

**CRANFORD BOARD OF EDUCATION  
MINUTES  
REGULAR MONTHLY MEETING  
MONDAY, JANUARY 25, 2010  
BOARD ROOM LINCOLN SCHOOL**

A Regular Monthly Meeting of the Cranford Board of Education was held on Monday, January 25, 2010 at 8:00 P.M. in the Board Room at Lincoln School.

Mr. Carfagno announced that adequate notice of this January 25, 2010 Regular Monthly Meeting of the Cranford Board of Education was provided on April 27, 2009, by a meeting notice posted in the Board Room, Lincoln School, and communicated to the Cranford Chronicle, The Star Ledger, the Office of the Township Clerk, and all Board members.

Present: Jo Ann Boyle, Jill Brown, Michael Caulfield, Barbara Fisher, Catherine Morgese, Mary Sudiak, Mary Venditti, Camille Widdows and Robin Woglom

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

Absent: None

There were approximately 40 people in public attendance.

Dr. Carrick introduced Dineen Seeley, Principal of Livingston Avenue School, to give a presentation of the Revised Basic Skills Program to the Board.

Dr. Carrick commented on the proposals for the 2010-2011 School District Calendar which were sent to the Board and requested that any comments or feedback be sent to her.

Rebecca Deczynski reported on student fundraisers that have been held and that are planned at Cranford High School.

Dr. Carrick reported on the district wide Character Education Committee that is chaired by Dennis McCaffery and the fundraising efforts for Haiti that they are undertaking.

Mr. Carfagno reported on the Authorization to Bid Environmental Remediation resolution that has been added to tonight's agenda.

At 8:30 P.M., the meeting was open to audience participation. Robin Mellano, Cranford Education Association Vice President, thanked the Brookside Place staff members for attending tonight's meeting and stated that the membership is continuing to seek a fair contract that is comparable with those of surrounding districts.

A Brookside Place parent complimented the district and the teaching staff and encouraged both parties to settle the contract and come to an agreement that's fair for both sides.

Mrs. Sudiak reported on the Pathways to Excellence Committee meeting that was held in which Enrichment Clusters were discussed, the Tri-County Boards meeting that was held in which the status of union contracts were discussed, the Environmental Committee Meeting that was held in which Cranford High School students made a presentation, the New Jersey School Boards Association Joint County and Leadership meetings that she attended in which legislative issues and possible bills were discussed and the wonderful Walnut Avenue School International Food Festival that was held today.

Mrs. Fisher reported on the Cranford Fund for Educational Excellence grant process, that the request for proposal process has been changed this year and that letters of intent are being sent out this year in lieu of grant applications. She also commented that technology and capital items will also be considered this year.

Dr. Carrick reported on the reports written by the Education Subcommittee of Governor Christie's transition team. Board discussion ensued.

Mrs. Venditti reported on an upcoming Union County School Boards Association program on shared services scheduled for February 10 in which Dr. Centuolo, Union County Executive Superintendent, will be the featured speaker.

The Board voted the minutes from previous meetings.

Motion by Mrs. Widdows, seconded by Mr. Caulfield

#### **ACCEPTANCE OF MINUTES**

December 14, 2009	Regular Monthly Meeting	7:00 P.M.
December 14, 2009	Executive Session	9:40 P.M.

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

Next, the Board voted the following resolutions.

Resolutions 1 thru 4 were moved, seconded and voted together.  
 Motion by Mr. Caulfield, seconded by Mrs. Brown

**1/25/10 - 1:**

**BUSINESS ITEMS**

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

- A. Report of the Secretary to the Board of Education, for the month ending December, 2009
- B. Report of the Treasurer to the Board of Education, for the month ending December, 2009
- C. Bills in the following amount: \$2,017,306.31
- D. Payroll:
  - 1. Regular & Supplemental Payroll for 12/15/09 \$1,722,183.16
  - 2. Regular & Supplemental Payroll for 12/23/09 \$1,632,551.90
  - 3. Board Share FICA for December, 2009 \$ 56,011.06
  - 4. State Share FICA December, 2009 \$ 187,905.63
  - Total Payroll \$3,598,651.75
- E. Approval of the following payrolls for December, 2009
  - Substitutes \$ 50,067.50
  - Home & Supplementary Instruction (included in Section D) \$ 2,511.25
- F. Student Activity Accounts - Second Quarter
- G. Use of Facilities Report for January and February
- H. Confirmation of the following investments:

