

**CONSIDERATION OF RESOLUTIONS BY SUPERINTENDENT OF SCHOOLS**  
**TABLE OF CONTENTS**

**1. CURRICULUM, INSTRUCTION & ASSESSMENT/SPECIAL ED & STUDENT SERVICES**

**CURRICULUM, INSTRUCTION & ASSESSMENT - SCHOOLS:**

- a. Student Study Trips

**SPECIAL ED & STUDENT SERVICES:**

- b. Resolution to Accept the Nursing Services Plan for 2011-2012 School Year

**2. HUMAN RESOURCES**

- a. Emergent Hires
- b. Re-assignment
- c. Administrative – Reporting Changes
- d. Creation of Position
- e. Before/Afterschool Programs
- f. School Nurse Service Plan

**3. FINANCE & FACILITIES**

- a. Appropriation Transfers – November 2011
- b. A-148 Secretary’s Report – November 2011
- c. A-149 Treasurer’s Report – November 2011
- d. Resolution to Approve the Comprehensive Annual Financial Report and Corrective Action Plan for 2011
- e. Approval of a Letter of Agreement with Dr. Pepper Snapple Group KaBOOM! for the Let’s Play Construction Grant
- f. Appointment of District Public Agency Compliance Officer
- g. Appointment of District Custodians of Public Records
- h. Professional Services Contract – Tyler Technologies
- i. Professional Services Contract – Idea Connection Systems, Inc.
- j. Professional Services Contract – Robert Moses
- k. Resolution for Title Insurance from Infinity Title
- l. Resolution for Extension of Bids/Contracts for 2011-2012
- m. Recommendation for Award of Contract for Executive Search Firm for the Selection of the Superintendent

**JANUARY 9, 2012 BOARD WORKSHOP**

**CONSIDERATION OF RESOLUTIONS**

**1. CURRICULUM, INSTRUCTION & ASSESSMENT/SPECIAL ED & STUDENT SERVICES**

**CURRICULUM, INSTRUCTION & ASSESSMENT - SCHOOLS:**

**a. Student Study Trips**

BE IT RESOLVED: that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the following field trips:

Agen.	Applicant	School	Destination	Purpose	No. of Stud- ents	Date	Funds	Cost	GAAP Code
Jan.	Joseph Pucciatti	TCHS-Main	ArtWorks	TCHS Orchestra Perfoming	25	1/20/2012	Board	\$200	15-000-270- 512-0000- 00-05
Jan.	Ron Mauris	Grant	AMC Theaters	SWBAT connect literacy to the world	90	1/12/2012	Board	\$1,477	15-000-270- 512-0000- 00-20

**SPECIAL ED & STUDENT SERVICES:**

**b. Resolution to Accept the Nursing Services Plan for 2011-2012 School Year**

BE IT RESOLVED: that the Trenton Board of Education, upon the recommendation of the Superintendent of Schools, approves the Resolution to Accept the Nursing Services Plan for 2011-2012 School Year (Attachment 1-B).

CONSIDERATION OF RESOLUTIONS (CONT'D)

2. HUMAN RESOURCES

a. Emergent Hires

BE IT RESOLVED that the Trenton Board of Education, upon the recommendation of the Superintendent of Schools, approve the following emergent hires :

1. Approve the following Substitute Principals – District wide - at the rate of \$425.00 per diem, effective January 10, 2012 through June 30, 2012 :

Dr. Thelma Napoleon – Smith  
Claudia Cream

2. Ms. Lauren Thatcher – Mathematics Teacher – Gregory Elementary School, at the salary of \$49,095-BA, Step 0-TEA, effective February 1, 2012 through June 30, 2012, pro-rated.  
(15-130-100-101-0000-00-21)
3. Ms. Tauheecahra Rahman – School Counselor – Trenton High School-Chambers, at the salary of \$49,095-BA, Step 0-TEA, effective February 1, 2012 through June 30, 2012, pro-rated.  
(15-000-221-104-0000-33-05)

