

TRENTON BOARD OF EDUCATION
108 North Clinton Avenue
Trenton, New Jersey 08609
BOARD WORKSHOP
Tuesday – October 11, 2011 – 5:30 P.M.
MINUTES

Completed October 20, 2011
Convened at 5:40 P.M.

Call to Order

Rev. Toby Sanders, President, called the meeting to order at 5:40 p.m.

Pledge of Allegiance

Rev. Toby Sanders, President, led the salute to the flag.

Oath of Office for New Board Member

The Honorable Tony F. Mack, Mayor of Trenton, administered the Oath of Office to new Board Member Mr. Waldemar Ronquillo. Mayor Mack also acknowledged all the Board Members for their dedicated service to the community. Mr. Ronquillo thanked the Mayor for his appointment to the Board, and said he looked forward to working together as a team. He also thanked his wife and children for their support, and the citizens of Trenton. He looked forward to effecting changes that will lead to a better education for the children.

Roll Call

Present:

T. Missy Balmir
Sasa Olessi Montaña
Jason Redd
Waldemar Ronquillo
Jane Rosenbaum
Donald O. Shelton
Mary Taylor-Hayes
Toby Sanders

Excused Absent:

Nicola Tatum

Interim Superintendent of Schools – Raymond Broach - Present

Business Administrator/Board Secretary – Jayne Howard - Present

New Jersey Sunshine Law - Read by Board President Sanders

The New Jersey Public Meetings Law was enacted to ensure the right to the public to have advanced notice of and to attend the meetings of public bodies at which any business affecting their interest is discussed or acted on.

On the rules of this act, the Trenton Board of Education has caused notice of this meeting by publicizing the date, time and place, therefore posted in the Central

TRENTON BOARD OF EDUCATION
108 North Clinton Avenue
Trenton, New Jersey 08609
BOARD WORKSHOP
Tuesday – October 11, 2011 – 5:30 P.M.
MINUTES

Services Building, 108 North Clinton Avenue, City Clerk’s Office, City Hall and the Times. Anyone whose name is on the mailing list should receive a notice.

Formal action will take place at this meeting.

Adoption Of Agenda

It was motioned and properly seconded to adopt the agenda. With six (6) yes votes and one (1) abstention, the agenda was adopted.

<u>ROLL CALL</u>	YES	NO	ABSTAIN
T. Missy Balmir	X		
Sasa Olessi Montaña	X		
Jason Redd	not present for vote		
Waldemar Ronquillo			X
Jane Rosenbaum	X		
Donald O. Shelton	X		
Nicola Tatum	absent		
Mary Taylor-Hayes	X		
Toby Sanders	X		

PUBLIC PARTICIPATION

Mr. Curtis Lackland, insurance consultant, expressed his concerns regarding the Request for Proposals (RFP) process.

Ms. Angelia Jackson, parent, had concerns regarding the school lunch program. Rev. Sanders asked Ms. Jackson for her contact information so that the Superintendent may address her concerns.

Ms. Betty Glenn welcomed Mr. Ronquillo to the Board. She spoke about the Amazing Race contest in which Trenton High and Daylight/Twilight students competed. The winning students were awarded scholarships checks totaling \$7,500 for their efforts in this competition, which entailed teams of five members learning historical information about New Jersey and the City of Trenton. Ms. Glenn thanked everyone involved in this endeavor, most especially the students. Board Member Shelton spoke about the benefits of the contest, and he congratulated all the students who participated. Ms. Glenn said that Mayor Mack had been a contributor to the scholarship fund, and she invited him to address the students. Ms. Glenn also thanked Council members for their support.

Ms. Naomi Johnson-LaFleur, President of the Trenton Education Association (TEA), spoke about leadership and collaboration, and the challenges faced by the Board in working under the oversight of a State Monitor. She spoke about Mr. Cowell’s written report presented to the Board at the September 26, 2011 Regular Meeting, and she expressed TEA’s concerns regarding the following issues:

TRENTON BOARD OF EDUCATION
108 North Clinton Avenue
Trenton, New Jersey 08609
BOARD WORKSHOP
Tuesday – October 11, 2011 – 5:30 P.M.
MINUTES

- Timely payment of extra duty stipends to teachers
- Hiring process in the Special Education Department
- Transportation services in the District under privatization
- Facility conditions at Rivera Learning Center and Jefferson School
- District cooperation and collaboration with the Unit Heads

Rev. Sanders thanked Ms. Johnson-LaFleur for her comments, and he asked Board Vice President Montañó and Superintendent Broach to review the written copy of her remarks for attention and response.

