

FRANKLIN TOWNSHIP SCHOOL
NEW JERSEY 08868
Board of Education

REGULAR MEETING MINUTES
May 9, 2011

I. Call to Order - 8:00 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 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 April 11, 2011.

II. Roll Call - Raelene Catterson, SBA/BS

G. Burdick	X _____	C. Crielly	X _____	C. Ewing	X _____
J. Foran	X _____	K. Lundgren	X _____	R. Masino	X _____
C. Piparo	X _____	T. Schultz	X _____	K. Weiss	X _____

III. Flag Salute

IV. Construction Update

Jim Foran read Dave Tillou's report. The low voltage wiring was discussed. Quotes received ranged from \$31,000 to \$240,000. This was removed from the project during negotiation stage, but it makes sense to install the wires now. Possibly REAP Grant funds may be used.

V. Subcommittee Updates and Assignments

Motion to establish the following committees:

- A. Building & Grounds
- B. Negotiations
- C. Steering Committee
- D. Policy
- E. Finance
- F. The Wall Committee

VI. Correspondence

- Porzio, Bromberg, Newman, P.C. - Mr. Burdick wants to see the invoice for legal services for April to see if we are charged for this letter.
- North Hunterdon-Voorhees Regional High School District
- Letter from the Fire Department to Chris Piparo

VII. Public Comments

- Mrs. Burdick - Policy still operates as Board of the Whole
- Mr. Foran - The low voltage wiring was not in signed contract
- Mr. Dahan
 - Has had discussions with Trenton on what happens if we run out of money
 - Welcomed new Board members. He feels Mr. Burdick is educated, dedicated and to give him the benefit of the doubt, despite his excitability.
 - Due to the letter to The Democrat he can no longer give Mr. Piparo the benefit of the doubt. He used "we" in the letter. He feels the budgets will not pass with Mr. Piparo as chairperson and suggests that he resign from Chairman of the Board.
- Nancy Vodrasko - Letter reflected poorly on the Board
- Mr. Vodrasko - Asked why the low voltage wiring was taken out. Mr. Foran said that Dave Tillou felt he could make a better deal later.
- Mr. Burdick - Referenced policy 9130 - Board of a Whole. The motion done earlier to establish committees is correct.

VIII. 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. EDUCATION

No consent items

B. PERSONNEL

1. Retroactively approve the following professional day request:
 - Lenore Tigue, Math Articulation, May 4, 2011, mileage reimbursement- \$5.58.

C. FACILITIES

1. **Approve** the following use of facility request:
 - Quakertown Fire Company, Memorial Day Program, Front Lawn, May 30, 2011, 8:30 - 10:00 a.m.

D. BUSINESS

1. **Approve** the 2011-2012 CAP Grant Application as follows:
 - Pre K-6 - \$428.00 of which \$128.40 is district funded.
 - Teen CAP - \$382.00 of which \$114.60 is district funded.
2. **Approve** the payment of \$800.00 (check #1505) to the Hunterdon County Soil Conservation District for Assessment for Inspections. **(Tabled for Discussion)**

E. POLICY

No consent items

F. OTHER MATTERS

No consent items

G. Motion to approve the above stated consent agenda items. Mr. Burdick requested that Item D.2. be removed for discussion.

Moved: Mr. Foran Second; Mr. Schultz Motion Carried 9-0

G. Burdick	Yes _____	C. Crielly	Yes _____	C. Ewing	Yes _____
J. Foran	Yes _____	K. Lundgren	Yes _____	R. Masino	Yes _____
C. Piparo	Yes _____	T. Schultz	Yes _____	K. Weiss	Yes _____

IX. Mr. Burdick asked if the payment to the Hunterdon County Soil Conservation District was removed and wanted to ensure that we were not making a duplicate payment. Dr. Harttraft stated that it was removed for review. Mr. Foran explained that the charge was for extra visits due to the excess rain.

Motion to approve the payment of \$800.00 (check #1505) to the Hunterdon County Soil Conservation District for Assessment for Inspections.

Moved: Mr. Burdick Second: Mr. Masino Motion Carried

IX. Discussion & Action Agenda

A. EDUCATION: Superintendent’s Report - Dr. Chrys Harttraft

1. Informational Items:

- a. Enrollment - 311
- b. School Choice Update - New form on DOE Website. If the student is not enrolled, we can not certify. There is still a potential for 12 students attending another choice district. This will not effect the 10% per grade level limit, all are within limit.
- c. Budget Update - Dr. Harttraft met on Thursday with the Township Liaisons. They can certify our budget as is or tell us where to make cuts. We just need to certify the amount 10 days after the township passes a budget resolution.
- d. QSAC 6 month review - Dr. Harttraft explained that County did a six month review on the Governance and Personnel sections of QSAC and we received passing scores in both Areas. Mr. Weiss thanked the administration for all of their work done to accomplish this.
- e. Testing - the next three weeks consists of Grades 3-8 NJASK Testing and make-ups. Efforts to modify construction schedule were underway to ensure quiet in the buidling.
- f. Graduation - We are redoing the old APR. We could possibly have graduation in the old APR and have a screen in the new APR for overflow. Other possibilities are having graduation outdoors with a tent or off-site. Building and Grounds committee will work with the Superintendent and Business Administrator on this issue.