**NOTE : Replacing F. Pistorius who retired.**

b. Re-assignment

BE IT RESOLVED that the Trenton Board of Education, upon the recommendation of the Superintendent of Schools, approve the following re-assignment :

1. Ms. Everene Downing – from : Director of Student Personnel Services – Student Services Department, to: Director of Affirmative Action / Harassment Intimidation / Bullying/ Legal Hearings – Administration Building, at the salary of \$138,929 (no change in salary), effective January 10, 2012 through June 30, 2012.  
(11-000-240-103-0000-00-51)

c. Administrative - Reporting Changes

BE IT RESOLVED that the Trenton Board of Education, upon the recommendation of the Superintendent of Schools, approve the following administrative reporting changes :

1. Approve the reporting change for the following Student Assistance Coordinators reporting change to the Medical Department, no change in salary, effective January 10, 2012 through June 30, 2012

Marc Freeman  
Carla Thomas  
Terry Kelly

**JANUARY 9, 2012 BOARD WORKSHOP**

2. Mr. William Young – Coordinator Safe/Healthy Schools Grant – reporting change from: Interim Executive Director of Special Education - Administration Building, to: Grants Developer/Community Relations/Foundations, Administration Building, no change in salary, effective January 10, 2012 through June 30, 2012.

**NOTE: Office to be moved from Buildings & Grounds to Central Services Administration Building.**

**d. Creation of Position**

BE IT RESOLVED that the Trenton Board of Education, upon the recommendation of the Superintendent of Schools, approve the following creation of position :

1. Approve the creation of the position of Compliance Specialist – Special Education Department- Administration Building, salary in accordance with Business & Technical Contract (Guide A).

**NOTE : Funding to be determined by the State Monitor.**

**e. Before/Afterschool Programs**

BE IT RESOLVED that the Trenton Board of Education, upon the recommendation of the Superintendent of Schools, approve the following before/afterschool programs :

1. Approve the following staff for AHSA/HSPA Prep Advisors, Daylight/Twilight High School, at the rate of \$42.00 per hour, effective January 10, 2012 through June 30, 2012 :  
(15-401-100-110-0009-00-35)

Deidre Fabsich  
Robert Wolper

**NOTE : Not to exceed 72 hours - \$3,024.00 per participant.**

2. Approve the following staff as Middle School Coaches, at the stipend of \$2,518.00, effective January 15, 2012 through March 15, 2012 :  
(11-402-100-101-0009-00-55)

Christopher Studley	Girls Basketball Coach	Hill School
Bernice White	Girls Basketball Coach	Kilmer School
Mitzi Hightower	Cheerleading Coach	Dunn School
Regina Smith	Girls Basketball Coach	Dunn School
Robert Rubino	Boys Basketball Coach	Dunn School
David Smith	Boys Basketball Coach	Hill School

3. Approve the following staff for Club Advisors – Daylight/Twilight High School, at the rate of \$42.00 per hour, effective January 10, 2012 through June 30, 2012 : (15-140-100-101-0009-00-35)

**JANUARY 9, 2012 BOARD WORKSHOP**

Alvin Francis	Class of 2012 Advisor	Not to exceed 72 Hrs
Veronica Byard	Class of 2012 Advisor	Not to exceed 72 Hrs
Ronald Sheppard	Academic Club Advisor	Not to exceed 50 Hrs
Bin Yu	Academic Club Advisor	Not to exceed 50 Hrs
Joseph Misnik	Enviromental Club	Not to exceed 40 Hrs
William Winters	Attendance Recovery Advisor	Not to exceed 60 Hrs
Alba Rivera	Multi-Cultural Advisor	Not to exceed 52 Hrs
Michelle Shelton	Student Government Advisor	Not to exceed 52 Hrs
Robert Prunetti	Fitness Club Advisor	Not to exceed 50 Hrs
Tilottama Bose	Credit Recovery Advisor	Not to exceed 120 Hrs
Alex Lozano	Credit Recovery Advisor	Not to exceed 120 Hrs
Alvin Francis	S.T.E.P. Advisor	Not to exceed 119 Hrs
Barbara Konig	S.T.E.P. Advisor	Not to exceed 119 Hrs
Jamie Maniatis	S.T.E.P. Advisor	Not to exceed 119 Hrs
Helen Vergani	S.T.E.P. Advisor	Not to exceed 119 Hrs
Alice Burnett	S.T.E.P. Advisor	Not to exceed 119 Hrs
Anthony Jones	L.E.A.R.N. Advisor	Not to exceed 119 Hrs
Michelle Shelton	L.E.A.R.N. Advisor	Not to exceed 119 Hrs
Veronica Byard	L.E.A.R.N. Advisor	Not to exceed 119 Hrs

