

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

*July 24, 2017*

1. **Call to Order** - Mr. Burdick, President, call the meeting to order at 6:30 p.m.  
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 12, 2017.*
  - 1.01 Roll Call - Ms. Martucci, Board Secretary recorded the roll and determined a quorum was present.  
  
Present: Mr. Burdick, Mr. Cama, Ms. Crielly, Mr. French, Mrs. Luciano, Mr. Yasunas  
Absent: Mrs. Homulak  
Also Present: Dr. Fredericks, Superintendent  
Ms. Martucci, SBA/BS
  - 1.02 Flag Salute - Mr. Burdick led all assembled in the Pledge of Allegiance.
2. **Presentations**  
None
3. **Minutes**
  - 3.01 June 12, 2017 - Special Meeting (attachment)
  - 3.02 June 12, 2017 - Executive Sessions (attachment)
  - 3.03 June 27, 2017 - Regular Meeting (attachment)
  - 3.04 June 27, 2017 - Executive Sessions (attachment)

**Resolved**, to approve the above listed minutes.  
Motion: Crielly Second: Yasunas By Voice Vote

Yes	No	Abstain	Absent
6	0	2 (6/27 Exec) Burdick/Crielly	1
- Mr. Cama asked if 6<sup>th</sup> grade will be changing classes as in previous years and Dr. Fredericks confirmed that they will be changing classes.
4. **Superintendent's Report** - Dr. Carol Fredericks
  - 4.01 Superintendent Report
    - Library A/C Repaired
    - New Furniture Purchased - M.S. Science, Computer Lab, PreK Cubbies, 3<sup>rd</sup> Grade Cubbies

- Classrooms painted/cleaned
- Back to School Nights - September 13 & 14

4.02 Projected Enrollment - 289

(attachment)

4.03 PTA Update - There will be a meeting in August to plan for 2017-2018

4.04 Harassment, Intimidation, and Bullying (HIB) Monthly Incident Report for period ending June 27, 2017.

Board Meeting Dates 16-17	# Of Incidents Reported	# Identified as HIB
June 21 – Aug. 22	0	-
Aug. 29 – Sept. 18	0	-
Sept. 19 – Oct. 17	0	-
Oct. 18 – Nov. 21	0	-
Nov. 22 – Dec. 19	1	1
Dec. 20 – Jan. 23	0	-
Jan. 24 – Feb. 27	0	-
Feb. 28 – Mar. 20	0	-
Mar. 21 – Apr. 24	11	5 (6-1* Reversed)
Apr. 25 – May 22	11	3 (4-1** Reversed)
May 23 – June 12	0	-
June 12 – June 27	4	3
Total	27	12

\* HIB Finding reported on April 24<sup>th</sup>. Decision reversed by CSA on May 22, 2017.

\*\* HIB Finding reversed under granting of parental appeal by BOE on June 12, 2017.

**Resolved**, that the Board hereby affirms the Superintendent’s decision and Board appeals in the HIB Report for the period of June 12 - June 27 for the reasons set forth to the Board in the April, May and June Executive Sessions and directs transmission of a copy of the Board’s final decision to the affected students’ parents forthwith.

Motion by: Crielly

Seconded by: Yasunas

Roll Call Vote:

Name	Yes	No	Abstain	Absent
Mr. Cama	X			
Ms. Crielly	X			
Mr. French	X			
Mrs. Homulak				X
Mrs. Luciano	X			
Mr. Yasunas	X			
Mr. Burdick	X			
Totals:	6	0	0	1

5. **Business Administrator Report**

- Copper and Lead Testing Update

6. **Public Comments - None**

7. **Correspondence - None**

8. **Subcommittee Discussion and Action Items**

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

8.01 **Ad Hoc** (Board Goals, Supt Goals/Personnel) – Ms. Crielly, Mr. French, Mr. Yasunas - Did not meet

8.02 **Budget and Finance** – Mr. French, Mr. Yasunas, Mrs. Homulak - met 7/17/17 (attachment)

**8.02.1 IDEA Grant Application**

**Resolved**, to approve the submission of the 2018 IDEA grant application and allocation of funds as follows:

Basic (Public)	\$66,086.00
Basic (Nonpublic)	\$10,758.00
Preschool (Public)	\$ 4,425.00

**Be it Further Resolved** to approve the submission of all amendments and/or carry-over amounts from the 2017 grant award. (There will be a nonpublic carry-over amount of unexpended FY17 funds).

