



FRANKLIN TOWNSHIP SCHOOL
Board of Education

REGULAR MEETING
April 25, 2022 - 6:30 p.m.

AGENDA

1. Call to Order

1.01 Pledge of Allegiance

1.02 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 13, 2022.

1.03 Roll Call

| | | | | | |
|-------------------------|-------|---------------------------|-------|------------|-------|
| K. Sutton, <i>Pres.</i> | _____ | V. Evans, <i>V. Pres.</i> | _____ | R. Falcon | _____ |
| A. Gilpin | _____ | J. Giordano | _____ | A. Luciano | _____ |
| E. Tomasini | _____ | N. Diaz, Superintendent | _____ | L. Tirone | _____ |

2. Architect Interviews

- 2.01 LAN Associates presented by Vlad Potiyevsky
- 2.02 Parette Somjen & Associates presented by William Bannister
- 2.03 H2M Architects & Engineers, Inc. presented by Joseph Flynn

3. 2022-2023 Public Budget Hearing

3.01 Opening Remarks

Mrs. Karen Sutton, Board President

3.02 Presentation of Budget

Nicholas Diaz, Superintendent
Lori Tirone, Business Administrator
Lindsay Gooditis, Principal

3.03 Public Comments and/or Questions on the 2022-2023 Budget

3.04 Board of Education Comments and/or Questions on the 2022-2023 Budget

3.05 Adoption of the 2022-2023 Final Budget

BE IT RESOLVED that the Franklin Township Board of Education hereby adopts the following proposed budget for the 2022-2023 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

Fund 10: Operating Budget

| | |
|-----------------------------|--------------|
| Excess Surplus/Fund Balance | \$ 104,739 |
| Local Tax Levy | \$ 6,217,871 |

APPROPRIATIONS

Fund 10: Operating Budget

| | |
|-----------------|--------------|
| Current Expense | \$ 7,133,910 |
| Capital Outlay* | \$ 1,043,044 |

| | |
|-------------------------|------------|
| Other Revenue | \$ 378,600 |
| W/D Capital Reserve | \$ 760,000 |
| W/D Maintenance Reserve | \$ 100,000 |
| E/O Aid (Est) | \$ 163,000 |
| State Aid | \$ 452,744 |

Fund 20: Special Funds
Grant Entitlements (Est) \$ 87,000

Fund 20: Special Funds
REAP/ESEA/IDEA Grants \$ 87,000

Fund 40: Debt Service
Tax Levy \$ 646,800

Fund 40: Debt Service
Repayment of Debt \$ 646,800

TOTAL REVENUE: \$8,910,754

TOTAL APPROPRIATIONS: \$8,910,754

(*Capital Outlay includes the State Assessment for Debt Service on SDA Grant Funding, Lease Purchase Loan Principal, and the UST Project, Fire Violation, LEN II Project.)

As per N.J.A.C. 6A:23A-7.3(a), the proposed budget provides for a maximum appropriation amount of \$20,000.00 that may be allotted for travel and expense reimbursement. The School Business Administrator shall track and record these costs ensuring the maximum amount is not exceeded.

The 2022-2023 budget includes the use of all automatic adjustments (i.e. enrollment and pre budget year tax levy), if applicable.

The 2022-2023 budget includes a withdrawal from the Capital Reserve in the amount of \$760,000. The use of these funds is for the UST replacement, Fire Violation, and LENS II Project, including architect and engineering fees. If all funds are not used by the end of the 2022-23 budget year, they must be returned to the Capital Reserve Fund by June 30, 2023.

The 2022-2023 budget includes a withdrawal from the Maintenance Reserve in the amount of \$100,000.00. These funds will be used to offset the cost of Required Maintenance; 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, 2023.