<u>Bank</u>	<u>Beginning Balance</u> as of 11/30/09	<u>Transfer from</u> <u>Checking</u>	<u>Transfer to</u> <u>Checking</u>	<u>Interest</u> <u>Earnings</u>	<u>Ending Balance</u> as of 12/31/09
New Jersey Cash Management Fund	\$ 47,945.79	\$	\$	\$ 15.15	\$ 47,960.94
TD Bank Investment Account	\$3,321,068.33	\$	\$550,000.00	\$ 800.81	\$2,771,869.14

Interest Rates – NJCM .34%  
 TD Bank .30%

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

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

1/25/10 - 2:

**APPROVED REVISED BUDGET STATEMENT  
2009-2010**

**BE IT RESOLVED** that the Board of Education approves the revised 2009-2010 Budget Statement, and

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

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

1/25/10 - 3:

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

**WHEREAS**, the New Jersey Department of Education regulation N.J.A.C. 6A:23-2.12(c)3 require local school districts to file a monthly certification of budgetary line item status,

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

Pursuant to N.J.A.C. 6A:23-2.12(c)3, I, Robert J. Carfagno, Board Secretary, certify that no budgetary line items accounts are overappropriated nor overexpended for the period ending December 31, 2009.

**BE IT FURTHER RESOLVED** that pursuant to N.J.A.C. 6A:23-2.12(c)4 the Board of Education certifies that as of December 31, 2009 after review of the board secretary's and treasurer's monthly financial reports and upon consultation with the appropriate school district officials, to the best of our knowledge, no major account or fund has been overexpended in violation of N.J.A.C. 6A:23-2.12(b) and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

1/25/10 - 4:

## APPROVAL OF TRAVEL EXPENDITURES

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

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

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

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

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

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

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

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

**BE IT FURTHER RESOLVED**, that the Board of Education authorizes in advance, as required by statute, attendance at these training programs and informational events as per the attached listing.

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

A roll call vote was taken and passed with 9 Yes vote, 0 No.  
Resolutions 5 through 12 were moved, seconded and voted together.  
Motion by Mrs. Brown, seconded by Mrs. Woglom

1/25/10 - 5:

**APPROVAL OF SUBSTITUTES  
AND HOME INSTRUCTORS**

**\*WHEREAS**, the continuing needs of the Cranford School District requires that the district employ certified and non-certified staff on an emergent basis, prior to the completion of the criminal history record check by the Commissioner of Education; and

**WHEREAS**, N.J.S.A. 18A:6-7.1 et seq. provides for the emergent hiring of employees for a period not to exceed three months, pending completion of a criminal history records check by the Commissioner of Education; and

**WHEREAS**, all new employed certified and non-certified candidates for employment have provided attestation that they have not been convicted of any disqualifying crime pursuant to the provision of N.J.S.A. 18A:6-7.1 et seq., N.J.S.A. 18A:39-17 et seq., or N.J.S.A. 18A:6-4.13 et seq.;

**THEREFORE BE IT RESOLVED**, the Board of Education approves the aforementioned authorization for emergent hiring pending completion of criminal history check and following roster of candidates for employment.

**NOW, THEREFORE, BE IT FURTHER RESOLVED**, that the Board of Education, upon the recommendation of the Superintendent of Schools, approves substitutes and home instructors for the 2009-2010 school year as shown on the attached listing(s) to be used as needed subject to the requirements of Chapter 116 of P.L. 1986 and the Immigration Reform and Control Act of 1986 and authorizes the submission of application for emergent hiring.

