

FRANKLIN TOWNSHIP SCHOOL
NEW JERSEY 08868
Board of Education
MINUTES OF THE REGULAR MEETING

February 23, 2015 - 6:30 p.m.

A G E N D A

I. The meeting was called to order by President Masino at 6:30pm and the following Open Public Meeting Announcement was made:

"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 January 13, 2015.

II. Roll Call - Carol Delsandro, SBA/BS

G. Burdick, <i>V.Pres.</i>	X	C. Cama	Absent	C. Crielly	X
C. Ewing	X	A. Homulak	X	F. Yasunas	Absent
R. Masino, <i>Pres.</i>	X				

Also present Dr. Carol Fredericks, Superintendent and Carol Delsandro, Business Administrator

III. Flag Salute

IV. Presentations - none

V. Resolved, to approve the following minutes:

- February 12, 2015 - Regular Meeting
- February 12, 2015 - Executive Session

(att. V. - posted on website after approval)

Motion: Crielly

Second: Burdick

Motion Carried: 4-0-1

VI. Superintendent's Report - Dr. Carol Fredericks

A. Information/Discussion Items:

1. PTA Update- Mrs. Forbes- The Five Below fundraiser raised \$199.40 and the Dukes fundraiser raised \$180.00. Class 4P won the Dukes fundraiser. April 1st will be the next teacher appreciation day. The PTA asked about a back parking lot light to be installed. Dr. Fredericks said the administration would look into it.
2. Student Delegate- A certificate was given to Caroline Thompson for her service, and the new student delegate, Casey Vitiello took her seat. Casey asked middle school students if there was one thing they could change at school what would it be. The majority of the responses were lunch. The computers in the computer lab are very slow. She would like to start

recycling more specifically by putting recycle bins in the gym on game days. She is going to coordinate inflating the new dodge balls.

3. Enrollment (att. VI.A.3.)
Dr. Fredericks informed the BOE that there will be a 3rd performance added for Willy Wonka Kids for Wednesday June 3rd. There are 60 children in the play and two performances are not enough to accommodate the families.
4. Staff Attendance - January
5. HIB Policy 5131.1 - Community Input and Board Training

Section H. Harassment, Intimidation, and Bullying Investigation

The Board requires a thorough and complete investigation to be conducted for each report of an alleged incident of harassment, intimidation, or bullying. The investigation shall be initiated by the Principal or the Principal's designee within one school day of the verbal report of the incident. The investigation shall be conducted by the school Anti-Bullying Specialist. The Principal may appoint additional personnel who are not school Anti-Bullying Specialists to assist the school Anti-Bullying Specialist in the investigation.

The investigation shall be completed and the written findings submitted to the Principal as soon as possible, but not later than ten school days from the date of the written report of the alleged incident of harassment, intimidation, or bullying. Should information regarding the reported incident and the investigation be received after the end of the ten-day period, the school Anti-Bullying Specialist or the Principal shall amend the original report of the results of the investigation to ensure there is an accurate and current record of the facts and activities concerning the reported incident.

The Principal shall proceed in accordance with the Code of Pupil Conduct, as appropriate, based on the investigation findings. The Principal shall submit the report to the Superintendent within two school days of the completion of the investigation and in accordance with the Administrative Procedures Act (N.J.S.A. 52:14B-1 et seq.). As appropriate to the findings from the investigation, the Superintendent shall ensure the Code of Pupil Conduct has been implemented and provide intervention services, order counseling, establish training programs to reduce harassment, intimidation, or bullying and enhance school climate, or take or recommend other appropriate action, as necessary.

The Superintendent shall report the results of each investigation to the Board of Education no later than the date of the regularly scheduled Board of Education meeting following the completion of the investigation. The Superintendent's report also shall include information on any consequences imposed under the Code of Pupil Conduct, intervention services provided, counseling ordered, training established or other action taken or recommended by the Superintendent.

Parents of the pupils who are parties to the investigation shall be provided with information about the investigation, in accordance with Federal and State law and regulation. The information to be provided to parents or guardians shall include the nature of the investigation, whether the district found evidence of harassment, intimidation, or bullying, or whether consequences were imposed or services provided to address the incident of harassment, intimidation, or bullying. This information shall be provided in

writing within five school days after the results of the investigation are reported to the Board of Education. A parent or guardian may request a hearing before the Board of Education after receiving the information. When a request for a hearing is granted, the hearing shall be held within ten school days of the request. The Board of Education shall conduct the hearing in executive session, pursuant to the Open Public Meetings Act (N.J.S.A. 10:4-1 et seq.), to protect the confidentiality of the pupils. At the hearing, the Board may hear testimony from and consider information provided by the school Anti-Bullying Specialist and others, as appropriate, regarding the alleged incident, the findings from the investigation of the alleged incident, recommendations for consequences or services, and any programs instituted to reduce such incidents, prior to rendering a determination.