Trenton City Councilwoman Kathy McBride expressed her concerns with the school breakfast and lunch program.

BOARD MEMBER COMMENTS

Ms. Montañó addressed Ms. McBride's concerns, stating that the serving of pizza for breakfast was previously addressed at a Board Meeting. She said the food service provider advised the Board that the pizza was actually a breakfast pizza which was served by request; however, this has been discontinued. Mr. Ronquillo observed that pizza was being served at a school this morning, and Ms. Montañó said the Board would have to look into that. Mr. Shelton asked what the ingredients were in the pizza, and Mr. Ronquillo answered sausage, sauce, cheese and bread.

Ms. Taylor-Hayes congratulated Ms. Glenn on the success of the Amazing Race, and she said it is gratifying to see the students getting so much knowledge and enjoyment out of the contest. She also asked for clarification from Board Attorney Carl Tanksley on the role of the Board President and the Superintendent in formulating the Board Meeting agendas. Mr. Tanksley advised that in checking the Board ByLaws, it is the Superintendent's responsibility to establish the agenda, and the Superintendent's duties require him to work in consultation with the Board President to finalize the agenda. Ms. Taylor-Hayes had further concerns about this process, and Mr. Tanksley stated that this would be a topic for discussion at the next Board retreat. Rev. Sanders stated that the dynamics are still being worked out as to agenda procedures. He said he and Mr. Broach are scheduled to meet on a monthly basis to discuss the agenda. Rev. Sanders said he is open to discussing how to facilitate an effective process for Board Members to work through the Board President in getting topics placed on the agenda. This would include topics on which they would like to receive reports, information, etc. He asked Ms. Taylor-Hayes to work with Policy Committee Chairman Jason Redd to draft a policy for Board review and action. Ms. Montañó asked for reinforcement from Rev. Sanders on how Board Members request items to be placed on the agenda, and he responded they would request through the Board President for items to be placed on the agenda. He also said it was his understanding of the ByLaws that the Board as a whole may vote on items to become a regular part of the agenda. Ms. Montañó gave the example of her previous request for monthly standing reports to the Board on the Rivera Learning Community. Further discussion ensued on the

TRENTON BOARD OF EDUCATION
108 North Clinton Avenue
Trenton, New Jersey 08609
BOARD WORKSHOP
Tuesday – October 11, 2011 – 5:30 P.M.
MINUTES

topic of Board Members working collaboratively with the Board President on moving the District forward.

Ms. Montañó wished to update the public on the process the Board is undertaking to hire a new Superintendent. She said an RFP is being prepared for the solicitation of a search firm, and this should be available in the next week. She said that once the responses to the RFP have been received and reviewed, a firm will be chosen to conduct the search. Ms. Montañó said the search should begin no later than the end of December and go through January. The interview process will begin in late January/early February and continue through March. Deliberations will be in April, and hopefully the Board will reach a decision by May.

Mr. Ronquillo asked Ms. Jackson, who had commented earlier on the school lunch program, what school this involved. He was told M. L. King School.

Rev. Sanders welcomed Mr. Ronquillo to the Board, and he stated he will be an excellent advocate for the students. He also felt that Mr. Ronquillo will represent very well the growing Hispanic community in Trenton and their concerns and suggestions regarding the educational system.

Rev. Sanders observed that the beginning of the school year has been very challenging, and he appreciates the parents and teachers for their patience as the Board worked through the many issues that arose. He said that many staff members have been doing a lot of hard work in not the most ideal circumstances during the transition.

Rev. Sanders advised the public that the District lost a couple grant opportunities because of things that are going on in the State, which challenges the capacity to deliver some services and opportunities to the students. He said the District will meet these challenges despite the reduced funding, with everyone working together as a team.

SUPERINTENDENT'S REMARKS

Mr. Broach thanked Betty Glenn and all her colleagues for their efforts in making the Amazing Race successful. He also asked for a round of applause for producer and filmmaker Tyrone Young, and he thanked him for coming to Trenton to help publicize the many historical aspects of the City.

Mr. Broach introduced Ms. Fran Atchison, newly hired grant writer. He said that Ms. Atchison has a wonderful reputation in the grant writing field and will be a great asset to the District. He also spoke about his commitment to the work still remaining to be done during the rest of his tenure as Interim Superintendent.