Motion by: Seconded by:

Discussion:

Roll Call Vote:

| Name | Yes | No | Abstain | Absent |
|---------------|-----|----|---------|--------|
| Mrs. Evans | | | | |
| Mr. Falcon | | | | |
| Ms. Gilpin | | | | |
| Mr. Giordano | | | | |
| Mrs. Luciano | | | | |
| Mrs. Tomasini | | | | |
| Mrs. Sutton | | | | |
| Totals: | | | | |

3.06 Approval of Tax Levy Payment Schedule for the 2022-2023 Budget Year

BE IT RESOLVED, that the Franklin Township Board of Education approves the following tax levy payment schedule to be presented to the Township of Franklin for the period July 1, 2022 through June 30, 2023:

| Due Date | Amount |
|------------------------------|-----------------------|
| July 28, 2022 | \$1,144,112.00 |
| September 22, 2022 | \$1,144,112.00 |
| November 10, 2022 | \$1,144,112.00 |
| January 26, 2023 | \$1,144,112.00 |
| March 23, 2023 | \$1,144,112.00 |
| May 25, 2023 | \$1,144,111.00 |
| TOTAL LOCAL TAX LEVY: | \$6,864,671.00 |

Motion by: _____ Seconded by: _____

Discussion:

Roll Call Vote:

| Name | Yes | No | Abstain | Absent |
|---------------|-----|----|---------|--------|
| Mrs. Evans | | | | |
| Mr. Falcon | | | | |
| Ms. Gilpin | | | | |
| Mr. Giordano | | | | |
| Mrs. Luciano | | | | |
| Mrs. Tomasini | | | | |
| Mrs. Sutton | | | | |
| Totals: | | | | |

THIS CONCLUDES THE PUBLIC HEARING ON THE 2022-2023 SCHOOL DISTRICT BUDGET

4. **Minutes**

- 4.01 March 21, 2022 – Regular Meeting
- 4.02 March 21, 2022 – Executive Session

(attachment)

Resolved, to approve the above listed minutes.

Motion Second By Voice Vote

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

5. **Business Administrator Report – Lori Tirone**

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

6.01 Student Board Delegate Report

6.02 Security and Fire Drills – 2021-2022

| Type of Drill | Date |
|---|----------|
| Fire Drill | 9/10/21 |
| Security Drill (Evacuation) | 9/20/21 |
| Security Drill (Testing of Intercom) | 10/19/21 |
| Fire Drill | 10/28/21 |
| Security Drill (Lockdown) | 11/29/21 |
| Fire Drill | 11/30/21 |
| Fire Drill | 12/22/21 |
| Security Drill (Lockdown) | 12/23/21 |
| Security Drill (Bomb threat) | 1/27/22 |
| Fire Drill | 1/31/22 |
| Security Drill (Bomb Threat) | 2/15/22 |
| Fire Drill | 2/28/22 |
| Fire Drill | 3/4/22 |
| Bus Evacuation Drill (see form attached) | 3/8/22 |
| Security Drill (Active Shooter) | 3/30/22 |
| Fire Drill | 4/2/22 |

7. **Public Comments - Privilege of the Floor (3 minutes) – Agenda Items Only**

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. Public comment shall be concise and to the point and shall not contain abusive, defamatory, or obscene language. Each speaker will be given three minutes.

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)/**Strategic Plan** – Mr. Falcon, Mrs. Luciano, Mrs. Tomasini

9.02 **Facilities and Finance** - Mrs. Evans, Mr. Giordano, Mrs. Sutton
Resolved, to approve items 9.02.1 - 9.02.10.

9.02.1 Tuition Contract Agreement – Pillar Care Continuum

Resolved to approve the tuition contract agreement between Franklin Township BOE (sending) and Pillar Care Continuum – Pillar Elementary School (receiving) for SID# 1821266702 in the amount of \$26,139.96 commencing on April 11, 2022 through June 30, 2022.

9.02.2 Coordinated Transportation Services - Hunterdon County ESC

Resolved to approve a Resolution for Participation in Coordinated Transportation Services between Franklin Township School District and the Hunterdon County Educational Services Commission to provide coordinated transportation services for the period of July 1, 2022 - June 30, 2023, on an as needed basis, at contract cost, plus an administration fee of 5.5%.

