00
Tyroler	Perry	IR	Crisis Intervention Training	3/28/13	\$103.00
Vanderhoof	Fran	CG	Workshop for PLC Leaders	3/27/13	\$51.50
Waldron	Marie	CG	Real Reading with Debbie Miler	3/19/13	\$229.00
Wasylyk	Lena	RHS	IDE Smart Goal Training	3/26/13	\$51.50
Watson	Stacy	CG	Crisis Intervention Training	3/28/13	\$103.00

Whooley	Ann	RHS	NYC Writing Project Teacher to Teacher Conference	4/27/13	\$48.24
Wilke	Agatha	RMS	Girls Lacrosse Varsity Trip	3/15/13 & 3/16/13	\$51.50

NCLB FUNDING

LAST NAME	FIRST NAME	SCHOOL	NAME OF WORKSHOP	DATE OF WORKSHOP	WORKSHOP TOTAL COST
Austin	Daniel	RHS	CCS Literacy Skills in the Content Areas	4/17/2013	\$51.50
Barrow	Stephen	RHS	CCS Literacy Skills in the Content Areas	4/17/2013	\$51.50
Bond	Peter	RHS	CCS Literacy Skills in the Content Areas	4/17/2013	\$51.50
Buchanan	Andrew	RHS	CCS Literacy Skills in the Content Areas	4/17/2013	\$51.50
Chiarolanzio	Andrea	RMS	Standards Solution	4/3/2013	\$103.00
Garvey	Nicole	RHS	CCS Literacy Skills in the Content Areas	4/17/2013	\$51.50
Geltman	Suzanne	RMS	Standards Solution	4/3/2013	\$103.00
Kanya	Ashley	RHS	CCS Literacy Skills in the Content Areas	4/17/2013	\$51.50
Little	Jean	RHS	CCS Literacy Skills in the Content Areas	4/17/2013	\$51.50
Misiunas	Jon	RHS	CCS Literacy Skills in the Content Areas	4/17/2013	\$51.50
Moen	Jim	RHS	CCS Literacy Skills in the Content Areas	4/17/2013	\$51.50
Murtha	Kevin	RHS	CCS Literacy Skills in the Content Areas	4/17/2013	\$51.50

Prince	Maureen	RHS	CCS Literacy Skills in the Content Areas	4/17/2013	\$51.50
Quinn	Peter	RHS	CCS Literacy Skills in the Content Areas	4/17/2013	\$51.50
Russell	Katharine	RMS	Standards Solution	4/3/2013	\$103.00
Sorge	Mike	RHS	CCS Literacy Skills in the Content Areas	4/17/2013	\$51.50
Wagner	Linda	RHS	CCS Literacy Skills in the Content Areas	4/17/2013	\$51.50
Weinstein	Linda	RHS	CCS Literacy Skills in the Content Areas	4/17/2013	\$51.50
Zavala	Ryan	RHS	CCS Literacy Skills in the Content Areas	4/17/2013	\$51.50

ADDENDUM 3

5. **MOTION** to approve five elementary teachers to attend a full day workshop entitled *Fiction and Nonfiction Texts: The Intersection of Complexity and Skills* to be held on April 4, 2013 in New York City. The cost of the workshop is free. Substitutes will be covered by 2013 NCLB Title IIA funds.

C. Special Education

1. **MOTION** to approve the administrative decisions in the following Harassment, Intimidation and Bullying cases:

- 3-004
- 6-007

ADDENDUM

2. **MOTION** to approve the administrative decisions in the following Harassment, Intimidation and Bullying cases:

- 6-008
- 6-009
- 5-068
- 5-069
- 5-070

- 3-005

D. Miscellaneous

1. **MOTION** to accept the Harassment, Intimidation and Bullying (HIB) report distributed to Board members on Tuesday, March 5, 2013.
2. **MOTION** to approve the following student teacher placements for the 2012-2013 spring semester:

Name: Sara Greenzweig
University: Montclair State University
School Assigned: Ironia
Cooperating Teacher: Janice Friedland
Dates of Assignment: January – May 2013

Name: Paige Shomer
University: Montclair State University
School Assigned: Ironia
Cooperating Teacher: Kelly Zecker
Dates of Assignment: January – May 2013