Mr. Broach introduced Mr. Larry Capó, Executive Director of Young Audiences of New Jersey, who spoke about the Adopt-A-School for Trenton program. Arts education is offered at all elementary schools in Trenton. This allows students to receive significant arts

TRENTON BOARD OF EDUCATION
108 North Clinton Avenue
Trenton, New Jersey 08609
BOARD WORKSHOP
Tuesday – October 11, 2011 – 5:30 P.M.
MINUTES

experiences through performances and in-classroom workshops. It also provides professional development to teachers. Mr. Capo asked the Board's approval to expand the program to the middle schools and the charter schools. He said the program is an investment by many corporations and individuals who believe in the potential of Trenton's children. Mr. Capo also spoke about the Arts for Learning Literacy program, a nationally tested program offered to third and fourth grade teachers in the District. Rev. Sanders asked how many children in Trenton are served by the program, and Mr. Capo answered that it numbers in the thousands. He said that last year 61 performances and 203 workshops were presented. Rev. Sanders inquired as to how much money is invested by the donors in the program. Mr. Capo replied that it is \$125,000. Ms. Montañó asked for more detail on the process for bringing the program into each school. Mr. Capo said that Young Audiences starts with a planning session with the school, requiring the school to use the three core elements of the program – assembly performances, hands-on workshops with the artists that allow children to create, and professional development sessions. The school is asked if there is a particular theme or issue around which they would like to customize their program. The professional development consists of sessions with teachers to help them integrate the arts into their curriculum, and how to discuss and expand the information they receive with their students. Mr. Capo stated there are at least two performances and eight to ten workshops in each school per year.

PRESENTATIONS TO THE BOARD

Board Attorney Tanksley presented on the Board Member Code of Ethics (handout attached). Rev. Sanders stated this is a yearly State compliance requirement for the Board. Mr. Tanksley added that it also serves the purpose of informing the public of the requirements of the Board under the School Ethics Act. Board Member questions and comments were in the areas of:

- Clarification on the Collective Negotiations Out-of-District relationship
- Timeline to meet the Board Member fingerprinting requirement

David Gadallah, Executive Director for Management Information Systems, gave a status update on Power School (handout attached). Board Member questions and comments were in the areas of:

- High School schedules
- Target dates for Power School training and professional development
- Issues that affected the timeline for Power School training and implementation
- Plans to ensure the accuracy of student home address information for transportation purposes
- Ongoing training issues regarding the change of software from SASI to Power School
- Recording student attendance via Power School
- Use of Power School to verify accuracy of student information for the ASSA Report this year

TRENTON BOARD OF EDUCATION
108 North Clinton Avenue
Trenton, New Jersey 08609
BOARD WORKSHOP
Tuesday – October 11, 2011 – 5:30 P.M.
MINUTES

- Accuracy of the ASSA Report data submitted last year and ensuring the accuracy of this year's data
- Process for completing the lunch application form
- Verifying the accuracy of lunch application data (Ms. Denise Holguin and Mr. Jason Weeden from Aramark discussed the lunch application process and their outreach to the community)

At this time, a concentrated side discussion ensued regarding the serving of breakfast pizza by Aramark. Mr. Weeden stated this item will not be served anymore.

The Annual Electronic Violence and Vandalism Reporting System presentation was postponed to the October 24 Regular Meeting.

At this time, Mr. Tyrone Young addressed the Board, thanking them and Superintendent Broach for allowing him this opportunity. He said that as a film director whose specialty is history, he has been around the world and that coming to Trenton was the first time he has witnessed a community of educators with such passion for teaching their students about their rich local history. Mr. Shelton thanked Mr. Young for donating his time in making the Amazing Race film. Rev. Sanders also thanked Mr. Young for his generosity.

BOARD DISCUSSION/ACTION ON 10/11 RECOMMENDATIONS

Meeting Minutes:

Board Workshop & Executive Session Minutes for September 12, 2011

Board Regular & Executive Session Minutes for September 26, 2011

There were no questions or comments on the Meeting Minutes.

Superintendent's Recommendations for October 11, 2011 (ACTION):

Human Resources

Finance & Facilities

Appropriation Transfers – August 2011

A-148 Secretary's Report – August 2011

A-149 Treasurer's Report – August 2011

Mr. Kathleen Smallwood-Johnson, Executive Director for Human Resources, Negotiations and Legal Affairs, requested that Human Resources Item I-8 be **pulled**. The individual will not be transferred but will remain at TCHS-West.

Mr. Redd questioned Human Resources Item I-1 as to what the individual's title will be at Mott School and why no reason is given for the transfer. Rev. Sanders stated this move was administratively approved during the summer months, and it is required to be placed on the agenda for Board approval and record. Mr. Redd asked why the delay in placing the item on the agenda. Ms. Smallwood-Johnson answered that Hill was a turnaround school, and the timing of this transition caused the delay. She also stated that the person's title remains as Principal.