9.02.3 Paraprofessionals - Hunterdon County ESC

Resolved to approve an Agreement between Franklin Township School District and the Hunterdon County Educational Services Commission to provide Paraprofessional services to the district for the period of July 1, 2022 - June 30, 2023, on an as needed basis, at the rate of \$27.75 per hour. HCESC shall bill the School District the actual benefit and/or opt-out costs on a monthly basis.

9.02.4 Public School Services - Hunterdon County ESC

Resolved to approve an Agreement between Franklin Township School District and the Hunterdon County Educational Services Commission to provide Public School Services to the district for the period of July 1, 2022 - June 30, 2023, on an as needed basis, at the published service rate.

9.02.5 Professional Services -BKC, CPAs, PC

Resolved to approve an agreement between Franklin Township School District and BKC, CPAs, PC to provide accounting and auditing services for the period of July 1, 2022 - June 30, 2023 for a fee of \$18,900.00; such fee not to exceed a 2% increase for the period ending June 30, 2023.

9.02.6 Professional Services Proposal - School Physician

Resolved to approve a Professional Services proposal for School Physician Services with Dr. Ronald M. Frank, MD of Green Brook Family Medicine for July 1, 2022 to June 30, 2023 for \$1,500.00. Additional services, if needed, are offered on an individual basis, as stated in the proposal.

9.02.7 Preschool Tuition Rate 2022-23 School Year

Resolved to approve the 2022-2023 annual full-day Preschool Tuition Rate of \$7,500, payable in 10 monthly installments of \$750.00.

9.02.8 Electronic Methods of Payment

WHEREAS, Local Finance Notice #2018-13 was distributed on March 29, 2018 and specifically addressed electronic funds transfers of "EFT" and claimant certification changes and requirements; and

WHEREAS, the Board of Education wishes to comply with this LFN and formalize policies to do so; and

WHEREAS, the Board of Education chooses not to offer "EFT" payment method to our vendors at this time; and

WHEREAS, the Board of Education will continue to utilize EFT for pension, debt service, payroll, State of NJ payments, inter-fund transfers, and flexible spending accounts; and

WHEREAS, the Business Administrator is authorized to initiate those EFT transactions in accordance with N.J.S.A. 18A:19-1 et seq. and to make payment once authorization is granted; and

WHEREAS, these wire transfers are not required to be presented on the monthly bills list for approval because of their routine, non controversial nature.

9.02.9 Purchase of Proprietary Apple Products 2022-2023 School Year

WHEREAS, the Franklin Township Board of Education has heavily invested time and funds into the acquisition and integration of Apple products in local operations that will be wasted if non-Apple products are used to supplement the existing technology; and

WHEREAS, the use of non-Apple products would require either the wholesale replacement of the technology currently used by the Franklin Township Board of Education or an unstoppable level of training, support and maintenance services that would utterly defeat the purpose of the public contracting laws; and

WHEREAS, the Apple technology products sought by the Franklin Township Board of Education are of such a specialized nature that only such products will meet the needs of the Franklin Township Board of Education; now

THEREFORE, BE IT RESOLVED that the Franklin Township Board of Education hereby authorizes the purchase of proprietary Apple technology products directly from Apple Inc. for the period of July 1, 2022 through June 30, 2023.

9.02.10 Legal Services Proposal - Independent Affirmative Action/Employment Investigation

Resolved to approve the legal services proposal from Peter B. Fallon, Esq. to conduct an independent affirmative action/employment investigation. **(attachment)**

Motion by: Seconded by:

Discussion:
Roll Call Vote:

| Name | Yes | No | Abstain | Absent |
|---------------|-----|----|---------|--------|
| Mrs. Evans | | | | |
| Mr. Falcon | | | | |
| Ms. Gilpin | | | | |
| Mr. Giordano | | | | |
| Mrs. Luciano | | | | |
| Mrs. Tomasini | | | | |
| Mrs. Sutton | | | | |
| Totals: | | | | |

9.03 **Curriculum & Education** – Ms. Gilpin, Mrs. Luciano, Mrs. Tomasini

9.04 **Policy** - Mrs. Evans, Ms. Gilpin, Mrs. Tomasini

9.05 **Negotiations** – Mr. Falcon, Mr. Giordano, Mrs. Sutton

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 and Treasurer Report

Approve the Secretary and Treasurer Reports submitted for the months ending March 2022, which agree with each other and the bank. **(attachments)**

