

FRANKLIN TOWNSHIP SCHOOL
 NEW JERSEY 08868
Board of Education
REORGANIZATION MEETING
January 6, 2020 - 6:00 p.m.

A G E N D A

1. **Call to Order – Patricia Martucci, SBA/BS**
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 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 17, 2019.

2. **Flag Salute**

3. **Board Secretary will administer the Oath of Office to Newly Elected Members of the Board of Education:**

Virginia Evans
 Allison Luciano
 Frank Yasunas

4. **Roll Call – Patricia Martucci, SBA/BS**

C. Cama	_____	G. Evans	_____	A. Luciano	_____
K. Sutton	_____	E. Tomasini	_____	J. Witkowski	_____
F. Yasunas	_____				

5. **Presentation: FY 2019 Audit - William Colantano and Laura Atwell, BKC Certified Public Accountants**

6. **Nomination of Officers**

6.01 Board Secretary will call for nominations for President

Resolved, to nominate _____ for President.

Motion: _____ Second: _____

Additional Nominees:

Resolved, to close nominations for President and call for a roll call vote.

Motion: _____ Second: _____

Roll Call Vote:

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

Board Secretary turns the meeting over to the newly elected President.

6.02 The President will call for nominations for Vice-President

Resolved, to nominate _____ for Vice President.

Motion: _____ Second: _____

Additional Nominees:

Resolved, to close nominations for Vice President and call for a roll call vote. Discussion or comments.

Motion:_____ Second:_____ Discussion or comments.

Motion: _____ Second: _____

Roll Call Vote:

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

7. 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.

8. Adopt Code of Ethics - 2001 Version

RESOLVED that the Board of Education adopts the New Jersey School Boards Association Code of Ethics as read;

BE IT FURTHER RESOLVED each Board of Education Member will sign the documentation that he/she has received a copy of the code and it is understood.

Motion: Second:

Roll Call Vote:

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

9. Board of Education Accounts/Banking Resolution

Resolved, that the following Financial Institutions be designated as approved depositories for the Franklin Township School District and that the Financial Institutions be required to be insured by either the SLIC or the FDIC and/or as required by both Federal and State statutes:

Investors Bank

And Be it Further Resolved, that the following warrant signatures be approved:

- General Account – (3) President, Secretary, Treasurer
- Payroll/Agency Account & Summer Pay – (2) Secretary, Treasurer
- Student Activity Account – (2 of 3) Secretary, Treasurer, Superintendent
- Capital Reserve – (3) President, Secretary, Treasurer
- Unemployment – (2) Secretary, Treasurer
- Food Service – (2) Secretary, Treasurer

Motion: Second:

Roll Call Vote:

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

10. Designate Official Newspapers/Meeting Schedule Resolution

Whereas, Chapter 231 of the Public Laws of NJ (1975) known as, and hereinafter designated as, the “Open Public Meetings Act” requires notification of meetings of public bodies, as therein defined, in the manner therein set forth, now therefore be it

Resolved, that for purposes of compliance with the Open Public Meetings Act, the Board of Education of Franklin Township School hereby makes the following designations:

The Hunterdon Democrat (primary) and The Express Times (secondary) are hereby designated as the two newspapers to receive notification of meetings as required by any and all sections of the Open Public Meetings Act.

Notices of meetings shall be posted on the bulletin board in the main entrance of the school, and sent to the Township Clerk.

Be it Further Resolved, to approve the annual board meeting calendar as follows:

The regular monthly meetings of the Franklin Township Board of Education in Hunterdon County will be held at 6:30 p.m. on the following dates. Meetings will be held in the Media Center/Library at Franklin Township School located at 226 Quakertown Road, Quakertown, NJ 08868.

January 6, 2020	Annual Reorganization Meeting
February 10, 2020	
March 16, 2020	Adoption of Tentative Budget 2020-21
April 27, 2020 (6:00 p.m.)	Public Budget Hearing & Adoption 2020-21
May 11, 2020	
June 15, 2020	
July - NO MEETING	
August 17, 2020	
September 14, 2020	
October 12, 2020	
November 16, 2020	
December 21, 2020	
January 6, 2021 (Wednesday)	6:00 p.m. Reorganization Meeting

(attachment)

Motion: Second:

Roll Call Vote:

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

11. Re Adoption of Policy Manual

Resolved, to readopt all current written policies, by-laws and rules/regulations of the Franklin Township School District for the period from the date of this Reorganization Meeting until the Reorganization Meeting in the next calendar year unless modified by the Board of Education in accordance with those applicable policies, by-laws and/or rules/regulations.

Motion: Second:

Roll Call Vote:

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

12. Parliamentary Procedures

Resolved, to adopt Roberts Rules of Order as the official parliamentary procedure manual to be used to conduct meetings and appoint the board secretary and board attorney to act as the parliamentarians until the next Reorganization Meeting on January 6, 2021.

Motion: Second:

Roll Call Vote:

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

13. Appointment of Delegates and Representatives

Resolved, to appoint the following delegates/representatives:

- A. Hunterdon County Educational Services Commission _____
- B. Hunterdon County School Boards Association _____
- C. New Jersey School Boards Association _____
- D. Township Committee Liaison _____

Motion: Second:

Roll Call Vote:

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

14. **Resolved**, to appoint members of the following subcommittees.

