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

March 16, 2020 - 6:30 p.m.

#### AGENDA

#### 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 16, 2020.

C C D		М. Б			A 1	I/ D		
C. Cama, <i>Pres</i> .	<del></del>	V. Evans				no, <i>V. Pres.</i>		
K. Sutton		E. Tomasini			J. Witko	WSKI		
F. Yasunas								
1 02 Flor Co	alust a							
1.02 Flag Sa	llute							
Presentations								
	2.01 Student Delegate							
	•	0						
2.02 Lion New	/S - Leslie McCuske	er & Elisabeth Alexande	er					
2.02 Lion New	7S – Leslie McCuske	er & Elisabeth Alexando	er					
Minutes	75 - Leslie McCuske	er & Elisabeth Alexando	er					
Minutes	10, 2020 - Regul		er					
<b>Minutes</b> 3.01 February		ar Meeting	er		(	attachments)		
<b>Minutes</b> 3.01 February	10, 2020 - Regul	ar Meeting	er		(	attachments)		
<b>Minutes</b> 3.01 February 3.02 February	10, 2020 - Regul	ar Meeting tive Session	er		(	attachments)		
<b>Minutes</b> 3.01 February 3.02 February	10, 2020 - Regul 10, 2020 - Execu	ar Meeting tive Session	Yes	No	( Abstain	attachments)  Absent		

# 4.01 Security and Fire Drills 2019-2020

Type of Drill	Date
Fire Drill	September 6, 2019
Evacuation (non-fire)	September 12, 2019
Bus Evacuation Drill	October 4, 2019
Bus Evacuation Drill	October 7, 2019
Evacuation (bomb threat)	October 8, 2019

Fire Drill	October 23, 2019
Lock Out	November 4, 2019
Fire Drill	November 21, 2019
Active Shooter	December 10, 2019
Fire Drill	December 20, 2019
Lockdown	January 14, 2020
Fire Drill	January 29, 2020
Lockdown	February 5, 2020
Fire Drill	February 27, 2020
Lock Out	March 2, 2020

### 5. Business Administrator Report - Patricia Martucci

#### 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) Mrs. Luciano, Mrs. Tomasini, Mr. Witkowski
  - 8.02 **Facilities and Finance** Mrs. Evans, Mrs. Tomasini, Mr. Witkowski **8.02.1 Adoption of the 2020-2021 Proposed Budget:**

**BE IT RESOLVED** that the Franklin Township Board of Education hereby adopts the following **proposed budget** for the 2020-2021 school year and approves it for submission to the Hunterdon County Department of Education Executive County Superintendent for required review and approval. The proposed budget includes sufficient funds to provide curriculum and instruction which will enable all students to achieve the New Jersey Student Learning Standards, and is compliant with N.J.S.A. 18A and N.J.A.C. Title 6 and 6A. The District has proposed programs and services in addition to the New Jersey Student Learning Standards adopted by the State Board of Education.

REVENUE		APPROPRIATIONS	
Fund 10: Operating		Fund 10: Operating Budget	
<u>Budget</u>			
Excess Surplus/Fund	4,101	Current Expense	6,352,262
Balance			
Local Tax Levy	5,976,775	Capital Outlay *	825,108

Other Revenue	684,500		
Extra Ordinary Aid (Est)	128,173		
NP Transportation Aid	2,000		
(Est)			
State Aid	381,821		
Fund 20: Special Funds		Fund 20: Special Funds	
Grant Entitlements (Est)	104,771	REAP/NCLB/IDEA Grants	104,771
		(Est)	
Fund 40: Debt Service		Fund 40: Debt Service	
Debt Service – Tax Levy	645,050	Repayment of Debt	645,050
TOTAL REVENUE:	7,927,191	TOTAL APPROPRIATIONS:	7,927,191

<sup>\*</sup>Includes State Assessment for Debt Service on SDA Grant Funding.

As per N.J.A.C. 6A:23A-7.3(a), the proposed budget provides for a maximum appropriation amount of \$10,000.00 that may be allotted for travel and expense reimbursement. The School Business Administrator shall track and record these costs insuring the maximum amount is not exceeded.

The 2020-2021 budget includes the use of all automatic adjustments (i.e. enrollment and prebudget year tax levy), if applicable.

The 2020-2021 budget includes a withdrawal from Capital Reserve in the amount of \$500,000.00. The use of these funds is for anticipated student restroom/locker room renovations and window replacement. If all funds are not used by the end of the 2020-21 budget year, they must be returned to the Capital Reserve Fund by June 30, 2021.

