

FRANKLIN TOWNSHIP BOARD OF EDUCATION
Quakertown, New Jersey 08868
REGULAR MEETING
February 27, 2017

I. Call to Order – - Mr. Burdick, President called the meeting to order at 6:30pm.

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.

II. 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. Carol Fredericks, Superintendent; Ms. Patricia Martucci, SBA/BS

III. Flag Salute – Mr. Burdick led all assembled in the Pledge of Allegiance.

Motion by Mr. French, seconded by Ms. Crielly, to modify the agenda, moving the presentations to the end of the meeting. Motion carried by unanimous voice vote of members present.

IV. Resolved, to approve the following minutes:

- January 9, 2017 – Reorganization Meeting
- January 23, 2017 – Regular Meeting
- January 23, 2017 – Executive Session
- February 8, 2017 – Special Meeting
- February 8, 2017 – Executive Session

(att. V.)

Motion Crielly Second Cama By Voice Vote

Yes 5	No 0	Abstain 1 (T.F.) 1/23 & 2/8	Absent 1
----------	---------	-----------------------------------	-------------

V. Superintendent’s Report - Dr. Carol Fredericks

A. Information/Discussion Items:

1. Superintendent Report
2. Student Delegate Report
 - a. Lunch is better with options.
 - b. Electives – Advisory period is good for homework.
 - c. No decision has been made on 8th grade dance.

- (att. VI.A.3)
3. Enrollment - 295
 4. Tardy Report - Update Goal 2a; 2b - Well ahead of last year.
 5. Staff Attendance - 94.5% for the month of January.
 6. Kindergarten Round Up - 3/21 and 3/23.
 7. Pre K is full with waiting list for 2017-2018.
 8. ESSA letter sent out to staff and parents.
 9. Talent Show - May 25, 2017
 10. PARCC Testing letter sent with dates.
 11. Virtual High School - 3 students signed up.
 12. Welcome Letter - sent to new teachers.
 13. Science Fair - May 23, 2017 - letters sent out.
 14. PTA Update
 - Next Meeting - March 2, 2017
 - Clothing Drive - April 30, 2017
 - Mother's Day Plant Sale - May 12, 2017
 15. Important Dates to Remember
 - March 2 - Read Across America
 - March 29 - May 17, 2017 - PARCC Testing
 16. HIB Policy 5131.1 - Community Input and Board Training
 - M. *Harassment, Intimidation, and Bullying Training and Prevention Programs*

The Superintendent and Principal(s) shall provide training on the school district's Harassment, Intimidation, and Bullying Policy to school employees, contracted service providers, and volunteers who have significant contact with pupils. The training shall include instruction on preventing bullying on the basis of the protected categories enumerated in N.J.S.A. 18A:37-14 and other distinguishing characteristics that may incite incidents of discrimination, harassment, intimidation, or bullying. The school district's employee training program shall include information regarding the school district's Policy against harassment, intimidation, or bullying, which shall be provided to full-time and part-time staff members, contracted service providers, and school volunteers who have significant contact with pupils.

Each public school teacher shall be required to complete at least two hours of instruction in harassment, intimidation, and bullying prevention in each professional development period as part of the professional development requirement pursuant to N.J.S.A. 18:37-22.d.

The required two hours of suicide prevention instruction for teaching staff members shall include information on the relationship between the risk of suicide and incidents of harassment, intimidation, or bullying in accordance with the provisions of N.J.S.A. 18A:6-112.

Board members shall be required to complete a training program on harassment, intimidation, and bullying in accordance with the provisions of N.J.S.A. 18A:12-33.

The school district shall annually observe a "Week of Respect" beginning with the first Monday in October. In order to recognize the importance of character education, the school district will observe the week by providing age-appropriate instruction focusing on the prevention of harassment, intimidation, and bullying as defined in N.J.S.A. 18A:37-14. Throughout the school year the district will provide ongoing age-appropriate instruction on preventing harassment, intimidation, or bullying, in accordance with the Core Curriculum Content Standards, pursuant to N.J.S.A. 18A:37-29.