Name: Dana Valdez
University: Montclair State University
School Assigned: Ironia
Cooperating Teacher: Christine Brembs
Dates of Assignment: January – May 2013

ADDENDUM

3. **MOTION** to approve the following student teacher placement for the 2012-2013 spring semester:

Name: Alisha Grant
University: William Paterson University
School Assigned: Shongum
Cooperating Teachers: A. Piombino/M. Wechsler/B. Trierweiler
Dates of Assignment: April – May 2013

4. **MOTION** to approve the amended Nursing Services Plan for the 2012-2013 school year as requested by the Morris County Office of Education.
(ATTACHMENT 1 and 2)

On behalf of the Policy Committee, Board member Ms. MaryAnn Spagnuolo made a motion seconded by Ms. Anne Standridge and carried unanimously by roll call vote to approve Policy / Regulations Motion 1 - 2.

1. **MOTION** to amend the following policies and regulations for first reading:

- a. 0132 – Executive Authority
- b. 2415 – No Child Left Behind Programs
- c. 2431 - Athletic Competition
- d. R2431.1 – Emergency Procedures for Athletic Practices and Competitions
- e. R2431.2 – Medical Examination to Determine Fitness for Participation in Athletics
- f. 3281 – Inappropriate Staff Conduct (Teaching Staff)
- g. 4281 – Inappropriate Staff Conduct (Support Staff)
- h. 5300 – Use of Defibrillator(s)
- i. 6113 – E-Rate

2. **MOTION** to amend the following bylaw and policy for second reading:

- a. 0164 Conduct of Board Meetings
- b. 9270 Home Schooling and Equivalent Education Outside the Schools

FINANCE/FACILITIES & TRANSPORTATION

March 27, 2013

Amended: 3/27/13

On behalf of Finance, Facilities and Transportation Committee, board member Mr. Al Matos made a motion seconded by Ms. Colleen Pascale and carried by roll call vote of approve Finance, Facilities and Transportation Motions 1 – 7, 11 and 12 with an exception:

Board member Mr. David Rosenblatt abstained from voting on Motion No. 12 voted YES on Motions 1 – 7 and Motion 11.

1. PAYMENT OF BILLS

RESOLVED, the Randolph Township Board of Education approve the attached list of checks. **Finance Exhibits # 1 – 1.1**, and orders that they be attached to and made a part of the minutes.

1	Check Register – 02/28/13	\$ 6,818,480.08
1.1	Check Register – 03/20/13	\$ 2,260,919.88

2. BUDGET

RESOLVED, the Randolph Township Board of Education approve **February 2013** transfer, **Finance Exhibits # 2.1 & 2.2**, and orders that they be attached to and made a part of the minutes.

2.1	Monthly Transfer Report – 02/28/13
2.2	Expense Account Adjustment 02/28/13

3. REPORT OF THE SECRETARY AND TREASURER

WHEREAS, the Randolph Township Board of Education has received the Report of the Secretary for the month of **January, February 2013, Finance Exhibits # 3.1 – 3.4**, consisting of:

3.1	Interim Balance Sheet – 01/31/13
3.2	Revenue Report – 01/31/13
3.3	Budget Report – 02/28/13
3.4	Petty Cash Report – 02/28/13
3.5	Treasurer Report – 01/31/13

and

WHEREAS, the Randolph Township Board of Education has received the Report of the Treasurer for the month of **January 2013, Finance Exhibit # 3.5**,

<u>January 31, 2013 FUND</u>	<u>CASH BALANCE</u>	<u>APPROPRIATION BALANCE</u>
(10) General Current Expense Fund	\$ 9,041,332.76	
(11) Current Expense	--	\$4,696,246.72
(12) Capital Outlay	--	492,005.58
(20) Special Revenue Fund	(7,975.80)	438,925.26
(30) Capital Projects Fund	7,165,886.08	5,702,644.29
(40) Debt Service Fund	561,130.67	--
(60) Food Service	(197,916.18)	303,972.41
(63) Community School	245,476.20	440,145.96
TOTAL	16,807,933.73	12,073,940.22

WHEREAS, in compliance with N.J.A.C. 6:20-2A.10(d), the Secretary has certified that, as of the date of the report(s), no budgetary line item account has obligations

and payments (contractual orders) which in total exceed the amount appropriated by the district board of education.

