

TRENTON BOARD OF EDUCATION
108 North Clinton Avenue
Trenton, New Jersey 08609
SPECIAL BOARD MEETING
Friday – May 10, 2013 – 8:00 A.M.
MINUTES

Completed May 14, 2013
Convened at 8:00 A.M.

Call to Order

Board Member Mary Taylor-Hayes called the meeting to order at 8:00 a.m. A quorum was achieved at 8:05 a.m.

Pledge of Allegiance

Ms. Taylor-Hayes led the salute to the flag.

Roll Call

Present:

Denise Millington – arrived appx. 8:05 a.m.
Sasa Olessi Montaña (remote participation)
Jason Redd
Jane Rosenbaum – arrived appx. 8:05 a.m.
Mary Taylor-Hayes
Gerald Truehart II – arrived appx. 8:05 a.m.
Toby Sanders – arrived appx. 8:05 a.m.

Absent:

Nicola Tatum
Justine Torres

Superintendent of Schools – Francisco Durán - 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 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.

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Board Member’s Remote Meeting Participation

Motion was made by Ms. Millington and seconded by Ms. Taylor-Hayes to approve the remote participation in this morning’s meeting by Board Vice President Sasa Montaña as per Board Bylaw 0160.1. The motion was approved by all Board Members present.

<u>ROLL CALL</u>	YES	NO	ABSTAIN
Denise Millington	X		
Sasa Olessi Montaña	X		
Jason Redd	X		
Jane Rosenbaum	X		
Nicola Tatum	absent		
Mary Taylor-Hayes	X		
Justine Torres	absent		
Gerald Truehart II	X		
Toby Sanders	X		

Adoption Of Agenda

Ms. Kathleen Smallwood-Johnson, Executive Director for Human Resources, Negotiations and Legal Affairs, requested the following corrections to the agenda:

- TASA Reappointment List – title of Interim Executive Director for Early Childhood should be corrected to *Interim Director for Early Childhood*.
- TEA Reappointment List – Members’ locations should be shown as *To Be Determined*. Correct assignments will be shown on the May 28 agenda.

Motion was made by Ms. Taylor-Hayes and seconded by Ms. Millington to adopt the agenda as amended. The agenda as amended was adopted by all Board Members present.

<u>ROLL CALL</u>	YES	NO	ABSTAIN
Denise Millington	X		
Sasa Olessi Montaña	no audio connection		
Jason Redd	X		
Jane Rosenbaum	X		
Nicola Tatum	absent		
Mary Taylor-Hayes	X		
Justine Torres	absent		
Gerald Truehart II	X		
Toby Sanders	X		

PUBLIC PARTICIPATION

No members of the public signed up to address the Board.

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BOARD DISCUSSION & ACTION ON HUMAN RESOURCES RECOMMENDATIONS

Ms. Taylor-Hayes called the Board’s attention to the Coordinator position in Buildings & Grounds (B&G) shown on the TASA Reappointment List. She asked if the individual shown will be working in B&G or on the homeless position. Mr. Durán answered that the individual shown will be working for B&G. The homeless position is a separate position, namely the Supervisor of Guidance – Elementary & Homeless. Mr. Durán referred Ms. Taylor-Hayes to the Job Description for the Supervisor – attachment 2-a-3. He stated the position is not shown on the reappointment list because it is a vacancy which will be posted after Board approval of the Job Description.

President Sanders referred to Item B-2, asking for clarification on the correct title. Ms. Smallwood-Johnson answered that it is *Interim Director for Early Childhood*. President Sanders also called the Board’s attention to Item B-1. He asked how this move impacts the Early Childhood department. Mr. Durán answered that it does not, and Mr. Sanders asked why then is the title shown as an interim. Mr. Durán stated that the position has not yet been posted. He said he recommends someone as an interim when he feels that person can perform the functions of the position. The only way that someone can be recommended as a permanent is if that person was interviewed for the position. He said the position will be posted and interviews will be held prior to July 1. President Sanders stressed the importance of having enough time to review the reappointment list well in advance of the deadline, suggesting that the special meeting be scheduled earlier next year.

Ms. Montano asked if everyone who is being recommended has been properly evaluated, and the response was yes.

Ms. Taylor-Hayes agreed with President Sanders’ suggestion on the need for adequate time to review the reappointment list. She felt that a situation could arise where appointments that were approved would need to be reviewed again.

At this time, a motion was made by Mr. Truehart and seconded by Dr. Rosenbaum to approve the Superintendent’s recommendations for Human Resources. With seven (7) Yes votes and two (2) Abstentions, the recommendations were **approved**.

