

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

January 11, 2016 - 6:30 p.m.

A G E N D A

- I. The meeting was called to order by President Crielly at 6:35 p.m. and the following Open Public Meeting Announcement was read:**

“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 7, 2016.

II. Roll Call – Bernetta Davis, SBA/BS

T. French, <i>V.Pres.</i>	Arrived @ 8pm	G. Burdick	Present	C. Cama	Present
A. Homulak	Present	R. Masino	Present	F. Yasunas	Present
C. Crielly, <i>Pres.</i>	Present				

Also present Dr. Fredericks, Superintendent and Bernetta Davis, Business Administrator

III. Flag Salute

- IV. Presentation** – Students Recitation of Dr. Martin Luther King, Jr.’s speech, “I Have a Dream”. A performance for the school and parents is scheduled Friday January 15, 2016.

- V. Be it Resolved, that the Board of Education hereby approves** the following minutes with corrections:

- December 14, 2015 – Regular Meeting
- December 14, 2015 – Executive Session
- January 4, 2016 – Reorganization Meeting
- January 4, 2016 – Executive Session

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

Motion: Masino

Second: Homulak

By voice vote, all in favor. Motion carried.

Comments: January 4, 2016 Reorganization Meeting and the Executive Session minutes have been revised.

VI. Superintendent’s Report - Dr. Carol Fredericks

A. Information/Discussion Items:

1. PTA Update - Mrs. French informed the board as follows:

- The Snowflake Ball is scheduled for January 29.
- The glow forge printer was purchased for the school.
- The rock wall is in process for the gym.
- PTA members are recruiting for 2016-2017 Executive Board for the PTA.
- The PTA is having "Souper" Staff day on the 15th for Staff Appreciation.
- Tuesday, January 19, 2016 is the next PTA meeting.
- The PTA thanks Mrs. Van Ess for MLK presentation.

2. Enrollment - 303

(att. VI.A.2)

3. Staff Attendance – Dr. Fredericks reported the following attendance to the board:

December 2015 – 95.1
 November 2015 – 98.3
 October 2015 – 96.4
 September 2015 – 99.1

4. HIB Policy 5131.1 - Community Input and Board Training

Section A. Policy Statement

The Board of Education prohibits acts of harassment, intimidation, or bullying of a pupil. A safe and civil environment in school is necessary for pupils to learn and achieve high academic standards. Harassment, intimidation, or bullying, like other disruptive or violent behaviors, is conduct that disrupts both a pupil's ability to learn and a school's ability to educate its pupils in a safe and disciplined environment. Since pupils learn by example, school administrators, faculty, staff and volunteers should be commended for demonstrating appropriate behavior, treating others with civility and respect, and refusing to tolerate harassment, intimidation, or bullying.

For the purposes of this Policy, the term "parent," pursuant to N.J.A.C. 6A:16-1.3, means the natural parent(s) or adoptive parent(s), legal guardian(s), foster parent(s), or parent surrogate(s) of a pupil. Where parents are separated or divorced, "parent" means the person or agency which has legal custody of the pupil, as well as the natural or adoptive parent(s) of the pupil, provided such parental rights have not been terminated by a court of appropriate jurisdiction.

VII. Business Administrator Report

Information/Discussion:

Mrs. Davis noted that minutes errors were corrected. She informed the board that she is developing consistent format for both agenda and minutes.

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.

Lindsay Gooditis – FTS teacher. Ms. Gooditis gave a brief overview of the students' artwork "Peace Posters" displayed in the library.

Resolved, to suspend the order of the agenda.

Motion: Burdick Second: Cama By voice vote, all in favor. Motion carried.

Executive Session

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 January 11, 2016 for the purpose of discussing contract matters relating to power purchase procurement agreement and changes to battery. 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 length of the Executive Session is estimated to be twenty (20) minutes after which time the meeting shall reconvene and proceed with business in agenda order.

Motion: Masino Second: Cama By voice vote, all in favor. Motion carried.

