

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

May 17, 2021 - 6:30 p.m.
Zoom Link will be posted on the FTS Website

A G E N D A

1. Call to Order

Open Public Meeting Announcement

Pursuant to Executive Order #103, dated March 9, 2020, Governor Murphy declared a Public Health Emergency and a State of Emergency in New Jersey. On March 20, 2020, P.L. 2020 Chapter 11 amended the Open Public Meeting Act to allow local public bodies to conduct Remote Public Meetings by use of electronic communications technology during a period declared as a Public Health Emergency or a State of Emergency.

Adequate Notice and Electronic Notice of this meeting was given by:

1. Publication in the Hunterdon Democrat on January 21, 2021;
2. Advance written notice to the Franklin Township Clerk;
3. Advance written notice posted on the bulletin board of the Franklin Township School;
4. Posting of an electronic notice of this meeting on the district website which provided the time, date and instructions for: (a) access to the Remote Public Meeting, (b) how to provide public comment and (c) how to access the agenda.

During the business session portion of this Remote Public Meeting the audio of all members of the public attending the meeting will be muted. During the times of public comment indicated on the agenda, members of the public who desire to provide comment shall submit a written comment via the chat or text message section of the application. The Board Secretary or Board President will read the comments in the order in which they were submitted. Public comment shall be concise and to the point and shall not contain abusive, defamatory, or obscene language.

1.01 Roll Call – Patricia Martucci, SBA/BS

C. Cama, <i>Pres.</i> _____	V. Evans _____	A. Luciano _____	
R. Falcon _____	K. Sutton, <i>V. Pres.</i> _____	E. Tomasini _____	

1.02 Flag Salute

2. Presentations

INTERVIEW OF BOARD OF EDUCATION CANDIDATE(S)

- James Witkowski

(attachment)

APPOINTMENT / SWEARING IN OF BOARD OF EDUCATION MEMBER

Resolved to appoint James Witkowski to the Franklin Township Board of Education to fill an unexpired term for the period of May 17, 2021 through December 31, 2021.

Motion by _____, Seconded by _____

Voice Vote:

Yes	No0	Abstain	Absent
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The Board Secretary administers the Oath of Office to the newly appointed Board member,
 _____.

3. **Minutes**

- 3.01 April 27, 2021 – Regular Meeting
- 3.02 April 27, 2021 – Executive Session

(attachment)

Resolved, to approve the above listed minutes.

Motion	Second	By Voice Vote	Yes	No	Abstain	Absent
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4. **Business Administrator Report - Patricia Martucci**

- Lori Tirone, new SBA/BS starts June 1, 2021.
- Board Candidate Petitions due July 26, 2021 by 4:00pm to County Clerk’s Office (Flemington) to be on the November 2nd ballot. Three seats are available:
 - 2 3-year terms (01/01/22 - 12/31/24)
 - 1 1-year unexpired term (01/01/22 - 12/31/22)
- BKC - PreAudit 6/15/21 - 6/16/21

5. **Superintendent’s Report - Nicholas Diaz**

5.01 Security and Fire Drills 2020-2021

Type of Drill	Date
Fire Drills	September 15 & 17, 2020
Security Drill (Testing of Intercom)	September 22 & 24, 2020
Fire Drills	October 5 & 9, 2020
Security Drill (Lockout)	October 8 & 23, 2020
Security Drill (Evacuation)	October 26, 2020
Security Drill (Testing of Notification System)	November 13, 2020
Fire Drills	November 11 & 20, 2020
Security Drill (Shelter in Place)	December 8, 2020
Security Drill (Lockout)	December 11, 2020
Fire Drill	December 14, 2020
Fire Drill	December 19, 2020
Fire Drill	January 11, 2021
Fire Drill	January 14, 2021
Bomb Threat	January 28, 2021
Fire Drill	February 23, 2021
Security Drill (Evacuation)	February 26, 2021
Security Drill (Lockdown)	March 18, 2021
Fire Drill	March 23, 2021
Bus Evacuation (All Routes)	March 29, 30, & 31, 2021
Fire Drill	April 27, 2021
Security Drill (Lockdown)	April 30, 2021
Fire Drill	May 11, 2021

6. **Public Comments - Privilege of the Floor**

6.01 Public Comments

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. Members of the public who desire to provide comment shall submit a written comment via the chat or text message section of the application, including their name and address. The Board Secretary or Board President will read the comments in the order in which they were submitted. Public comment shall be concise and to the point and shall not contain abusive, defamatory, or obscene language.