Motion Crielly      Second Yasunas      By Voice Vote

Yes	No	Abstain	Absent
6	0	0	1

**8.02.2 Tuition Contract - Lebanon Township ESY Program**

**Resolved**, to approve a Special Education Tuition Contract Agreement between the Lebanon Township Board of Education (Receiving District) and the Franklin Township Board of Education (Sending District) for the 2017 Extended School Year (July 5 – August 10) for Student #9303861870 and Student #2135812138 in the amount of \$3,800.00 each. (Total of \$7,600.00).

Motion Crielly      Second Yasunas      By Voice Vote

Yes	No	Abstain	Absent
6	0	0	1

**8.02.3 Tuition Contract - Lebanon Township Regular School Year**

**Resolved**, to approve a Special Education Tuition Contract Agreement between the Lebanon Township Board of Education (Receiving District) and the Franklin Township Board of Education (Sending District) for the 2017-18 Regular School Year (September 1, 2017 – June 30, 2018) for Student #9303861870 and Student #2135812138 in the amount of \$15,000.00 each. (Total of \$30,000.00).

Motion Crielly      Second Yasunas      By Voice Vote

Yes	No	Abstain	Absent
6	0	0	1

**8.02.4 Tuition Contract - Lebanon Township Regular School Year**

**Resolved**, to approve a Special Education Tuition Contract Agreement between the Lebanon Township Board of Education (Receiving District) and the Franklin Township Board of Education (Sending District) for the 2017-18 Regular School Year (September 1, 2017 – June 30, 2018) for Student #4084851256 in the amount of \$22,600.00.

Motion Crielly      Second Yasunas      By Voice Vote

Yes	No	Abstain	Absent
6	0	0	1

**8.02.5 District Architect of Record**

**Resolved**, to appoint SSP Architects of Bridgewater, New Jersey as the District Architect of Record for the period of July 25, 2017 through June 30, 2018, on an as needed basis. **(attachment)**

Motion Crielly      Second Yasunas      By Voice Vote

Yes	No	Abstain	Absent
6	0	0	1

**8.02.6 Preschool Rates - 2017-2018**

**Resolved**, to approve the 2017-2018 Pre School Rates as follows:

**Half Day:** 8:20 - 11:30 a.m. (early drop off 8:10). Parents Provide transportation and a snack daily using the same calendar as the Elementary School Calendar. All families are billed in 10 equal monthly payments.

Pre School Programs	Rate	Billed per	Annual Price	Monthly Bill
1 half-days	\$22.36	Day	\$894	\$89.40
2 half-days	\$22.36	Day	\$1,789	\$178.90
3 half-days	\$22.36	Day	\$2,684	\$268.40
4 half-days	\$22.36	Day	\$3,578	\$357.80
5 half-days	\$22.36	Day	\$4,025	\$402.50

**Full Day:** 8:20 a.m. - 3:15 p.m. (early drop off 8:10). Parents provide transportation and a snack and full lunch daily. Pre-K student will have access to buy lunches in the school cafeteria, using the same calendar as the Elementary School Calendar. All families are billed in 10 equal monthly payments.

Pre School Programs	Rate	Billed per	Annual Price	Monthly Bill
1-day full-day Program	\$39.60	Day	\$1,584.00	\$158.40
2-day full-day Program	\$39.60	Day	\$3,168.00	\$316.80
3-day full-day Program	\$39.60	Day	\$4,752.00	\$475.20
4-day full-day Program	\$39.60	Day	\$6,336.00	\$633.60
5-day full-day Program	\$39.60	Day	\$7,128.00	\$712.80

Motion Crielly      Second Yasunas      By Voice Vote

Yes	No	Abstain	Absent
6	0	0	1

**8.02.7 Elementary and Secondary Education Act (ESEA) Grant**

**Resolved**, to approve the submission of the 2018 ESEA grant application and allocation of funds as follows:

Title I, Part A Basic	\$ 8,384
Title II, Part A	\$ 4,787
Title IV	\$10,000

**Be it Further Resolved** to approve the submission of all amendments and/or carry-over amounts from the 2017 grant award.