NOW, THEREFORE, BE IT RESOLVED, the Randolph Township Board of Education accepts the above referenced reports certification and orders that they be attached to and made a part of the minutes, and

BE IT FURTHER RESOLVED, in compliance with N.J.A.C. 6:20-2A.10(e), the Randolph Township Board of Education certifies that, after review of the secretary's monthly financial reports (appropriation section) and upon consultation with the appropriate district officials, to the best of it's knowledge, no major account or fund has been over-expended in violation of N.J.A.C. 6:20-2A.10(a)(1), and that sufficient funds are available to meet the district's financial obligations for the remainder of the year.

4. ACCEPTANCE OF DONATIONS

RESOLVED, the Randolph Township Board of Education accept the following donations:

➤ **Middle School:**

- donation from the RMS PTO, five (5) Epson Powerlite PL93+ LCD projectors, having an estimated value of \$2,518
- donation from the RMS PTO, mounting equipment for projectors, having an estimated value of \$3,578

Addendum 1

- donation from the RMS PTO, through the teacher grant program the following awarded to various teaching staff members:
 - payment of honorarium of \$200 to a professional actor to help the 8th grade understand Shakespeare;
 - payment of \$480 to a composer in virtual residence to participate in two skype sessions;
 - material: K'Nex Bridges kits to help build bridges and help engineering students, having an estimated value of \$419;
 - material: how to create compost on an ongoing basis for the "sustainability" class, valued at \$263.

➤ **Center Grove School:**

- donation of materials from Akjay International LLC valued at approximately \$1,000 to be used in the Pre-K ABA program.

➤ **Fernbrook School:**

- donation from the Fernbrook PTO, lattice work material and benches having an estimated value at \$3,250 for the environmental center.

BE IT FURTHER RESOLVED, that Mr. Mario Rodas, Principal of the Center Grove School, Ms. Lisa Gross, Principal of Fernbrook School and Ms. Carol Strowbridge, Principal of the Middle School acknowledge the donations in a letter to the appropriate parties.

Addendum 1

5. RESOLUTION FOR THE AWARD OF A CONTRACT FOR ROOF REPAIRS AT RANDOLPH TOWNSHIP MIDDLE SCHOOL AND RANDOLPH TOWNSHIP HIGH SCHOOL

WHEREAS, the Randolph Township Board of Education has determined that immediate, emergency repairs are needed on portions of the roofs at the Randolph Township Middle School and Randolph Township High School; and

WHEREAS, GL Group, Inc., has submitted a proposal for the remediation of the roofs in accordance with the District's needs; and

WHEREAS, the total contract amounts of \$29,700.00 (RMS) and \$11,800.00 (RHS) have been secured through a state-wide public bid consortium organized by Educational Data Services, Inc., as provided for in the Public School Contracts Law, N.J.S.A. 18A:18A-1 et seq., and

WHEREAS, bids were advertised by the Consortium on September 2, 2011 and opened on February 3, 2012 for Bid # 4472, for contracts to be executed prior to March 31, 2013, and therefore, the Board need not solicit sealed bids for the Project but may award the contract pursuant to N.J.S.A. 18A:18A-7 and N.J.A.C. 6A:26-3.16 (a) and (b) 1 et. al., on an emergent basis at its discretion; and

WHEREAS, the Board has determined that it would be in the best interests of the Board and the District to retain the services of GL for the purposes outlined in its proposal;

NOW, THEREFORE, BE IT RESOLEVED, upon the recommendation of the Superintendent of Schools, that the Board hereby retains the GL Group, Inc., 140 Hamburg Turnpike, Bloomingdale, New Jersey, for contract amounts not to exceed \$29,700.00 (RMS) and \$11,800.00 (RHS), to perform necessary roof repairs at the Randolph Township Middle School and the Randolph Township High School, as more fully set forth in the proposal submitted by the GL Group, subject to the terms and conditions of a contractual agreement pending review by Board counsel; and

BE IT FURTHER RESOLVED, that the Board President is authorized to execute the

agreement on behalf of the Board.

