

**FRANKLIN TOWNSHIP SCHOOL
NEW JERSEY 08868
Board of Education
REORGANIZATION MEETING
January 6, 2020**

1. **Call to Order – Cyrus Cama, President, called the meeting to order at 6:00 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 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 17, 2019.

2. **Flag Salute – Mr. Cama led all assembled in the Pledge of Allegiance**

3. **Board Secretary administered the Oath of Office to Newly Elected Members of the Board of Education:**

Virginia Evans
Frank Yasunas

4. **Roll Call – Patricia Martucci, SBA/BS – Quorum was present.**

Present: Mr. Cama, Mrs. Evans, Mrs. Sutton, Mr. Tomasini, Mr. Witkowski, Mr. Yasunas
 Also Present: Mr. Diaz, Superintendent, Ms. Martucci, SBA/BS
 Absent: Mrs. Luciano

5. **Presentation: FY 2019 Audit – Kelsey Butler and Laura Atwell, BKC Certified Public Accountants**

6. **Nomination of Officers**
6.01 Board Secretary called for nominations for President

Resolved, to nominate Cyrus Cama for President.
 Motion: Yasunas Second: Sutton

Roll Call Vote:

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

Board Secretary turned the meeting over to Mr. Cama, newly elected President.

6.02 Mr. Cama, President, called for nominations for Vice-President

Resolved, to nominate Allison Luciano for Vice President.

Motion: Witkowski

Second: Yasunas

Additional Nominees: None

Roll Call Vote:

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

7. Public Comments

- Mrs. Cullen congratulated the re-elected Board of Education members and elected officers.

8. Adopt Code of Ethics – 2001 Version

RESOLVED that the Board of Education adopts the New Jersey School Boards Association Code of Ethics as read;

BE IT FURTHER RESOLVED each Board of Education Member will sign the documentation that he/she has received a copy of the code and it is understood.

Motion: Yasunas

Second: Witkowski

Roll Call Vote:

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

9. **Board of Education Accounts/Banking Resolution**

Resolved, that the following Financial Institutions be designated as approved depositories for the Franklin Township School District and that the Financial Institutions be required to be insured by either the SLIC or the FDIC and/or as required by both Federal and State statutes:

Investors Bank

And Be it Further Resolved, that the following warrant signatures be approved:

- General Account – (3) President, Secretary, Treasurer
- Payroll/Agency Account & Summer Pay – (2) Secretary, Treasurer
- Student Activity Account – (2 of 3) Secretary, Treasurer, Superintendent
- Capital Reserve – (3) President, Secretary, Treasurer
- Unemployment – (2) Secretary, Treasurer
- Food Service – (2) Secretary, Treasurer

Motion: Yasunas

Second: Sutton

Roll Call Vote:

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

10. **Designate Official Newspapers/Meeting Schedule Resolution**

Whereas, Chapter 231 of the Public Laws of NJ (1975) known as, and hereinafter designated as, the “Open Public Meetings Act” requires notification of meetings of public bodies, as therein defined, in the manner therein set forth, now therefore be it

Resolved, that for purposes of compliance with the Open Public Meetings Act, the Board of Education of Franklin Township School hereby makes the following designations:

The Hunterdon Democrat (primary) and The Express Times (secondary) are hereby designated as the two newspapers to receive notification of meetings as required by any and all sections of the Open Public Meetings Act.

Notices of meetings shall be posted on the bulletin board in the main entrance of the school, and sent to the Township Clerk.

Be it Further Resolved, to approve the annual board meeting calendar as follows:

The regular monthly meetings of the Franklin Township Board of Education in Hunterdon County will be held at 6:30 p.m. on the following dates. Meetings will be held in the Media Center/Library at Franklin Township School located at 226 Quakertown Road, Quakertown, NJ 08868.

January 6, 2020 Annual Reorganization Meeting
 February 10, 2020
 March 16, 2020 Adoption of Tentative Budget 2020-21
 April 27, 2020 (6:00 p.m.) Public Budget Hearing & Adoption 2020-21
 May 11, 2020
 June 15, 2020
 July – NO MEETING
 August 17, 2020
 September 14, 2020
 October 12, 2020
 November 16, 2020
 December 21, 2020
 January 6, 2021 (Wednesday) 6:00 p.m. Reorganization Meeting

Motion: Yasunas

Second: Witkowski

Roll Call Vote:

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

11. Re Adoption of Policy Manual

Resolved, to readopt all current written policies, by-laws and rules/regulations of the Franklin Township School District for the period from the date of this Reorganization Meeting until the Reorganization Meeting in the next calendar year unless modified by the Board of Education in accordance with those applicable policies, by-laws and/or rules/regulations.