4. Ms. Yazminelly Gonzalez – Assistant Cheerleading Coach – Trenton High School – Chambers, at the stipend of \$2,740.00, effective December 15, 2011 through March 15, 2012. (11-402-100-101-0000-00-55)
5. Ms. Shakida Anderson – AM/PM Supervisor (Substitute) – Kilmer Elementary School, at the rate of \$42.00 per hour, effective December 19, 2011 through June 30, 2012. (11-421-200-110-0000-00-81)  
**NOTE: 1/2 hr per day – 104 days. Not to exceed \$2,184.00 total.**

**f. School Nurse Service Plan**

BE IT RESOLVED that the Trenton Board of Education, upon the recommendation of the Superintendent of Schools, approve the following School Nurse Service Plan:

<u>School/Office</u>	<u>Name</u>	<u>Certification Status</u>
Cadwalader	Tammy Cervenka	Certified
Columbus	Denise VanMater	Certified
Franklin	Marie Folmer	Certified
Grant	Lissette Davila	Certified
Gregory	Mary Maher-Wittmer	Certified
Hedgepeth/Williams	Joanne Ford	Certified
Hedgepeth/Williams	Vacancy	Certified
Hill	Carol Tanner	Certified

**JANUARY 9, 2012 BOARD WORKSHOP**

Jefferson	JoAnn Ray	Certified
Kilmer	Robin DeMuth	Certified
King	Elaine Triplett	Certified
Monument	Janice Kramer	Certified
Mott	Terri Marynenko	Certified
Parker	Eileen Dryzga	Certified
Rivera	Ritha Blain	Certified
Robbins	Maria Sanderson	Certified
Stokes	Sharon Ozonuwe	Certified
Washington	Gertrude Fahey	Certified
Wilson	Constance Slack	Certified
Dunn Middle	Ann Briggs	Certified
Dunn Middle	Vacancy	Certified
Daylight/Twilight	Deidre Manzari	Certified
TCHS-Chambers	Barbara Palmer	Certified
TCHS-Chambers	Barbara Hawk	Certified
TCHS-West	Sandra Arnold	Certified
TCHS-West	Kathy Berlin	Certified
Early Childhood Dept.	Micah Bradley-Freeman	Certified
Early Childhood Dept.	Jacqueline Denton	Certified
Early Childhood Dept.	Pamela Hughes	Certified
Early Childhood Dept.	Vacancy	Certified
Early Childhood Dept.	Lori Ann Nixon	Certified
Early Childhood Dept.	Kathleen Shegda	Certified
Nursing Supervisor	Margaret Dooley	Certified

**CONSIDERATION OF RESOLUTIONS (CONT'D)**

**3. FINANCE & FACILITIES**

**a. Appropriation Transfers – November 2011**

WHEREAS, N.J.S.A. 18A requires that the Board of Education approve appropriation transfers; and;

WHEREAS, the Superintendent has authorized the budget adjusted to reflect the appropriation transfers;

NOW, THEREFORE BE IT RESOLVED, that the Trenton Board of Education, does ratify the transfers approved by the Superintendent of Schools. (**Attachment 3-A**)

**b. A-148 Secretary's Report – November 2011**

WHEREAS, pursuant to N.J.S.A. 18A-17-9, the Secretary of the Board of Education shall report to the Board at each regular meeting but no more than once each month, the amount of total appropriations and the cash receipts of each account, and the amount for which warrants have been drawn against each account and the amount of orders and contractual obligations been drawn against each account and the amount of orders and contractual obligations incurred and chargeable against each account since the date of the last report; and