At the regularly scheduled Board of Education meeting following its receipt of the report or following a hearing in executive session, the Board shall issue a decision, in writing, to affirm, reject, or modify the Superintendent's decision. The Board's decision may be appealed to the Commissioner of Education, in accordance with N.J.A.C. 6A:3, Controversies and Disputes, no later than ninety days after issuance of the Board of Education's decision.

A parent, pupil, legal guardian, or organization may file a complaint with the Division on Civil Rights within one hundred eighty days of the occurrence of any incident of harassment, intimidation, or bullying based on membership in a protected group as enumerated in the "Law Against Discrimination," P.L.1945, c.169 (C.10:5-1 et seq.).

VII. Business Administrator Report

A. Information/Discussion Items:

1. Solar Update

VIII. 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.

Kim Mueller, Quakertown Road. She asked if there could be a back parking lot light installed.

MaryBeth Forbes- commented that her children do not want to eat the school lunch any longer. She also said a mom from another district told her how lucky she was that her children attended FTS.

IX. Subcommittee Updates

A. Negotiations-None

- B. Policy- Mr. Burdick informed the BOE that he communicated with NJSBA regarding policy updates and they suggested that the BOE review the policies annually and if there are no changes put “reviewed/date” on the policy. He will start this process with the 1000 series.
- C. Budget & Finance- Mr. Burdick gave a recap of the 3 capital expenditures the BOE was considering.

X. Correspondence

None

XI. 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 2015, 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, 2015, after review of the monthly report (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 2014-2015 school year budget as per the attached list.

(att. XI.A.3.)

4. **Approve** the February 2015 bill list in the amount of \$401,883.27.

(att. XI.A.4.)

B. EDUCATION

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

- Grade 6, Camp Bernie, June 10, 2015
- Grade 8, Dorney Park, June 1, 2015 (rain date 6/8/15)

(att. XI.B.1)

C. PERSONNEL

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

- Dr. Carol Fredericks, Grow NJ Kids Grant directors training at Jersey City University, 2039 John F. Kennedy Boulevard, Room GSUB-129 Jersey City, NJ 07305, March 9-10, 2015, 9:30 a.m. - 3:30 p.m. at no cost to the district.
- Lindsay Gooditis to attend Hunterdon NGSS Curriculum Development Consortia Meetings, beginning with a 2-day meeting February 24 and 25, from 9:00 a.m. -2:30 p.m. in Building #1 at the Route 12 County Complex, 314 State Route 12, Flemington, New Jersey 08822-2900, at no cost to the district, and continuing one day per month through June, 2015.

D. FACILITIES

1. **Approve** the following use of facility form:

- FTS, PTA Mother's Day Plant Sale, lawn area between main entrance and library entrance (indoors in case of rain) May 8, 2015, 8:30 a.m. - 3:00 p.m. **(att. XI.D.1)**

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

Motion: Ewing

Second : Crielly

G. Burdick, *V.Pres.* Yes
 C. Ewing Yes
 R. Masino, *Pres.* Yes

C. Cama Absent
 A. Homulak Yes

C. Crielly Yes
 F. Yasunas Absent

XII. Discussion & Action Agenda

A. EDUCATION

1. **Resolved**, to approve April O'Leary, a student attending Raritan Valley Community College, to observe Dr. Petersen's classroom for a total of 20 hours as per the course requirements.

Motion: Ewing

Second: Crielly

Motion Carried: 5-0-0

2. **Resolved**, to approve the joint Franklin Township School/Franklin Township IRun4Life Community 5K to be held on May 17, 2015 from 7:00 a.m. - 10:00 a.m. on certified course beginning and ending at Franklin Township School. **(att. XII.A.2.)**

Motion: Ewing

Second: Crielly

Motion Carried: 5-0-0

B. BUSINESS

1. **Resolved**, upon emergent circumstances between regularly scheduled board meetings per policy 3326, in order to provide for the prompt payment to which vendors are entitled, and to lead to more effective competitive bidding and provision of services to the district, claims duly audited by the board secretary for items previously approved by the board or provided for in the budget shall be approved by the Chief School Administrator. Such payments shall be reported to the board at the next regular meeting.

Motion: Ewing

Second : Crielly

Mr. Burdick asked why this resolution was needed. Dr. Fredericks said in case of emergency and cancelled meetings. The BOE has a policy. Mrs. Delsandro informed the BOE that JCPL threatened to turn the power off if the bill was not paid immediately. Mr. Burdick said a letter should be sent to JCPL.

G. Burdick, <i>V.Pres.</i>	Yes	C. Cama	Absent	C. Crielly	Yes
C. Ewing	Yes	A. Homulak	Yes	F. Yasunas	Absent
R. Masino, <i>Pres.</i>	Yes				

2. **Resolved**, to approve the 2014-2015 regular school year special education contract agreement with Lebanon Township School District for student #[2135812138](#) in the amount of \$12,500.

