

**FRANKLIN TOWNSHIP SCHOOL
NEW JERSEY 08868
Board of Education
REGULAR MEETING**

February 25, 2019 - 6:30 p.m.

A G E N D A

1. Call to Order

Open Public Meeting Announcement

In accordance with requirements of the Open Public Meeting Act, N.J.S.A. 10:4-6 et seq., adequate notice has been given of tonight's meeting in the Hunterdon County Democrat and have been posted on the bulletin board by the main office of the Franklin Township School, sent to the Township Clerk and to all Board of Education members and posted on the school website on January 17, 2019.

1.01 Roll Call – Patricia Martucci, SBA/BS

C. Cama, <i>Pres.</i>	V. Evans	A. Luciano, <i>V. Pres.</i>
K. Sutton	E. Tomasini	J. Witkowski
F. Yasunas		

1.02 Flag Salute

2. Presentation - Spring Track and Field Program - Mr. Timko & Mr. Giantisco

3. Executive Session

3. 01 Adopt the Following Resolution

BE IT HEREBY RESOLVED *by the Franklin Township Board of Education pursuant to N.J.S.A. 10:4 -13 and 10:4 -12 that said public body hold a closed session on February 25, 2019 for the purpose of discussing the Superintendent Search and the Administrative structure of the district. It is expected that the results of the discussion undertaken in closed session will be made public at the time official action is taken. The board expects to reconvene into public session in approximately _____ hours/minutes. Action _____ (will/will not) be taken.*

Motion	Second	By Voice Vote	Yes	No	Abstain	Absent
--------	--------	---------------	-----	----	---------	--------

3.02 **Resolved, to return to Open Public Session at _____.**

Motion	Second	By Voice Vote	Yes	No	Abstain	Absent
--------	--------	---------------	-----	----	---------	--------

4. Public Comments - Privilege of the Floor (3 minutes)

All comments should be directed to the board president. The Board will not respond to complaints from and to school personnel unless the chain of command has been followed, without satisfaction.

Furthermore, the Board cannot respond to any complaints from the public directed at any district employee or student, as the Board must protect each employee and each student's right to privacy. Those wishing to share comments during this portion of the meeting are asked to state their name and address. Each speaker will be given three minutes.

5. **Minutes**

- 5.01 January 7, 2019 - Reorganization Meeting
- 5.02 January 23, 2019 - Special Joint Meeting
- 5.03 January 23, 2019 - Executive Session
- 5.04 January 28, 2019 - Regular Meeting
- 5.05 January 28, 2019 - Executive Session

(attachments)

Resolved, to approve the above listed minutes.

Motion	Second	By Voice Vote	Yes	No	Abstain	Absent
--------	--------	---------------	-----	----	---------	--------

6. **Acting Superintendent's Report - Dr. Broadus W. Davis**

- 6.01 Student Delegate - Anabelle Thompson
- 6.02 PTA Update
- 6.03 Enrollment
- 6.04 Staff Attendance - January
- 6.05 Construction/Building Usage/Summer 2019
- 6.06 Middle School Dance - Friday, March 1, 2019 - 7:00 - 900 p.m.
- 6.07 Staff/Student Basketball Game - Friday, March 22, 2019
- 6.08 End of Year Activities (8th grade)
- 6.09 Media Specialist Update
- 6.10 QSAC Update
- 6.11 2018-2019 Security and Fire Drills

(attachment)

Type of Drill	Date
Fire Drill	September 6, 2018
Security (Evacuation non-fire)	September 17, 2018
Fire Drill	October 1, 2018
Bus Evacuation Drill	October 15, 2018
Security (Bomb Threat)	October 16, 2018
Bus Evacuation Drill	October 16, 2018
Fire Drill	November 7, 2018
Security (Active Shooter)	November 12, 2018
Fire Drill	December 6, 2018
Lockdown	December 7, 2018
Fire Drill	January 7, 2019
Lockout	January 30, 2019
Fire Drill	February 4, 2019

6.12 2018-2019 HIB Incidents

Month	Number Incidents Reported	Number Classified as HIB
September	0	0
October	0	0

November	2	0
December	0	0
January	0	0

- 7. **Business Administrator Report**
 - 7.01 Eastern DataComm Paging
 - 7.02 Surplus Equipment Sale
 - 7.03 Building & Grounds Monthly Report
 - 7.04 Spring Break Work Update
 - 7.05 Budget Update

- 8. **Correspondence**

- 9. **Subcommittee Discussion and Action Items**
All resolutions are upon the recommendation of the superintendent.

