

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

**March 19, 2018**

1. **Call to Order** - Mr. Burdick, Board President, called the meeting to order at 6:30 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. Burdick, Mr. Cama, Mr. French, Mrs. Luciano, Mrs. Sutton, Mr. Witkowski, Mr. Yasunas  
 Also Present: Dr. Davis, Acting Superintendent; Ms. Martucci, SBA/BS

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

**Motion to suspend the order of the agenda.**

Motion Yasunas	Second French	By Voice Vote	Yes	No	Abstain	Absent
			7	0	0	0

4.01 Student Delegate, Hunter Paulter, reported on the 8<sup>th</sup> grade Lock-In activity scheduled on May 11 & 12. Activities and music/DJ will be in the gym, food in the cafeteria, music room and library will be designated rest/sleep areas. Students will bring sleeping bag and pillow. There will be proper chaperone to student ratio. The facilities request is on the agenda for approval. Dr. Davis said there will be strict rules but the activity will be fun.

**Motion to return to the order of the agenda.**

Motion Yasunas	Second French	By Voice Vote	Yes	No	Abstain	Absent
			7	0	0	0

2. **Presentations**

- 2.01 Strategic Planning Presentation  
 JoAnn Perotti, Director of Strategic Services - Bucks County IU

A question and answer session with several clarifications took place.

3. **Minutes**

- 3.01 February 5, 2018 – Special Meeting
- 3.02 February 5, 2018 – Executive Session
- 3.03 February 26, 2018 – Regular Meeting
- 3.04 February 26, 2018 - Executive Session

**Resolved**, to approve the above listed minutes.  
 Motion Yasunas Second Luciano By Voice Vote

Yes	No	Abstain	Absent
6 (2/5)	0	1 (T.F.)	0
7 (2/26)	0	0	0

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

4.02 PTA Update

- Bingo/Tricky Tray
- Clothing Drive
- Fun Fair

4.03 Enrollment - 299

4.04 Staff Attendance -96.5%

4.05 Upcoming Events/Activities

- Student vs. Staff basketball Game - March 23, 2018
- Anti-Bullying Speaker - April 9 & 10, 2018
- Middle School Dance was well attended and went well
- Dr. Davis attended a Superintendent’s meeting - they discussed police in schools (there will be no funding)

4.06 2017-2018 Calendar Adjustments - Make-Up of Snow Days

There was a discussion. If there are additional snow days, days will be added to the end of the school year and April 2 & 3 will not be used as make up days. Discussion ensued regarding this.

4.07 Scope of Services for Special Education Audit

Originally 2 firms sent scope of services. One declined and one said they could do it. Mr. Cama suggested that we get a quote from Buck Co. IU. Dr. Davis will contact Ms. Perotti. Mr. Cama said there needs to be a thorough assessment due to the high turnover of case managers.

5. **Business Administrator Report**

5.01 Custodial Applications

5.02 Baseball Field

5.03 APR/Theater

**Resolved**, to approve SSP to complete an investigation on the water infiltration issue in the APR/Theater in the amount of \$2,800.00.

Motion by: Yasunas

Seconded by: Luciano

Roll Call Vote:

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

- 5.04 Panic Buttons - Tested 2/28/18
- 5.05 Generator
- 5.06 2018-2019 Preschool Rates and Proposed Contract
- 5.07 2018-2019 Tentative Budget Motion - State Aid

6. **Public Comments - Privilege of the Floor**

- Christina MacKinnon spoke regarding the “Walk-Out”. She thanked Mr. Burdick for his reply to her email. She expressed concerns about the need to have more communication to parents about safety protocols. Dr. Davis responded that Hunterdon County law enforcement advise us not to publicize safety information. Staff were instructed to talk about the situation, if the subject was brought up by students. Students needs were met.
- Christine Crielly said FTS could have used this opportunity as a Civics/Social Studies lesson. Staff could have been included in the “Walk-Out”. Middle school students should have had the option to participate. She had a concern about safety at parent-pick up. She also commented on the 18-19 calendar and the generator.
- Mr. MacKinnon feels there needs to be more communication with the community.
- A. Knolton said that children need to know there is a safe place to go to talk and parents need to know what the school is doing.
- Reka Huebscher was happy that her child came to her to discuss the situation and that the school did not speak to students. She also commented on the school calendar.
- Mrs. Thompson said she prefers starting before Labor Day so students have more instructional time earlier in the school year.
- Mrs. Shea commented on the calendar, suggesting snow days be built in.
- Mrs. Forbes commented on the calendar, starting after Labor Day in 18-19. She also commented on the “Walk-Out” and communication to parents and communication between teachers and students.
- Mrs. Faragalla spoke about her interested in the Board vacancy. Mr. Burdick stopped Mrs. Faragalla, citing a Board of Education meeting is not the place to make a political speech about her candidacy.
- Ms. Crielly commented on the calendar and using Genesis to communicate.