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)/**Strategic Plan** – Mr. Cama, Mrs. Luciano

8.02 **Facilities and Finance** - Mrs. Evans, Mrs. Sutton, Mrs. Tomasini

Resolved to approve items 8.02.1 - 8.02.16.

8.02.1 Acceptance of FY2020 School Security Grant

Resolved to accept the Fiscal Year 2020 School Security Grant (#20E00138) in the amount of \$20,000.00.

- The grant shall be implemented in accordance with the application filed with the NJDOE which was used as the basis of awarding the grant.
- The grant shall be administered and monitored in accordance with the appropriate state and federal regulations.
- Wherever the program supported with these grant funds involves the procurement of goods or services from vendors or consultants, written contracts between the LEA and such vendors or consultants, and the award for such contracts, shall be in accordance with the provisions of N.J.S.A. 19A-1, et-seq.

8.02.2 Shared Service Agreement - Delaware Valley Regional High School B.O.E.

Resolved to approve a Shared Services Agreement between the Franklin Township Board of Education and the Delaware Valley Regional High School Board of Education for transportation administration services for the 2021-2022 school year for a fee of \$1,420.00.

8.02.3 Shared Services Agreement - Superintendent

Resolved to approve a Shared Services Agreement between the Franklin Township Board of Education and the Union Township Board of Education for a Superintendent for the period July 1, 2021 to June 30, 2026.

8.02.4 Contracted Services Agreement - Supervisor of Child Study Team

Resolved to approve a Contracted Services Agreement between the Franklin Township Board of Education and the Union Township Board of Education for a Supervisor of Child Study Team for the period July 1, 2021 to June 30, 2022.

8.02.5 Contracted Services Agreement - Child Study Team

Resolved to approve a Contracted Services Agreement between the Franklin Township Board of Education and the Union Township Board of Education for Child Study Team Services (Case Manager, LDTC, Psychologist and Social Worker) for the period July 1, 2021 to June 30, 2022.

8.02.6 Contracted Services Agreement - Supervisor of Curriculum

Resolved to approve a Contracted Services Agreement between the Franklin Township Board of Education and the Union Township Board of Education for a Supervisor of Curriculum for the period July 1, 2021 to June 30, 2022.

8.02.7 Contracted Services Agreement - Speech Therapist/Teacher

Resolved to approve a Contracted Services Agreement between the Franklin Township Board of Education and the Union Township Board of Education for a Speech Therapist/Teacher for the period July 1, 2021 to June 30, 2022.

8.02.8 Food Service Management Contract Renewal 2020-2021

Resolved to approve a Food Service Management Company Cost Reimbursable Contract Renewal for the 2021-2022 school year, as follows:

1. Management Fee: The School Food Authority (Franklin) shall pay Maschio’s Food Services, Inc. a Management/Administrative total flat fee of \$7,558.97. The Management/Administrative total flare fee shall be payable in ten monthly installments of \$755.89 commencing on September 1, 2021 and ending June 30, 2022.

2. Guarantee: Maschio’s Food Services, Inc guarantees a food service operation profit/loss of \$0.00 (breakeven) including the Management/Administrative Fee.

8.02.9 Food Service - Participation in SSO for the 2021-2022 School Year

Resolved to approve participation in the State of New Jersey Division of Child Nutrition SSO program for the 2021-2022 school year, providing meals to all students at no cost.