\*The school district uses the Choice Point program, which provides instant background verification while fingerprints are being processed through the New Jersey Department of Education.

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

1/25/10 - 6:

**RETIREMENT**

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

**Paul Brown**, Teacher of Physical Education, effective July 1, 2010. The Cranford Public Schools thank Paul Brown for 39 years of service. (OAS)

**1/25/10 - 7:**

**RESIGNATION**

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

**Giovanna Riggi**, Student Clerical Assistant, effective January 7, 2010. (CO)

**1/25/10 - 8:**

**LEAVES OF ABSENCE**

**BE IT RESOLVED** that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the leaves of absence for the following personnel:

1. **Joyann Ford**, Teacher of Health and Physical Education, effective April 6, 2010 through June 30, 2010. (CHS)
2. **Edmond McCloud**, Custodian, Family Medical Leave of Absence, effective January 5, 2010 through March 31, 2010. (CHS)

**1/25/10 - 9:**

**SIXTH PERIOD SALARY ADJUSTMENT**

**BE IT RESOLVED** that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the following sixth period salary adjustment for personnel for the 2009-2010 school year, effective February 4, 2010.

<u>Teacher</u>	<u>**Salary</u>	<u>**Salary Adjustment</u>	<u>School/Subject</u>
Barbara Narus	\$90,326.00	\$11,290.75 (prorated)	CHS/ Family & Consumer Science
Christine Schmitt	\$47,898.00	\$ 5,987.25 (prorated)	CHS/ Family & Consumer Science

\*\*Salary to be adjusted upon completion of a successor agreement between the Board of Education and the Cranford Education Association.

**1/25/10 - 10:**

**ADDITIONAL ASSIGNMENTS**

**BE IT RESOLVED** that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the following additional assignments for personnel for the 2009-2010 school year:

<u>Assignment/School</u>	<u>Appointee</u>	<u>Group</u>	<u>Per</u>	<u>**Stipend</u>
Assistant Director Drama/HAS	Vincent Basciano	B	0.5	\$1,969.00
Stage Crew/HAS	Christina Petrilli	H	1.0	\$ 806.00
Art/CHS	Julie Barkin	H	1.0	\$ 806.00
Teen Arts Coordinator/HAS	Diane Sideris	H	1.0	\$ 806.00

**1/25/10 - 10: (continued)**

**ADDITIONAL ASSIGNMENTS**

**BE IT FURTHER RESOLVED** that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the following additional assignments for personnel for the 2009-2010 school year:

<u>Assignment/School</u>	<u>Appointee</u>	<u>Group</u>	<u>Per</u>	<u>Effective Date</u>	<u>**Stipend</u>
Vocal Director/OAS	Constance Thomas	B	1.0	12/23/09	\$3,938.00 (prorated)
Intramural Sports Advisor OAS	Andrew Crawford	G	1.0	2/1/10	\$1,203.00 (prorated)

\*\*Stipend to be adjusted upon completion of a successor agreement between the Board of Education and the Cranford Education Association.

**1/25/10 - 11:**

**REAPPOINTMENTS MID YEAR PERSONNEL**

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

<u>Name</u>	<u>Position</u>	<u>Dates</u>
Charles Bell	Teacher (CHS)	2/1/10-6/30/10

**1/25/10 - 12:**

**REVISED REAPPOINTMENT MID YEAR PERSONNEL**

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

<u>Name</u>	<u>Position</u>	<u>Dates</u>
Susan Turner	Teacher (CHS)	12/1/09-6/30/10

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

Motion by Mrs. Boyle, seconded by Mrs. Widdows

1/25/10 - 13:

**LEARN AND SERVE AMERICA GRANT  
ADDITIONAL ASSIGNMENT**

**BE IT RESOLVED** that the Board of Education, upon the recommendation of the Superintendent of Schools, approves Gregg Caverly as project coordinator for the Learn and Serve America Grant program, at a rate of **\$3,200.00** (to be paid from Learn and Serve America Grant Funds) for the 2009-2010 school year.