TRENTON BOARD OF EDUCATION
108 North Clinton Avenue
Trenton, New Jersey 08609
BOARD WORKSHOP
Tuesday – October 11, 2011 – 5:30 P.M.
MINUTES

Mr. Ronquillo asked that Human Resources Item I-6 be **tabled** for discussion in Executive Session.

Mr. Shelton questioned Human Resources Item B-1, the creation of the position of Supervisor of Bilingual Education. He asked if this position was the same as one that had formerly been in place. It was answered that the job description has been reworked.

Mr. Shelton called the Board's attention to Human Resources Items J-6 and J-7, and he asked what functions school nurses perform at Central Registration. Rev. Sanders stated that they review student immunization records.

Mr. Shelton asked if the classroom volunteers listed in Human Resources Item K-1 have been fingerprinted. Ms. Smallwood-Johnson said that Board approval is required prior to initiating the fingerprinting process.

Mr. Ronquillo questioned Human Resources Item J-12 and asked what the total amount paid would be. Ms. Smallwood-Johnson answered that the \$1,200.00 is the maximum amount paid per person for the 2011-2012 school year.

At this time, Ms. Taylor-Hayes motioned that Human Resources Item I-6 be tabled for discussion in Executive Session. The motion was seconded by Dr. Rosenbaum. A Roll Call yielded Yes votes from all Board Members present. Human Resources Item I-6 was **tabled** for Executive Session.

<u>ROLL CALL</u>	YES	NO	ABSTAIN
T. Missy Balmir	X		
Sasa Olessi Montaña	X		
Jason Redd	X		
Waldemar Ronquillo	X		
Jane Rosenbaum	X		
Donald O. Shelton	X		
Nicola Tatum	absent		
Mary Taylor-Hayes	X		
Toby Sanders	X		

Board Committee Reports:

Finance, 9/7/11

Policy, 9/6/11

Special Ed, 9/22/11

There were no questions or comments on the Board Committee Reports.

TRENTON BOARD OF EDUCATION
108 North Clinton Avenue
Trenton, New Jersey 08609
BOARD WORKSHOP
Tuesday – October 11, 2011 – 5:30 P.M.
MINUTES

Motion by Mr. Redd and seconded by Ms. Montaño to approve the Superintendent's Recommendations for October 11, 2011. The Superintendent's Recommendations were **approved** by all Board Members present.

<u>ROLL CALL</u>	YES	NO	ABSTAIN
T. Missy Balmir	X		
Sasa Olessi Montaño	X		
Jason Redd	X		
Waldemar Ronquillo	X		
Jane Rosenbaum	X		
Donald O. Shelton	X		
Nicola Tatum	absent		
Mary Taylor-Hayes	X		
Toby Sanders	X		

OCTOBER 11, 2011 SUPERINTENDENT'S RECOMMENDATIONS:

2. **HUMAN RESOURCES**

a. **Abolishment of Positions**

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

1. Approve the abolishment of (1) Elementary Teacher Gr 2 – Jefferson Elementary, effective October 3, 2011.

NOTE: Due to low enrollment.

2. Approve the abolishment of (1) Elementary Teacher Gr 5 – Jefferson Elementary School, effective October 3, 2011.

NOTE: Due to low enrollment.

3. Approve the abolishment of (1) Elementary Teacher Gr 4 – Jefferson Elementary, effective October 3, 2011.

NOTE: Due to low enrollment.

4. Approve the abolishment of the position of Compliance Specialist – ESL/Bilingual Department, effective October 12, 2011.

b. **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:

TRENTON BOARD OF EDUCATION
108 North Clinton Avenue
Trenton, New Jersey 08609
BOARD WORKSHOP
Tuesday – October 11, 2011 – 5:30 P.M.
MINUTES

1. Approve the creation of the position and approval of job description for the position of Supervisor of Bilingual Education, Curriculum Department, salary in accordance with TASA contract. **attachment -2-b-1**

c. Retirements

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

1. Mr. Michael Oliver – 13 years – Custodian Engineer Gr 3 – Monument Elementary School, effective January 1, 2012.
2. Ms. Valerie Butler – 11 years – Principal – King Elementary School, effective December 1, 2011.