8.02.10 Food Service Prices 2021-2022

Resolved that the Franklin Township Board of Education hereby approves the following lunch prices for the 2021-2022 school year, should the SSO Program be discontinued prior to June 30, 2022:

Student Paid Lunch	\$3.25
Student Reduced Lunch	\$0.40
Adult Lunch	\$4.00

8.02.11 School Health Insurance Fund - Medical, Prescription, Dental Rates 2021-2022

Resolved to approve the following monthly premiums for medical, prescription, and dental for the period July 1, 2021 through June 30, 2022:

Plan Name	Single	Parent/Child	2 Adults	Family
Aetna POS II	\$929.00	\$1,373.00	\$2,070.00	\$2,407.00
Aetna ACPOS II Educators Plan	\$926.00	\$1,367.00	\$2,062.00	\$2,398.00
Prescription Drug 10%	\$148.00	\$219.00	\$331.00	\$385.00
Prescription Drug Educators Plan	\$138.00	\$204.00	\$307.00	\$358.00
Delta Dental PPO/Premier	\$36.00	\$74.00	\$60.00	\$108.00

8.02.12 Acceptance of Donation in Memory of Alexander Carol Trupp Hartmann

Resolved to accept a donation in the amount of \$40.00 for the outdoor classroom/garden in memory of Alexander Carol Trupp Hartmann (Father of Mrs. Katrina Mani) from the Franklin Township Sunshine Fund.

8.02.13 Preschool Tuition Rates (Parent Paid) 2021-2022 School Year

Resolved to approve the following annual parent paid preschool tuition rates for the period July 1, 2021 through June 30, 2022:

3 Half Days	\$2,735.00	5 Half Days	\$4,100.00
3 Full Days	\$3,215.00	5 Full Days	\$7,150.00

9.01.3 Transfer of Funds

Approve the transfer of uncommitted funds within the 2020-2021 school year budget as per the attached list. **(attachment)**

9.01.4 Bill List

Approve the April, 2021 bill list in the amount of \$364,952.44. **(attachment)**

9.02 Education

9.02.1 National Junior Honor Society Community Service Project

Approve the NJHS Community Service Project to work with Rural Awareness to help beautify Roger's Grove.

9.02.2 Field Trips

Approve the following field trip:

Group	Location	Date
Grade 8	Pine Creek Golf	May 2021

(attachment)

9.03 Personnel

No consent items

9.04 Facilities

9.04.1 Approve the following use of facility requests:

Name of Group	Purpose	Location	Days/Dates	Time
Quakertown Fire Co.	Memorial Day Program	Front Lawn	Monday, May 31, 2021	8:00 - 11:00 a.m.

(attachment)

9.05 Annual Approval of District/School Operations for 2021-2022

9.05.1 Authorization for Payment of Bills

The District, in an effort to improve business practices and procedures, take advantage of cash discounts offered, and establish a good credit rating for the Board of Education by paying bills and obligations of the Board promptly, the following procedures are hereby adopted:

In accordance with New Jersey Statute 18A: 19-1, the Board of Education hereby appoints the School Business Administrator to approve invoices for payment;

The School Business Administrator is hereby authorized to pay necessary bills to be ratified at the next scheduled meeting of the Board and upon review by the finance Committee to pay all bills on the bill list during the summer, to be ratified at the next regular meeting.

9.05.2 Budget Transfer Authority

As provided by N.J.S.A. 18A:22-8.2 amended, the Superintendent and the Business Administrator/Board Secretary, be designated to approve such line item budget transfers as are necessary between Board of Education meetings, and that such transfers shall be reported to the Board of Education, ratified and duly recorded in the minutes of the next regular meeting.

9.05.3 Petty Cash Fund Accounts 2021-2022

Authorize the following Fund Accounts: Petty Cash
Petty Cash: \$200 cash (\$25.00 transaction limit)

9.05.4 Insurance 2021-2022

Group Disability Insurance Carrier - The Standard Disability; Prudential Insurance; AFLAC; and Colonial Life.

Insurance General Liability and Worker's Compensation - SAIF School Alliance Insurance Fund.

9.05.5 Tax Sheltered Annuity Companies

Re-approve 2021-2022 TSA's as follows:

Lincoln Investment, AIG/Valic, SIRACUSA BENEFITS PROGRAM, AXA Equitable as voluntary TSA brokers.

