

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

November 19, 2018

1. Call to Order - Mr. Cama, President, called the meeting to order at 6:33 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 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 18, 2018.

1.01 Roll Call – Patricia Martucci, SBA/BS

Present: Mr. Cama, Mrs. Evans, Mrs. Luciano, Mrs. Sutton, Mrs. Tomasini, Mr. Witkowski, Mr. Yasunas

Also Present: Dr. Davis, Acting Superintendent, Ms. Martucci, SBA/BS

1.02 Flag Salute - Mr. Cama led all assembled in the Pledge of Allegiance

2. Presentations

2.01 PARCC Presentation - Mrs. Van Ess, Vice Principal

3. Minutes

3.01 October 4, 2018 - Special Meeting

3.02 October 15, 2018 - Regular Meeting

3.03 October 15, 2018 - Executive Session

Resolved, to approve the above listed minutes.

Motion: Second: Sutton By Voice Vote

Luciano

	Yes	No	Abstain	Absent
10/4	5	0	2 - VE, FY	0
10/15	7	0	0	0

4. Acting Superintendent’s Report - Dr. Broadus W. Davis

4.01 PTA Update - Mrs. Forbes

- Spaghetti Dinner was successful.
- No PTA meeting scheduled in November
- Spirit Wear Sale
- Holiday Shop
- Next PTA Meeting will be on December 13th at the Quakertown Rec. Club

4.02 Enrollment - 283

4.03 Strategic Plan Update

4.04 Staff Attendance - October - 96.5%

4.05 2018-2019 Security and Fire Drills

Type of Drill	Date
Fire Drill	September 6, 2018
Security (Evacuation non-fire)	September 17, 2018
Fire Drill	October 1, 2018
Bus Evacuation Drill	October 15, 2018
Security (Bomb Threat)	October 16, 2018
Bus Evacuation Drill	October 16, 2018
Fire Drill	November 7, 2018
Security (Active Shooter)	November 12, 2018

4.06 2018-2019 HIB Incidents

Month	Number Incidents Reported	Number Classified as HIB
September	0	0
October	0	0

4.07 Parent Teacher Conferences - Possible Reschedule Date - 12/12/18. Rescheduling of conferences will be left up to the parent and teacher.

4.08 Google Guardian - Mr. Cama asked what Google Guardian was. Mrs. Tomasini will share a PowerPoint with the BOE.

4.09 Mr. Cama commented on numbering the rooms on the outside of the building and that we should work with the Police Department on this.

5. **Business Administrator Report**

5.01 Lease Purchase Update - Approved and loan closed. Funds are available on a draw down basis.

5.02 Building & Grounds Coordinator Monthly Report is in the BoE Informational Folder

5.03 2019-20 Budget Calendar – uploaded to BoE Informational Folder

5.04 2019-20 Finance & Facilities Budget Meeting – December 3, 2018 at 6:00pm

5.05 FY2018 Auditor Presentation rescheduled to the December 17, 2018 Meeting due to State of NJ delay in releasing GASB Statement 75 information.

5.06 SAIF (School Alliance Insurance Fund) – 2018/19 Trustee

5.07 Long Range Facilities Plan

5.08 Election Results

- Mrs. Tomasini - 888
- Mr. Cama - 812

5.09 Greener Payroll - Electronic Check Stubs/W2's

Resolved, to approve Electronic Check-Stub and W-2 Delivery of employee payroll effective with the first payroll in January 2019.

Motion: Yasunas Second: Witkowski By Voice Vote

Yes	No	Abstain	Absent
7	0	0	0

- 6. **Public Comments - Privilege of the Floor (3 minutes)**
 - Mrs. Forbes said thank you to the 8th grade transition to the High School program. She also asked how students are chosen for peer mediation and are parents notified?
 - Mr. Repmann presented a letter to the BOE (copy is made part of the minutes) in support of Dr. Davis remaining as Superintendent. He also asked if the special education audit was being released to the public. Ms. Martucci responded that counsel heavily redacted the document and advised not to post it. Dr. Davis invited Mr. Repmann to come in and discuss the document with him.
- 7. **Correspondence - Nothing at this time.**
- 8. **Subcommittee Discussion and Action Items**
All resolutions are upon the recommendation of the superintendent.

8.01 **Ad Hoc** (Board Goals, Supt Goals/Personnel) - Mr. Cama, Mrs. Luciano, Mr. Witkowski
 8.01.1 **Acting Superintendent Goals - 2018-2019**
Resolved, to approve the revised 2018-2019 Acting Superintendent Goals.