Resolved, to return to Open Public Session at 8:20 p.m.

Motion: Burdick Second: Cama By voice vote, all in favor. Motion carried.

IX. Subcommittee Updates

- A. Negotiations – No report at this time.
- B. Policy – No report at this time.
- C. Budget & Finance – No report at this time.
- D. Curriculum – No report at this time.
- E. Communications – Mr. Yasunas reported that the committee had a meeting prior to the board meeting. They discussed bus protocols and communication to parents for new procedures. No final recommendations were made; agenda items not covered will carry over.
- F. Appeal – Mr. Burdick, Ms. Crielly, Mr. French
 - Meeting TBD as needed

Resolved, to schedule committee meetings on Monday 2 weeks prior to scheduled Board of Education meetings.

Motion: Burdick Second: Yasunas By voice vote, all in favor. Motion carried.

X. Correspondence
None at this time.

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. **Resolved**, to approve the January, 2016 bill list in the amount of \$560,751.20.
(att. XI.A.1.)

Comments and Questions: Mr. Burdick asked two questions regarding the bill list.

1. Q: What type of equipment was purchased from Storr Tractor Company (\$24,488.30)?
A: The snow removal attachments for the tractor.
2. Q: What type of lighting repairs A & K Contracting (\$2,583) completed?
A: Lighting repairs inside and outside of school building, including the back entrance that is now frequently used by students.

B. EDUCATION
No consent items

C. PERSONNEL
No consent items

D. FACILITIES
No consent items

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

Motion: Cama Second: Homulak

T. French, <i>V.Pres.</i>	x	G. Burdick	x	C. Cama	x
A. Homulak	x	R. Masino	x	F. Yasunas	x
C. Crielly, <i>Pres.</i>	x				

By roll call vote, Motion carried, 7-0-0.

XII. Discussion & Action Agenda

All resolutions are upon the recommendation of the Superintendent.

A. EDUCATION
1. Action Item:

- a. **Resolved**, to approve the 2015-2016 Superintendent’s Goals and Objectives for the school year as attached. (att. XII.A.1.a.)

Motion was made to table the Superintendent’s Goals and Objectives to January 28, 2016.

Motion: Burdick Second: Homulak By voice vote, all in favor. Motion carried.

Comments and Questions:

President Crielly suggested the Superintendent’s Goals and Objectives be completed in the beginning of the school year and updated throughout the year.

Mr. Cama suggested the board should have goals too.

It was suggested the President and Vice President work with Dr. Fredericks to develop a rubric and present to the board for review and adoption.

- b. **Resolved**, to present the Equivalency Application to the public to communicate information about the district’s QSAC status and the equivalency proposal. The district has qualified for continuing high performing status and is seeking comment from the public on the attached equivalency application.

(att. XII.A.1.b.)

Motion: Burdick Second: Homulak By voice vote, all in favor. Motion carried:

Comments & Questions: Mr. Burdick stated, “We are not adopting this document is that correct?” Dr. Fredericks responded, “Not at this time,” but also stated an authorizing resolution must be adopted before end of year.

B. BUSINESS

1. Action Items:

- a. **Resolved**, to amend the resolution on December 14, 2015 approving the purchase of four 2-way radios for Crossroads Christian Academy. The funds used for the purchase will be the 2015-16 Non-Public Security Aid Funds in the amount of \$1,850.00.

Motion: Burdick Second: Yasunas

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

By roll call vote, Motion carried. 7-0-0.

- b. **Resolved**, to accept the Work Family Connection donation to our Dollars for Denim Humanitarian Fund in the amount of \$250.00.

Motion: Burdick Second: Homulak By voice vote, all in favor. Motion carried.

- c. **Resolved**, to accept the sales report of obsolete iPads sold through the govdeals.com for the period of 12/9/15 through 12/22/15 in the amount of \$7,810.00, average price \$130.17. (att. XII.B.1.c.)

Motion: Burdick Second: Homulak By voice vote, all in favor. Motion carried.