Motion Crielly      Second Yasunas      By Voice Vote

Yes	No	Abstain	Absent
6	0	0	1

**8.03 Communications** – Mr. Burdick, Mr. Cama, Ms. Crielly

**8.04 Curriculum & Education** – Mr. Burdick, Ms. Crielly, Mrs. Luciano

8.04.1 - Discussion and Approval of School Day - 2017-18 Schedule

(attachment)

Mr. Cama preferred schedule A, 8:10-3:25 with buses arriving by 8:15. He feels the 3:30 dismissal time will interfere with after school activities. He asked if starting later will rectify bus arrival times.

Discussion ensued regarding bus arrival times, time students are marked late; early drop-off; and homeroom interruption.

Public was polled - no one had an issue with a 3:30 dismissal.

**Resolved**, to approve Schedule B for the 2017-2018 school year with a start time of 8:15 a.m. and an end time of 3:30 p.m.

Motion French      Second Yasunas      By Voice Vote

Yes	No	Abstain	Absent
4	2	0	1

**8.05 Negotiations** – Mr. Cama, Mr. Yasunas, Mrs. Homulak - No update at this time.

**8.06 Policy** – Mr. Burdick, Mr. French, Mrs. Luciano

8.06.1 Revised Regulation

**Resolved**, to approve, after a second reading, the following revised regulation:

5131R	Code of Student Conduct
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Motion Crielly      Second Luciano      By Voice Vote

Yes	No	Abstain	Absent
6	0	0	1

**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 June 2017, which agree with each other and the bank.

**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 June 30, 2017 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 2016-2017 school year budget as per the attached list.

**9.01.4 Bill List**

9.01.4.1 **Approve** the June, 2017 bill list in the amount of \$561,348.09.

9.01.4.2 **Approve** the July, 2017 bill list in the amount of \$264,924.27.

**9.02 Education**

**No Consent Items**

**9.03 Personnel**

**9.03.1 Professional Development**

**Approve** the following professional day requests:

Date	Employee	Name of Professional Development Program	Registration Cost	Mileage Exp.
10/27/17	Jeffrey Weinhold	Rutgers 50 <sup>th</sup> Annual Literary Conference	\$180.00	\$24.80

**9.03.2 Substitute Personnel**

**Approve** the Substitute Personnel list for the 2017-2018 school year at the following rates:

- Teacher - \$100.00 per day (8:00 a.m. – 3:30 p.m.), 7.5 hours
- Secretary - \$100.00 per day (8:00 a.m. – 4:00 p.m.), 8 hours
- Paraprofessional - \$100.00 per day (8:00 a.m. – 3:30 p.m.), 7.5 hours
- Nurse - \$110.00 per day (8:00 a.m. – 3:30 p.m.) 7.5 hours
- Administrator - \$250.00 per day (8:00 a.m. – 4:00 p.m.) 8 hours
- All hourly rates calculated by dividing per diem rate by actual hours.

**9.04 Facilities**

**No Consent Items**

**RESOLVED**, upon the recommendation of the Superintendent, Dr. Carol Fredericks, to approve the above stated consent agenda items.

Motion by: Creilly

Seconded by: Yasunas

Roll Call Vote:

Name	Yes	No	Abstain	Absent
Mr. Cama	X			

Ms. Crielly	X			
Mr. French	X			
Mrs. Homulak				X
Mrs. Luciano	X			
Mr. Yasunas	X			
Mr. Burdick	X			
Totals:	6	0	0	1

10. **Board Matters/New Business**

10.01 **Resolved**, to ratify approval of the Board President signing all individual district employee contracts on July 10, 2017.

Motion Crielly	Second Luciano	By Voice Vote	Yes 6	No 0	Abstain 0	Absent 1
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11. **Executive Session**

11.01 Adopt the Following Resolution - 7:35 p.m.

**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 July 24, 2017 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. The board of expects to return to public session in approximately 30 - 45 minutes. Action will be taken.