Motion Tabled

Motion	Second	By Voice Vote	Yes	No	Abstain	Absent
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8.02 **Facilities and Finance** - Mrs. Tomasini, Mr. Yasunas, Mr. Witkowski
 8.02.1 **Interim Professionals Agreement – Delta-T Group North Jersey, Inc.**
Resolved, to approve an Agreement between Delta-T Group North Jersey, Inc. and the Franklin Township Board of Education for substitute custodian services for the period of October 1, 2018 to June 30, 2019 at an amount not to exceed \$7,500.00 at the following rates:

- Custodian (w/o Black Seal) \$21.00 per hour
- Custodian (w/Black Seal) \$23.00 per hour

Motion: Yasunas Second: Luciano By Voice Vote

Yes	No	Abstain	Absent
7	0	0	0

8.02.2 **Roofing Replacement Architectural Services – SSP Architects**
Resolved, to approve a Proposal to Provide Architectural Services between SSP Architects and the Franklin Township Board of Education for an anticipated roofing replacement project for \$31,000.00 fee paid out of the Ground Lease loan proceeds. (Copy of contract is on file in the Business Office).

Motion: Yasunas Second: Luciano By Voice Vote

Yes	No	Abstain	Absent
7	0	0	0

8.02.3 **Long Range Facility Plan (2018 – 2023)**
Resolved, to approve the Franklin Township 5-Year Long Range Facility Plan. This plan is to be reviewed and updated annually, as necessary, reflecting completed and new projects.

Motion: Yasunas Second: Witkowski By Voice Vote

Yes	No	Abstain	Absent
7	0	0	0

8.02.4 Replacement of Media Center/Library Carpet – The Gillespie Group
Resolved, to approve the replacement of the carpet in the Media Center/Library, under NJ State Contract, with The Gillespie Group, for \$17,049.35.

Motion: Yasunas Second: Luciano By Voice Vote

Yes	No	Abstain	Absent
7	0	0	0

8.02.5 Joint Transportation Agreement – Lebanon Borough (Regular School Year)

Resolved, to approve a Joint Transportation Agreement between the Franklin Township Board of Education (Host District) and Lebanon Borough Board of Education (Joiner District) for the 2018-19 Regular School Year for the following routes:

Start Date	End Date	Route #	Destination	# of Host District Students	# of Joiner District Students	Joiner Cost
09/04/2018	06/21/2019	E	Franklin Twp Elementary	40	1	\$710.75

Motion: Yasunas Second: Witkowski By Voice Vote

Yes	No	Abstain	Absent
7	0	0	0

8.03 Curriculum & Education

8.03.1 Strategic Plan (2018-2023)

Resolved, to approve the Franklin Township 5 Year Strategic Plan (2018-2023).

Motion: Yasunas Second: Sutton By Voice Vote

Yes	No	Abstain	Absent
7	0	0	0

Mrs. Luciano asked if this was a working document. Dr. Davis said yes.
 Mr. Cama asked who will work on assigning and report back to the board.

8.04 Policy

8.04.1 Resolved to adopt, after a second reading, the following revised policies:

2131	Chief School Administrator
5111	Admission
5131.1	Harassment, Intimidation and Bullying
5131.5	Vandalism/Violence
5134	Pregnant Pupils
5141	Health
5141.4	Missing, Abused and Neglected Children

Motion: Yasunas Second: Luciano By Voice Vote

Yes	No	Abstain	Absent
6	0	1 (V.E.)	0

8.05 Construction Citizen Advisory Committee - Mr. Mackinnon, Mr. Witkowski, Mrs. Evans
 Nothing at this time.

9. 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.

9.01 Budget and Finance

9.01.1 Secretary/Treasurer’s Report

Approve the Secretary/Treasurer’s Reports submitted for the month ending October, 2018, which agree with each other and the bank.

9.01.2 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 October, 2018 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.

9.01.3 Transfer of Funds

Approve the transfer of uncommitted funds within the 2018-2019 school year budget as per the attached list.

9.01.4 Bill List

Approve the November, 2018 bill list in the amount of \$579,422.50.

9.02 Education

9.02.1 Approve the following field trip:

Group	Location	Date
Grade 5	Old Barracks Museum	March, 2019

(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.)