- A. Negotiations _____
- B. Policy _____
- C. Facilities & Finance _____
- D. Curriculum _____
- E. Communications _____
- F. Appeals _____

Motion: Second:

Roll Call Vote:

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

This concludes the Reorganization Meeting of the Franklin Township Board of Education

- 15. **Presentations** – Lindsay Gooditis, Principal
 - School Climate and Culture Survey
 - Communication Survey

- 16. **Minutes**
 - 16.01 November 18, 2019 - Regular Meeting
 - 16.02 November 18, 2019 - Executive Session

(attachments)

Resolved, to approve the above listed minutes.

Motion Second By Voice Vote

Yes	No	Abstain	Absent
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17. Superintendent's Report

18. Facilities & Finance

18.01 Resolution – CAFR and Corrective Action Plan (if required)

WHEREAS, the Franklin Township Board of Education has been presented the Comprehensive Annual Financial Report (CAFR) for the fiscal year ending June 30, 2019 as prepared by Bedard, Kurowicki & Co., CPA's, PC; and

WHEREAS, a corrective action plan is not required as there are no audit recommendations;

NOW THEREFORE BE IT RESOLVED by the Franklin Township Board of Education, County of Hunterdon, State of New Jersey that the Fiscal Year 2019 Comprehensive Annual Financial Report is accepted, and may be submitted to the New Jersey Department of Education.

Motion: Second:

Roll Call Vote:

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

18.02 Partial Roof Replacement – Change Order #CO-01 Strober-Wright Roofing, Inc.

Resolved, to approve change Order #CO-01 from Strober-Wright Roofing, Inc. as follows:

Original Contract Sum	\$296,930.00
Change to Contract Price (decrease) (\$	10,600.00)
New Contract Sum	\$286,330.00

(attachment)

Motion	Second	By Voice Vote	Yes	No	Abstain	Absent
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18.03 Water Infiltration/APR – Change Order #CO-01 Hahr Construction

Resolved, to approve change Order #CO-01 from Hahr Construction as follows:

Original Contract Sum	\$942,700.00
Change to Contract Price (decrease) (\$	142,303.00)

New Contract Sum \$800,397.00
(attachment)

Motion	Second	By Voice Vote	Yes	No	Abstain	Absent
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18.04 Donation – Work-Family Connection

Resolved, to graciously accept a donation for \$250.00 from the Work-Family Connection (Before/After School Enrichment Program) for the Student Activity Account.
(attachment)

Motion	Second	By Voice Vote	Yes	No	Abstain	Absent
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19. 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.

19.01 Budget and Finance

19.01.1 Secretary/Treasurer’s Report

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

19.01.2 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 November, 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.

19.01.3 Transfer of Funds

Approve the transfer of uncommitted funds within the 2019-2020 school year budget as per the attached list. (attachment)

19.01.4 Bill List

Approve the November, 2019 bill list in the amount of \$654,773.86.
(attachment)

19.02 Education

19.02.1 Approve the following field trips:

Group	Location	Date
Grade 6	Camp Bernie	June 2020
Grade 7	American Museum of	May 2020

	Natural History	
Grade 3	Franklin Institute	May 2020
Grade 5	Sterling Mineral Mine	June 2020
Grade 8	Raritan Valley Community College	April 2020

(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)**

19.03 Personnel

19.03.1 Professional Days

Approve the following professional days and travel expenditures for staff members to attend professional development conferences/workshops. This travel is deemed educationally necessary and fiscally prudent and all travel expenditures shall be directly related to and within the scope of the staff member's current responsibilities and the district's professional development plan.

Date	Employee	Name of Professional Development Program	Registration Cost	Mileage Exp.
1/13/20	Kate Paquette	Disciplinary Literacy in Science and Social Studies	\$99.00	.35/mile
1/15/20	Minga Cullen	Strengthen Your Special Needs Students' Executive Function Skills	\$279.00	.35/mile
1/30/20 & 1/31/20	Lillian Bickhardt	PECS Training	\$429.00	.35/mile
2/27/20	Lindsay Gooditis & Leslie McCusker	Mandatory NJSLA Training	\$0	.35/mile
3/2/20	Karin Stumpf	Mandatory NJSLA Training	\$0	.35/mile
2/27/20 & 2/28/20	Karin Stumpf	Association of Student Assistance Professionals of NJ Annual Conference	\$325.00	.35/mile
3/23/20 & 3/24/20	James Schwar	NJSBGA: 2020 Expo Conference	\$850.00 (NTE)	.35/mile
2/24/20	Steven H. Timko	NJAHPERD Convention	\$75.00	.35/mile
3/4/20	Jenienne Balducci David Giantisco Minga Cullen	Current, Best Practices for Co-Teaching	\$259.00 ea.	.35/mile

19.03.2 Substitute Personnel

Approve the following substitute applications:

- Elizabeth Kelly (teacher)
- Steven Weber (custodian)

(attachment)

19.04 Facilities

19.04.1 Approve the following use of facility application:

Name of Group	Purpose	Location	Days/Dates	Time
Cub Scout Pack 108	Pinewood Derby Blue/Gold Dinner	Café/APR Café/APR	March 6, 2020 April 3, 2020	5:30 – 9:00 p.m. 6:00 – 9:00 p.m.

(attachment)

RESOLVED, upon the recommendation of the Superintendent, Mr. Nicholas Diaz, 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:				

20. 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.

21. Executive Session (if needed)

21.01 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 January 6, 2020 for the purpose of discussing_____. 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
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21.02 Resolved, to return to Open Public Session at _____.

Motion	Second	By Voice Vote	Yes	No	Abstain	Absent
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22. Resolved, to Adjourn from the Public Meeting at _____.

Moved _____ Second _____ Motion Carried _____