

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

*September 17, 2018- 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 notices have been given of tonight’s meeting in area newspapers, which include the Hunterdon County Democrat and the Express-Times 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 on January 18, 2018.*

1.01 Roll Call – Patricia Martucci, SBA/BS

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

1.02 Flag Salute

**2. Presentations**

2.01 Technology Update - Mrs. McCusker

2.02 World Language Curriculum - Mrs. Medina, Ms. Gooditis, and Mr. Timko

**3. Minutes**

3.01 August 20, 2018 - Regular Meeting

3.02 August 20, 2018 - Executive Sessions

**(attachments)**

**Resolved**, to approve the above listed minutes.

Motion	Second	By Voice Vote	Yes	No	Abstain	Absent
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**4. Acting Superintendent’s Report - Dr. Broadus W. Davis**

4.01 PTA Update

4.02 Enrollment

**(attachment)**

4.03 Strategic Plan Update

4.04 6/7 grade Locker Orientation/August 2018

4.05 Opening of School - First two weeks

4.06 Visitation to Franklin (on first day of school) from Mr. Juan Torres, Hunterdon Executive County Superintendent

4.07 Grade Level - Discipline Code Meetings

4.08 Back to School Nights - September 12 & 13, 2018

- 4.09 Acting Superintendent Goals for 2018-2019 (draft) (attachment)
- 4.10 Robotics
- 4.11 Coding

**5. Business Administrator Report**

- 5.01 NJ Division of Pension/Benefits Audit of TPAF & PERS (09/06/2018)
- 5.02 NJ Division of Child Nutrition Administrative Review/Second Set of Eyes, LLC
- 5.03 Late Payment Fee/Preschool Tuition Payments
- 5.04 Building & Grounds Coordinator Monthly Report is in the BOE Informational Folder.
- 5.05 Bid Opening – Lease Purchase (09/07/2018)

**RESOLUTION - LEASE PURCHASE FINANCING**

**Resolved**, to accept the following bids received on September 7, 2018 for \$1,200,000 Lease Purchase Financing:

Name of Respondent	Interest Rate	Submission Date Rate	Optional Alternative Index	Purchase Option Rate	Additional Costs	Other
Municipal Leasing Consultants	3.99%	2.874%	N/A	102%	\$500.00 Escrow Fee	30 Day rate lock
TD Equipment Finance, Inc.	3.1750% 3.2864%	N/A	N/A	N/A	N/A	60 Day rate lock Prepayment Penalty No Prepayment Penalty

**BE IT FURTHER RESOLVED** to award a contract to TD Equipment Finance, Inc. for Lease Purchase Financing in the amount of \$1,200,000.00 at 3.175% for a term of 5-years as follows:

Date	Starting Balance	Takedowns	Total Debt Service	Interest	Principal	Remaining Principal Balance
10/01/2018	\$0.00	\$1,200,000.00	\$0.00	\$0.00	\$0.00	\$1,200,000.00
08/15/2019	\$1,200,000.00	\$0.00	\$262,306.40	\$33,240.04	\$229,066.36	\$ 970,933.64
08/15/2020	\$970,933.64	\$0.00	\$262,306.40	\$30,834.91	\$231,471.49	\$739,462.14
08/15/2021	\$739,462.14	\$0.00	\$262,306.40	\$23,483.84	\$238,822.56	\$500,639.58
08/15/2022	\$500,639.58	\$0.00	\$262,306.40	\$15,899.31	\$246,407.09	\$254,232.49
08/15/2023	\$254,232.49	\$0.00	\$262,306.40	\$8,073.92	\$254,232.49	\$0.00

**BE IT FURTHER RESOLVED** that Patricia Martucci, Business Administrator/Board Secretary and/or George Burdick, Board President are hereby authorized to execute all required documents, on behalf of the Board of Education to finalize the above Lease Purchase Financing.

