

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

*June 18, 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, Mrs. Luciano, Mrs. Sutton, Mrs. Tomasini, Mr. Witkowski, Mr. Yasunas

Absent: Mr. Cama

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 Luciano By Voice Vote

Yes	No	Abstain	Absent
6	0	1	1

A. Student Delegate Report - Mia Vitiello

Cell Phone Use by Students - Some students do use them and know they are not supposed to. They are not being used in a bad way. Mrs. Van Ess spoke to students about not using cell phones.

Mr. Witkowski: Is it better because consequences are enforced?

Mrs. Luciano: Do students go to the bathroom and look up answers? Do students want the policy to change?

Mr. Yasunas: Policy is good to prevent bullying and social media posting. Cell phones can be used to bully, etc.

Mrs. Sutton: What do students think is "bad" behavior? High school is different from middle school.

Mrs. Tomasini: Why did you report on this to the Board?

MV: To stress that the usage isn't bad.

Mrs. Tomasini: What about leaving the phone with the teacher before going to the bathroom.

MV: That might be a good policy.

Dr. Davis: Parents call and email that they want kids to have their cell phones.

Mr. Burdick: Mr. Cama advocates a "Yondr" bag for cell phones at school. Police and Office of Emergency Management are not in favor of Yondr. Policy states no cell phone use. He heard some teachers are actually asking students to use their phones. If policy is modified to permit limited use of cell phones they will be used more.

MV: Yondr bags are a bit extreme. Could it damage the phones? Current policy is fine about having it taken away if it is seen. Teachers should take away phones.

Mr. Burdick: If we have a policy and students don't abide by policy the BOE needs to change policy and do something different.

Mrs. Sutton: Find something else? Yondr is extreme.

Mr. Yasunas: It has to be consistent consequences.

**B. Construction Committee Report**

- Mr. Witkowski toured the basement; met with engineer and architect; The recommendation is to use gravity system to pull water out with back up pumps; It's not feasible to do during the school year; bid in January 2019 with work to be completed in Summer 2019; may be some finishes left to complete in September 2019.

- Mr. MacKinnon - We can't rush the bidding and proposals. It's better to take time and do it right with least amount of student disruption. There will be open trenches around the building; safety concerns.

- Mr. Burdick - Addressing water coming in from outside and up through the floor.

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

Motion Yasunas Second Sutton By Voice Vote

Yes	No	Abstain	Absent
6	0	0	1

**2. Presentation - Hunter Timko, Health/P.E. Teacher/Athletic Director**

- Update on 2018-2019 School Athletics

Mrs. Tomasini: Separate by grade level to get more play time.

Mr. Timko: We are looking into that and focus on message about being part of a team.

Mr. Yasunas: Offer "clinics" to get students into the pipeline for future teams.

Mr. Burdick: Opponent to Pay for Play; discourages some families.

**3. Minutes**

3.01 May 21, 2018 - Regular Meeting

3.02 May 21, 2018 - Executive Session

3.03 May 22, 2018 - Special Meeting

**Resolved, to approve the above listed minutes.**

Motion Yasunas Second Luciano By Voice Vote

Yes	No	Abstain	Absent
4	0	2 (FY, KS) 5/21/18 5/22/18	0

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

4.01 Student Delegate - Mia Vitiello - report given earlier

4.02 PTA Update

- Virtual Reality System - Gr. K-8 - \$10,000

- New Board was elected:

Co-Presidents - Kimberly Thompson & Karen Obiedzinski

Vice President - Virginia Evans

Treasurer - Mr. Wilt

Secretary - Rebecca Armagast

4.03 Enrollment - 298

4.04 Staff Attendance -94%

4.05 End of School Events/Activities

- 4.06 Report of Vandalism and Violence Incidents - September 1 - December 31, 2017  
4 incidents
- 4.07 Report of HIB Incidents - September 1 - December 31, 2017  
1 Unfounded

5. **Business Administrator Report**

- 5.01 NJSBA Workshop - October 2018
- 5.02 BOE Candidate Petitions - New forms are available on line - due July 30, 2018 to County Clerk

6. **Public Comments** - Nothing at this time.

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  
• Met on June 5, 2018

8.01.1 **Resolved**, to approve the 2018-2019 school day start and end times as per attached schedule.