<u>ROLL CALL</u>	YES	NO	ABSTAIN
Denise Millington	X		
Sasa Olessi Montaña	X		
Jason Redd	X		
Jane Rosenbaum	X		
Nicola Tatum	absent		
Mary Taylor-Hayes	X		
Justine Torres	absent		
Gerald Truehart II	X		
Toby Sanders	X		
			Relevant item on TEA reappointment list Contracts for Assistant Superintendents

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SUPERINTENDENT’S RECOMMENDATIONS:

2. HUMAN RESOURCES

a. Creation of Positions and Job Descriptions

BE IT RESOLVED that the Trenton Board of Education, upon the recommendation of the Superintendent of Schools, approve the following creation of positions and Job Descriptions:

1. Approve the creation of the position of Senior Secretary (7) – locations to be determined, effective July 1, 2013, salary in accordance with TESA Contract.
2. Executive Director of Family and Community Engagement/Legal Affairs-Central Administration, effective July 1, 2013, salary in accordance with the Confidential Administrators Contract. **Attachment 2-a-2**
3. Supervisor of Guidance Elementary K-5, Homeless- Central Administration, effective July 1, 2013, salary in accordance with the TASA contract. **Attachment 2-a-3**
4. Supervisor of Guidance Secondary 6-12, Homes, and Registrar of Student Records, Central Administration, effective July 1, 2013, salary in accordance with TASA contract. **Attachment 2-a-4**
5. Director of Special Projects, Central Administration, effective May 13, 2013, salary in accordance with TASA Contract. **Attachment 2-a-5**
6. Director of Middle School Alternative Program, Cadwalader, effective July 1, 2013, salary in accordance with TASA contract. **Attachment 2-a-6**
7. Principal Coach/Human Resources, Central Administration, effective July 1, 2013, salary in accordance with TASA contract. **Attachment 2-a-7**

b. Reassignments

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

1. Ms. Everene Downing, from: Director Early Childhood, to : Director Special Projects, Central Administration, no change in salary, effective May 13, 2013 through June 30, 2013.
2. Ms. Monica Carmichael, from : Asst. Director Early Childhood, at the salary of \$107,203 Step 5, to: Interim Director Early Childhood, at the salary of \$110,236 Step 3, effective May 13, 2013 through June 30, 2013.

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c. Retirement(s)

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

1. Ms. Marie Apoldite- 33 years of service – School Literacy Leader – Monument Elementary School, effective July 1, 2013. (20-235-200-104-0000-13-82)
NOTE: Revised years of service.
2. Mr. Charles Cirillo – 12 years of service – Social Studies Teacher – Daylight Twilight High School, effective May 1, 2013. (15-140-100-101-0000-00-35)
3. Mr. William R. Winters – 12 years of service – Business Teacher – Daylight Twilight High School, effective July 1, 2013. (15-140-100-101-0000-01-35)
NOTE: Previously approved as a resignation. Employee requested it to be revised.
4. Ms. Mary Maher-Wittmer – 20 years of service – School Nurse – Gregory Elementary School, effective July 1, 2013. (15-000-213-104-0000-35-23)
5. Dr. B. Lynn Robinson - 38 years of service- Principal - Franklin School, effective July 1, 2013. (15-000-240-103-0000-00-19)
6. Ms. Harriet Murray- 46 years of service- Principal- Stokes Elementary School, effective July 1, 2013. (15-000-240-103-0000-00-29)
7. Ms. Mildred Miranda – 31 years of service- Supervisor of ESL- Administration Building, effective August 1, 2013. (11-000-221-102-0000-00-81)
8. Mr. Joseph Marazzo - 42 years of service – Principal- Hedgepeth/Williams School, effective July 1, 2013. (15-000-240-103-0000-00-08)
9. Ms. Brenda Torrence – 32 years of service – Principal – Trenton High School-West, effective July 1, 2013. (15-000-240-103-0000-00-04)
10. Mr. William Tracy- 14 years of service – Principal – Alternative Middle School, effective September 1, 2013. (15-000-240-103-0000-00-15) (15-423-240-103-0000-00-15)

d. Resignations

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

1. Mr. Brandon Bennett - Business Teacher – Trenton High School-Chambers, effective June 24, 2013. (15-140-100-101-0000-01-05)

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2. Mr. Edmund Treadaway – Transportation Manager – Transportation Department, effective May 15, 2013. (11-000-270-160-0000-00-65)

e. Re-Hire from Re-Call List

BE IT RESOLVED that the Trenton Board of Education, upon the recommendation of the Superintendent of Schools, approve the following re-hire from the re-call list:

