

FRANKLIN TOWNSHIP SCHOOL
NEW JERSEY 08868
Board of Education
REGULAR MEETING (Virtual)

April 27, 2021

1. Call to Order – Mr. Cama called the meeting to order at 6:03 p.m.

Open Public Meeting Announcement

Pursuant to Executive Order #103, dated March 9, 2020, Governor Murphy declared a Public Health Emergency and a State of Emergency in New Jersey. On March 20, 2020, P.L. 2020 Chapter 11 amended the Open Public Meeting Act to allow local public bodies to conduct Remote Public Meetings by use of electronic communications technology during a period declared as a Public Health Emergency or a State of Emergency.

Adequate Notice and Electronic Notice of this meeting was given by:

1. Publication in the Hunterdon Democrat on January 21, 2021;
2. Advance written notice to the Franklin Township Clerk;
3. Advance written notice posted on the bulletin board of the Franklin Township School;
4. Posting of an electronic notice of this meeting on the district website which provided the time, date and instructions for: (a) access to the Remote Public Meeting, (b) how to provide public comment and (c) how to access the agenda.

During the business session portion of this Remote Public Meeting the audio of all members of the public attending the meeting will be muted. During the times of public comment indicated on the agenda, members of the public who desire to provide comment shall submit a written comment via the chat or text message section of the application. The Board Secretary or Board President will read the comments in the order in which they were submitted. Public comment shall be concise and to the point and shall not contain abusive, defamatory, or obscene language.

1.01 Roll Call – Patricia Martucci, SBA/BS, determined that a quorum was present.

Present: Mr. Cama, Mrs. Evans, Mrs. Luciano, Mr. Falcon, Mrs. Sutton, Mrs. Tomasini,

Absent: Mr. Yasunas

Also present: Mr. Diaz, Superintendent and Ms. Martucci, SBA/BS

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

2. 2021-2022 Public Budget Hearing

2.01 OPENING REMARKS

Mr. Cyrus Cama, Board President

2.02 PRESENTATION OF BUDGET

Nicholas Diaz, Superintendent

Patricia Martucci, Business Administrator

Lindsay Gooditis, Principal

2.03 PUBLIC COMMENTS AND/OR QUESTIONS ON THE 2021-2022 BUDGET

2.04 BOARD OF EDUCATION COMMENTS AND/OR QUESTIONS ON THE 2021-2022 BUDGET

2.05 ADOPTION OF THE 2021-22 FINAL BUDGET

BE IT RESOLVED that the Franklin Township Board of Education hereby adopts the following budget for the 2021-2022 school year as approved by the Hunterdon County Department of Education Executive County Superintendent. The budget includes sufficient funds to provide curriculum and instruction which will enable all students to achieve the New Jersey Student Learning Standards, and is compliant with N.J.S.A. 18A and N.J.A.C. Title 6 and 6A. The District has proposed programs and services in addition to the New Jersey Student Learning Standards adopted by the State Board of Education.

REVENUE

Fund 10: Operating Budget

Excess Surplus/Fund Balance	\$ 17,104
Local Tax Levy	\$ 6,096,311
Other Revenue	\$ 303,350
W/D Capital Reserve	\$ 676,500
W/D Maintenance Reserve	\$ 100,000
E/O Aid (Est)	\$ 163,000
NP Transportation Aid (Est)	\$ 2,000
State Aid	\$ 412,897

Fund 20: Special Funds

Grant Entitlements (Est)	\$ 120,500
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Fund 40: Debt Service

Tax Levy	\$ 649,000
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TOTAL REVENUE: \$8,540,662

APPROPRIATIONS

Fund 10: Operating Budget

Current Expense	\$6,819,703
Capital Outlay*	\$ 951,459

Fund 20: Special Funds

REAP/ESEA/IDEA Grants	\$ 120,500
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Fund 40: Debt Service

Repayment of Debt	\$ 649,000
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TOTAL APPROPRIATIONS: \$8,540,662

(*Capital Outlay includes the State Assessment for Debt Service on SDA Grant Funding, Lease Purchase Loan Principal, and the Locker Room/Gymnasium/Athletic Office renovation.)