9.05.6 Procurements of Goods & Services Through State Contracts

BE IT RESOLVED that the Franklin Township Board of Education approves state contract purchases for the 2021-2022 school year:

WHEREAS, the Franklin Township Board of Education, pursuant to N.J.S.A. 18A:18A-10a and N.J.A.C. 5:34-7.29(c), may by resolution and without advertising for bids, purchase any goods or services under the State of New Jersey Cooperative Purchasing Program for any State contracts entered into on behalf of the State by the Division of Purchase and Property in the Department of the Treasury; and

WHEREAS, the Franklin Township Board of Education has the need on a timely basis to purchase goods or services utilizing State contracts; and

WHEREAS, the Franklin Township Board of Education intends to enter into contracts with the following Referenced State Contract Vendors through this resolution and properly executed contracts, which shall be subject to all the conditions applicable to the current State contracts;

THEREFORE BE IT RESOLVED, that the Franklin Township Board of Education authorizes the Purchasing Agent to purchase certain goods or services from those approved New Jersey State Contract Vendors; and

BE IT FURTHER RESOLVED, that the Franklin Township Board of Education Business Administrator/Board Secretary shall certify to the availability sufficient funds prior to the expenditure of funds for such goods or services.

9.05.7 Resolution Authorizing Appointment of Purchasing Agent, Bid and Quote Authority

WHEREAS, changes to the Public School Contracts Laws gave boards of education the ability to increase their bid threshold up to \$44,000 and

WHEREAS, N.J.S.A. 18A:18A-3a, permits an increase in the bid threshold if a Qualified Purchasing Agent is appointed as well as granted the authorization to negotiate and award such contracts below the bid threshold; and

WHEREAS, N.J.A.C. 5:34-5 et seq. establishes the criteria for qualifying as a Qualified Purchasing Agent; and

WHEREAS, Lori Tirone possesses the designation of Qualified Purchasing Agent as issued by the Director of the Division of Local Government Services in accordance with N.J.A.C. 5:34-5 et seq.; and

WHEREAS, the Franklin Township Board of Education desires to maintain the bid threshold at \$44,000 as provided in N.J.S.A. 18A:18A-3;

NOW, THEREFORE, BE IT RESOLVED, that the governing body of the Franklin Township Board of Education, in the County of Hunterdon, in the State of New Jersey hereby continues its bid threshold at \$44,000; and

BE IT FURTHER RESOLVED that all contracts that are in the aggregate less than 15% (\$6,600) of the bid threshold may be awarded by the purchasing agent without soliciting competitive quotations; and

BE IT FURTHER RESOLVED, that the governing body hereby appoints Lori Tirone as the Qualified Purchasing Agent to exercise the duties of a purchasing agent pursuant to N.J.S.A. 18A:18A-2b, with specific relevance to the authority, responsibility, and accountability of the purchasing activity of the Board of Education;

9.05.8 Procurements of Goods & Services Through Hunterdon County Educational Services Commission, Educational Services Commission of New Jersey, and Somerset County Co-Op

Resolved to re-approve the 2021-2022 purchasing of goods and services through the cooperative bidding procedures offered by Educational Services Commissions and Co-Ops to better control prices and procure services at the most competitive rates.

9.05.9 Procurements of Goods & Services Through Educational Data Services, Inc.

Resolved to approve the 2021-2022 purchasing of goods and services through the cooperative bidding procedures offered by Education Data Services, Inc. to better control prices and procure services at the most competitive rates. Licensing and maintenance fee of \$1,200.

9.05.10 Re- Approve District Curricula and Textbooks

Re-approve and re-adopt all written District Curricula in accordance with N.J.A.C. 6A: 8-3.1.

Note: State regulations require the annual formal re-adoption of all curricula even though each guide is individually reviewed and adopted as it is written or revised.

Be it further resolved to Re-adopt all current Textbooks and Materials (required by N.J.S.A. 18A:58-37.4b)

9.05.11 Policies, Regulations and Rules

Re-approve all existing, amended, and new district Policies, Regulations and Rules for 2021-2022.

9.05.12 Personnel Appointments

Re-approve the authorization for the Superintendent to hire necessary personnel between board meetings and ratify personnel appointments at the next scheduled meeting of the Board.