- 9.01 **Ad Hoc** (Board Goals, Supt Goals/Personnel) - Mrs. Luciano, Mrs. Tomasini, Mr. Witkowski

- 9.02 **Facilities and Finance** - Mrs. Evans, Mrs. Tomasini, Mr. Witkowski

- 9.02.1 **FY18 CAFR and Corrective Action Plan**

WHEREAS, the Franklin Township board of Education has been presented the Comprehensive Annual Financial Report (CAFR) for the fiscal year ending June 30, 2018 as prepared by Bedard, Kurowicki & Co., CPA's, PC; and

WHEREAS, there were no items in the audit requiring corrective action;

NOW THEREFORE BE IT RESOLVED by the Franklin Township Board of Education, County of Hunterdon, State of New Jersey that the Fiscal Year 2018 Comprehensive Annual Report is accepted and may be submitted to the New Jersey Department of Education. **(attachment)**

Motion by: Seconded by:

Roll Call Vote:

Name	Yes	No	Abstain	Absent
Mrs. Evans				
Mrs. Luciano				
Mrs. Sutton				
Mrs. Tomasini				
Mr. Witkowski				
Mr. Yasunas				
Mr. Cama				
Totals:				

9.02.2 403(b) Vendors

Resolved, that the following vendors be designated as approved by the Franklin Township Board of Education for voluntary employee contributions:

- AXA Equitable
- Lincoln National
- Siracusa
- Valic

Be It Further Resolved, by the Franklin Township Board of Education, that PlanConnect is appointed as the Third Party Administrator for all services of the voluntary retirement plans. (There is no charge to the District for administration of any of the above plans.)

Motion	Second	By Voice Vote	Yes	No	Abstain	Absent
--------	--------	---------------	-----	----	---------	--------

9.03 **Curriculum & Education** - Mr. Cama, Mrs. Luciano, Mrs. Tomasini

9.04 **Policy** - Mrs. Evans, Mrs. Tomasini, Mr. Witkowski

9.05 **Communications** - Mrs. Luciano, Mrs. Sutton, Mr. Yasunas

9.06 **Strategic Plan** - Mrs. Evans, Mrs. Sutton, Mr. Yasunas

9.07 **Negotiations** - Mr. Cama, Mrs. Sutton, Mr. Yasunas

9.08 **Superintendent Search** - Mr. Cama, Mrs. Sutton, Mrs. Tomasini

10. Consent Agenda

The matters listed below have been referred to the Board for reading and studying and are to be considered routine. They will be enacted with one motion. If separate discussion is desired, an item may be removed by Board assent.

10.01 Budget and Finance

10.01.1 Secretary/Treasurer’s Report

Approve the Secretary/Treasurer’s Reports submitted for the month ending January, 2019, which agree with each other and the bank. **(attachment)**

10.01.2 Financial Reports Certification

Approve the following resolution:

Pursuant to N.J.A.C. 6A:23A-13.3(c)3, the Board Secretary certifies that no line account has encumbrances and expenditures, which in total exceed the line item appropriation in violation of N.J.A.C.6A:23A-16.10(a) and; pursuant to N.J.A.C. 6A:23A-13.3(c)4, we certify that as of January, 2019 after review of the monthly reports (appropriation section) and upon consultation with the appropriate officials, to the best of our knowledge no major line account or fund has been over expended in violation of N.J.A.C. 6A:23A-16.10(b), and that sufficient funds are available to meet the district’s financial obligations for the entire fiscal year.