As per N.J.A.C. 6A:23A-7.3(a), the proposed budget provides for a maximum appropriation amount of \$15,000.00 that may be allotted for travel and expense reimbursement. The School Business Administrator shall track and record these costs ensuring the maximum amount is not exceeded.

The 2021-2022 budget includes the use of all automatic adjustments (i.e. enrollment and pre budget year tax levy), if applicable.

The 2021-2022 budget includes a withdrawal from the Capital Reserve in the amount of \$676,500.00. The use of these funds is for the gymnasium and locker room renovations, including architect and engineering fees. If all funds are not used by the end of the 2021-22 budget year, they must be returned to the Capital Reserve Fund by June 30, 2022.

The 2021-2022 budget includes a withdrawal from the Maintenance Reserve in the amount of \$100,000.00. These funds will be used to offset the cost of Required Maintenance (Accounts 11-000-261-XXX); do not exceed the total of Required Maintenance; and cannot be transferred out of Required Maintenance during the budget year. Any unused funds will be returned to the Maintenance Reserve Fund by June 30, 2022.

Motion by: Falcon Seconded by: Luciano

Roll Call Vote:

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

2.06 APPROVAL OF TAX LEVY PAYMENT SCHEDULE FOR THE 2021-2022 BUDGET YEAR

BE IT RESOLVED, that the Franklin Township Board of Education approves the following tax levy payment schedule to be presented to the Township of Franklin for the period July 1, 2021 through June 30, 2022:

Due Date	Amount
July 23, 2021	\$1,124,219.00
September 24, 2021	\$1,124,219.00
November 24, 2021	\$1,124,219.00
January 25, 2022	\$1,124,218.00
March 25, 2022	\$1,124,218.00
May 25, 2022	\$1,124,218.00
TOTAL LOCAL TAX LEVY:	\$6,745,311.00

Motion by: Evans Seconded by: Luciano

Roll Call Vote:

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

THIS CONCLUDES THE PUBLIC HEARING ON THE 2021-2022 SCHOOL DISTRICT BUDGET

3. **Minutes**

3.01 March 15, 2021 – Regular Meeting

Resolved, to approve the above listed minutes.

Motion Luciano Second Falcon By Voice Vote

Yes	No	Abstain	Absent
6	0	0	1 (FY)

4. **Business Administrator Report - Patricia Martucci**

- NJSBA Workshop 2021 (Oct 26-28, 2021) - will be a virtual workshop.

5. **Superintendent’s Report - Nicholas Diaz**

- **Junior Academy Update**

Computer Science Partnership. The 5th and 6th grade students have researched all about drones: the history, components, safety, types, uses, mechanics of how drones fly etc. Students were then introduced to the United Nations' 17 Sustainable Development Goals. They learned and discussed what each entails and each student pledged to be a "Goalkeeper," committing to one of the SDGs that their drone will be created to "solve." Students dove deep into the Design Thinking Process.

Biomedical academy Partnership. 7th and 8th grade students have been learning a lot about the engineering design process. They have built virus and cell models and conducted tests to determine rate of infection of a (model) virus. After virtually meeting and collaborating with mentor students from the biomedical engineering academy at NHHS, they planned /built /modified an antiviral model and conducted “clinical trials” to determine virus infection rates after an antiviral was introduced. Junior Academy students have also been provided High School mentors for the duration of the program.