Motion Luciano Second Witkowski By Voice Vote

Yes	No	Abstain	Absent
6	0	0	1

- 8.02 **Facilities and Finance** - Mr. Burdick, Mrs. Tomasini, Mr. Yasunas - no meeting

8.02.1 HCESC Social Worker/Case Manager Services

**Resolved**, to approve the agreement for Social Worker/Case Manager Services between Franklin Township Board of Education and Hunterdon County Educational Services Commission for the period of June 18, 2018 - August 27, 2018.

Motion Luciano Second Yasunas By Voice Vote

Yes	No	Abstain	Absent
6	0	0	1

8.02.2 Tuition Contract

**Resolved**, to approve a New Jersey State Department of Education Mandated Tuition Contract between The Newgrange School of Princeton, Inc. and the Franklin Township Board of Education for Student #4084851245 for the 2018-2019 school year at \$323.91 per diem, totaling \$69,316.74.

Motion Yasunas Second Sutton By Voice Vote

Yes	No	Abstain	Absent
6	0	0	1

8.02.3 Shared Services Agreement - Transportation

**Resolved**, to approve a Shared Services Agreement between the Delaware Valley Regional High School District Board of Education and the Franklin Township Board of Education for the 2018-19 school year as follows:

- 1. Transportation Administration (Routing) \$ 1,326.00
- 2. Vehicle Maintenance/Inspection (Bus) \$ 71.10 per hour labor/parts cost
- 3. Fueling Services (diesel/gasoline) \$ .06 over bulk purchase price

Motion Yasunas Second Luciano By Voice Vote

Yes	No	Abstain	Absent
6	0	0	1

**8.02.4 Professional Services Agreement - Occupational Therapy**

**Resolved** to approve an agreement for occupational therapy services between the Franklin Township Board of Education and Children’s Therapy Services, Inc. for the period July 1, 2018 through June 30, 2019 at an hourly rate of \$94.75, not to exceed \$7,500.00.

Motion Yasunas Second Sutton By Voice Vote

Yes	No	Abstain	Absent
6	0	0	1

**8.02.5 Authorization to Submit Alternate Method of Bathroom Facilities Compliance for PreK to Hunterdon County Executive Superintendent**

**Resolved**, the Board authorizes the Superintendent to submit an application of waiver request to the Hunterdon County Office of Education -“Toilet Room Facilities for Early Intervention, Pre-Kindergarten and Kindergarten Classrooms” pertaining to the Pre-K classroom in accordance with N.J.A.C. 6A:26-6.3 (h) 4ii, by providing toilet rooms adjacent to or outside the classroom in lieu of individual toilet rooms in the classroom.

Motion Yasunas Second Luciano By Voice Vote

Yes	No	Abstain	Absent
6	0	0	1

**8.02.6 Capital Reserve**

WHEREAS, N.J.S.A. 18A:21-2 and N.J.S.A. 18A:7G-13 permit a Board of Education to establish and/or deposit into certain reserve accounts at year end, and

WHEREAS, the aforementioned Statutes authorize procedures, under the authority of the Commissioner of Education, which permit a Board of Education to transfer anticipated current revenue or unexpected appropriations into reserve accounts during the month of June by resolution, and

WHEREAS, the Franklin Township Board of Education wishes to deposit anticipated current year surplus into a Current Expense Capital Reserve account at year end, and WHEREAS, the Franklin Township Board of Education has determined that an amount, not to exceed \$250,000.00 MAY be available for such purpose of transfer,

NOW THEREFORE BE IT RESOLVED by the Franklin Township Board of Education that it hereby authorizes the Business Administrator to make this transfer consistent with all applicable laws and regulations.

Motion Yasunas Second Luciano By Voice Vote

Yes	No	Abstain	Absent
6	0	0	1

**8.02.7 MAINTENANCE RESERVE**

WHEREAS, N.J.S.A. 18A:21-2 and N.J.S.A. 18A:7G-13 permit a Board of Education to establish and/or deposit into certain reserve accounts at year end, and

WHEREAS, the aforementioned Statutes authorize procedures, under the authority of the Commissioner of Education, which permit a Board of Education to transfer anticipated current revenue or unexpected appropriations into reserve accounts during the month of June by resolution, and

WHEREAS, the Franklin Township Board of Education wishes to deposit anticipated current year surplus into a Current Expense Maintenance Reserve account at year end, and

WHEREAS, the Franklin Township Board of Education has determined that an amount, not to exceed \$500,000.00 MAY be available for such purpose of transfer,

NOW THEREFORE BE IT RESOLVED by the Franklin Township Board of Education that it hereby authorizes the Business Administrator to make this transfer consistent with all applicable laws and regulations.