Motion by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

Roll Call Vote:

Name	Yes	No	Abstain	Absent
Mr. Cama				
Mrs. Luciano				
Mrs. Sutton				
Mrs. Tomasini				

Mr. Witkowski				
Mr. Yasunas				
Mr. Burdick				
Totals:				

**6. 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.

**7. Correspondence**

**8. Subcommittee Discussion and Action Items**

**All resolutions are upon the recommendation of the superintendent.**

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

8.02 **Facilities and Finance** - Mr. Burdick, Mrs. Tomasini, Mr. Yasunas

**8.02.1 Joint Transportation Agreement – Hunterdon County ESC (Regular School Year) (attachment)**

**Resolved**, to approve a Joint Transportation Agreement between the Hunterdon County ESC (Host District) and Franklin Township Board of Education (Joiner District) for the 2018-19 Regular School Year for the following routes:

Start Date	End Date	Route #	Destination	# of Host District Students	# of Joiner District Students	Joiner Cost
09/04/2018	06/30/2018	A	Franklin Twp School	0	54	\$23,884.94
09/04/2018	06/30/2018	B	Franklin Twp School	0	54	\$25,381.49
09/04/2018	06/30/2018	C	Franklin Twp School	0	54	\$23,884.94
09/04/2018	06/30/2018	F06	Franklin Twp School	0	54	\$20,837.21
09/04/2018	06/30/2018	D	Franklin Twp School	0	54	\$28,569.07
09/04/2018	06/30/2018	E	Franklin Twp School	0	54	\$28,569.07

Motion                      Second                      By Voice Vote      

Yes	No	Abstain	Absent
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**8.02.2 Child Study Team Contract Agreement – Hunterdon County ESC**

**Resolved**, to approve a Child Study Team Contract Agreement between the Hunterdon County ESC and the Franklin Township Board of Education for WISC 5 Testing Services to prospective Gifted & Talented students for the 2018-2019 school year, at the rate of \$425.00 per student, per test, and \$100.00 per meeting, if required.

**(attachment)**

Motion                      Second                      By Voice Vote      

Yes	No	Abstain	Absent
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**8.02.3 Consulting Services – Second Set of Eyes, LLC**

**Resolved**, to approve a Consulting Proposal between Second Set of Eyes, LLC and the Franklin Township Board of Education for school food service program administrative review preparation at the rate of \$85.00 per hour, not to exceed \$3,400.00 (40 hours).

**(attachment)**

Motion                      Second                      By Voice Vote      

Yes	No	Abstain	Absent
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**8.02.4 Late Payment Fee – Preschool Tuition**

**Resolved**, to approve a late payment fee of \$35.00 per month for preschool tuition payments, not received by the payment due date stated in the preschool tuition agreement. This fee shall take effect beginning October 1, 2018.

Motion                      Second                      By Voice Vote      

Yes	No	Abstain	Absent
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**8.02.5 2018-19 M1 & Comprehensive Maintenance Plan**

**Resolved**, pursuant to NJAC 6A:26A, to approve the submission of the Annual Maintenance Budget Worksheet (M-1) and the District Multi-Year Comprehensive Maintenance Plan Report for Fiscal Years 2018 – 2020 to the Hunterdon County Department of Education.

**(attachment)**

Motion                      Second                      By Voice Vote      

Yes	No	Abstain	Absent
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**8.03 Curriculum & Education**

**8.03.1 2018-2019 DEAC/SCIP Committee Appointment**

**Resolved**, to appoint the following individuals to participate on the DEAC/SCIP Committee for the 2018-2019 school year.

- Dr. Davis - Acting Superintendent
- Mrs. Van Ess - Vice Principal/S.E. Supervisor
- Dr. Petersen - Kindergarten Teacher
- Mr. Timko - P.E./Health Teacher
- Ms. Gooditis - STEM Teacher
- \_\_\_\_\_ - BOE Member
- Vivian Paulter - Parent

Motion                      Second                      By Voice Vote      

Yes	No	Abstain	Absent
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**8.03.2 Nursing Services Plan - 2018-2019**

**Resolved**, to approve the Franklin Township School 2018-2019 Nursing Services Plan.

**(attachment)**

Motion                      Second                      By Voice Vote      

Yes	No	Abstain	Absent
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**8.03.3 Spanish Curriculum - K-8**

**Resolved**, to approve the Spanish Curriculum for grades K-8.

(attachment)

Motion	Second	By Voice Vote	Yes	No	Abstain	Absent
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**8.03.4 Resolved** to approve the eligibility criteria and code of conduct for the following programs for the 2018-2019 school year:

- National Junior Honor Society
- Student Council
- Interscholastic Sports

(attachment)