B. FACILITIES

No action items

C. BUSINESS

1. Action Item:

- a. **Motion** to advertise for bids for the low voltage wiring in the new construction area, upon review of the specifications by Dave Tillou with the Building & Grounds Committee.

Moved Mr. Foran

Second Mrs. Ewing

Motion Carried 9-0

D. TRANSPORTATION

No action items

E. POLICY

- 1. Revised policy #1330 Use of Facilities to be inserted in policy books.

F. OTHER MATTERS

- 1. Items from Reorganization Meeting that were tabled:

B. Adopt Policy Manual

RESOLVED that the Board of Education readopt all current written policies, by-laws and regulations in the official Policy Manual of the Franklin Township School District from the date of the Organization Meeting until the Organization Meeting in the next calendar year unless modified and adopted by the Board of Education in accordance with those applicable policies, by-laws and/or regulations.

Moved: Mr. Foran

Second Mrs. Ewing

Motion Carried 9-0

C. Approve Annual Meeting Schedule

Mr. Foran discussed if the Board can meet once a month, starting the meetings at 7:00 p.m., getting the packets earlier, possibly electronically. Mr. Burdick is not in favor of one meeting per month. The Board will revisit this in September.

RESOLVED that the Board of Education will hold its regular business meetings on the 2nd and 4th Monday of each month at 7:30 p.m. for the 2011/2012 school year unless otherwise stated as per the attached schedule. Meetings will be held at Franklin School located at 226 Quakertown Road.

Moved: Mr. Foran

Second: Mr. Burdick

Motion Carried 7-2
(Foran, Lundgren)

D. Adopt Curriculum

RESOLVED that the Board of Education readopt all current written curriculum, textbooks, workbooks, and ancillary materials of the district for grades K-8 for the period from the date of this Organization Meeting until the Organization Meeting of the next calendar year, unless modified upon recommendation of the Superintendent and adopted by the Board of Education.

Moved: Mr. Burdick Second: Mrs. Ewing Motion Carried 9-0

E. Approve Handbooks

RESOLVED that the Board of Education approve all present handbooks in effect until modified upon the recommendation of the Superintendent and adopted by the Board of Education.

Moved: Mr. Foran Second: Mr. Schultz Motion Carried 9-0

F. RESOLVED that the following individuals or firms be appointed/ reappointed for the 2011/2012 school year:

Board Secretary	Raelene Catterson
Treasurer of School Monies	Ronald Mathews
Attendance Officer	Chrys Harttraft
Affirmative Action Officer	Chrys Harttraft
Public Agency Compliance Officer	Raelene Catterson
Designated Person (AHERA & RTK)	Raelene Catterson
504 Compliance Officer	Chrys Harttraft
Custodian of Records	Raelene Catterson
Integrated Pest Management Coordinator	Rosalie Mancino
Student Accident Insurance Carrier	Bollinger, Inc.
Construction Manager	DEI, Inc.
Architect of Record	Frank Joseph Bell

Moved: Mr. Foran Second: Mr. Burdick Motion Carried 9-0

H. Appoint Health Benefit Agent

RESOLVED that the Board of Education appoint Willis as the Health Benefit Agent for the 2011/2012 school year.

Moved: Mr. Burdick Second: Mr. Foran Motion Carried 9-0

I. Appoint District Auditor

RESOLVED that the Board of Education appoint William Colantano, Jr. CPA, Public School Accountant as the Auditor for the Franklin Township School District for the 2011-2012 school year upon his acceptance not to exceed \$15,000.

Moved: Mr. Burdick Second: Mr. Foran Motion Carried 9-0

J. Appoint Board Attorney

RESOLVED that the Board of Education, appoint Porzio, Bromberg & Newman, P.C. as Board Attorney for the Franklin Township School District for the 2011-2012 school year pursuant to their contract. (Inquire about a possible lower rate.)

Moved: Mr. Burdick Second: Mr. Foran Motion Carried 9-0

K. Appoint School Physician

RESOLVED, that the Board of Education appoint Ronald M. Frank as the School Physician for the Franklin Township School District for the 2011/2012 school year at an annual fee not to exceed \$1,500 which is the same as last year.