- **Teacher and Parent Academy-** Our spring parent and teacher academy sessions are up and running. We have 11 sessions for the teacher academy led by teachers and staff from Union and Franklin the academy has been aptly named, Lions, Tigers, and PD, oh my! and includes topics such as data driven instruction, crafting writing goals, and the flipped classroom. Our parent academy sessions are archived and saved on the website.
- **Radio Show-** Mrs. Marchese and I recently represented the shared staff from Union and Franklin on the Hunterdon Chamber Radio. We discussed the success of our shared services and how districts could emulate our current shared model.
- **Graduation Guidance-** Yesterday, Governor Murphy and the DOE released guidance on end of the year ceremonies. Some of the highlights from the broadcast we received
 - Following outdoor limit guidance (currently at 500 guests)
 - All guests, graduates, staff, and participants are required to wear face masks, except when doing so would inhibit the individual’s health
 - Chairs and other equipment should not be shared, must be sanitized before and after use, and must be spaced at least 6 feet apart.
- **Reopening at FTS**
 - The last two days have been challenging at FTS. We had 12 staff out on Monday and 11 out today. We had to cancel Spanish, STEAM and sections of art, and have administration cover classes just to stay open until 2:30pm today.
 - We have 4 additional substitute teachers since our last Board meeting. However, they are not always able to cover every day.
 - In the last week we have averaged about 8 absences a day.
 - If we had moved to a full day 3:30pm, we would have had to call early dismissals due to lack of coverage almost every day since last Monday.

5.01 Discussion of Reopening Plan Amendment

Resolved to amend the Reopening Plan to allow students to share materials.

Motion by: Luciano Seconded by: Evans

Roll Call Vote:

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

5.02 Security and Fire Drills 2020-2021

Type of Drill	Date
Fire Drills	September 15 & 17, 2020
Security Drill (Testing of Intercom)	September 22 & 24, 2020
Fire Drills	October 5 & 9, 2020
Security Drill (Lockout)	October 8 & 23, 2020
Security Drill (Evacuation)	October 26, 2020
Security Drill (Testing of Notification System)	November 13, 2020
Security Drill (Shelter in Place)	December 8, 2020
Security Drill (Lockout)	December 11, 2020
Fire Drill	December 14, 2020
Fire Drill	December 19, 2020
Fire Drill	January 11, 2021
Fire Drill	January 14, 2021
Bomb Threat	January 28, 2021
Fire Drill	February 23, 2021
Security Drill (Lockdown)	March 18, 2021
Fire Drill	March 23, 2021
Bus Evacuation (All Routes)	March 29, 30, & 31, 2021

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

7. **Correspondence**

Letter received from Senator Michael J. Doherty regarding recently signed Assembly Bill No. 21 legalizing marijuana for recreational use.

Email received from Mr. Frank Yasunas, submitting his resignation from the Franklin Township Board of Education effective March 31, 2021.

8. **Subcommittee Discussion and Action Items**

All resolutions are upon the recommendation of the Superintendent.

8.01 **Ad Hoc** (Board Goals, Supt Goals/Personnel)/**Strategic Plan** – Mr. Cama, Mrs. Luciano, Mr. Yasunas
Met and discussed Reopening Plan.

8.02 **Facilities and Finance** - Mrs. Evans, Mrs. Sutton, Mrs. Tomasini
Resolved to approve items 8.02.1 - 8.02.11

8.02.1 PROFESSIONAL SERVICES – AUDIOPEDICS

Resolved, to approve Audiopedics, LLC to provide audiological testing and central auditory processing evaluations, on an as needed basis, at the following rates:

- Audiological Testing: \$150.00
- Tympanometry and Acoustic Reflex Testing - \$80.00
- Otoacoustic Emission Testing – Comprehensive: \$110.00
- Central Auditory Processing battery: \$450.00 (1 hour)
- Additional Testing and Report – Ranges from \$350.00 - \$490.00 (time coded)
- Total for the Entire Test Battery - \$1,140 - \$1,280

8.02.2 PROFESSIONAL SERVICES – THE SOCIAL SPECTRUM, INC. (2020-21)

Resolved to approve an agreement between the Franklin Township School District and The Social Spectrum, Inc. to provide Applied Behavior Analysis Service, on an as needed basis, for the period of April 16, 2021 – June 20, 2021.

