

**FRANKLIN TOWNSHIP SCHOOL
QUAKERTOWN, NEW JERSEY 08868
BOARD OF EDUCATION**

ORGANIZATION MEETING MINUTES

May 9, 2011

I. Call to Order by Raelene Catterson at 7:32 p.m.

Open Public Meeting Act

Notice of this organization meeting has been advertised in the Hunterdon Democrat, posted on the bulletin board of the Franklin Township School, sent to the Township Clerk, The Express-Times and to all Board of Education members.

II. Official Election Results

Elected Officials:

Three-year seats:	Christine Crielly (write-in)	135 Votes
	Ken Weiss (write-in)	122 Votes
	George Burdick (write-in)	110 Votes

General Fund Tax Levy:	\$4,903,256	Yes: 260
		No: 315

2nd Question:	\$40,000 for technology	Yes: 228
		No: 351

3rd Question:	Reduce Board to 7 Members	Yes: 356
		No: 214

III. Oath of Office to Newly Elected Members of the Board of Education:

Christine Crielly, Ken Weiss, George Burdick

IV. Roll Call

Members:

G. Burdick	<u> X </u>	C. Crielly	<u> X </u>	C. Ewing	<u> X </u>
J. Foran	<u> X </u>	K. Lundgren	<u> X </u>	R. Masino	<u> X </u>
C. Piparo	<u> X </u>	T. Schultz	<u> X </u>	K. Weiss	<u> X </u>

Motion to start the regular meeting immediately after the reorganization meeting.

Moved: Mr. Burdick Second: Mr. Foran

Discussion

Mr. Burdick withdrew his motion.

Motion to add Public Comments to the agenda.

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

V. Nomination of President

Motion to nominate Jim Foran for President.

Moved: Mr. Burdick Second: Mr. Schultz

Motion to nominate Chris Piparo for President.

Moved: Mr. Masino Second: Ms. Crielly

Mr. Piparo is willing to move the district forward.

Mr. Burdick stated that Mr. Piparo should not be president because of the letter in the Democrat and 2 failed budgets.

Mr. Masino said it is not the president's job alone to pass the budget.

Motion to close nominations for President and call for a roll call vote.

Moved: Mr. Foran Second: Mr. Burdick

G. Burdick	<u>Foran</u>	C. Crielly	<u>Piparo</u>	C. Ewing	<u>Piparo</u>
J. Foran	<u>Foran</u>	K. Lundgren	<u>Piparo</u>	R. Masino	<u>Piparo</u>
C. Piparo	<u>Piparo</u>	T. Schultz	<u>Foran</u>	K. Weiss	<u>Piparo</u>

VI. Mr. Piparo requested nominations of Vice-President

Motion to nominate Jim Foran for Vice President.

Moved: Mrs. Lundgren Second: Ms. Crielly

Motion to close nominations for Vice President and call for a roll call vote.

Moved: Mr. Foran Second: Mr. Burdick

G. Burdick	<u>Yes</u>	C. Crielly	<u>Yes</u>	C. Ewing	<u>Yes</u>
J. Foran	<u>Yes</u>	K. Lundgren	<u>Yes</u>	R. Masino	<u>Yes</u>
C. Piparo	<u>Yes</u>	T. Schultz	<u>Yes</u>	K. Weiss	<u>Yes</u>

Public Comments

None

VII. Motion to approve the following resolutions A, G, O, P and Q.

A. Adopt Code of Ethics - 2001 Version

RESOLVED that the Board of Education adopts the New Jersey School Boards Association Code of Ethics as read;

BE IT FURTHER RESOLVED each Board of Education Member will sign the documentation that he/she has received a copy of the code and it is understood.

G. Appoint Risk Management Consultant

RESOLVED that the Board of Education appoint Wells Fargo Insurance Services Northeast, Inc. as the Risk Management Consultant for the 2011/2012 school year.

O. DESIGNATE PURCHASING AGENT

RESOLVED, that the Board of Education, upon recommendation by the Superintendent, appoint the Business Administrator/Board Secretary, Raelene M. Catterson as the district purchasing agent for the 2011/2012 school year to implement policy and procedure in accordance with Chapter 18A:18A etc., "Public Schools Contracts Law".

P. DESIGNATE BID THRESHOLD

WHEREAS, the district’s purchasing agent, Raelene M. Catterson, holds a Certificate as a “Qualified Purchasing Agent” issued by the Division of Local Government Services pursuant to N.J.S.A. 40A:11-9(b), and
WHEREAS, if the purchasing agent is qualified, the board of education may establish a bid threshold up to \$36,000, now therefore,
Be it, RESOLVED, that the Board of Education designate a bid threshold of \$36,000 for the 2011/2012 school year.

Q. Official Newspapers

RESOLVED, that the Board of Education designate the following newspapers for official, legal and classified ads for the 2011/2012 school year:

- Hunterdon County Democrat (weekly)
- Express-Times (daily)
- Star Ledger (daily) {when necessary}

Moved: Mrs. Ewing

Second: Mr. Schultz

Motion Carried 9-0

VIII. Motion to table for discussion resolutions B, C, D, E, F, H, I, J, K, L, M, N.

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 by the Board of Education in accordance with those applicable policies, by-laws and/or regulations.

C. Approve Annual Meeting Schedule

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.

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.

E. Approve Handbooks

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

F. Appoint Board Officials:

RESOLVED that the following Board Officials be appointed/reappointed for the 2011/2012 school year:

- | | |
|--|-------------------|
| Board Secretary | Raelene Catterson |
| Treasurer of School Monies | Ronald Mathews |
| Attendance Officer | Chrys Hartraft |
| Affirmative Action Officer | Chrys Hartraft |
| Public Agency Compliance Officer | Raelene Catterson |
| Designated Person (AHERA & RTK) | Raelene Catterson |
| 504 Compliance Officer | Chrys Hartraft |
| Custodian of Records | Raelene Catterson |
| Integrated Pest Management Coordinator | Rosalie Mancino |

Student Accident Insurance Carrier
Construction Manager

Bollinger, Inc.
DEI, Inc.

H. Appoint Health Benefit Agent

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

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 at an estimated fee of \$16,000.

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 without a rate increase.

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 of \$1,500 which is the same as last year.

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, Bookkeeper
- 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

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 authorized and finalized, pursuant to local and state policies and regulations.