Board Comments:

- Mr. Cama said his daughter wanted to do something for the “Walk-Out”, but waited until the last minute. Maybe something could have been held inside the school.
- Mrs. Sutton said communication could be improved, but communications need to be appropriate by age. Parents need to do their part. It’s difficult to navigate K-8 with such situations.

7. **Correspondence**

- 7.01 Letter from Christina MacKinnon

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 - no meeting
- 8.02 Facilities and Finance - Mr. Burdick, Mr. French, Mr. Yasunas
  - 8.02.1 – Professional Services Agreement
  - Resolved, to approve the professional services agreement between Christine Haffling and the Franklin Township Board of Education for providing Home Instruction to Student ID#

5160271548 for 10 hours per week at the rate of \$45.00 per hour for the period of March 1, 2018 through June 30, 2018.

Motion Yasunas	Second Luciano	By Voice Vote	Yes 7	No 0	Abstain 0	Absent 0
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**8.02.2 - Preschool Rates and Tuition Agreement - 2018-2019**

**Resolved**, to approve the 2018-2019 Preschool Tuition Rates/Options as follows:

Options	Annual Amount	Monthly Amount
3 Half Days	\$2,684.00	\$268.40
5 Half Days	\$4,025.00	\$402.50
3 Full Days	\$4,752.00	\$475.20
5 Full Days	\$7,128.00	\$712.80

Motion Luciano	Second Yasunas	By Voice Vote	Yes 7	No 0	Abstain 0	Absent 0
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**8A. Subcommittees:**

1. Blue Ribbon School

**Motion** to appoint a sub committee - Mr. Cama, Mr. Yasunas, Mr. Burdick.

Motion Luciano	Second Witkowski	By Voice Vote	Yes 7	No 0	Abstain 0	Absent 0
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2. Shared Service/Other Opportunities

**Motion** to appoint a sub committee - Mrs. Luciano, Mr. French, Mrs. Sutton.

Motion Luciano	Second Yasunas	By Voice Vote	Yes 7	No 0	Abstain 0	Absent 0
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3. Board Representative - SSP - Mr. Witkowski.

**8.02.3 - Adoption of the 2018-2019 Proposed Budget:**

**Be it Resolved**, that the Franklin Township Board of Education hereby adopts the following ***proposed budget*** for the 2018-2019 school year and approves it for submission to the Hunterdon County Department of Education Executive County Superintendent for required review and approval. The proposed budget includes sufficient funds to provide curriculum and instruction which will enable all students to achieve the Core Curriculum Content Standards, and is in compliance with N.J.S.A. 18A and N.J.A.C. Title 6 and 6A:

REVENUE		APPROPRIATIONS	
<i>Fund 10:</i>		<i>Fund 10:</i>	
Excess Surplus/Fund Balance	\$188,855	Current Expense	\$6,399,697
Local Tax Levy	\$5,659,758	State Assessment/Debt Svc*	\$36,136
Other Revenue	\$119,545		
Extra Ordinary Aid (Est)	\$125,000		
NP Transportation Aid (Est)	\$2,250		
State Aid	\$340,425		

<i>Fund 20:</i>		<i>Fund 20:</i>	
Grant Entitlements	\$114,800	REAP/NCLB/IDEA Grants	\$114,800
<i>Fund 40:</i>		<i>Fund 40:</i>	
Debt Service - Tax Levy	\$655,859	Repayment of Debt	\$655,859
<b>Total Revenue:</b>	<b>\$7,206,492</b>	<b>Total Appropriations:</b>	<b>\$7,206,492</b>

\* State Assessment for Debt Service on SDA Grant Funding.

As per N.J.A.C. 6A:23A-7.3(a), the proposed budget provides for a maximum appropriation amount that may be allotted for travel and expense reimbursement. The School Business Administrator shall track and record these costs to insure that the maximum amount is not exceeded.