Motion Crielly	Second Yasunas	By Voice Vote	Yes 6	No 0	Abstain 0	Absent 1
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11.02 **Resolved**, to return to Open Public Session at 8:21 p.m..

Motion Luciano	Second Cama	By Voice Vote	Yes 6	No 0	Abstain 0	Absent 1
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12. **Personnel - All resolutions are upon the recommendation of the Superintendent.**

12.01 **Resolved** to approve the following *corrected* salaries for bargaining unit personnel for the 2017-2018 school year:

	2017-18	2017-18	2017-18
<u>Staff Member</u>	<u>Base Salary</u>	<u>Longevity</u>	<u>Total Salary</u>
Brokaw, Karen	\$60,167.92	\$1,250.00*	\$61,417.92
Nombre, Jaclyn	\$61,192.92	\$0.00	\$61,192.92
Browning, Donna	\$85,940.02	\$3,000.00	\$88,940.02

\*Effective 10/26/17

Motion by: Crielly                      Seconded by: Yasunas

Roll Call Vote:

Name	Yes	No	Abstain	Absent
Mr. Cama	X			
Ms. Crielly	X			
Mr. French	X			
Mrs. Homulak				X
Mrs. Luciano	X			
Mr. Yasunas	X			
Mr. Burdick	X			
Totals:	6	0	0	1

12.02 **Resolved** to approve Cindy Keiper as a substitute bus driver for the 2017 extended school year (7/3/17 - 8/10/17) at an hourly rate of \$21.50, not to exceed \$500.00. (Ms. Keiper is a bus driver for HCESC).

Motion by: Crielly

Seconded by: Yasunas

Roll Call Vote:

Name	Yes	No	Abstain	Absent
Mr. Cama	X			
Ms. Crielly	X			
Mr. French	X			
Mrs. Homulak				X
Mrs. Luciano	X			
Mr. Yasunas	X			
Mr. Burdick	X			
Totals:	6	0	0	1

12.03 **Resolved** to appoint Antonio Rojas as a summer/seasonal custodial helper, beginning on or about July 10, 2017 through June 30, 2018, as needed, at an hourly rate of \$10.00, not to exceed \$3,000.00, upon completion of criminal background check.

Motion by: Crielly

Seconded by: Yasunas

Roll Call Vote:

Name	Yes	No	Abstain	Absent
Mr. Cama	X			
Ms. Crielly	X			
Mr. French	X			
Mrs. Homulak				X
Mrs. Luciano	X			
Mr. Yasunas	X			
Mr. Burdick	X			
Totals:	6	0	0	1



12.04 **Resolved** to appoint the following individuals for the stipend positions listed below for the 2017-2018 school year.

Athletic Director – Hunter Timko	\$2,649.00
Girls Basketball Coach – Hunter Timko	\$2,495.00
Boys Basketball Coach – Mark Mandelburg	\$2,495.00
Baseball Coach – Hunter Timko	\$1,965.00
National Junior Honor Society – Kate Paquette	\$1,210.00
Yearbook Advisor - Lindsay Gooditis & Karen Brokaw	\$2,368.00 (split)
Student Council Advisor - Jennifer St. Laurent	\$2,495.00
Theater/Drama Club - Lindsay Gooditis	\$1,300.00

Motion by: Crielly                      Seconded by: Yasunas

Roll Call Vote:

Name	Yes	No	Abstain	Absent
Mr. Cama	X			
Ms. Crielly	X			
Mr. French	X			
Mrs. Homulak				X
Mrs. Luciano	X			
Mr. Yasunas	X			
Mr. Burdick	X			
Totals:	6	0	0	1

12.06 **Resolved**, to accept, with regret, the resignation of Jon Hanson, Spanish Teacher, effective July 13, 2017.

Motion Crielly      Second Yasunas      By Voice Vote

Yes	No	Abstain	Absent
6	0	0	1

12.07 **Resolved**, to appoint Pamela Kissoon as full time maternity leave replacement Pre-KD Teacher, non tenure track position, from August 21, 2017 through anticipated end date of January 31, 2018 at the salary of \$57,555.06, to be prorated, with benefits per contract, subject to completion of criminal background check. (Position Control # TCH-SCH-SPED-MG-01, Account # 60-105-100-000-000, 11-216-100-000-000).