Moved: Mr. Foran Second: Mr. Weiss Motion Carried 9-0

L. Designation Of Bank Depositories

RESOLVED that the following Financial Institutions be designated as approved depositories for the Franklin Township School District funds and that the Financial Institutions be required to be insured by either the SLIC or the FDIC and/or as required by both Federal and State statutes:

Bank of America
Investors Bank
State of New Jersey Cash Management Fund

BE IT FURTHER RESOLVED that the following warrant signatures be approved:

- General Account - (3) President, Board Secretary, Treasurer
- Payroll/Agency Account - (1 of 2) Board Secretary, Treasurer
- Student Activity Account - (2 of 3) Board Secretary, Business Office Assistant, Superintendent
- Petty Cash - (2 of 3) Board Secretary, Business Office Assistant, Superintendent
- Capital Project Fund (3) President, Board Secretary, Treasurer
- Food Service Account - (2 of 3) Board Secretary, Superintendent, Business Office Assistant
- Unemployment Trust Fund - (1 of 2) Board Secretary or Treasurer

AND BE IT FURTHER RESOLVED that the Board Secretary be authorized to establish the following imprest petty cash fund account for the period from July 1st through June 30th during the next fiscal year in accordance with N.J.S.A. 18A:4-15 and :19-13 and Title 6 of the N.J.A.C. 6:20-2.10.

Petty Cash Account	\$1,500.00
Petty Cash	\$ 50.00

Moved: Mr. Burdick Second: Mr. Foran Motion Carried 9-0

M. Implement Budget

RESOLVED that the Board of Education authorize the Superintendent and the Business Administrator/Board Secretary to implement the 2011/2012 budget, once finalized and adopted by the board, pursuant to local and state policies and regulations.

Moved: Mr. Foran Second: Mr. Masino Motion Carried 9-0

N. Budget Transfer Authority

RESOLVED that as provided by N.J.S.A. 18A:22-8.1 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.

Moved: Mr. Foran Second: Mrs. Ewing Motion Carried 8-1
(Burdick)

G. NEW BUSINESS

1. Mr. Burdick brought up the water tank costs and requested invoices. He stated that now that he is a board members he no longer needs to make OPRA requests. If he does not see the invoices he will vote no on Tekton.
Dr. Harttraft said that we do not have invoices and we are going by attorney advice.
Mr. Piparo said this is a closed issue.
Dr. Harttraft doesn't believe this is final costs - it was sent to multiple agencies.
Mr. Weiss said we need to listen to our professionals.
Mr. Burdick said he is now an elected official and he will file a denial of access if he doesn't see the invoices.
Mr. Piparo asked what is the goal.
Mr. Burdick feels we were overcharged \$50,000 - \$100,000.
2. Mrs. Ewing talked about the mural in the new building. She passed around photo of the new wall. She is working with Mr. Farnsworth. The current 8th grade students will create a tile. A flyer will need to be approved. She brought up a question for Dave Tillou regarding the sealing/painting of the wall.

X. Board Matters

A. Information Items:

- 1. Subcommittee Meetings - Building & Grounds May 17th at 4:30 p.m.
- 2. Janitorial Services - Building & Grounds would like a 10% decrease or go out to bid. Contract with Aramark is 1% along with an increase of a half time custodian for additional space.

Motion to go out for bid for janitorial services and general maintenance.

Moved: Mr. Schultz Second: Mr. Burdick Motion Carried 8-1 (Piparo)

Mr. Piparo stated that we have gotten good services with all of the changes.
Mr. Weiss talked about bid specs.

- 3. Superintendent Evaluation - proceeding on progress.
Motion to present Dr. Chrys Harttraft with Superintendent evaluation and she has 10 days to respond.

Moved: Mr. Foran Second: Mr. Schultz Motion Carried 7-0
(2 abstentions Burdick/Crielly)

XI. Executive Session - 11:00 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 Monday, May 9, 2011 for the purpose of discussing contract negotiations with the QEA and personnel in general. It is expected that the results of the discussion undertaken in closed session will be made public at the time official action is taken.*

Moved Mr. Foran Second Mr. Schultz Motion Carried 8-1
(Burdick)

XII. Motion to return to Open Public Session at 11:40 p.m.

Moved: Mr. Foran Second Mrs. Ewing Motion Carried 9-0

XIII. Personnel

XIV. Motion to Adjourn from the Public Meeting at 11:41 p.m.

Moved: Mr. Foran Second: Mrs. Ewing Motion Carried 9-0

Certified by:

Board President

Respectfully submitted,

Raelene M. Catterson
Business Administrator/Board Secretary