Motion Yasunas Second Luciano By Voice Vote

Yes	No	Abstain	Absent
6	0	0	1

**8.02.8 PROFESSIONAL SERVICES CONTRACT – McManimon, Scotland & Baumann, LLC**

**Resolved**, to approve a professional services contract between the Franklin Township Board of Education and McManimon, Scotland & Baumann, LLC for Bond Counsel services in relation to alternate methods of financing capital projects and other purposes for the 2018-19 school year. (Contract not to exceed \$25,000.00).

Tabled until after executive session.

Motion Yasunas Second Sutton By Voice Vote

Yes	No	Abstain	Absent
6	0	0	1

**8.02.9 Annual Contracts**

**Resolved Pursuant to P.L. 2015, Chapter 47, An Act** concerning school district contracts and supplementing N.J.S.18A:18A-1 et seq. enacted by the Senate and General Assembly of the State of New Jersey on May 7, 2015, C.18A:18A-42.2 Report to board on school district contracts:

- a. By July 1 of each school year, the school business administrator shall submit a written report to the board of education on school district contracts. The report shall include: a list of all district contracts that will be awarded, subject to renewal, or expire during the school year; and an explanation of all applicable federal and State laws, rules, and regulations relating to those contracts.

b. Prior to the execution, extension, or renewal of any school district contract that was not included in the report prepared pursuant to subsection a. of this section, the school business administrator shall notify the board of education in writing of all applicable federal and State laws, rules, and regulations relating to the contract.

**Therefore Be It Resolved**, that to comply with P.L. 2015, Chapter 47, the Franklin Township Board of Education *intends to renew, award, or permit to expire* the following contracts previously awarded by the Board of Education. These contracts are, have been and will be in full compliance with all state and federal statutes and regulations; in particular N.J.S.A. 18A:18 et. Seq., N.J.A.C. Chapter 23, and Federal Uniform Administrative Requirements 2CFR, Part 200:

ABM Janitorial Services  
Advancing Opportunities  
Arthur J. Gallagher & Co.  
Atlas Elevator  
Bedard, Kurowicki & Co, CPA, PC  
Behavioral Consultants, LLC  
Bollinger Insurance  
Brown & Brown Metro  
Bucks County IU  
CDK Systems, Inc.  
Children's Therapy, Inc.  
Comcast Business  
Delaware Valley Regional Board of Education  
East Amwell Township Board of Education  
Educational Consortium for Telecommunications  
Education Data Services, Inc.  
Frontline Technologies, Inc.  
Green Brook Family Medicine (Dr. Ronald Frank)  
Haffling, Christine  
Hampton Borough School District  
Hunterdon County Educational Services Commission  
Industrial Appraisal  
J&B Therapy  
Machado Law Group  
Maschio's Food Services, Inc.  
McGowan LLC  
Mechanical Preservation Associates, Inc.  
Mt. Salem Electric  
Newgrange School  
NJSBA  
NJR Clean Energy Ventures Corporation  
New Jersey Educational Services Commission  
North Hunterdon Regional Board of Education  
Hampton Borough Board of Education  
Oldwick Country Gardens  
Oxford Consulting Services, Inc.

PaySchools  
 Pereira, Karen  
 Phoenix Advisors  
 Republic Services, Inc.  
 R&L Payroll Systems, Inc.  
 Richard Yard Plumbing, Inc.  
 School Alliance Insurance Fund  
 School Health Insurance Fund  
 Senkow, Kathleen  
 Sharp Business Services  
 SSP Architects  
 Tri-County Termite & Pest Control  
 Viscel, Stacey  
 Warren County Special Services School District  
 Wells Fargo Insurance Services USA, Inc.  
 Work Family Connection

Motion Yasunas Second Luciano By Voice Vote

Yes	No	Abstain	Absent
6	0	0	1

**8.02.10 Professional Services Contract - SOR Consulting Engineers, Inc.**  
**Resolved**, to approve a professional services contract between the Franklin Township Board of Education and SOR Consulting Engineers, Inc. for a floor slab and subsurface investigation in the APR/Theatre, for \$3,900.00.