Motion by: Yasunas                      Seconded by: Luciano

Roll Call Vote:

Name	Yes	No	Abstain	Absent
Mr. Cama	X			
Mr. French	X			
Mrs. Luciano	X			
Mrs. Sutton	X			
Mr. Witkowski	X			
Mr. Yasunas	X			
Mr. Burdick	X			
<b>Totals:</b>	<b>7</b>	<b>0</b>	<b>0</b>	<b>0</b>

8.02.4 Discussion of possible referendum to pay for mitigation of flooding in Old All Purpose Room, whole school generator, APR repair, renovation of 1934 wing, renovation of gym, plus other safety & building improvements.

Motion to approve SSP to provide Scope Development services in the amount of \$9,500.00 for pre-referendum services.

Motion by: French                      Seconded by: Yasunas

Name	Yes	No	Abstain	Absent
Mr. Cama	X			
Mr. French	X			
Mrs. Luciano	X			
Mrs. Sutton	X			
Mr. Witkowski	X			
Mr. Yasunas	X			
Mr. Burdick	X			
<b>Totals:</b>	<b>7</b>	<b>0</b>	<b>0</b>	<b>0</b>

8.02.5 **Resolved**, to approve an increase in the amount of the Snow Plowing Services Agreement between the Franklin Township Board of Education and Oldwick Country Gardens for the period of November 1, 2017 to April 30, 2018 from not to exceed \$5,000.00 to not to exceed \$12,000.00 due to the more than expected snow and icing conditions.

Motion Luciano Second Witkowski By Voice Vote

Yes	No	Abstain	Absent
7	0	0	0

8.02.6 **Resolved** to accept the following proposals received in response to RFP #19-01 for **Audit Services** on March 14, 2018:

**AUDITOR:**

Firm Name & Address	Fee
Bedard, Kurowicki & Co., CPA's, PC 114 Broad Street Flemington, NJ 08822	\$16,500.00 (Not to exceed)

**BE IT FURTHER RESOLVED** to award a professional services contract to Bedard, Kurowicki & Co., CPA's, PC for district audit services for the fiscal year ending June 30, 2018, with the option of auditing the district financial statements for the subsequent two (2) fiscal years.

Motion Yasunas Second Cama By Voice Vote

Yes	No	Abstain	Absent
7	0	0	0

**8.03 Curriculum & Education**

8.03.1 - 2017-2018/2018-2019 School Calendars

Tabled

The calendars for the 2017-2018 school year and 2018-2019 school year were discussed. **Resolved**, to approve the 2018-2019 school calendar.

The 2018- 2019 calendar was tabled and a survey will be sent to parents and staff regarding the start date for students.

**Motion** to approve the 2017-2018 school year as presented and any additional snow days be made up at the end of the school year.

Motion Yasunas Second Cama By Voice Vote

Yes	No	Abstain	Absent
7	0	0	0

**8.04 Policy**

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

2224	Non Discrimination/Affirmative Action
4111.1/4211.1	Non Discrimination/Affirmative Action
4131/4131.1	Staff Development; Inservice Education/Visitations/Conferences
6164.2	Guidance Services
6171.1	Remedial Instruction

Motion French Second Yasunas By Voice Vote

Yes	No	Abstain	Absent
7	0	0	0

**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 February 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 February, 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 2017-2018 school year budget as per the attached list.

**9.01.4 Bill List**

Approve the March, 2018 bill list in the amount of \$1,098,377.94.

**9.02 Education**

**9.02.1 Field Trips**

Approve the following field trips:

Group	Location	Date
Grade 8	R.V.C.C. - The Middle School Learning Through Experience Program	May 3, 2018
Grade 4	Wild West City	May 18, 2018 Rain Date 5/24/18
Grade 3	Franklin Institute	May 30, 2018
Grade 5	Sterling Mineral Mine	May 18, 2018
Grade 5	Washington Crossing Park Bike Trip	May 25, 2018

(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 Day Requests**

Approve the following professional day requests:

Date	Employee	Name of Professional Development Program	Registration Cost	Mileage Exp.
3/12/18 (ratify approval)	Jen St. Laurent	2018 NJASC Advisors	\$30.00	\$16.43
5/1/18	Patricia Martucci	CDK Personnel EOY Meeting	\$0.00	\$9.92
5/23/18	Patricia Martucci	ESCNJ - 2018 Vendor Expo	\$0.00	\$27.28
5/7/18	Kimberly Schuler	CDK Accounting EOY Meeting	\$0.00	\$9.92
6/6, 6/7, 6/8, 2018	Patricia Martucci	NJASBO Annual Conference	\$275 Registration \$260 Hotel	\$71.30 \$25.00 Tolls