Motion	Second	By Voice Vote	Yes	No	Abstain	Absent
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**8.04 Policy**

**8.04.1 Resolved**, to adopt, after a second reading, the following revised policies/regulations:

3100	Budget Planning Preparation and Adoption
3510	Operation and Maintenance of Plant
3514.1R	School Owned iPad/Chromebook/Laptop Distribution and Use
4112.2	Certification
4112.4/4212.4	Employee Health
4112.6/4212.6	Personnel Records

(posted 8/20/18)

Motion	Second	By Voice Vote	Yes	No	Abstain	Absent
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**8.04.2 Resolved**, to adopt, after a second reading, the following new policies/regulations.

3570.1	Use of Electronic Signatures
5118.2/5118.2R	Foster Care and Educational Stability

(posted 8/20/18)

Motion	Second	By Voice Vote	Yes	No	Abstain	Absent
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**8.04.3 Resolved**, to approve the first reading of the following new policies.

3542.2	School Meal Program Arrears
3542.3	Procurement Procedures for School Nutrition Programs
3542.32	Lunch Offer versus Serve

(attachment)

Motion	Second	By Voice Vote	Yes	No	Abstain	Absent
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8.04.4 **Resolved**, to approve the first reading of Board Regulation 5131, Code of Student Conduct. **(attachment)**

Motion	Second	By Voice Vote	Yes	No	Abstain	Absent
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8.05 **Construction Citizen Advisory Committee** (Mr. Mackinnon, Mr. Witkowski, Mr. Burdick)

9. **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.

9.01 **Budget and Finance**

9.01.1 **Secretary/Treasurer’s Report**

Approve the Secretary/Treasurer’s Reports submitted for the month ending August 2018, which agree with each other and the bank. **(attachment)**

9.01.2 **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 August, 2018 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.

9.01.3 **Transfer of Funds**

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

9.01.4 **Bill List**

**Approve** the August, 2018 bill list in the amount of \$786,547.32. **(attachment)**

9.02 **Education**

9.02.1 **Approve** the following field trip:

Group	Location	Date
Grade 8	Clinton Township Middle School - Presentation of A Dance with Diversity - Dr. Michael Fowlin	October, 2018

**(attachment)**

(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.)

**9.03 Personnel**

**9.03.1 Professional Days**

**Approve** the following professional day requests:

Date	Employee	Name of Professional Development Program	Registration Cost	Mileage Exp.
Oct. 10-11, 2018	Karin Stumpf	New Jersey School Counselor Association Annual Fall Counselor	\$134.00	.31 per mile

**9.04 Facilities**

**9.04.1 Approve** the following use of facilities requests:

Name of Group	Purpose	Location	Days/Dates	Time
Hunterdon Hoops	Basketball Clinic	Gym	Monday and Wednesday November 5 & 7, 2018	6:00 p.m. - 9:00 p.m.
PTA	Holiday Workshop	Library	Tuesday - Friday December 4-7, 2018	8:30 a.m. - 3:00 p.m.
PTA	Spaghetti Dinner	Cafeteria	Friday, November 2, 2018	4:00 p.m. - 9:00 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
Mr. Cama				
Mrs. Luciano				
Mrs. Sutton				
Mrs. Tomasini				
Mr. Witkowski				
Mr. Yasunas				
Mr. Burdick				
Totals:				

**10. Board Matters/New Business**

**11. Executive Session**

11. 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 September 17, 2018 for the purpose of discussing personnel. It is expected that the results of the discussion undertaken in closed session will be made public at the time official action is taken.

Motion

Second

By Voice Vote

Yes	No	Abstain	Absent
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11.02 **Resolved, to return to Open Public Session at \_\_\_\_\_.**

Motion                      Second                      By Voice Vote      

Yes	No	Abstain	Absent
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**12. Personnel - All resolutions are upon the recommendation of the Acting Superintendent.**

12.01 **Resolved,** to approve salary of \$24,245.8 for Carol Dalrymple, Bus Driver, for the 2018-2019 school year.

Motion by:                      Seconded by:

Roll Call Vote:

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

**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. Adjournment**

14.01 **Resolved,** to Adjourn from the Public Meeting at \_\_\_\_\_.

Motion                      Second                      By Voice Vote      

Yes	No	Abstain	Absent
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