9.03 Personnel

9.03.1 Professional Days

Approve the following professional day requests:

Date	Employee	Name of Professional Development Program	Registration Cost	Mileage Exp.
11/14/18	Leslie McCusker & Lindsay Gooditis	Cyber Security	\$0.00	.31 per mile
1/24/19	Broadus Davis	The Power of Legal Info - Practical Issues to Keep School Administration	\$150.00	.31 per mile

		Current & Compliant - Governance		
4/9/19	Broadus Davis	The Power of Legal Info - Practical Issues to Keep School Administration Current & Compliant - Personnel	\$150.00	.31 per mile
3/7/19	Donna Browning	The Responsive Classroom	\$199.00	.31 per mile

9.04 Facilities

9.04.1 Approve the following use of facilities requests:

Name of Group	Purpose	Location	Days/Dates	Time
FTS PTA	Snowflake Ball	Gym	Friday, January 18, 2019	3:30 - 9:30 p.m.
Hunterdon United AAU/ Hunterdon Hoops	Tournament	Gym	Saturday & Sunday, May 4 & 5, 2019	7:00 a.m. - 8:00 p.m.

RESOLVED, upon the recommendation of the Acting Superintendent, Dr. Broadus W. Davis, to approve the above stated consent agenda items.

Motion by: Yasunas Seconded by: Sutton

Roll Call Vote:

Name	Yes	No	Abstain	Absent
Mrs. Evans	X			
Mrs. Luciano	X			
Mrs. Sutton	X			
Mrs. Tomasini	X			
Mr. Witkowski	X			
Mr. Yasunas	X			
Mr. Cama	X			
Totals:	7	0	0	0

Motion to suspend the order of the agenda.

Motion: Yasunas Second: Sutton By Voice Vote

Yes	No	Abstain	Absent
7	0	0	0

10. Board Matters/New Business

10.01 Mr. Cama reported that the township is doing Strategic plan and they are looking for BOE volunteers.

Lisa Wood - Land Use Board President

- Doing a large scale review of the plan
- Meet with stakeholders; quasi
- Informal meetings with school board
- Process should take 4-6 months - maybe three meetings.

Board of Education is definitely interested in being part of the process.

10.02 Mr. Cama attended a sending district meeting at North Hunterdon Voorhees Regional High School and reported the following:

- Bethlehem Township partnered with NHVRHS for special education services.
- NHVRHS - creating an alternative Special Education school on campus.
- Lebanon Township - Elementary school summits in January for K-5 teachers
- High Bridge - enrollment is staying stable
- Lebanon Borough - enrollment is increasing
- Specials - Do we look at sharing?
- Media Specialist - Should we reach out to Bethlehem or Lebanon Borough?

11. Personnel - All resolutions are upon the recommendation of the Acting Superintendent.

11.01 **Resolved**, to ratify the appointment of Kathleen Morrison as Special Education Leave Replacement Teacher at a salary of \$59,646.27, to be prorated, beginning October 29, 2018 through approximately June 21, 2019 or the last day of school. (This position does not include benefits.) Be it further resolved, to approve Ms. Morrison to work with the teacher on October 25 & 26, 2018 at the substitute teacher rate.

Motion by: Yasunas

Seconded by: Luciano

Roll Call Vote:

Name	Yes	No	Abstain	Absent
Mrs. Evans	X			
Mrs. Luciano	X			
Mrs. Sutton	X			
Mrs. Tomasini	X			
Mr. Witkowski	X			
Mr. Yasunas	X			
Mr. Cama	X			
Totals:	7	0	0	0

11.02 **Resolved**, to approve Gail Ferdinando as a substitute bus aide for the 2018-2019 school year at the hourly rate of \$25.00 not to exceed \$1,000.

Motion by: Yasunas

Seconded by: Luciano

Roll Call Vote:

Name	Yes	No	Abstain	Absent
Mrs. Evans	X			
Mrs. Luciano	X			
Mrs. Sutton	X			
Mrs. Tomasini	X			
Mr. Witkowski	X			
Mr. Yasunas	X			
Mr. Cama	X			
Totals:	7	0	0	0

12. **Public Comments- Privilege of the Floor (3 minutes)**

Mrs. Cullen - Stated that the Land Use opportunity could be used to increase population of the school.

13. **Executive Session**

13.01 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 November 19, 2018 for the purpose of discussing the Superintendent Search and negotiations. 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. No action will be taken.

Motion: Yasunas Second: Sutton By Voice Vote

Yes	No	Abstain	Absent
7	0	0	0

Dr. Davis left the meeting at 9:24 p.m.

13.02 **Resolved, to return to Open Public Session at 10:08 p.m.**

Motion: Yasunas Second: Evans By Voice Vote

Yes	No	Abstain	Absent
7	0	0	0

14. **Adjournment**

14.01 **Resolved,** to Adjourn from the Public Meeting at 10:08.

Motion: Yasunas Second: Luciano By Voice Vote

Yes	No	Abstain	Absent
7	0	0	0

Respectfully submitted,

Certified by,

Patricia A. Martucci
Board Secretary

Cyrus Cama
Board President