1. Ms. Paulette Ingram – Senior Secretary- Child Study Team, Hill Elementary School, at the salary of \$37,199 Step 10/0 credits, effective May 11, 2013 through June 30, 2013, pro-rated. (11-000-251-105-0000-00-60)
Replacing G.Hill who declined the re-call to employment.
2. Ms. Victoria Miles – Senior Secretary – Location to be determined, at the salary of \$36,044 Step 9/0 credits, effective July 1, 2013 through June 30, 2014.
NOTE : Filling a newly created position.
3. Ms. Tammy Johnson – Senior Secretary – Location to be determined, at the salary of \$29,117 Step 2/0 credits, effective July 1, 2013 through June 30, 2014.
NOTE : Filling a newly created position.
4. Ms. Sazaya Simmons – Senior Secretary – Location to be determined, at the salary of \$29,117 Step 2/0 credits, effective July 1, 2013 through June 30, 2014.
NOTE : Filling a newly created position.
5. Ms. Janene English – Senior Secretary – Location to be determined, at the salary of \$31,006 Step 4/0 credits, effective July 1, 2013 through June 30, 2014.
NOTE : Filling a newly created position.
6. Ms. Lorreshia Ware – Senior Secretary – Location to be determined, at the salary of \$29,117 Step 2/0 credits, effective July 1, 2013 through June 30, 2014.
NOTE : Filling a newly created position.
7. Ms. Candance Mathis – Senior Secretary – Location to be determined, at the salary of \$34,260 3/90 credits, effective July 1, 2013 through June 30, 2014.
NOTE : Filling a newly created position.
8. Ms. Indra Barnwell – Senior Secretary – Location to be determined, at the salary of \$28,172 Step 1/0 credits, effective July 1, 2013 through June 30, 2014.
NOTE : Filling a newly created position.

f. Re-appointment List 2013 – 2014 School Year

BE IT RESOLVED that the Trenton Board of Education, upon the recommendation of the Superintendent of Schools, approve the re-appointment of the following staff for the 2013-2014 school year:
(Attachments – f 1-9)

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- | | |
|-------------------------|--------------------------------|
| 1. Business & Technical | 6. TASA |
| 2. Paraprofessionals | 7. TEA |
| 3. TESA | 8. Confidential Secretaries |
| 4. Mechanics & Laborers | 9. Confidential Administrators |
| 5. Custodians | |

g. Before and After School Programs

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

1. Approve the following Teachers – Before and After School Literacy Program – Cadwalader Elementary School, at the rate of \$42.00 per hour, effective April 8, 2013 through June 24, 2013. (20-236-100-101-0009-13-16)

NOTE: Not to exceed \$14,364.00)

Rita Diggs	Barbara Newton
Denise Gary	Shirley Williams
Susanne Stahlbrand	

2. Approve the following Teachers – AM Positive Behavior Support - at the rate of \$42.00 per hour, effective March 1, 2013 through June 30, 2013. (20-236-100-101-0009-13-32) **NOTE: Not to exceed \$6,500.00 total.**

Marva Downer-Baird	Sheree Dublin
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3. Approve the following Teachers – Club Advisors – Kilmer Elementary School, at the rate of \$42.00 per hour, effective May 1, 2013 through June 21, 2013. (20-236-100-101-0000-013-24) **NOTE: Not to exceed \$3,822.00 total.**

NAME	CLUB
Darryl Moody	Chess Club
Susan Zavada	Reading/Literacy Club
Michelle Bonnetti	Math Club
Darlene Horton-Harris	Art Club
Walter Walko	Science Club
Lanise Hill	Odyssey of the Mind
Elena Stremlo	Gardening/School Beatification Club
Katharin Johnson	Dance/Step Club
Lindita Lole	Chorus/Glee Club
Lisa Katz-Ballman	Safety Patrol
Robert Pearson	Technology Club
Sharonda West	Debate Team
Carla Millner	Student Council

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4. Approve the following Teachers – AM/PM Intervention Program (SIP Plan) – Grant Elementary School, at the rate of \$42.00 per hour, effective May 11, 2013 through June 30, 2013. (20-236-100-101-0009-13.20) **NOTE: Not to exceed \$2,205.00.**

Marybeth Stewart	Archie Jones
Nancy Livesey	Enrique Rivera
Margaret Mason	Julia Clark
Sung Lee	Brittany Thomas
Michelle DePompo	Sharon Grube
Debbie Grant	Luz Rios
Charlotte Rankin	Regina Landgraf
Natalie Tymczynsyn	