The school district will annually establish, implement, document, and assess harassment, intimidation, and bullying prevention programs or approaches, and other initiatives in consultation with school staff, pupils, administrators, volunteers, parents or guardians, law enforcement, and community members in accordance with the provisions of N.J.S.A. 18A:37-17 et seq.

VI. Business Administrator Report

- A. Solar Update
- B. NJSBA Workshop 10/23/17 – 10/26/17
- C. HVAC Upgrades (2017-2018 Budget)
- D. Use of Facilities – Vendor Invoice Aging

Motion by Mr. French, seconded by Mr. Yasunas, to approve the following terms and conditions regarding past due invoices for use of facilities: Organizations with invoices over 60 – 90 days past due, no additional requests will be granted until paid, and any future use will require a deposit.

Motion carried by unanimous voice vote of members present.

- E. Preschool Tuition Rate – 2017-2018
- F. Gym Floor

Resolved, to accept the following quotations received for repair of gymnasium floor:

Company Name	Cost
Mathusek Sport Flooring	\$3,284.00
Classic Sport Floors	\$3,270.00

Be it Further Resolved to award a contract to Mathusek Sport Flooring in the amount of \$3,284.00 to make repairs to the gymnasium floor.

Motion French	Second Cama	By Voice Vote	Yes 6	No 0	Abstain 0	Absent 1
---------------	-------------	---------------	----------	---------	--------------	-------------

VII. 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.

Mrs. Cullen commented regarding the 2017-2018 school calendar. Many staff members don't think the BOE is listening and just want to sync with the high school. Dr. Fredericks commented that she only received 6 responses from staff members. Five of the responses were negative. Board does solicit staff opinion; without responses the board doesn't know concerns. Mr. Burdick said that it is imperative that staff reply to requests sent out by Dr. Fredericks.

Mrs. Forbes inquired as how to get involved with policy for student council, etc. and how students are penalized for infractions (minor vs. major). Many students excluded from NJHS due to a minor. Handbook of "minors" includes running, etc., yet G.T. students don't have same policy.

Mr. French indicated that the policy committee is currently reviewing both policy and handbook to make it consistent.

Mrs. Forbes said she believes teachers are not consistent with write-ups. In her opinion, some issue minors and some do not.

Mr. Turner commented on the number of Spanish teachers this year.

VIII. Subcommittee Updates

- A. Negotiations – Mr. Cama, Mr. Yasunas, Mrs. Homulak – Mr. Cama reported that the next meeting with the QEA is March 8, 2017.
- B. Policy – Mr. Burdick, Mr. French, Mrs. Luciano – met 2/22/17 – Mr. Burdick reported that policy and handbook don't align and committee is working to align sports, student council, and NJHS.
- C. Budget & Finance – Mr. French, Ms. Homulak, Mr. Yasunas – met 2/13/17 (att. IX.C.)
- D. Curriculum – Mr. Burdick, Ms. Crielly, Mrs. Luciano – met 2/22/17
- E. Communications – Mr. Burdick, Mr. Cama, Ms. Crielly – met 2/22/17
- F. Ad Hoc – Board Goals, Supt Goals/Personnel – Ms. Crielly, Mr. French, Mr. Yasunas – no meeting

IX. Correspondence

- Juan Torres, Interim Executive County Superintendent, Mid-Year Budget Review (att. X.)

X. 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.

A. BUSINESS

1. SECRETARY/TREASURER'S REPORTS

Approve the Secretary/Treasurer's Reports submitted for the month ending January 2017, which agree with each other and the bank.

(att. XI.A.1)

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 January 31, 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.

3. TRANSFER OF FUNDS

Approve the transfer of uncommitted funds within the 2016-2017 school year budget as per the attached list. (att. XI.A.3.)

4. **Approve** the February, 2017 bill list in the amount of \$1,081,778.34. (att. XI.A.4.)

B. EDUCATION

1. **Approve** the following field trips:

Group	Location	Date
Grade 7	The Franklin Institute	April 12, 2017
Grade 8	Dorney Park	June 1, 2017 (Rain Date 6/8/17)
Grade 5	Sterling Mineral Mine Museum	April 27, 2017
Grade 1	Crayola Factory	June 7, 2017

(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.)