Motion Yasunas Second Witkowski By Voice Vote

Yes	No	Abstain	Absent
6	0	0	1

### 8.03 Curriculum & Education

#### 8.03.1 Revised Policies/Regulations

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

1120	Board of Education Meetings
1330/1330R	Use of School Facilities
3515	Smoking Prohibition
3542.1	Local Wellness/Nutrition
4113/4114	Assignment
6146.2	Promotion/Retention

Motion Yasunas Second Luciano By Voice Vote

Yes	No	Abstain	Absent
6	0	0	1

**8.04 Construction Citizen Advisory Committee Update (Mr. Mackinnon, Mr. Witkowski, Mr. Burdick) - Met on 6/11/18 - Report given earlier.**

## 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 May 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 May, 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 June, 2018 bill list in the amount of \$602,808.66.

**9.02 Education**

No Consent Items

**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.
9/20/18 9/21/18	Gail Ferdinando	PECS Training	\$399.00	\$46.87
6/26/18	Sophia Van Ess	Webinar: Legally Defensible Investigations	\$399.00	\$0

**9.03.2 Course Applications**

Approve the following course applications:

Employee	Name of Course	College/University	Semester	Amount of Reimbursement
Lindsay Gooditis	Social Problems & Education	The College of New Jersey	Summer, 2018	\$1,934.40



Lindsay Gooditis	Intro to Research	The College of New Jersey	Summer, 2018	\$ 65.60
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**9.04 Facilities**

**9.04.1 Ratify Approval** of the following use of facilities requests:

Name of Group	Purpose	Location	Days/Dates	Time
National Psoriasis Foundation	Fundraiser - Cycling Event	Parking Lot - Rest Stop	June 15, 2018 June 16, 2018	Evening set-up 6:00 a.m.-6:00 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: Luciano

Roll Call Vote:

Name	Yes	No	Abstain	Absent
Mr. Cama				X
Mrs. Luciano	X			
Mrs. Sutton	X			
Mrs. Tomasini	X			
Mr. Witkowski	X			
Mr. Yasunas	X			
Mr. Burdick	X			
Totals:	6	0	0	1

**10. Board Matters/New Business**

**10.01 Preschool - 2018-2019 (as of 6/18/18)**

2 Classes - 3 Years Old - 10 students

4 Years Old - 12 students

Maximum for each class is 15 (5 spots reserved for IEP students)

**10.02 Kindergarten - 2018-2019**

There are 16 current registrations. There is only one class right now. Dr. Davis has a "Plan B" to split into 2 sections if necessary without hiring new staff. Dr. Petersen is comfortable handling a larger class.

Mr. Witkowski and Mr. Burdick requested a preschool history of revenues/costs to be provided for the July Board meeting.

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

**11.01 Resolved**, to approve Wendy Sheehan to provide tutoring to 4 students during the Summer, 2018 at the rate of \$30.00 per hour, for total of 72 hours, not to exceed \$2,160.00.

Motion by: Luciano                      Seconded by: Yasunas

Roll Call Vote:

Name	Yes	No	Abstain	Absent
Mr. Cama				X

Mrs. Luciano	X			
Mrs. Sutton	X			
Mrs. Tomasini	X			
Mr. Witkowski	X			
Mr. Yasunas	X			
Mr. Burdick	X			
Totals:	6	0	0	1

11.02 **Resolved**, to accept, with regret, the resignation of Jeffery Buchinsky as paraprofessional/bus aide, effective June 8, 2018.

Motion by: Yasunas                      Seconded by: Luciano

Roll Call Vote:

Name	Yes	No	Abstain	Absent
Mr. Cama				X
Mrs. Luciano	X			
Mrs. Sutton	X			
Mrs. Tomasini	X			
Mr. Witkowski	X			
Mr. Yasunas	X			
Mr. Burdick	X			
Totals:	6	0	0	1

11.03 **Resolved**, to appoint Gail Ferdinando as a paraprofessional for the ESY program beginning June 25, 2018 - July 26, 2018, 4 hours per day, at the hourly rate of \$25.00, not to exceed \$1,800.00.