Motion: Ewing

Second : Burdick

G. Burdick, <i>V.Pres.</i>	Yes	C. Cama	Absent	C. Crielly	Yes
C. Ewing	Yes	A. Homulak	Yes	F. Yasunas	Absent
R. Masino, <i>Pres.</i>	Yes				

3. The following motion was made;

Motion, to approve the transfer of up to \$40,000 from fund 12, Capital Reserve, Maintenance Reserve for the purchase of a tractor and associated equipment from Kollmer Equipment on state contract.

Motion: Burdick

Second : Crielly

G. Burdick, <i>V.Pres.</i>	Yes	C. Cama	Absent	C. Crielly	Yes
C. Ewing	Yes	A. Homulak	Yes	F. Yasunas	Absent
R. Masino, <i>Pres.</i>	Yes				

C. FACILITIES
No Action Items

D. TRANSPORTATION
No Action Items

E. POLICY
No Action Items

F. OTHER MATTERS

G. NEW BUSINESS- Ms. Crielly wanted to share information about what another BOE was doing in regards to PARCC. She informed the BOE that Bridgewater- Raritan BOE passed a resolution regarding PARCC. Discussion ensued, the Curriculum Committee will be setting up a meeting with Dr. Fredericks to discuss drafting a resolution.

XIII. Board Matters- Ms. Ewing informed the BOE that she was resigning from the BOE effective immediately. She gave her resignation letter to Dr. Fredericks. Ms. Crielly said that she may have to resign.

XIV. Personnel

A. Action Items:

1. **Resolved**, upon the recommendation of the Superintendent, to rescind the stipend position for the 2014-2015 school year of Jennifer St. Laurent as Student Council Advisor- \$2,347.

Motion: Ewing

Second : Crielly

G. Burdick, <i>V.Pres.</i>	Yes	C. Cama	Absent	C. Crielly	Yes
C. Ewing	Yes	A. Homulak	Yes	F. Yasunas	Absent
R. Masino, <i>Pres.</i>	Yes				

2. **Resolved**, upon the recommendation of the Superintendent, to approve the following stipend position for the period September 1, 2014 to March 31, 2015 subject to changes upon final ratification of the agreement between the FTBOE and QEA:

Student Council Advisor - Jennifer St. Laurent - \$1,642.90

Motion: Crielly

Second : Ewing

G. Burdick, <i>V.Pres.</i>	Yes	C. Cama	Absent	C. Crielly	Yes
C. Ewing	Yes	A. Homulak	Yes	F. Yasunas	Absent
R. Masino, <i>Pres.</i>	Yes				

3. **Resolved**, upon the recommendation of the Superintendent, to approve the following individual for stipend position for the 2014-2015 school year subject to changes upon final ratification of the agreement between the FTBOE and QEA:

After School Band Instructor (January through June) - Robin Stone,
\$30 per hour not to exceed \$540.00.

Motion: Crielly

Second : Burdick

G. Burdick, <i>V.Pres.</i>	Yes	C. Cama	Absent	C. Crielly	Yes
C. Ewing	Yes	A. Homulak	Yes	F. Yasunas	Absent
R. Masino, <i>Pres.</i>	Yes				

4. **Resolved**, upon the recommendation of the Superintendent, to approve Lisa Coster as the iRun4Life Advisor at the stipend of \$720.00. The club meeting dates will be scheduled during the period of 3/9/15 - 5/17/15.

Motion: Crielly

Second : Ewing

G. Burdick, <i>V.Pres.</i>	Yes	C. Cama	Absent	C. Crielly	Yes
C. Ewing	Yes	A. Homulak	Yes	F. Yasunas	Absent
R. Masino, <i>Pres.</i>	Yes				

5. **Resolved**, to approve Jaclyn Nombre to be the mentor for Cassie Bundy, novice teacher enrolled in the provisional teacher program, for the period of January 2015 through June 2015 at the prorated amount of \$184.00. The cost for mentoring is the responsibility of the novice teacher and payment will be processed through payroll deductions.

Motion: Burdick

Second : Crielly

G. Burdick, <i>V.Pres.</i>	Yes	C. Cama	Absent	C. Crielly	Yes
C. Ewing	Yes	A. Homulak	Yes	F. Yasunas	Absent
R. Masino, <i>Pres.</i>	Yes				

6. **Resolved**, upon emergent circumstances between regularly scheduled board meetings, to give authority to Dr. Carol Fredericks to create positions and hire personnel, to be ratified by the BOE at the next scheduled meeting, contingent on certification of funds, and notification to the Finance Committee.

Motion: Crielly

Second : Burdick

G. Burdick, <i>V.Pres.</i>	Yes	C. Cama	Absent	C. Crielly	Yes
C. Ewing	Yes	A. Homulak	Yes	F. Yasunas	Absent
R. Masino, <i>Pres.</i>	Yes				

XV. 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.

None

XVI. Resolved, to Adjourn from the Public Meeting at 7:45pm.

Motion: Crielly

Second: Ewing

Motion Carried: 5-0-0

Respectfully submitted,

Certified by:

 Carol Delsandro
 Business Administrator/Board Secretary

 Robert Masino
 Board President