C. FACILITIES
No Action Items

D. TRANSPORTATION
 Comments and Questions: Mr. Yasunas informed the board that the committee wishes to use GPS or texting to track buses. Quotes will be obtained for finance committee review.

E. POLICY
 No Action Items

G. OTHER MATTERS
 Comments and Questions: Mr. Burdick made a motion to audio record public sessions. During discussion, the motion was withdrawn.

Dr. Fredericks stated that there are State implications for document retention policies. The board will need to amend a policy.

Motion: Burdick Second: French By voice vote, all in favor. Motion carried.

H. NEW BUSINESS

XIII. Board Matters

The Board President, Ms. Crielly, urged board members to complete mandatory training in a timely manner.

XIV. Personnel

A. Action Items:

All resolutions are upon the recommendation of the Superintendent.

- 1. **Resolved**, to accept, with regret, the resignation of Alison Shelofsky, Language Arts Teacher, effective February 14, 2016. (att. XIV.A.1.)

Motion: Masino Second: Cama

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

By roll call vote, Motion carried, 7-0-0.

2. **Resolved**, to approve Martha Shoudt to assist with serving breakfast to students for 4 hours and 35 minutes per week at the hourly rate of \$17.99, effective January 1, 2016 through June 30, 2016.

Motion: Masino Second: Homulak

Questions and Comments: Mr. Yasunas asked if the students like the food. Mrs. Homulak stated her daughter likes the food. Mr. Yasunas asked how is the Breakfast Program going. Dr. Fredericks replied that only a few participants buy breakfast daily.

T. French, <i>V.Pres.</i>	x	G. Burdick	x	C. Cama	x
A. Homulak	x	R. Masino	x	F. Yasunas	x
C. Crielly, <i>Pres.</i>	Abstained from A2				

By roll call vote, Motion carried, 6-0-1.

3. **Resolved**, to approve the following non-tenured staff to be paid \$30.00 per hour to attend after school monthly trainings not to exceed 2 hours per month, January – June 2016.

Michele Lachow	Robin Stone
Karen Gerth	Karen Caccavale
Lindsay Gooditis	Jeffrey Weinhold
Jennifer St. Laurent	Carlos Valencia
Courtney Maxwell	Whitney Pubylyski-Yanofchick
Katherine Paquette	Lauren Chrisman
Patrick Smith	

Motion: Homulak Second: Masino

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

By roll call vote, Motion carried, 7-0-0.

4. **Resolved**, to approve payment in the amount of \$30.00 to Angela McVerry for participation in a training presentation to non-tenured staff on November 12, 2015.

Motion: Masino Second: Yasunas

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

By roll call vote, Motion carried, 7-0-0.

5. **Resolved**, to approve the following revised appointments for 2015-2016.
- Indoor Air Quality designee – ABM Custodial representative James Schwar under guidance of Bernetta Davis.

- Maintenance Supervisor – ABM Custodial representative James Schwar
- District Integrated Pest Management Officer – ABM Custodial representative James Schwar under guidance of Bernetta Davis
- Chemical Hygiene Officer – ABM Custodial representative James Schwar under guidance of Bernetta Davis

Motion: Masino Second: Yasunas

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

By roll call vote, Motion carried, 7-0-0.

6. **Resolved**, to approve, in accordance with Article XIII, D.1. of the Agreement between the Franklin Township Board of Education and the Quakertown Education Association (and according to the statutory Family Leave and Family Medical Leave Acts), a child bearing leave for Jaclyn Nombre, Resource Center Teacher, effective April 4, 2016, with the use of accumulated sick days, no more than 20 days prior to the anticipated delivery and 20 days after the date of birth.

Be it further Resolved to approve in accordance with Article XIII, D.2 an unpaid child rearing leave for Jaclyn Nombre (FMLA and NJFLA to run concurrently) until June 30, 2016. (att. XIV. A. 6.)