(att. XI.B.1.)

C. PERSONNEL

1. **Approve** the following professional day requests:

Date	Employee	Name of Professional Development Program	Registration Cost	Mileage Exp.
3/2/17	Leslie McCusker	NJSBA Technology Conference	\$ 99.00	\$ 19.53
3/16/17	Kimberly Schuler	NJASBO Meeting	0	\$ 31.43
3/14/17 & 3/15/17	Jaclyn Nombre	Wilson Language Just Words Training	\$125.00	\$ 6.82
3/14/17 & 3/15/17	Jen St. Laurent	Wilson Language Just Words Training	\$125.00	\$ 6.82
3/14/17 & 3/15/17	Dave Giantisco	Wilson Language Just Words Training	\$125.00	\$ 6.82
2/28/17	Steven H. Timko	2017 NJAHPERD Convention	\$ 70.00	\$ 44.39
5/19/17	Lindsay Gooditis	NJASECD 10 th Annual Statewide Conference	\$ 85.00	\$ 16.74

2. **Approve** the following course application:

- Karen Gerth, Social Issues for Children with Special Needs, Centenary College, Spring 2017, Amount of Reimbursement - \$802.80 (att. XI.C.2.)

D. FACILITIES

1. Approve the following use of facility requests:

Name of Group	Purpose	Location	Days/Dates	Time
Franklin Township Rec (Pending account is current prior to 3/15/17)	Summer Rec	Gym, Cafeteria, Fields, Classrooms	Mon. - Fri., July 10 - 21, 2017	8:30 am - 12:30 pm
Hunterdon Hoops	Tournament	Gym	April 22 & 23, 2017	7:00 am - 8:00 pm
Cub Scout Pack 108	Pack Meetings	APR/Theater	3 rd Thursday Month through June	6:00 pm - 7:00 pm
Rural Awareness	Open House	Schoolhouse	Mon., May 29, 2017	10:00 am - 1:00 pm
PTA	Read Across America Dr.Seuss Breakfast	Cafeteria	Thurs, March 2, 2017	6:30 am - 9:00 am
PTA Booster Club	Sports Banquet	Cafeteria	Wed, May 31, 2017	4:15 pm - 8:30 pm
National Psoriasis Foundation	Cycling Event Rest stop	Parking Lot	Fri, May 19, 2017 Sat, May 20, 2017	Set up - evening 6:00 am - 6:00 pm
PTA	Fun Fair	Fields and Grassy Area behind School	Tues., June 6, 2017 (Rain Date 6/13/17)	8:00 am - 3:00 pm

(att. XI.D.1.)

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

Motion Crielly

Second Yasunas

Roll Call Vote

Name	Yes	No	Abstain	Absent
Cama	X			
Crielly	X			
French	X			
Homulak				X
Luciano	X			
Yasunas	X			
Burdick	X			
Totals	6	0	0	1

XI. Discussion & Action Agenda

All resolutions are upon the recommendation of the Superintendent.

A. EDUCATION

1. Action Items:

- a. **Resolved**, to approve the following student from Raritan Valley Community College to be placed with the following teachers for field experience for the Spring semester.

Abigail Kolvites - Mrs. Kocsi - Grade 2

Motion Crielly Second Yasunas By Voice Vote

Yes 6	No 0	Abstain 0	Absent 1
----------	---------	--------------	-------------

- b. **Resolved**, to approve The College of New Jersey student teacher, Jenna McCarty to be placed with Minga Cullen, for six weeks during the Spring 2017 semester.

Motion Crielly Second Yasunas By Voice Vote

Yes	No	Abstain	Absent
6	0	0	1

- c. 2017-2018 School Calendar

Resolved, to approve the 2017-2018 School Calendar.

Motion Crielly Second Yasunas By Voice Vote

Yes	No	Abstain	Absent
4	1(TF)	1 (GB)	1

B. BUSINESS/FINANCE

1. Action Item:

- a. **Resolved**, to accept 2016-2017 NCLB Title III funds in the amount of \$727.00 through the Consortium hosted by the Readington Township Board of Education. (20-241-100-600-000).