d. Resignations

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

1. Ms. Christine Borkes – Special Education Teacher – Kilmer Elementary School, effective September 13, 2011.

e. 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. Ms. Julia Clark – ESL Teacher – Grant Elementary School, at the salary of \$49,095-BA, Step 0-TEA, effective November 1, 2011 through June 30, 2012, pro-rated. **NOTE : Replace R. Moog who retired.**
2. Ms. Cara Oliveto – Language Arts Teacher – Alternative Middle School (Rivera), at the salary of \$49,095-BA, Step 0-TEA, effective November 1, 2011 through June 30, 2012, pro-rated.
NOTE : Filing a newly created position.
3. Ms. Anna Loving – Language Arts Teacher – Hill Elementary School, at the salary of \$49,095-BA, Step 0-TEA, effective November 1, 2011 through June 30, 2012, pro-rated. **NOTE : Replacing D. Biegly who was transferred to Hedgepeth/Williams.**
4. Ms. Christy Lubitz – Science Teacher – Hill Elementary School, at the salary of \$49,095-BA, Step 0-TEA, effective November 1, 2011 through June 30, 2012, pro-rated.
NOTE : Replacing K. Dzubryk who was transferred to Dunn School.

TRENTON BOARD OF EDUCATION
108 North Clinton Avenue
Trenton, New Jersey 08609
BOARD WORKSHOP
Tuesday – October 11, 2011 – 5:30 P.M.
MINUTES

5. Mr. Ronald Baltimore – Music Teacher – Daylight/Twilight School, at the salary of \$49,095-BA, Step 0-TEA, effective November 1, 2011 through June 30, 2012, pro-rated.

NOTE : Replacing E. Magalif who was transferred to Monument.

6. Ms. Margaret Sheneman – Music Teacher – Washington Elementary School, at the salary of \$49,095-BA, Step 0-TEA, effective November 1, 2011 through June 30, 2012, pro-rated.

NOTE : Replacing R. Fell who was transferred to Cadwalader/Stokes.

7. Mr. James Tramontano – Art Teacher – Stokes Elementary School, at the salary of \$49,095-BA, Step 0-TEA, effective November 1, 2011 through June 30, 2012, pro-rated. **NOTE : Replacing D. Coligan who was transferred Trenton High-Chambers.**

8. Ms. Stephanie Carniglia – Health/Physical Education Teacher – Columbus Elementary School, at the salary of \$49,095-BA, Step 0-TEA, effective November 1, 2011 through June 30, 2012.

NOTE : Vacancy due to Turn Around Schools.

f. Return from Leave of Absence

BE IT RESOLVED that the Trenton Board of Education, upon the recommendation of the Superintendent of Schools, approve the following return from a leave of absence :

1. Ms. Melanie Taylor – Mathematics Teacher - Monument Elementary School, at the salary of \$ 52,243-BA, Step 7-TEA, effective October 31, 2011 through June 30, 2012.

g. Leaves of Absences

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

1. Ms. Shirley Walker – Special Education Teacher – Parker Elementary School, medical leave of absence with pay, effective September 1, 2011 through October 31, 2011.
2. Ms. Gwendetta Jones – Administrative I Secretary – Stokes Elementary School, medical leave of absence with pay, effective September 13, 2011 through October 24, 2011.
3. Ms. Linda Alexander – Kindergarten Teacher – Washington Elementary School, medical leave of absence with pay, effective September 23, 2011 through October 31, 2011.
4. Ms. Penny Britt – Vice Principal – Trenton High School-Chambers, medical leave of absence with pay, effective September 12, 2011 through November 7, 2011.

TRENTON BOARD OF EDUCATION
108 North Clinton Avenue
Trenton, New Jersey 08609
BOARD WORKSHOP
Tuesday – October 11, 2011 – 5:30 P.M.
MINUTES

h. Extended Leave of Absence

BE IT RESOLVED that the Trenton Board of Education, upon the recommendation of the Superintendent of Schools, approve the following extended leave of absence :

1. Ms. Monique Harvey – Coordinator for Enrollment/Central Registration – Administration Building, extended medical leave of absence with pay, effective September 23, 2011 through October 18, 2011.
NOTE: Original leave August 9, 2011 through September 22, 2011.
2. Ms. Kristen Jones – School Psychologist – Special Services Department, extended medical leave of absence without pay, effective October 8, 2011 through November 25, 2011.
NOTE: Original leave August 29, 2011 through October 7, 2011.
3. Ms. Alaina Galambos – English Teacher – Trenton High School-Chambers, extended medical leave of absence without pay, effective September 1, 2011 through December 27, 2011.
NOTE : Original leave December 15, 2010 through June 30, 2011.
4. Mr. Michael Oliver – Custodian Engineer Gr. 3 – Monument Elementary School, extended medical leave with pay, effective September 1, 2011 December 31, 2011.
NOTE: Original leave February 23, 2011 through August 31, 2011.