Motion by: Yasunas                      Seconded by: Sutton

Roll Call Vote:

Name	Yes	No	Abstain	Absent
Mr. Cama				X
Mrs. Luciano	X			
Mrs. Sutton	X			
Mrs. Tomasini	X			
Mr. Witkowski	X			
Mr. Yasunas	X			
Mr. Burdick	X			
Totals:	6	0	0	1

11.04 **Resolved**, to appoint Molly Noctor as a paraprofessional for the ESY program beginning June 25, 2018 - July 26, 2018, 4 hours per day, at the hourly rate of \$25.00, not to exceed \$1,800.00.

Motion by: Yasunas

Seconded by: Sutton

Roll Call Vote:

Name	Yes	No	Abstain	Absent
Mr. Cama				X
Mrs. Luciano	X			
Mrs. Sutton	X			
Mrs. Tomasini	X			
Mr. Witkowski	X			
Mr. Yasunas	X			
Mr. Burdick	X			
Totals:	6	0	0	1

11.05 Resolved, to appoint Cassidy Varga as a paraprofessional/bus aide for the ESY program beginning June 25, 2018 - July 26, 2018, 6 hours per day, at the hourly rate of \$25.00, not to exceed \$2,700.00.

Motion by: Yasunas

Seconded by: Witkowski

Roll Call Vote:

Name	Yes	No	Abstain	Absent
Mr. Cama				X
Mrs. Luciano	X			
Mrs. Sutton	X			
Mrs. Tomasini	X			
Mr. Witkowski	X			
Mr. Yasunas	X			
Mr. Burdick	X			
Totals:	6	0	0	1

11.06 Resolved, to appoint the following seasonal custodial/maintenance helpers beginning June 18, 2018 through June 30, 2019.

Dylan Nace - \$13.00 per hour

Peter Nace - \$12.00 per hour

Motion by: Yasunas

Seconded by: Luciano

Roll Call Vote:

Name	Yes	No	Abstain	Absent
Mr. Cama				X

Mrs. Luciano	X			
Mrs. Sutton	X			
Mrs. Tomasini	X			
Mr. Witkowski	X			
Mr. Yasunas	X			
Mr. Burdick	X			
Totals:	6	0	0	1

**11.07 Leave of Absence (Non-Tenured) – Lillian Bickhardt**

RESOLVED, to approve a request for unpaid Child Bearing Leave for Lillian Bickhardt, pursuant to Article XIII of the Agreement Between the Quakertown Education Association and the Franklin Township Board of Education (2017-2020), commencing on or about August 28, 2018; and

BE IT FURTHER RESOLVED, to approve a request for 10 weeks of unpaid Child Rearing Leave, to run concurrently with provisions of the Family and Medical Leave Act (FMLA), commencing on or about August 28, 2018 and terminating on or about November 1, 2018. (Pursuant to Article XIII, no credit is given towards salary increase or accruing tenure during such Child Rearing leave.)

Motion by: Yasunas

Seconded by: Witkowski

Roll Call Vote:

Name	Yes	No	Abstain	Absent
Mr. Cama				X
Mrs. Luciano	X			
Mrs. Sutton	X			
Mrs. Tomasini	X			
Mr. Witkowski	X			
Mr. Yasunas	X			
Mr. Burdick	X			
Totals:	6	0	0	1

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

Bonnie Wilk had a question regarding when school is to start. There are safety issues with parents and children walking through the parking lot.

Mrs. Sutton suggested posting a map and putting up cones.

Mrs. Evans inquired about the attorney; is it for a referendum? Ms. Martucci responded “no”, it is for a ground lease/5 year loan.

**13. Executive Session - 9:23 p.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 June 18, 2018 for the purpose of discussing contract 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 will return the open session in approximately 30 - 45 minutes.*

Motion Yasunas Second Luciano By Voice Vote

Yes	No	Abstain	Absent
6	0	0	1

13.02 Resolved, to return to Open Public Session at 10:00 p.m.

Motion Yasunas Second Luciano By Voice Vote

Yes	No	Abstain	Absent
6	0	0	1

14. Adjournment

14.01 Resolved, to Adjourn from the Public Meeting at 10:01 p.m.

Motion Yasunas Second Luciano By Voice Vote

Yes	No	Abstain	Absent
6	0	0	0

Respectfully submitted,

Certified by,

Patricia Martucci  
Board Secretary

George Burdick  
Board President