Motion: Yasunas

Second: Evans

Roll Call Vote:

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

12. **Parliamentary Procedures**

Resolved, to adopt Roberts Rules of Order as the official parliamentary procedure manual to be used to conduct meetings and appoint the board secretary and board attorney to act as the parliamentarians until the next Reorganization Meeting on January 6, 2021.

Motion: Yasunas Second: Sutton

Roll Call Vote:

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

13. **Appointment of Delegates and Representatives**

Resolved, to appoint the following delegates/representatives:

- A. Hunterdon County Educational Services Commission Patricia Martucci, SBA/BS
- B. Hunterdon County School Boards Association Cyrus Cama
- C. New Jersey School Boards Association Frank Yasunas
- D. Township Committee Liaison James Witkowski

Motion: Yasunas Second: Sutton

Roll Call Vote:

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

14. **Resolved**, to appoint members of the following subcommittees.

- | | | | |
|-------------------------|------------------------|------------------------|------------------------|
| A. Negotiations | <u>Cyrus Cama</u> | <u>Frank Yasunas</u> | <u>Karen Sutton</u> |
| B. Policy | <u>Virginia Evans</u> | <u>Erin Tomasini</u> | <u>James Witkowski</u> |
| C. Facilities & Finance | <u>Virginia Evans</u> | <u>Erin Tomasini</u> | <u>James Witkowski</u> |
| D. Curriculum | <u>Cyrus Cama</u> | <u>Allison Luciano</u> | <u>Erin Tomasini</u> |
| E. Communications | <u>Allison Luciano</u> | <u>Karen Sutton</u> | <u>Frank Yasunas</u> |
| F. Ad Hoc | <u>Allison Luciano</u> | <u>Erin Tomasini</u> | <u>James Witkowski</u> |
| G. Strategic Plan | <u>Virginia Evans</u> | <u>Karen Sutton</u> | <u>Frank Yasunas</u> |

Motion: Yasunas Second: Evans

Roll Call Vote:

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

This concludes the Reorganization Meeting of the Franklin Township Board of Education

15. Presentations – Lindsay Gooditis, Principal

- School Climate and Culture Survey
- Communication Survey

16. Minutes

- 16.01 November 18, 2019 – Regular Meeting
- 16.02 November 18, 2019 – Executive Session

Resolved, to approve the above listed minutes.

Motion Sutton Second Yasunas By Voice Vote

Yes	No	Abstain	Absent
6	0	0	1

17. Superintendent’s Report – Mr. Nicholas Diaz

- Congratulations to all of our Spelling Bee participants and to our top three. 1st place- Vivian Evans, 2nd place- Natalie Lowenstein, 3rd place- Spencer Tomasini. Thank you to Mrs. St. Laurent, Mr. Giantisco, and Mrs. Cullen for all their assistance.
- Franklin’s inaugural participation in the RVCC partnership for performing arts was a success. Students performed the Bach Cantata No. 140 and a few traditional Christmas songs at the Welpel Theater at RVCC. A big thank you to Mrs. Emily Kastner for preparing our students for this great opportunity.
- Speaking of Mrs. Kastner, another thank you for preparing our students for the three winter concert performances. All three performances were well received which is a testament to our students hardwork and effort.
- The Hour of Code week was a success. Many parents came during the school day. This year, we also hosted a night event where students, families, and community members were able to code through mazes using spheros, dashes, and bee bots as well as coding drones. Thank you Mrs. Alexander and Mrs. McCusker for your help with this event.
- Ms. Gooditis and Mrs. Alexander were selected to present at Techspo’ 2020, NJ’s premiere technology convention. Their presentation is entitled Coding Across the Ages. They will discuss our technology program, school resources, and The Hour of Code.