The 2020-2021 budget includes a withdrawal from Maintenance Reserve in the amount of \$50,000.00. These funds will be used to offset the cost of Required Maintenance (Accounts 11-000-261-XXX); do not exceed the total of Required Maintenance; and cannot be transferred out of Required Maintenance during the budget year. Any unused funds will be returned to the Maintenance Reserve Fund by June 30, 2021.

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:				

#### 8.02.2 ESEA FY2020 - Amendment #1

**Resolved**, that the Franklin Township Board of Education authorizes and approve the submission of Amendment #1, in the amount of \$1,991.00 to allocate carry over FY2019 nonpublic ESEA Title IIA funds as follows:

Franklin Township (Public) \$1,479.00 Crossroads Christian (NonPublic) \$ 512.00

Motion Second By Voice Vote Yes No Abstain Absent

# 8.03 Curriculum & Education - Mr. Cama, Mrs. Luciano, Mrs. Tomasini

8.03.1 Resolved, to approve the following students from Hunterdon County Vocational School District to observe the following teachers as part of the Cooperative Education Experience:

Emily Miljkovic – Susan Rainaldi Jayde Anastasi – Trina Lahman Jessica Guerrero – Anita Petersen

Motion Second By Voice Vote Yes No Abstain Absent

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

8.04.1 **Resolved**, to approve first reading of the following policy:

6163.3 Live Animals in the Classroom

(attachment)

(attachments)

Motion Second By Voice Vote Yes No Abstain Absent

8.04.2 **Resolved**, to approve the following revised policy and regulation:

3542.1 Local Wellness/Nutrition 3200R School Volunteers

TOOK School Volunteers

Motion Second By Voice Vote Yes No Abstain Absent

8.04.3 Discussion - Code of Conduct

- 8.05 **Communications -** Mrs. Luciano, Mrs. Sutton, Mr. Yasunas
- 8.06 Strategic Plan Mrs. Evans, Mrs. Sutton, Mr. Yasunas
- 8.07 **Negotiations Mr. Cama, Mrs. Sutton, Mr. Yasunas**

#### 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 months ending February 2020, which agree with each other and the bank.

(attachments)

# 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 February, 2020 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 2019-2020 school year budget as per the attached lists. (attachment)

#### 9.01.4 Bill List

**Approve** the February, 2020 bill list in the amount of \$1,256,469.87.

(attachment)

# 9.02 Education

### 9.02.1 Approve the following field trips:

Group	Location	Date
M.D. Class	Harper's Table	May 2020
Grade 8	Hershey Park	May 2020

(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 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.
3/19/20	Lillian Bickhardt	PECS Transition to	\$219.00	.35/mile
		Device		
5/1/20	Elizabeth Alexander	NJSBA Technology	\$0	.35/mile
	& Leslie McCusker	Conference		
5/20/20	James Schwar	ESCNJ 2020 Expo	\$0	.35/mile

		Member Registration		
5/1/20	Cathy Hoos Melissa Parker Erin Baehr (Non-Public CCA Staff)	Actionable Tools & Strategies to Improve Social Emotional Learning and Productivity in the Classroom	\$512.00 (20-271-200- 300-001 ESEA Title IIA)	N/A

# 9.03.2 Substitute Personnel

No Consent Items

# 9.04 Facilities No Consent Items

**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:				

- 10. Board Matters/New Business
- 11. Personnel All resolutions are upon the recommendation of the Superintendent.
  - 11.1 **Resolved**, to ratify the appointment of Dawn DeLorenzo to be leave replacement teacher at the per diem rate of \$200.00 beginning February 18, 2020, as needed, for the remainder of the school year. (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:				

#### 12. 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.

#### 13. Executive Session (if needed)

13. 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 March 16, 2020 for the purpose of discussing negotiations. 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 be taken.

Motion	Second	By Voice Vote	Yes	No	Abstain	Absent	
13.02 Resolved	d, to return to Oper	n Public Session at					
Motion	Second	By Voice Vote	Yes	No	Abstain	Absent	

# 14. Memorandum of Agreement - Franklin Township BoE and QEA

**Resolved**, to approve a Memorandum of Agreement dated February 27, 2020 between the Franklin Township Board of Education and the Quakertown Education Association, for the period of July 1, 2020 to June 30, 2025.

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:				

# 15. Other Business

d					
П	۱6.	Ad	ırn	me	mt
	υ.	$\neg$ u	41 1 1	1116	71 I L

16.01 **Resolved,** to Adjourn from the Public Meeting at .

Motion Second By Voice Vote Yes No Abstain Absent