9.05.13 Resolution - Maximum Travel Expenditure Amount

WHEREAS, the Franklin Township Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

WHEREAS, N.J.S.A. 18A: 11-12 et seq. requires Board members to receive prior approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

WHEREAS, a Board of Education may establish, for regular district business travel only as described in NJOMB Circular Letter 06-14, including amendments or revisions thereto, a threshold amount below which Board approval is not required; and

WHEREAS, the Board of Education establishes, for regular district business travel only, an annual school year threshold of \$2,000.00 per employee as described in N.J.A.C. 6A:23A-7.3B and where prior Board approval shall not be required unless this annual threshold is exceeded in a given school year (July 1 through June 30); and

WHEREAS, the Board of Education finds that a mileage reimbursement rate equal to that of the NJOMB mileage reimbursement rate is a reasonable rate: and

WHEREAS, all administrative staff are approved for annual attendance at regularly scheduled professional meetings with no additional cost to the board;

THEREFORE BE IT RESOLVED, the Board of Education approves the amounts set forth for regular district business travel and statutorily authorized travel expenditures, provided that such expenditures are within the annual maximum travel expenditure amount.

9.05.14 Approve the following appointments for the 2021-2022 school year:

- Affirmative Action Officer (required by N.J.A.C. 6A:7-1.5) - Superintendent
- Anti-Bullying Coordinator – Principal
- Anti-Bullying Specialist - Guidance Counselor
- Attendance Officer– Superintendent
- Board Secretary – Business Administrator
- Chemical Hygiene Officer/Bloodborne Pathology – School Nurse
- Chief Equity Officer - Superintendent
- Custodian of Public Records (P.L.2001, Chapter 404) – Business Administrator
- 504 Compliance Officer – Supervisor of Child Study
- Free/Reduced Lunch Hearing Officer – Superintendent
- Fund Commissioner (SAIF) – Business Administrator
- Homeless Liaison/American with Disabilities Officer - Supervisor of Child Study
- Indoor Air Quality (IAQ) designee – Building & Grounds Coordinator
- Integrated Pest Management designee (IPM)- Building & Grounds Coordinator
- PEOSHA Officer - Building & Grounds Coordinator
- Public Agency Compliance Officer (N.J.A.C. 17:27-3.2) – Business Administrator
- Purchasing Agent – Business Administrator
- Right to Know Officer – Business Administrator – Building & Grounds Coordinator
- Recycling Coordinator - Building & Grounds Coordinator
- School Safety Specialist – Business Administrator and/or Superintendent
- Substance Awareness Coordinator- Guidance Counselor
- Title IX Coordinator - Superintendent

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				
Mr. Falcon				
Mrs. Luciano				
Mrs. Sutton				
Mrs. Tomasini				
Mr. Witkowski				
Mr. Cama				
Totals:				

10. Board Matters/New Business

11. Public Comments- Privilege of the Floor

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. Members of the public who desire to provide comment shall submit a written comment via the chat or text message section of the application, including their name and

12.04 **Resolved** to approve the 2021-2022 employment contract for Lindsay Gooditis, Principal. (attachment)

Motion by: _____ Seconded by: _____

Roll Call Vote:

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

12.05 **Resolved**, to approve the job description for Basic Skills Teacher. (attachment)

Motion by: _____ Seconded by: _____

Roll Call Vote:

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

12.06 **Resolved**, to approve Ranae Pellegrino to be the substitute caller for the 2021-2022 school year at the annual stipend of \$4,500.00.

Motion by: _____ Seconded by: _____

Roll Call Vote:

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

13. **Executive Session**

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 May 17, 2021 for the purpose of discussing a special education legal matter. 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, to return to Open Public Session at _____pm.**

Motion	Second	By Voice Vote	Yes	No	Abstain	Absent
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13.03 **Settlement Agreement and General Release OAL docket No.: EDS 03403-21**
Resolved to approve a confidential Settlement Agreement and General Release between the parents of Student #6653904057 and the Franklin Township Board of Education.

Motion by: _____ Seconded by: _____

Roll Call Vote:

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

14. **Other Business**

15. **Adjournment**

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

Motion	Second	By Voice Vote	Yes	No	Abstain	Absent
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