Addendum2

6. MOTION TO APPROVE SALE OF SURPLUS MATERIAL(S) AND (TRANSPORTATION EQUIPMENT) PROPERTY

WHEREAS, the Board is the owner of certain surplus property which is no longer needed for public use; and

WHEREAS, the Board is desirous of selling said surplus property in an “as is” condition without express or implied warranties.

NOW THEREFORE, BE IT RESOLVED by the Randolph Board of Education, as follows:

- (1) The sale of the surplus property shall be conducted through GovDeals pursuant to State Contract A-70967/T2581 in accordance with the terms and conditions of the State Contract. The terms and conditions of the agreement entered into with GovDeals is available online at govdeals.com and also available from the Randolph Board of Education;
- (2) The sale will be conducted online and the address of the auction site is govdeals.com;
- (3) The sale is being conducted pursuant to Local Finance Notice 2008-9;
- (4) The surplus being sold is includes:
 - (a) 4 Rolls of Harlequin Allegro Dance;
 - (b) 1986 Ford Econoline E250 Van;
 - (c) 1997 Ford Pick Up;
 - (d) 1999 Bluebird 54 Passenger Bus;
 - (e) TWO - 2000 Bluebird 54 Passenger Buses;
- (5) The surplus property as identified shall be sold in an “as-is” condition without express or implied warranties with the successful bidder required to execute a Hold Harmless and Indemnification Agreement concerning use of said surplus property;
- (6) The Board reserves the right to accept or reject any bid submitted.

7. RESOLUTION TO APPROVE CONTRACT AGREEMENT FOR THE PURCHASE OF CLASSROOM, OFFICE FURNITURE AND RELATED SUPPLIES

WHEREAS, the Board has determined that it will be in the best interest of the school

district to enter into a contract with a vendor for the purchase of classroom and office furniture and related supplies; and

WHEREAS, pursuant to N.J.S.A. 52:34-6.2, the Board may make purchases and contract for services by participating in a contract entered into by a vendor with a nationally recognized cooperative purchasing entity;

WHEREAS, the Board has determined that the National Joint Powers Alliance (“NJPA”), is a nationally recognized cooperative purchasing entity that has entered into a Master Services Agreement with Steelcase, Inc. utilizing the State of Minnesota’s procurement office via a public bidding process (Contract No. 052910-STI);

WHEREAS, after comparing the costs to acquire said classroom and office furniture as proposed by various vendors with Steelcase, Inc.’s pricing under the NJPA contract, the Board has determined that Steelcase, Inc. offers the best pricing for the provision of the required items;

NOW, THEREFORE, BE IT RESOLVED, that the Board hereby directs the Administration to apply for the District’s entrance into the NJPA, at no cost to the Board, so that the Board may enjoy the benefits of NJPA member pricing, which has been procured through a fair and open nation-wide public bidding process; and

BE IT FURTHER RESOLVED, that upon the District’s acceptance into the NJPA, the Board hereby awards a purchasing contract to Steelcase, Inc., through its national distributor, pursuant to the terms of the contract between Steelcase, Inc. and the NJPA, in the amount of \$38,322.96 for the purchase of classroom and office furniture and related items; and

BE IT FURTHER RESOLVED that the Board’s President is hereby authorized to sign any NJPA entrance documents or Steelcase, Inc. procurement documents on behalf of the Board, in accordance with the terms set forth above.

Addendum3

11. MOTION TO APPROVE A DISTRICT-WIDE FACILITIES STUDY TO BE COMPLETED BY SOLUTIONS, LLC

WHEREAS, the Board of Education has determined that a district facilities study of the district’s school buildings would be beneficial in determining the physical condition and specific needs of the schools’ primary building systems;

NOW, THEREFORE, BE IT RESOLVED, upon the recommendation of the Superintendent of Schools, by the Board of Education to approve a district-wide facilities study to be completed by Solutions, LLC at a cost not to exceed \$48,000.

Addendum4

12. RESCIND PORTION OF BOARD APPROVED MOTION OF FEBRUARY 19, 2013 FOR THE INSTALLATION OF A PERMANENT OUTFIELD FENCE AT THE VARSITY BASEBALL FIELD, AT A COST NOT TO EXCEED \$10,000 AND PORTION OF SAID MOTION BEING RESCINDED AND REPLACED BY THE FOLLOWING:

BE IT RESOLVED, by the Randolph Township Board of Education authorize and approve the installation of temporary fencing at the high school baseball field at a cost not to exceed \$2,000.