18.03 Donation – Work-Family Connection

Resolved, to graciously accept a donation for \$250.00 from the Work-Family Connection (Before/After School Enrichment Program) for the Student Activity Account.

Motion Yasunas Second Sutton By Voice Vote

Yes 6	No 0	Abstain 0	Absent 1
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19. 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.

19.01 Budget and Finance

19.01.1 Secretary/Treasurer’s Report

Approve the Secretary/Treasurer’s Reports submitted for the month ending November, 2019, which agree with each other and the bank.

19.01.2 Financial Reports Certification

Approve the following resolution:

Pursuant to N.J.A.C. 6A:23A-13.3©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 November, 2019 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.

19.01.3 Transfer of Funds

Approve the transfer of uncommitted funds within the 2019-2020 school year budget as per the attached list.

19.01.4 Bill List

Approve the November, 2019 bill list in the amount of \$654,773.86.

19.02 Education

19.02.1 Approve the following field trips:

Group	Location	Date
Grade 6	Camp Bernie	June 2020
Grade 7	American Museum of Natural History	May 2020
Grade 3	Franklin Institute	May 2020
Grade 5	Sterling Mineral Mine	June 2020
Grade 8	Raritan Valley Community College	April 2020

(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.)

19.03 Personnel

19.03.1 Professional Days

Approve the following professional days and travel expenditures for staff members to attend professional development conferences/workshops. This travel is deemed educationally necessary and fiscally prudent and all travel expenditures shall be directly related to and within the scope of the staff member's current responsibilities and the district's professional development plan.

Date	Employee	Name of Professional Development Program	Registration Cost	Mileage Exp.
1/13/20	Kate Paquette	Disciplinary Literacy in Science and Social Studies	\$99.00	.35/mile
1/15/20	Minga Cullen	Strengthen Your Special Needs Students' Executive Function Skills	\$279.00	.35/mile
1/30/20 & 1/31/20	Lillian Bickhardt	PECS Training	\$429.00	.35/mile
2/27/20	Lindsay Gooditis & Leslie McCusker	Mandatory NJSLA Training	\$0	.35/mile
3/2/20	Karin Stumpf	Mandatory NJSLA Training	\$0	.35/mile
2/27/20 & 2/28/20	Karin Stumpf	Association of Student Assistance Professionals of NJ Annual Conference	\$325.00	.35/mile
3/23/20 & 3/24/20	James Schwar	NJSBGA: 2020 Expo Conference	\$850.00 (NTE)	.35/mile
2/24/20	Steven H. Timko	NJASPERD Convention	\$75.00	.35/mile
3/4/20	Jenienne Balducci David Giantisco Minga Cullen	Current, Best Practices for Co-Teaching	\$259.00 ea.	.35/mile

19.03.2 Substitute Personnel

Approve the following substitute applications:

- Elizabeth Kelly (teacher)
- Steven Weber (custodian)

19.04 Facilities

19.04.1 Approve the following use of facility application:

Name of Group	Purpose	Location	Days/Dates	Time
Cub Scout Pack 108	Pinewood Derby Blue/Gold Dinner	Café/APR Café/APR	March 6, 2020 April 3, 2020	5:30 – 9:00 p.m. 6:00 – 9:00 p.m.

RESOLVED, upon the recommendation of the Superintendent, Mr. Nicholas Diaz, to approve the above stated consent agenda items.

Motion by: Yasunas Seconded by: Witkowski

Roll Call Vote:

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

20. Public Comments - None

21. Executive Session – 7:30 p.m.

21.01 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 January 6, 2020 for the purpose of discussing shared services. 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 reconvene into public session in approximately 15 minutes. Action will not be taken.

Motion Yasunas Second Sutton By Voice Vote

Yes	No	Abstain	Absent
6	0	0	1

21.02 **Resolved, to return to Open Public Session at 8:02 p.m.**

Motion Evans Second Sutton By Voice Vote

Yes	No	Abstain	Absent
6	0	0	1

22. Other Business

Mr. Witkowski led a discussion about submitting school items for the Township newsletter.

23. Resolved, to Adjourn from the Public Meeting at 8:07 p.m.

Motion Yasunas Second Evans By Voice Vote

Yes	No	Abstain	Absent
6	0	0	1

Respectfully Submitted,

Patricia Martucci, Board Secretary