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 March 2022 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 2021-2022 school year budget as per the attached list. **(attachment)**

10.01.4 Bill List

Approve the March, 2022 bill list in the amount of \$735,203.26. **(attachment)**

10.02 Education

10.02.1 Approve the following field trips:

| Grade | Destination | Date |
|----------|----------------------------|-----------|
| 7/8 | Kingwood Twp. School | May 2022 |
| Art Club | Hunterdon Art Museum | May 2022 |
| 5 | Hunterdon County Arboretum | June 2022 |
| 6 | Crystal Cave | June 2022 |

(attachment)

10.03 Personnel

10.03.1 Approve the following substitute personnel:

- Christine Stoffers (Nurse)
- Heather Paiva (Nurse)
- Ava Perricone (Teacher)

(attachment)

10.03.2 Approve the following former FTS theater students to help with the FTS theater production:

- Emma Murry
- Annabelle Thompson
- Emma Hall
- Kaitlyn Meyer

10.03.3 Approve the following professional development requests:

| Date | Employee | Name of Professional Development Program | Registration Cost | Mileage Exp. |
|-----------------|---------------------|--|------------------------------|---|
| May 11, 2022 | Elisabeth Alexander | Maker Education: Paper and Cardboard Engineering for Grades K-12 | \$95.00 | .35/mile |
| June 7-10, 2022 | Lori Tirone | NJASBO 60th Annual Convention | \$275.00 \$398.00 (Hotel) | \$94.50 \$25.00 (Tolls) \$10.00 (Parking) |

10.04 **Facilities**

10.04.1 **Approve** the following use of facility applications:

| Name of Group | Purpose | Location | Days/Dates | Time |
|---------------|--|----------|----------------------|------------------|
| PTA | Middle School Dance | Theater | Friday, May 20, 2022 | 4:00 - 10:00 pm. |
| FTS PTA | Spring Elem. Dance "Snowflake Ball" | Gym | Friday, May 6, 2022 | 4:00 - 9:00 p.m. |

(attachment)

RESOLVED, upon the recommendation of the Superintendent, Dr. Nicholas Diaz, to approve the above stated consent agenda items.

Discussion:

Motion by: Seconded by:

Roll Call Vote:

| Name | Yes | No | Abstain | Absent |
|---------------|-----|----|---------|--------|
| Mrs. Evans | | | | |
| Mr. Falcon | | | | |
| Ms. Gilpin | | | | |
| Mr. Giordano | | | | |
| Mrs. Luciano | | | | |
| Mrs. Tomasini | | | | |
| Mrs. Sutton | | | | |
| Totals: | | | | |

11. **Board Matters/New Business**

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. Public comment shall be concise and to the point and shall not contain abusive, defamatory, or obscene language. Each speaker will be given three minutes.

13. **Personnel - All resolutions are upon the recommendation of the Superintendent.**

13.01 Resolved, to approve the revised employment contract for Michele Scricco, bus aide, at the per diem rate of \$100.00 for the period of March 22 – April 8, 2022.

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

13.02 Resolved, to approve the employment contract for Michelle Scricco, Non-Instructional Paraprofessional, commencing on April 11, 2022 through June 24, 2022. **(attachment)**

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

13.03 Resolved, to approve Niquole Allen to be the substitute bus aide as needed for the remainder of the 2021-2022 school year.

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

13.04 Resolved, to approve payment to the following staff members for required professional development beyond the contractual work day as follows:

| Staff Member | Number of hours | Rate | Total |
|--------------------|-----------------|---------|---------|
| Harmony Stryker | 2.5 | \$30/hr | \$75.00 |
| Katherine Matassa | 1.25 | \$30/hr | \$37.50 |
| Kristen Andreychak | 5 | \$30/hr | \$150 |

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

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 April 25, 2022 for the purpose of discussing personnel and 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 |
|--------|--------|---------------|-----|----|---------|--------|

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

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

15. Other Business

16. Adjournment

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

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