FINANCE/FACILITIES & TRANSPORTATION

March 27, 2013

Amended: 3/27/13

On behalf of Finance, Facilities and Transportation Committee, board member Mr. Al Matos made a motion seconded by Ms. MaryAnn Spagnuolo and carried by roll call vote of approve Finance, Facilities and Transportation Motions 8, 9 and 10 with exceptions:

Board member Mr. Charles Mooney voted NO and Mr. David Rosenblatt abstained.

8. RESOLUTION TO APPROVE THE FINAL 2013 - 2014 SCHOOL BUDGET

Upon the recommendation of the Superintendent, that the Randolph Township School District Board of Education, in the County of Morris, State of New Jersey approves the following resolution:

BE IT RESOLVED, the Randolph Township Board of Education approve the 2013-2014 school district final budget as follows:

General Fund:	\$ 81,454,990
Special Revenue Fund:	\$ 1,041,562
Debt Service Fund:	\$ 4,054,321

BE IT FURTHER RESOLVED, that there should be raised for the General Fund \$67,110,344 for the ensuing school year 2013-2014; and

BE IT FURTHER RESOLVED, that the Randolph Township Board of Education approves the following capital projects for the 2013-2014 school year:

- Canopy for propane fueling for school buses
- Center Grove School tile work and carpeting
- District-wide interior/exterior door replacements and repairs
- District-wide stair tread replacements
- Fernbrook School Library carpet replacement
- Ironia School path/road repair south lot to lower field
- High School ceiling tile replacements
- High School hallway lighting upgrades
- High School Home Economics room renovation
- High School Rack 4 HVAC rooftop unit replacements
- Middle School erosion control, masonry, front of school
- District-wide partial roofing replacements/repairs
- Shongum School milling, paving, masonry, water management
- Assessment for SDA funding

9. WHEREAS, school district policy and N.J.A.C. 6A:23A-7.3 provides that the Randolph Township Board of Education shall establish in the annual school budget a maximum expenditure amount that may be allotted for such travel and expense reimbursement for the 2013-2014 school year; and

WHEREAS, maximum expenditure amount allotted for travel and expense reimbursement for the 2012-2013 school year was \$ 56,957, and

WHEREAS, travel and expense reimbursement has reached a total amount of \$13,169.93 as of January 31, 2013;

NOW, THEREFORE, BE IT RESOLVED, that the Randolph Township School District Board of Education, in the County of Morris, State of New Jersey hereby establishes the school district travel maximum for the 2013-2014 school year at the sum of \$ 75,000; and

BE IT FURTHER RESOLVED, that the School Business Administrator shall track and record these costs to insure that the maximum amount is not exceeded.

10. WHEREAS, N.J.A.C. 6A:23A:5.2(a) mandates boards to establish annually prior to budget preparation for the public relations and each type of professional service a maximum level of spending for the ensuing school year;

WHEREAS, the final budget includes the following appropriations:

Legal	\$ 201,371
Accounting	68,495
Architect	53,000
Election	10,000
Other Administrative Services	1,222,066
Repair Services	6,633,045
Extraordinary Services	2,017,812
Nonpublic Services	76,075
Professional Development	414,177
Transportation	4,314,338

; and

WHEREAS, the Administration needs to notice the Board if there arises a need to exceed said maximums. Upon which the board may adopt the dollar increase in the maximum amount through formal board action; and

WHEREAS, the Board and Administration wishes to minimize the amount of paperwork involved in this area;

NOW, THEREFORE, BE IT RESOLVED, that the Randolph Township School District Board of Education hereby establishes maximums professional development in the areas listed above at a level of one hundred twenty percent (120%) of the amounts listed for the 2013-2014 school year.

Adjournment

Board member Mr. Al Matos made a motion seconded by board member Ms. Colleen Pascale and carried unanimously by roll call vote to adjourn the meeting at 11:16 p.m.

The board adjourned the meeting at 11:16 p.m.

Respectfully submitted,

Peter J. Weigly
Interim Business Administrator /
Board Secretary