8.02.3 PROFESSIONAL SERVICES – THE SOCIAL SPECTRUM, INC. (2021-22)

Resolved to approve an agreement between the Franklin Township School District and The Social Spectrum, Inc. to provide Applied Behavior Analysis Services, on an as needed basis, for the period of July 1, 2021 – June 30, 2022.

8.02.4 PROFESSIONAL SERVICES - PHOENIX ADVISORS, LLC

Resolve, to approve an agreement between the Franklin Township School District and Phoenix Advisors, LLC to serve as the districts Continuing Disclosure Agent and Independent Registered Municipal Advisor for the period of July 1, 2021 – June 30, 2022 at the base fee of \$1,000.00.

8.02.5 PROFESSIONAL SERVICES - BKC, CPAs, PC

Resolved to approve an agreement between the Franklin Township School District and BKC, CPAs, PC to provide accounting and auditing services for the period of July 1, 2021 – June 30, 2022 for a fee of \$18,300.00; such fee not to exceed a 2.0% increase for the period ending June 30, 2022.

8.02.6 ASSISTIVE TECHNOLOGY SERVICES - ADVANCING OPPORTUNITIES

Resolved to approve an agreement between the Franklin Township School District and Advancing Opportunities to provide assistive technology services, on an as needed basis, for the period of July 1, 2021 – June 30, 2022 as follows:

AAC Evaluation	\$1,320.00 ea
AT Evaluation	\$ 990.00 ea
AT Supp & Training	\$ 155.00 hr
AAC Supp & Training	\$ 185.00 hr

8.02.7 PARAPROFESSIONALS - HUNTERDON COUNTY E.S.C.

Resolved to approve an Agreement between the Franklin Township School District and the Hunterdon County Educational Services Commission to provide Paraprofessionals to the district for the period of July 1, 2021 - June 30, 2022, on an as needed basis, at the rate of \$25.75 per hour. HCESC shall bill the School District the actual benefit and/or opt-out costs on a monthly basis.

8.02.8 PUBLIC SCHOOL SERVICES - HUNTERDON COUNTY E.S.C.

Resolved to approve an Agreement between the Franklin Township School District and the Hunterdon County Educational Services Commission to provide Public School Services to the district for the period of July 1, 2021 - June 30, 2022, on an as needed basis, at the published service rates.

8.02.9 COORDINATED TRANSPORTATION SERVICES - HUNTERDON COUNTY E.S.C.

Resolved to approve a Resolution for Participation in Coordinated Transportation between the Franklin Township School District and the Hunterdon County Educational Services Commission to provide coordinated transportation services for the period of July 1, 2021 - June 30, 2022, on an as needed basis, at the contract cost, plus an administration fee of 5.5%.

8.02.10 COORDINATED TRANSPORTATION SERVICES - WARREN COUNTY S.S.D.

Resolved to approve a Resolution for Participation in Coordinated Transportation between the Franklin Township School District and the Warren county Special Services School District to provide coordinated transportation services for the period of July 1, 2021 - June 30, 2022, on an as needed basis, at the contract cost, plus an administration fee of 4.0%.

8.02.11 ELECTRONIC METHODS OF PAYMENTS

WHEREAS, Local Finance Notice #2018-13 was distributed on March 29, 2018 and specifically addressed electronic funds transfers or “EFT” and claimant certification changes and requirements; and

WHEREAS, the Board of Education wishes to comply with this LFN and formalize policies to do so; and

WHEREAS, the Board of Education chooses not to offer an “EFT” payment method to our vendors at this time; and

WHEREAS, the Board of Education will continue to utilize EFT for pension, debt service, payroll, State of NJ payments, inter-fund transfers, and flexible spending accounts; and

WHEREAS, the Business Administrator is authorized to initiate those EFT transactions in accordance with N.J.S.A. 18A:19-1 et seq. and to make payment once authorization is granted; and

WHEREAS, these wire transfers are not required to be presented on the monthly bills list for approval because of their routine, non controversial nature.