Motion Crielly Second Yasunas By Voice Vote

Yes	No	Abstain	Absent
5	0	1 (Crielly)	1

C. FACILITIES

No Action Items

D. TRANSPORTATION

No Action Items

E. POLICY

No Action Items

F. OTHER MATTERS

- 1. Rice Notice Law – Dr. Fredericks explained the new law to the Board. Clarification has been requested from counsel.

G. NEW BUSINESS

- 1. Awning – We are waiting for price clarification. Mrs. Crielly asked if we can change the parent pick up dismissal procedure. Dr. Fredericks said that we can look at it, but may not have adequate parking.

XII. Board Matters

A. SRO – Can we afford it?

Mr. Burdick was unable to obtain any sample contracts. The SRO would need a secure room/office for a gun cabinet. Mr. Burdick questioned if \$40,000 salary is enough. Revenue neutral is necessary.

Mr. French said it will depend on other choices we make in the budget to be discussed at next budget meeting. He requested a 0% budget and 2% budget increase comparison.

Mrs. Luciano suggested part time, class 3 SRO; or a walk-through officer at no cost to the BOE.

- B. Forgo sub-committees, and move back to 2 meetings a month?
 Mrs. Luciano – Some Committees need to meet separately, some don't need to meet.
 Mr. Burdick – Discussed going back to Board of Whole.
 Mr. French – does not support Board of Whole; feels we should give committees a chance.
 Consensus was to keep sub committees.
- C. Reconfiguration of meeting agenda to conform with sub-committee vetting?
 - Change agenda to go with format.
- D. LED Sign – the following points were discussed:
 - Turn sign in other direction?
 - Apply for a variance anytime.
 - Firehouse has LED temporary sign?
 - Why do we need it? Land use board will ask.
- Consensus was not to move forward with the sign.
- E. Sub-committee meetings will be held as follows:
 • First Monday of the Month
 6:00 p.m. - Budget & Finance
 7:00 p.m. – Policy
 • First Tuesday of the Month
 6:00 p.m. - Communications
 7:00 p.m. - Curriculum

XIV. Personnel

- A. Action Items:
All resolutions are upon the recommendation of the Superintendent.

1. **Resolved**, to approve Steven Hunter Timko to write Health and Physical Education Curriculum at the hourly rate of \$35.00 not to exceed 23 hours plus 45 minute presentation.

Motion Crielly

Second French

Roll Call Vote

Name	Yes	No	Abstain	Absent
Cama	X			
Crielly	X			
French	X			
Homulak				X
Luciano	X			
Yasunas	X			
Burdick	X			
Totals	6	0	0	1

2. **Resolved**, to approve the following prorated stipend positions for the 2016-2017 school year.

Kate Paquette – NJHS Advisor – (Sept-January) - \$592.50

Jennifer St. Laurent – NJHS Advisor (February-June) - \$592.50

Motion Crielly

Second Yasunas

Roll Call Vote

Name	Yes	No	Abstain	Absent
Cama	X			
Crielly	X			
French	X			
Homulak				X
Luciano	X			
Yasunas	X			
Burdick	X			
Totals	6	0	0	1

3. **Resolved**, to approve the voluntary transfer of Patrick Smith effective February 13, 2017, from Computer to Art.

Teacher	From Position Control #	To Position Control #	FTE	Expense Account	Salary	Total Salary
Patrick Smith	TCH-SCH-COMP-MG-01 Computer Teacher	TCH-SCH-ART-MG-01 Art Teacher	0.4	11-130-100-101-001-000	23,480.17	
Patrick Smith	TCH-SCH-COMP-MG-01 Computer Teacher	TCH-SCH-ART-MG-01 Art Teacher	0.5	11-120-100-101-001-000	29,350.20	
Patrick Smith	TCH-SCH-COMP-MG-01 Computer Teacher	TCH-SCH-ART-MG-01 Art Teacher	0.1	11-110-100-101-001-000	5,870.04	58,700.41

Motion Crielly

Second French

Roll Call Vote

Name	Yes	No	Abstain	Absent
Cama	X			
Crielly	X			
French	X			
Homulak				X
Luciano	X			
Yasunas	X			
Burdick	X			
Totals	6	0	0	1

4. **Resolved**, to approve Chris Schrenk as Coordinator for the 2017 Summer Fun Program at the stipend of \$2,100 (25 hours per week administrative during the 2 week program, plus 20 hours “set-up”; \$30.00 per hour), pending sufficient response of program proposals needed to run the program.