**9.03.2 Substitute Personnel**

None

**9.04 Facilities**

**9.04.1 Use of Facilities**

Approve the following use of facilities requests:

Name of Group	Purpose	Location	Days/Dates	Time
PTA	Fun Fair	Fields, Lawn Behind School	Friday, June 1, 2018 Monday, June 4, 2018 (Rain Date)	8:00 a.m. - 3:00 p.m.
F.T. Rec.	Summer Rec.	Café, Gym, Fields, Classrooms	M-F, July 9-20	8:30 a.m. - 1:00 p.m.
Cub Scouts Pack 108	Blue/Gold Dinner	Cafeteria	Friday, April 20, 2018	6:00 p.m. - 9:30 p.m.
8 <sup>th</sup> Grade/PTA	Eighth Grade Lock-In	Music Room Library Gym Cafeteria	Friday, May 11, 2018	6:00 p.m. - 8:00 a.m.
PTA	Bingo/Tricky Tray	Gym	Friday, April 27, 2018	4:00 p.m.-11:00 p.m.
PTA	Mother's Day Plant Sale	Lawn between Main & Library Entrance (Indoors if rain)	Friday, May 11, 2018	8:30 a.m. - 2:30 p.m.

RESOLVED, upon the recommendation of the Acting Superintendent, Dr. Broadus W. Davis, to approve the above stated consent agenda items 9.01 - 9.04.1.

Motion by: Yasunas

Seconded by: Luciano

Roll Call Vote:

Name	Yes	No	Abstain	Absent
Mr. Cama	X			
Mr. French	X			



Mrs. Luciano	X			
Mrs. Sutton	X			
Mr. Witkowski	X			
Mr. Yasunas	X			
Mr. Burdick	X			
Totals:	7	0	0	0

10. Board Matters/New Business

10.01 Yondr cell phone bags - Mr. Cama

- Price Quotes
- Training
- Other Schools

10.02 Obtaining Blue Ribbon Status - Mr. Cama

- Committee formed tonight
- Will attract families
- Led by Superintendent
- We don't apply, must be nominated. NJ has 9 nominations per year.

10.03 Summer Fun Program - June 18 - 29, 2018 - Mr. Cama

- Ran consecutively with Recreation Program. There will be no program Summer 2018.

10.04 Franklin Township Board of Education Goals 2017-2018

Resolved, to approve the 2017-2018 Board Goals.

Motion Luciano Second French By Voice Vote

Yes	No	Abstain	Absent
7	0	0	0

Motion to suspend the order of the agenda.

Motion Yasunas Second French By Voice Vote

Yes	No	Abstain	Absent
7	0	0	0

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

11.01 Resolved, to approve, after a second reading, the following job descriptions:

- Building and Grounds Coordinator
- Custodian - with Black Seal License
- Custodian - without Black Seal License
- Media Aide
- Cafeteria Aide

Motion Yasunas Second Luciano By Voice Vote

Yes	No	Abstain	Absent
7	0	0	0

11.02 Resolved, to appoint Wendy Sheehan as Special Education/ELA Leave Replacement Teacher at a salary of \$57,555.06, to be prorated, beginning March 28, 2018 through June 14, 2018 or the last day of school. This position does not include benefits. (Position Control #11-213-100-101-001-000).

Motion by: Yasunas Seconded by: Luciano

Roll Call Vote:

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

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

Ms. Crielly expressed her concern about an active shooter drill and its impact on students.

13. Executive Session - 10:53p.m.

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 March 19, 2018 for the purpose of discussing school safety. It is expected that the results of the discussion undertaken in closed session will be made public at the time official action is taken.

Motion Yasunas	Second Luciano	By Voice Vote	Yes	No	Abstain	Absent
			7	0	0	0

13.02 Resolved, to return to Open Public Session at 11:25.

Motion Yasunas	Second Luciano	By Voice Vote	Yes	No	Abstain	Absent
			7	0	0	0

14. Adjournment

14.01 Resolved, to Adjourn from the Public Meeting at 11:25 p.m.

Motion Yasunas	Second Luciano	By Voice Vote	Yes	No	Abstain	Absent
			7	0	0	0

Respectfully submitted,

Certified by,

Patricia Martucci  
Board Secretary

George Burdick  
Board President