Motion by: Falcon Seconded by: Sutton

Roll Call Vote:

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

8.03 **Curriculum & Education** – Mr. Falcon, Mrs. Luciano, Mrs. Tomasini
No meeting

8.04 **Policy** - Mrs. Evans, Mr. Falcon, Mrs. Tomasini
No meeting

8.05 **Negotiations** - Mr. Cama, Mrs. Sutton, Mr. Yasunas
No meeting

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 and Treasurer Report

Approve the Secretary and Treasurer Reports submitted for the months ending March 2021, 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 March 2021 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 2020-2021 school year budget as per the attached list.

9.01.4 Bill List

Approve the March, 2021 bill list in the amount of \$864,763.10.

9.02 **Education**

No Consent Items

9.03 **Personnel**

9.03.1 Approve the following substitute teachers:

- Chad Klasna
- Allison Witkowski
- Kimberly Thompson
- Rebecca Armagast

9.03.2 Approve the following course application:

Employee Name	Name of Course	College/University	Session	Amount of Reimbursement
Dave Giantisco	Teacher Leadership in Education Policy	University of Delaware	Summer 2021	\$1,254.60

9.04 **Facilities**

9.04.1 Approve the following use of facility requests:

Name of Group	Purpose	Location	Days/Dates	Time
National Psoriasis Foundation	Rest Stop for Annual Cycling Event	Parking Lot	Saturday, May 15, 2021 (Delivery of Porta Potty 5/14/21)	6:00 am – 6:00 pm

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

Motion by: Luciano Seconded by: Falcon

Roll Call Vote:

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

10. **Board Matters/New Business**

Mr. Cama commented on the shortage of substitutes and suggested possibly hiring a permanent substitute or 2 part time permanent substitute teachers.

11. **Public Comments**

Comments were made on the following topics:

- Availability of large tents for outdoor classroom with the concerns being outdoor Wi-Fi, hotspots, and difficulty for remote students.
- CDC/Quarantine Guidelines – Do we follow CDC or Health Department guidelines?
- Thank you to the parents who stepped up to be substitute teachers.

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

12.01 **Resolved** to approve the following employees for the stipend positions listed below for the Spring 2021 sports season.

Name	Position	Amount
Hunter Timko	Baseball Coach	\$2,065.00
Elisabeth Alexander	Cross Country Coach	\$2,065.00
Karin Stumpf	Soccer Coach	\$2,065.00

Motion by: Evans Seconded by: Luciano

Roll Call Vote:

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

12.02 **Resolved** to approve the following employees to be paid to be presenters at the spring Professional Development Academy at the rate of \$30.00 per hour.

Staff Member	# hours
Karin Stumpf	5.75
Liz Alexander	5.5
Janet Prassl	2.75
Jenienne Balducci	2.75
Christina Kosci	1.5
Katrina Mani	1.5

Motion by: Evans Seconded by: Luciano

Roll Call Vote:

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

13. **Executive Session 13.01 - 7:22 p.m.**

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 April 27, 2021 for the purpose of discussing a legal matter. 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 30 minutes. Action may be taken.

Motion Luciano	Second Sutton	By Voice Vote	Yes 6	No 0	Abstain 0	Absent 1 (FY)
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13.02 **Resolved, to return to Open Public Session at 7:47 pm.**

Motion Luciano	Second Sutton	By Voice Vote	Yes 6	No 0	Abstain 0	Absent 1 (FY)
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14. **Other Business** – nothing at this time.

15. **Adjournment**

15.01 **Resolved to** Adjourn from the Public Meeting at 7:48 p.m.

Motion Luciano	Second Evans	By Voice Vote	Yes 6	No 0	Abstain 0	Absent 1 (FY)
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Respectfully submitted,

Patricia Martucci, SBA/Board Secretary