WHEREAS, the Commissioner has prescribed that such reporting take place on Form A-148;

WHEREAS, in compliance with N.J.A.C. 6A:23-2.11©3, 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, that the Trenton Board of Education accepts the above referenced reports and certifications and orders that they be attached to and made part of the record of this meeting;

BE IT FURTHER RESOLVED, in compliance with N.J.A.C 6A:23-2.11©4, the Board of Education certifies that, after review of the secretary's monthly financial reports for November 2011, and upon consultation with the appropriate district officials, to the best of its knowledge, no major account or fund has been over expended in violation of N.J.A.C. 6A:23-2.11(b), and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year. (**Attachment 3-B**)

**c. A-149 Treasurer's Report – November 2011**

WHEREAS, pursuant to N.J.S.A. 18A-17-31 et seq. boards of education are required to have the appointed position of Treasurer of School Monies; and

WHEREAS, the Treasurer shall serve in trust to receive and hold all school monies belonging to the district; and

WHEREAS, the Treasurer shall report to the Board of Education on a monthly basis on the Form A-149, which is prescribed by the Commissioner of Education;

## JANUARY 9, 2012 BOARD WORKSHOP

NOW, THEREFORE BE IT RESOLVED, that the Trenton Board of Education, for the period ending November 30, 2011, upon the recommendation of the Superintendent of Schools, adopt the A-149 and cause it to become a part of the official minutes of this meeting.  
(Attachment 3-C)

d. **Resolution to Approve the Comprehensive Annual Financial Report and Corrective Action Plan for 2011**

BE IT RESOLVED: that the Trenton Board of Education, upon the recommendation of the Superintendent of Schools, approves the Resolution to accept the **Comprehensive Annual Financial Report (under separate cover) and Corrective Action Plan for 2011 (Attachment 3-D)**

e. **Approval of a Letter of Agreement with Dr. Pepper Snapple Group KaBOOM! for the Let's Play Construction Grant**

BE IT RESOLVED: that the Trenton Board of Education, upon the recommendation of the Superintendent of Schools, approves the **Letter of Agreement with Dr. Pepper Snapple Group KaBOOM! for the Let's Play Construction Grant** as per the terms and conditions of the Agreement (Attachment 3-F). This grant will help fund the construction of a new playground at Monument School. The acceptance of the grant was Board approved on November 21, 2011.

f. **Appointment of District Public Agency Compliance Officer**

BE IT RESOLVED: that the Trenton Board of Education, pursuant to N.J.A.C. 17:27-3.3 hereby appoints Jayne S. Howard as its duly authorized Public Agency Compliance Officer for the 2012-2013 School Year.

g. **Appointment of District Custodians of Public Records**

BE IT RESOLVED: that the Trenton Board of Education, in compliance with the Open Public Records Act, hereby appoints the Board Secretary for all records other than records concerning students or district employees, the Executive Director-Special Education and Student Services for records concerning students, and the Executive Director-Human Resources, Negotiations and Legal Affairs for records concerning district employees. During the absence or inability to act or during a vacancy in any of these positions, the Superintendent shall be the acting custodian of government records for such positions.

h. **Professional Services Contract – Tyler Technologies**

BE IT RESOLVED: that the Trenton Board of Education, upon the recommendation of the Superintendent of Schools, approves the Resolution for a **Professional Services Contract with Tyler Technologies** to develop an effective and efficient transportation routing plan, using the District's Versatrans Routing & Planning™ data, for the 2010-2011 school year at a cost not to exceed **\$18,500.00**.