5. Approve the following Teachers – Math Afterschool Program – Monument Elementary School, at the rate of \$42.00 per hour, effective March 15, 2013 through June 22, 2013. (20-236-100-101-0009-13-25) **NOTE: Not to exceed \$3,699.00.**

Rhonda Berry	Taras Laszyn
Karen Leno	Nicole Lowery
Jason Sabol	Kathryn Flowers
Jennifer Garcia	

h. Professional Development(s)

BE IT RESOLVED: that the Trenton Board of Education, upon the recommendation of the Superintendent of Schools, approve the following professional development(s):

1. Approve the following Math Teachers – Content Specific Professional Development – TBD, at the rate of \$36.00 per hour, effective May 9, 2013 through May 9, 2013. (20-275-200-101-0009-12-82)

NOTE: One (1) day only for 1.5 hours. Not to exceed \$2,160.00

Tamika Cabell	Maria Canals	Irene Colon
Tara Curtis	Harry Daguizan	Josephine Devasgayaraj
Carla Fisher	Denise A. Gary	David Gelfgat
Pamela Goff	Shabnam Goff	Shabnam Gogia
Bridget Golding	Annamarie Graf	Sharon Harmon
Yvonne Harris-Johnson	Barbara Helfrey-Hayes	Joseph Jackson
Nina Jordan	Radha Kannan	Russell Kanter, Jr.
Octavia Lee	Jian Lin	Domenica Lopreato
Jill Maurice	Susan McElwaine-Mueller	Barbara Newton
Lisa Pulliam	Maria L. Rodriguez	Robert Rubino
Rose Ann Runner	Lauren Thatcher	Lysette Toro-Mays
Joan Tucker	Natalie Tymczynsyn	Kelly C. Vogel-Henryk
Renee Wilson	Judith Winogron	Janet Winthrop
Michael Yaris	Bin Yu	

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i. Volunteers

BE IT RESOLVED that the Trenton Board of Education, upon the recommendation of the Superintendent of Schools, approve the following volunteers for the 2012-2013 school year:

<u>NAME</u>	<u>LOCATION</u>
Fern Gurley	Hedgepeth/Williams Elementary
Allen Gurley	Hedgepeth/Williams Elementary
Tamika Young	Hedgepeth/Williams Elementary
Leslie Johnson	Hedgepeth/Williams Elementary
Linda Ryda	Hedgepeth/Williams Elementary

At this time, President Sanders stated that the Board had received correspondence about the placement of a new State Monitor. He said that as he understands it, the placement is temporary due to the capacity of the State regarding the Camden School District. Ms. Capella will be temporarily moved to Camden, and Mr. Richens will be assigned to Trenton as the State Monitor. President Sanders wished to register publicly his appreciation for Ms. Capella's work with the Superintendent. He also expressed concern about the focus on Special Education, which is part of the reason why Ms. Capella was assigned to the District. He wished to ensure that plans for the decentralization of Special Education are followed through and improved.

President Sanders also asked the Board to consider corresponding with the State regarding the written plan for the work of the Monitor in the District, which is required by the law in 18A governing placement of a monitor. This plan serves as a measure for the State to judge whether the District is meeting its requirements as stated in the plan. He asked for correspondence expressing the Board's appreciation for Ms. Capella's work, as well as conveying the importance of staying on task relative to the specific reasons the monitor is placed in the District. He said the Board should ask for continuity of mission if not continuity of personnel. President Sanders asked the Board's permission for him and the Superintendent to draft a letter to the State in this regard.

Ms. Montañó recalled that a letter had previously been sent to the State at the beginning of the year, and President Sanders said the concerns must be reiterated in light of the changes being made. Ms. Montañó asked if a response was received, and President Sanders stated no, not materially. He said that since the criteria for the placement of a monitor are enumerated so there is no capriciousness in their placement, specific guidance is needed from the State to the Board. He then asked for a Board motion on this matter.

Motion was made by Ms. Taylor-Hayes authorizing the Board President, Vice President and Superintendent to correspond with the State to provide an outright plan regarding how the District is doing and the direction it needs to take, per the Statute. The motion was seconded by Ms. Millington and **approved** by all Board Members present.

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Motion was made by Ms. Millington and seconded by Ms. Taylor-Hayes to adjourn the meeting. **All** were in favor, **0** opposed **0** abstentions.

ADJOURN 8:40 a.m.

Respectfully submitted

Jayne S. Howard

Jayne S. Howard
Business Administrator/Board Secretary