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

Resolutions 14 and 15 were moved, seconded and voted together.

Motion by Mrs. Woglom, seconded by Mrs. Fisher

The Board voted resolution 14 and congratulated all of the students and teachers for their achievements.

1/25/10 - 14:

**OVERNIGHT TRIP  
DISTRIBUTIVE EDUCATION CLUB  
OF AMERICA (DECA)**

**WHEREAS**, Cranford High School's chapter of the Distributive Education Club of America announced twenty eight winners of the Central Region Competitive Events held on January 6, 2010, and

**WHEREAS**, the Board of Education approves a three day trip to the Distributive Education Club of America (DECA) State Competitions being held in the Holiday Inn Hotel in Cherry Hill, NJ for the purpose of competing in Accounting, Marketing, Entrepreneurship and written manual events on February 21 through February 23, 2010 only, and

**WHEREAS**, the pupil cost for the trip is \$100.00 (registration/hotel only), and

**THEREFORE BE IT RESOLVED** that the Board of Education will sponsor the aforementioned trip only when the following conditions have been met:

1. that the monies needed to fund the trip are raised privately and from student activities funds;
2. that the Principal and Superintendent of Schools, approve in advance, the faculty advisor to accompany the high school students;

**1/25/10 - 14: (continued)**

**OVERNIGHT TRIP  
DISTRIBUTIVE EDUCATION CLUB  
OF AMERICA (DECA)**

**NOW, THEREFORE, BE IT RESOLVED** that the members of the Board of Education and the Superintendent of Schools wish to commend and congratulate Michael Wolansky, Dena Leonelli, Alicia Petgrave, Nathan Verrilli, Brendan McCloskey, Eric Schwartz, Michael Adubato, Alexander Heucke, Christian Garcia, Spencer Merman, Richard Armbruster, Eric Walsh, Daniel Rodriguez, Patrick Cassidy, William Allen, Andrew Miller, Daniel Cleary, Robert Jotantos, Eric Knight, Brian Buotempo, Nicole Kleiman, Jacqueline LaBrutto, William Bender, Jerrel Manchery, Nicholas Liotard, Bryan Santos, Michael Ford, and Business Management teachers Donna Cathcart and Richard Goldstein for this achievement.

**BE IT FURTHER RESOLVED** that the Board Secretary is authorized to send a copy of this resolution to the students and teachers named herein.

**1/25/10 - 15:**

**FIELD TRIP DESTINATION APPROVAL**

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

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

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

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

Motion by Mrs. Fisher, seconded by Mrs. Sudiak

1/25/10 - 16:

**AUTHORIZATION TO BID  
ENVIRONMENTAL REMEDIATION**

**BE IT RESOLVED** that the Board of Education does hereby authorize the Business Administrator/Board Secretary to advertise for bids for the following:

**BID NO. 2010-1  
ENVIRONMENTAL REMEDIATION PERTAINING TO  
BOILER ROOM UPGRADE PROJECTS AT  
HILLSIDE, ORANGE AND LINCOLN AVENUE SCHOOLS**

**AND, BE IT FURTHER RESOLVED** that the bid opening will be at Lincoln School on February 19, 2010 at 2:00 P.M.

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

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

At 8:58 P.M., upon motion by Mrs. Morgese, seconded by Mrs. Fisher, the Board recessed to Executive Session for consideration of issues dealing with Negotiations and Matters of Attorney/Client Privilege . Action may be taken later when the Board returns to Public Session. Minutes of the Executive Session will be released to the Public after the reason for non-disclosure no longer exists.

\*\*\*\*\*

**Executive Session  
9:15 P.M. – 10:41 P.M.**

\*\*\*\*\*

At 10:41 P.M., the Board returned to Public Session.

At 10:42 P.M., upon motion by Mrs. Morgese, seconded by Mrs. Fisher, the Board unanimously agreed to adjourn.

---

Robert J. Carfagno  
Business Administrator/  
Board Secretary