Motion by: Crielly                      Seconded by: Yasunas

Roll Call Vote:

Name	Yes	No	Abstain	Absent
Mr. Cama	X			
Ms. Crielly	X			
Mr. French	X			
Mrs. Homulak				X
Mrs. Luciano	X			

Mr. Yasunas	X			
Mr. Burdick	X			
Totals:	6	0	0	1

12.08 **Resolved**, to appoint Emily Kastner as the full time music teacher, tenure track, at the salary of \$57,555.06 with benefits per contract for the 2017-2018 school year, subject to completion of criminal background check. (Position Control # TCH-SCH-MUS-MG-01, Account # 11-130-100-101-001-000, 11-120-100-101-001-000, 11-100-100-101-001-000). Contingent upon an updated NJ Certification verification by 8/4/17.

Motion by: Crielly                      Seconded by: Yasunas

Roll Call Vote:

Name	Yes	No	Abstain	Absent
Mr. Cama	X			
Ms. Crielly	X			
Mr. French	X			
Mrs. Homulak				X
Mrs. Luciano	X			
Mr. Yasunas	X			
Mr. Burdick	X			
Totals:	6	0	0	1

12.09 **Resolved**, to appoint Katrina Mani as full time School Nurse, tenure track, at the salary of \$57,555.06 with benefits per contract for the 2017-2018 school year, subject to completion of criminal background check. (Position Control #NRS-SC-NURS-NA-01, Account # 11-000-213-100-001-000). Contingent upon producing a valid NJ School Nurse Certificate by 8/4/17.

Motion by: Crielly                      Seconded by: Yasunas

Roll Call Vote:

Name	Yes	No	Abstain	Absent
Mr. Cama	X			
Ms. Crielly	X			
Mr. French	X			
Mrs. Homulak				X
Mrs. Luciano	X			
Mr. Yasunas	X			
Mr. Burdick	X			
Totals:	6	0	0	1

12.10 **Resolved**, to appoint Catherine Lehner, as full time School Counselor (Guidance), tenure track, at the salary of \$59,646.27 with benefits per contract for the 2017-2018 school year subject to completion of criminal background check. (Position Control # SPT-SC-GUID-NA-01,

Account # 11-000-218-104-000-000). Contingent upon an updated NJ Certification verification by 8/4/17.

Motion by: Crielly

Seconded by: Yasunas

Roll Call Vote:

Name	Yes	No	Abstain	Absent
Mr. Cama	X			
Ms. Crielly	X			
Mr. French	X			
Mrs. Homulak				X
Mrs. Luciano	X			
Mr. Yasunas	X			
Mr. Burdick	X			
Totals:	6	0	0	1

**13. Public Comments**

Mrs. Cullen asked the name of the new music teacher.

Mrs. Sutton commented on buses arriving on time.

Mrs. French - Followed up on idea presented at last meeting with faculty on exit survey. She gave a copy to Dr. Fredericks.

Mrs. Mani said thank you for her appointment as school nurse.

Mr. Witkowski commented on the need to hire an Architect and suggested hiring an Engineer instead. He also suggested the use of a log for Bus C.

Mrs. Brunner commented on Bus G being late and, at times, passes her driveway.

**Resolved**, to approve the dates for Back to School Nights as follows:

September 13, 2017 - Grades PK-5 6:30 - 8:30 p.m.

September 14, 2017 - Grades 6-8 6:30 - 8:30 p.m.

Motion: Luciano Second: Yasunas By Voice Vote

Yes	No	Abstain	Absent
6	0	0	1

**14. Adjournment**

14.01 **Resolved**, to Adjourn from the Public Meeting at 8:41 p.m.

Motion: French Second: Crielly By Voice Vote

Yes	No	Abstain	Absent
6	0	0	1

Respectfully submitted,

Certified by,

Patricia Martucci  
Board Secretary

George Burdick  
Board President