Motion Crielly

Second Yasunas

Roll Call Vote

Name	Yes	No	Abstain	Absent
Cama	X			
Crielly	X			
French	X			
Homulak				X
Luciano	X			
Yasunas	X			
Burdick	X			
Totals	6	0	0	1

5. **Appointment of replacement computer teacher**

Dr. Fredericks said she scored the highest on the rubric and has good skills. She was also involved in extra curricular and volunteer activities that would benefit students.

RESOLVED, to hire Elisabeth Alexander as replacement computer teacher beginning on March 6, 2017 through June 30, 2017 at the substitute rate of \$100.00 per day for the first 20 days, then to be placed on the salary guide 2016-2017 BA, \$57,555.06, with benefits, to be prorated for actual days served. Position Control Number TCH-SCH-COMP-MG-01 charged to Account Numbers 11-130-100-101-001-000, 11-120-100-101-001-000, 11-110-100-101-001-000. (att. XIV.A.5.)

Motion Crielly

Second French

Roll Call Vote

Name	Yes	No	Abstain	Absent
Cama	X			
Crielly	X			
French	X			
Homulak				X
Luciano	X			
Yasunas	X			
Burdick	X			
Totals	6	0	0	1

XV. **Public Comments- Privilege of the Floor (3 minutes) - None**

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.

XVI. Executive Session – 8:52 p.m.

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 February 27, 2017 for the purpose of discussing student matter and redistribution of administrative duties. 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 return to Public Session in approximately 1 hour.

Motion Crielly Second French By Voice Vote

Yes	No	Abstain	Absent
6	0	0	1

XVII. Resolved, to return to Open Public Session at 10:23 p.m.

Motion Yasunas Second French By Voice Vote

Yes	No	Abstain	Absent
6	0	0	1

Motion by Mrs. Crielly, seconded by Mr. French, to move the presentations to the next board meeting. Motion carried by unanimous voice vote of members present.

XVIII. Resolved, to Adjourn from the Public Meeting at 10:24 p.m.

Motion French Second Cama By Voice Vote

Yes	No	Abstain	Absent
6	0	0	1

Respectfully submitted,

Certified by,

Patricia Martucci
Board Secretary

George Burdick
Board President

Minutes, Special Meeting, Executive Session 02-27-17

**FRANKLIN TOWNSHIP BOARD OF EDUCATION
EXECUTIVE SESSION
February 27, 2017**

Present: Mr. Burdick, Mr. Cama, Mr. French, Mrs. Luciano, Mr. Yasunas, Mrs. Crielly.

Absent: Mrs. Homulak

Also Present: Dr. Fredericks, Superintendent; Ms. Martucci, Board Secretary

Executive Session began at 8:52 .pm.

The Board discussed the following items as allowed under the "Sunshine Law":

Pupil Matters

A parent of a sixth grade student was present to express his concerns regarding the disciplinary decisions regarding an incident that occurred involving his son. Parent feels that the discipline is excessive. Parent requested that "majors" be changed to "minors".

After much discussion between the Board, Superintendent, and the parent, the consensus was to let the decision stand. Any further infractions are to be reviewed by Dr. Fredericks on a case-by-case basis.

Policies are being reviewed for clarification.

Personnel Matters

The redistribution of duties with supplemental income for the Executive Secretary was discussed. The Board feels that due to the fact that the job description includes "Assists in any other duties assigned by the Chief School Administrator," no supplemental income is necessary.

Executive Session concluded at 10:23 pm.

Respectfully submitted,

Patricia A. Martucci
Board Secretary

Certified by,

George Burdick
Board President