BE IT FURTHER RESOLVED: that the Trenton Board of Education, upon the direction of the Superintendent of Schools, directs administration to obtain a purchase order and have it provided to the vendor/consultant prior to receiving any goods or services from said vendor/consultant.  
(Account Code: 11-000-270-390-0000-00-65)

**JANUARY 9, 2012 BOARD WORKSHOP**

**i. Professional Services Contract – Idea Connection Systems, Inc.**

BE IT RESOLVED: that the Trenton Board of Education, upon the recommendation of the Superintendent of Schools, approves the Resolution for a **Professional Services Contract with Idea Connection Systems, Inc.** to provide professional development to Board Members, the Superintendent and Business Administrator/Board Secretary at the Board Retreat on January 21, 2012 at a cost not to exceed **\$2,400.00**. The program will focus on the Innovative Strengths Preference Indicator®, an assessment tool to foster greater levels of innovation and collaboration.

BE IT FURTHER RESOLVED: that the Trenton Board of Education, upon the direction of the Superintendent of Schools, directs administration to obtain a purchase order and have it provided to the vendor/consultant prior to receiving any goods or services from said vendor/consultant. (Account Code: 11-000-230-585-0000-00-50)

**j. Professional Services Contract – Robert Moses**

BE IT RESOLVED: that the Trenton Board of Education, upon the recommendation of the Superintendent of Schools, approves the Resolution for a **Professional Services Contract with Robert Moses** to speak the Board Retreat on January 21, 2012 for an honoraria of **\$1,000.00**. Mr. Moses, a civil rights veteran, MacArthur Foundation fellow and founder of The Algebra Project, will address the Board on working together with the community and the importance of Science, Technology, Engineering and Math education to the District’s future curriculum plans.

BE IT FURTHER RESOLVED: that the Trenton Board of Education, upon the direction of the Superintendent of Schools, directs administration to obtain a purchase order and have it provided to the vendor/consultant prior to receiving any goods or services from said vendor/consultant. (Account Code: 11-000-230-585-0000-00-50)

**k. Resolution for Title Insurance from Infinity Title**

BE IT RESOLVED: that the Trenton Board of Education, upon the recommendation of the Superintendent of Schools, approves the expenditure not to exceed **\$5,000.00** for **Title Insurance from Infinity Title** for properties donated by *Stokely Avenue Holdings LLC*. Said properties are located at 25, 27, 29, 31, 31, 33, 35, 37, 39, 41 and 43 Stokely Avenue, described as Lot 45-54, Block 1200.

BE IT FURTHER RESOLVED: that the Trenton Board of Education, upon the direction of the Superintendent of Schools, directs administration to obtain a purchase order and have it provided to the vendor/consultant prior to receiving any goods or services from said vendor/consultant. (Account Code: 11-000-262-520-0000-00-00)

**l. Resolution for Extension of Bids/Contracts for 2011-2012**

BE IT RESOLVED: that the Trenton Board of Education, upon the recommendation of the Superintendent of Schools, authorizes the **Extension of Bids** for the following contract renewal for the 2011-2012 fiscal year:

VENDOR NAME	SERVICES	NOT TO EXCEED
Otis Elevator	Elevator Maintenance	\$52,422.00

**JANUARY 9, 2012 BOARD WORKSHOP**

m. **Recommendation for Award of Contract for Prospective Executive Search Firm for the Selection of the Superintendent**

WHEREAS, pursuant to the Public School Contract Law and the New Jersey Statutes Title 18A:18A-37, the competitive contracting proposal solicitation for **Prospective Executive Search Firm for the Selection of the Superintendent** was received on January 3, 2012; and

WHEREAS, the proposals were reviewed by Trenton Board of Education Staff per N.J.S. 18A:18A-4.5d; and

WHEREAS, the Board received responses from:

Proact Search  
Ray and Associates, Inc.

WHEREAS, based on the evaluation criteria included in the solicitation Ray and Associates, Inc. scored within the qualifications listed below:

1. Proposed approach
2. Qualifications and experience
3. Past experience
4. Schedule: readiness to conform to Board's timeline
5. References
6. Past performance information
7. Fee structure

WHEREAS, funds will be made available from the following Account: 11-000-230-330-0000-00-84

NOW, THEREFORE, BE IT RESOLVED, that the Trenton Board of Education, upon the recommendation of the Superintendent of Schools, awards a contract to **Ray and Associates, Inc.** for the proposal solicitation as indicated, at a cost not to exceed **\$20,000.00.**