i. Transfer/Re-assignment

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

1. Ms. Elizabeth Ramirez – Principal- from : Hill Elementary School, to: Mott Elementary School, at the salary of \$139,281-red lined (no change in salary, effective July 1, 2011 through June 30, 2012).
2. Ms. Nina Jordan – from: Elementary Teacher Gr. 4 – Jefferson Elementary School, to: Elementary Teacher Gr. 3 - Jefferson Elementary School, at the salary of \$49,095-BA, Step 0-TEA (no change in salary), effective October 3, 2011 through June 30, 2012.
NOTE: Due to the collapsing of 4th grade class. As per the State Monitor.
3. Ms. Winsome Russell-Trapper – from: Elementary Teacher Gr. 5 – Jefferson Elementary School, to: Language Arts Teacher, Jefferson Elementary School, at the salary of \$82,236-MA, Step 15-TEA (no change in salary), effective October 3, 2011 through June 30, 2012.
NOTE: Due to collapsing of 5th grade class. As per the State Monitor.
4. Ms. Natalie Tymczyszyn – from: Elementary Teacher Gr. 3 – Jefferson Elementary School, to: Special Education Teacher (Resource Room), Jefferson

TRENTON BOARD OF EDUCATION
108 North Clinton Avenue
Trenton, New Jersey 08609
BOARD WORKSHOP
Tuesday – October 11, 2011 – 5:30 P.M.
MINUTES

Elementary School, at the salary of \$49,095-BA, Step 0-TEA (no change in salary), effective October 3, 2011 through June 30, 2012.

NOTE: Due to the re-assignment of N. Jordan. As per the State Monitor.

5. Ms. Ana Martinez – from: Bilingual Elementary Teacher Gr. 4 – Wilson Elementary School, to: Bilingual Elementary Teacher Gr. 2 – Washington Elementary School, at the salary of \$62,541 (\$61,041-BA, Step 11-TEA + \$1,500 dual certification) no change in salary, effective October 12, 2011 through June 30, 2012. **NOTE: Due to low student enrollment.**

6. Ms. Stacey Reece – Paraprofessional – from: Trenton High School – West, to: Alternative Middle School (Rivera), at the salary of \$37,154 (\$35,654-Step 7/120 credits, effective October 4, 2011 through June 30, 2012. – **TABLED FOR DISCUSSION IN EXECUTIVE SESSION.**
NOTE : Filing a newly created position.

7. Ms. Kecia Peterson – from : Elementary Teacher Gr 3 – Hill Elementary School, to: Kindergarten Teacher, Hill Elementary School, at the salary of \$56,592-MA, Step 9-TEA, effective October 12, 2011 through June 30, 2012. **NOTE: Replacing L. Brozena who was transferred to Reading Recovery.**

8. Ms. Cathleen Cunningham – Physical Education Teacher, from: Trenton High School-West, to: Grant Elementary School, at the salary of \$83,736 (\$82,236-MA, Step 15-TEA + \$1,500 dual certification), effective October 12, 2011 to June 30, 2012. - **PULLED**

j. Before/After School Programs

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

1. Mr. Thomas Romeo – Teacher- AM/PM Supervision (Substitute) – Parker Elementary School, at the rate of \$42.00 per hour, effective September 8, 2011 through June 30, 2012. **NOTE: ½ hr per day. Not to exceed \$3,822.00.**

2. Ms. Brandi Tillery – Paraprofessional – AM/PM Monitor (Substitute) – Washington Elementary School, at the rate of \$27.00 per hr, effective September 8, 2011 through June 30, 2012. **NOTE: ½ hr per day – 182 days. Not to exceed \$2,457.00.**

3. Ms. Kelly Miccichi – Teacher- AM/PM Supervision (Substitute) – Washington Elementary School, at the rate of \$42.00 per hour, effective September 8, 2011 through June 30, 2012 **NOTE: ½ hr per day. Not to exceed \$3,822.00.**

4. Mr. Luther Morrison – Assistant Girls Basketball Coach – Trenton High School – Chambers, at the stipend of \$6,524.00, effective November 15, 2011 through March 15, 2012.

TRENTON BOARD OF EDUCATION
108 North Clinton Avenue
Trenton, New Jersey 08609
BOARD WORKSHOP
Tuesday – October 11, 2011 – 5:30 P.M.
MINUTES

5. Mr. James Coyne – Teacher – Professional Development for Athletics – Trenton High School – Chambers, at the rate of \$36.00 per hour, effective October 17, 2011 through November 4, 2011.

NOTE: Not to exceed 40 hrs - \$1,440.00 total.

6. Ms. Micah Bradley-Freeman – School Nurse – Central Registration – Administration Building, at the rate of \$36.00 per hour, effective August 29, 2011 and August 30, 2011.