10.01.3 Transfer of Funds

Approve the transfer of uncommitted funds within the 2018-2019 school year budget as per the attached list. **(attachment)**

10.01.4 Bill List

Approve the February, 2019 bill list in the amount of \$603,603.46. **(attachment)**

10.02 Education

10.02.1 Approve the following field trip:

Group	Location	Date
Grade 8	Raritan Valley Community College	May 2019
Grade 5	Sterling Mineral Mine	June 2019
Art Club	Hunterdon Art Museum	April 2019
Gr. 7-8 NJHS & St. Council	Grow-a-Row Farm	May 2019

(Staff members attending trips over 7.25 hours per day will be paid at the stipend rate of \$30.00 per hour for additional hours.) **(attachment)**

10.03 Personnel

10.03.1 Professional Days

Approve the following professional day requests:

Date	Employee	Name of Professional Development Program	Registration Cost	Mileage Exp.
3/15/19	Minga Cullen	Dyslexia Conference	\$220.00	.31 per mile

10.03.2 Substitute Personnel

Approve the following substitute teacher application:

- Jennifer Reed **(attachment)**

10.04 Facilities

10.04.1 Approve the following use of facilities requests:

Name of Group	Purpose	Location	Days/Dates	Time
Cub Scouts Pack 108	Pinewood Derby	Café/APR	Friday, March 8, 2019	5:30 p.m. - 9:30 p.m.

(attachment)

RESOLVED, upon the recommendation of the Acting Superintendent, Dr. Broadus W. Davis, to approve the above stated consent agenda items.

Motion by: _____ Seconded by: _____

Roll Call Vote:

Name	Yes	No	Abstain	Absent

Mrs. Evans				
Mrs. Luciano				
Mrs. Sutton				
Mrs. Tomasini				
Mr. Witkowski				
Mr. Yasunas				
Mr. Cama				
Totals:				

11. Board Matters/New Business

11.01 2018-19 Board Goals

11.02 Main Office Security – discussion of table/bins placement inside the vestibule for parent drop-off of forgotten lunches, homework etc.

12. Personnel - All resolutions are upon the recommendation of the Acting Superintendent.

12.01 Acceptance of Retirement – Joan (Kot) Colognato

Resolved, to accept, with regrets, the retirement of Joan Colognato, second grade teacher, effective July 1, 2019. The Board thanks Ms. Colognato for her fourteen years of service to the students of the Franklin Township Elementary School and wishes her well in her retirement. **(attachment)**

Motion Second By Voice Vote

Yes	No	Abstain	Absent
-----	----	---------	--------

12.02 Acceptance of Retirement – Barry Kramer

Resolved, to accept, with regrets, the retirement of Barry Kramer, fifth grade teacher, effective July 1, 2019. The Board thanks Dr. Kramer for his thirty-five years of service to the students of the Franklin Township Elementary School and wishes him well in his retirement. **(attachment)**

Motion Second By Voice Vote

Yes	No	Abstain	Absent
-----	----	---------	--------

12.03 **Resolved**, to approve the following individuals for 2018-2019 stipend positions listed below:

Position	Name of Coach/Adviser	Amount
Softball Coach	Karin Stumpf	\$2,015.00
Spring Track and Field	David Giantisco	\$2,015.00

Motion Second By Voice Vote

Yes	No	Abstain	Absent
-----	----	---------	--------

13. Public Comments- Privilege of the Floor (3 minutes)

All comments should be directed to the board president. The Board will not respond to complaints from and to school personnel unless the chain of command has been followed, without satisfaction. Furthermore, the Board cannot respond to any complaints from the public directed at any district employee or student, as the Board must protect each employee and each student's right to privacy.

Those wishing to share comments during this portion of the meeting are asked to state their name and address. Each speaker will be given three minutes.

14. **Executive Session**

14.01 Adopt the Following Resolution

BE IT HEREBY RESOLVED by the Franklin Township Board of Education pursuant to N.J.S.A. 10:4 -13 and 10:4 -12 that said public body hold a closed session on February 25, 2019 for the purpose of discussing the Superintendent Search and the Administrative structure of the district and update on special education. It is expected that the results of the discussion undertaken in closed session will be made public at the time official action is taken. The board expects to reconvene into public session in approximately _____ hours/minutes. Action _____ (will/will not) be taken.

Motion Second By Voice Vote

Yes	No	Abstain	Absent
-----	----	---------	--------

14.02 **Resolved, to return to Open Public Session at _____.**

Motion Second By Voice Vote

Yes	No	Abstain	Absent
-----	----	---------	--------

15. **Adjournment**

15.01 **Resolved,** to Adjourn from the Public Meeting at _____.

Motion Second By Voice Vote

Yes	No	Abstain	Absent
-----	----	---------	--------