Motion: Homulak Second: Yasunas

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

By roll call vote, Motion carried, 7-0-0.

7. **Resolved**, to approve the job description for the position of Assistant Business Administrator. (att. XIV. A.7.)

Motion: Masino Second: Burdick

Questions and Comments: Mr. Burdick asked to explain why it is necessary for an Assistant Business Administrator. Dr. Fredericks stated that she wishes to build district capacity and create a new revenue stream.

Mr. Cama asked the following questions:

- Is being shared in the Assistant Business Administrator’s job description?
- How long will it take to share?

Dr. Fredericks’ responses:

- It was discussed during the applicant’s interview, he is willing to be shared.

- It is definitely a possibility he could be shared as soon as 6 months, but exact timing is contingent upon other district's needs.

T. French, <i>V.Pres.</i>	x	G. Burdick: abstained from A7	C. Cama	x
A. Homulak	x	R. Masino	F. Yasunas	x
C. Crielly, <i>Pres.</i>	X			

By roll call vote, Motion carried, 6-0-1.

- Resolved**, to appoint Stephanie Yque as Substitute Child Study Team Secretary beginning January 12, 2016 through June 30, 2016 and the per diem rate of \$90.00 for the first 60 days, increasing to \$120.00 per day on the 61st day through the remainder of the school year.

(att. XIV. A. 8.)

Motion: Masino Second: Cama

T. French, <i>V.Pres.</i>	x	G. Burdick	x	C. Cama	x
A. Homulak	left @ 9:30pm	R. Masino	x	F. Yasunas	x
C. Crielly, <i>Pres.</i>	X				

By roll call vote, Motion carried, 6-0-0.

- Resolved**, to appoint Richard Matthews as full time Assistant Business Administrator beginning January 25, 2016 through June 30, 2016 at a salary of \$50,000 to be prorated.

(att. XIV. A. 9.)

Motion: Masino Second: Yasunas

T. French, <i>V.Pres.</i>	x	G. Burdick: abstained from A9	C. Cama	x
A. Homulak	left @ 9:30pm	R. Masino	F. Yasunas	x
C. Crielly, <i>Pres.</i>	X			

By roll call vote, Motion carried, 5-0-1.

- Resolved**, to appoint David Giantisco as full time middle school ELA Teacher beginning estimated March 14, 2016, or as soon as released, through June 30, 2016 at a salary of \$56,985.21, to be prorated.

(att. XIV. A.10.)

Motion: Masino Second: Yasunas

T. French, <i>V.Pres.</i>	x	G. Burdick	x	C. Cama	x
A. Homulak	left @ 9:30pm	R. Masino	x	F. Yasunas	x
C. Crielly, <i>Pres.</i>	X				

By roll call vote, Motion carried, 6-0-0.

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

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 January 11, 2016 for the purpose of discussing the Superintendent's contract. 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 length of the Executive Session is estimated to be thirty (30) minutes after which the meeting shall reconvene and proceed with business.

Motion: Burdick Second: Yasunas By voice vote, all in favor. Motion carried.

XVII. Resolved, to return to Open Public Session at 10:24 p.m.

Motion: Masino Second: French By voice vote, all in favor. Motion carried.

Resolved, to approve the Superintendent's Contract as amended for the term July 1, 2016 through June 30, 2019 and to submit to the Executive County Superintendent and/or Business Administrator for final review and approval.

Motion: Masino Second: French

T. French, <i>V.Pres.</i>	x	G. Burdick:	x	C. Cama	x
A. Homulak	left @ 9:30pm	R. Masino	x	F. Yasunas	x
C. Crielly, <i>Pres.</i>	X				

By roll call vote, Motion carried, 6-0-0.

XVIII. Resolved, to Adjourn from the Public Meeting at 10:27 pm.

Motion: Masino Second: Burdick By voice vote, all in favor. Motion carried.

Respectfully submitted,

Certified by:

Bernetta Davis
Business Administrator/Board Secretary

Christine Crielly
Board President