NOTE : Not to exceed \$450.00 total.

7. Ms. Maria Sanderson – School Nurse – Central Registration – Administration Building, at the rate of \$36.00 per hour, effective August 29, 2011 and August 30, 2011.

NOTE : Not to exceed \$450.00 total.

8. Mr. Joseph Melone – Teacher – AM/PM Supervision (Substitute), Alternative Middle School (Rivera), at the rate of \$42.00 per hour, effective September 8, 2011 through June 30, 2012. **NOTE: Replacing M. McCray who is on a leave. Not to exceed. \$3,822.00.**

9. Approve the following Paraprofessionals – AM/PM Monitors – Gregory Elementary School, at the rate of \$27.00 per hour, effective September 8, 2011 through June 30, 2012 :

Alfred Harris
Natalie Williams
Beverly Crawford-Phillips

NOTE: ½ hr per day – 180 days. Not to exceed \$2,430.00 per participant

10. Ms. Bernice White - Paraprofessional – AM/PM Monitors – Jefferson Elementary School, at the rate of \$27.00 per hour, effective September 8, 2011 through June 30, 2012 :

NOTE: ½ hr per day – 182 days. Not to exceed \$2,475.00 per participant

11. Approve the following Teachers – AM/PM Supervisors – Cadwalader Elementary School, at the rate of \$42.00 per hour, effective September 8, 2011 through June 30, 2012 :

Archie Jones
Nicole Gresko
Michael Coe

NOTE: 1 hr per day – 180 days. Not to exceed \$7,644.00 total program.

TRENTON BOARD OF EDUCATION
108 North Clinton Avenue
Trenton, New Jersey 08609
BOARD WORKSHOP
Tuesday – October 11, 2011 – 5:30 P.M.
MINUTES

12. Approve the following Teachers as Emergency Drivers for Athletic Events, Trenton High School – Chambers, at the rate of \$60.00 per trip, effective September 28, 2011 through June 30, 2012.

Daniel Grady David Tindall

NOTE : Must provide proof of valid CDL license. Not to exceed \$1,200.00 per person.

k. Volunteers:

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

1. Approve the following volunteers, with no cost to the district, effective November 1, 2011 through June 30, 2012:

<u>Name</u>	<u>Type of Volunteer</u>	<u>School</u>
Sharon Hussain	Classroom	Jefferson
Radica Ghooray	Classroom	Franklin
Kwesi Daniels	Classroom	Franklin
Albert Peasco, Jr.	Classroom	Franklin

3. FINANCE & FACILITIES

a. Appropriation Transfers – August 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 – August 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;

TRENTON BOARD OF EDUCATION
108 North Clinton Avenue
Trenton, New Jersey 08609
BOARD WORKSHOP
Tuesday – October 11, 2011 – 5:30 P.M.
MINUTES

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 August 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 – August 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;

NOW, THEREFORE BE IT RESOLVED, that the Trenton Board of Education , for the period ending August 31, 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. **Request for Proposal (RFP) for Prospective Executive Search Firm for the Selection of a Superintendent**

BE IT RESOLVED: that the Trenton Board of Education, upon the recommendation for the Interim Superintendent of Schools, authorize the School Business Administrator/Purchasing Agent to have prepared a **Request for Proposal** from qualified vendors to solicit and engage a professional and knowledgeable firm to conduct a comprehensive, national executive search for the purpose of identifying and attracting the best qualified candidates for the Superintendent of the Trenton Public Schools. The Board intends to engage the selected firm for the period of time necessary to select by early April 2012 and appoint the best qualified candidate for a term to begin on or before July 1, 2012,. Services which shall include all items in 18:18A-4.4

e. **Staff Travel**

BE IT RESOLVED: that the Board of Education, upon the recommendation of the Superintendent of Schools, ratified staff attendance/participation in the following professional conferences, workshops, seminars or trainings with the requirements, that staff turn-key as required by administration those issues addressed at the approved professional

TRENTON BOARD OF EDUCATION
108 North Clinton Avenue
Trenton, New Jersey 08609
BOARD WORKSHOP
Tuesday – October 11, 2011 – 5:30 P.M.
MINUTES

development events which have relevance to improving instruction and/or operation of the school district.

Applicant	Position	School	Purpose	Location	Date	Funds	Cost	GAAP Code
George Rosario	Teacher	Grant	Nat'l Council of Teachers of Mathematics	Atlantic City, NJ	10/19-21/2011		\$0	No cost to the Board
Donna Green	RR Trainer	PJ Hill	Mandatory Reading Recovery Training	NY Univ., NY	10/12,13,19,20,26,27	Board	\$2,550 total for year	11-000-221-580-0000-00-81
Monica Carmichael	Asst. Director	CSB	Mandatory Training provided by NJDOE for disabilities in Early Childhood	Trenton, NJ	10/24,25/2011		\$0	No cost to the Board
Heather Jackson	Ex. Director	CSB	CAPA Initial 4 Day Visit Training	W. Windsor, NJ	10/19/2011		\$0	
Bocary Bandeh	Supervisor	CSB	CAPA Initial 4 Day Visit Training	W. Windsor, NJ	10/19/2011		\$0	
Mary Courtney	Supervisor	CSB	CAPA Initial 4 Day Visit Training	W. Windsor, NJ	10/19/2011		\$0	
Milrdred Miranda	Supervisor	CSB	CAPA Initial 4 Day Visit Training	W. Windsor, NJ	10/19/2011		\$0	
Laurell Parris	Supervisor	CSB	CAPA Initial 4 Day Visit Training	W. Windsor, NJ	10/19/2011		\$0	
Eniola Ajayi	Supervisor	CSB	CAPA Initial 4 Day Visit Training	W. Windsor, NJ	10/19/2011		\$0	
K. S-Johnson	Ex. Director	CSB	41st Annual School Law Forum	Atlantic City, NJ	10/24/2011	Board	\$75	11-000-251-580-0000-00-60

f. **Professional Services Contract - PSA**

BE IT RESOLVED: that the Trenton Board of Education, upon the recommendation of the Superintendent of Schools, approves a **Professional Services Contract with PSA** to provide Professional Development to the Child Study Teams and Guidance Counselors on October 17 at a cost not to exceed **\$1,000.00**.

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: 11-000-219-320-0000-00-84)

g. **Professional Services Contract – Dr. Melinda Contreas Byrd**

BE IT RESOLVED: that the Trenton Board of Education, upon the recommendation of the Superintendent of Schools, approves a **Professional Services Contract with Dr. Melinda Contreas Byrd** to provide training sessions with the Business Office staff and the Department of Human Resources Staff on customer service, sensitivity training and cultural

TRENTON BOARD OF EDUCATION
108 North Clinton Avenue
Trenton, New Jersey 08609
BOARD WORKSHOP
Tuesday – October 11, 2011 – 5:30 P.M.
MINUTES

diversity, for the period October 17, 2011 through December 21, 2011 at a cost not to exceed **\$4,000.00**.

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: 11-000-230-340-0000-00-51)

ADJOURN TO EXECUTIVE SESSION

It was motioned and properly seconded to adjourn the meeting into Executive Session. **All** were in favor - **0** opposed **0** abstentions.

Rev. Sanders read the Executive Session Resolution:

WHEREAS, The Board of Education must discuss subjects concerning personnel matters, negotiations, and legal matters;

WHEREAS, The aforesaid subjects are not appropriate subjects to be discussed in public meeting; and,

WHEREAS, The aforesaid subjects to be discussed are within the exemptions which are permitted to be discussed and acted upon in closed executive session pursuant to P.L. 1975, Chapter 231, it is therefore

RESOLVED, That the aforesaid subjects shall be discussed in closed executive session by this Board and administrative staff at the conclusion of the public segment of this meeting, and information pertaining thereto will be made available to the public as soon thereafter as possible and once the reasons for nondisclosure no longer exist.

ADJOURN 8:26 p.m.

REOPEN PUBLIC MEETING

Open Public Meeting reconvened at 9:24 p.m.

Motion by Mr. Redd and seconded by Ms. Taylor-Hayes to approve Human Resources Item I-6, the Transfer of Stacey Reece. Human Resources Item I-6 was **approved** by all Board Members present.

TRENTON BOARD OF EDUCATION
108 North Clinton Avenue
Trenton, New Jersey 08609
BOARD WORKSHOP
Tuesday – October 11, 2011 – 5:30 P.M.
MINUTES

<u>ROLL CALL</u>	YES	NO	ABSTAIN
T. Missy Balmir	X		
Sasa Olessi Montaña	X		
Jason Redd	X		
Waldemar Ronquillo	X		
Jane Rosenbaum	X		
Donald O. Shelton	X		
Nicola Tatum	absent		
Mary Taylor-Hayes	X		
Toby Sanders	X		

It was motioned and properly seconded to adjourn the meeting at 9:29 p.m.

ADJOURN 9:29 p.m.

Respectfully submitted

Jayne S. Howard

Jayne S. Howard
Business Administrator/Board Secretary