

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

June 20, 2016 – 6:30 p.m.

A G E N D A

**I. Call to Order
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 7, 2016.

II. Roll Call – Bernetta Davis, SBA/BS

T. French, <i>V.Pres.</i>	_____	G. Burdick	_____	C. Cama	_____
A. Homulak	_____	R. Masino	_____	F. Yasunas	_____
C. Crielly, <i>Pres.</i>	_____				

III. Flag Salute

IV. Board Goals and Objectives – Gwen Thorton, NJSBA

V. Superintendent’s Report - Dr. Carol Fredericks

A. Information/Discussion Items:

1. PTA Update
2. Enrollment (att. V.A.2)
3. Staff Attendance
4. HIB Policy 5131.1 - Community Input and Board Training

Section F. Harassment, Intimidation, and Bullying Reporting Procedure

The Board of Education requires the Principal at each school to be responsible for receiving complaints alleging violations of this Policy. All Board members, school employees, and volunteers and contracted service providers who have contact with pupils are required to verbally report alleged violations of this Policy to the Principal or the Principal’s designee on the same day when the individual witnessed or received reliable information regarding any such incident. All Board members, school employees, and volunteers and contracted service providers who have contact with pupils, also shall submit a report in writing to the Principal within two school days of the verbal report. The Principal will inform the parents of all pupils involved in alleged incidents, and, as appropriate, may discuss the availability of counseling and other intervention

services. The Principal, upon receiving a verbal or written report, may take interim measures to ensure the safety, health, and welfare of all parties pending the findings of the investigation.

Pupils, parents, and visitors are encouraged to report alleged violations of this Policy to the Principal on the same day when the individual witnessed or received reliable information regarding any such incident. Pupils, parents, and visitors may report an act of harassment, intimidation, or bullying anonymously. Formal action for violations of the Code of Pupil Conduct may not be taken solely on the basis of an anonymous report.

A Board member or school employee who promptly reports an incident of harassment, intimidation, or bullying and who makes this report in compliance with the procedures set

forth in this Policy, is immune from a cause of action for damages arising from any failure to remedy the reported incident.

In accordance with the provisions of N.J.S.A. 18A:37-18, the harassment, intimidation, and bullying law does not prevent a victim from seeking redress under any other available law, either civil or criminal, nor does it create or alter any tort liability.

The district may consider every mechanism available to simplify reporting, including standard reporting forms and/or web-based reporting mechanisms. For anonymous reporting, the district may consider locked boxes located in areas of a school where reports can be submitted without fear of being observed.

A school administrator who receives a report of harassment, intimidation, and bullying from a district employee, and fails to initiate or conduct an investigation, or who should have known of an incident of harassment, intimidation, or bullying and fails to take sufficient action to minimize or eliminate the harassment, intimidation, or bullying, may be subject to disciplinary action.

VI. Business Administrator Report

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

All comments should be directed to the board president. The Board will not respond to complaints from and to school personnel unless the chain of command has been followed, without satisfaction. Furthermore, the Board cannot respond to any complaints from the public directed at any district employee or student, as the Board must protect each employee and each student's right to privacy.

Those wishing to share comments during this portion of the meeting are asked to state their name and address. Each speaker will be given three minutes.

VIII. Subcommittee Updates

- A. Negotiations – Mr. Cama, Mr. Masino, Mr. Yasunas
- B. Policy – Mr. Burdick, Ms. Crielly, Mr. French
- C. Budget & Finance – Ms. Crielly, Ms. Homulak, Mr. Masino
- D. Curriculum – Ms. Crielly, Mr. Masino, Mr. French
- E. Communications – Mr. Yasunas, Mr. Cama, Mrs. Homulak

- F. Appeal – Mr. Burdick, Ms. Crielly, Mr. French - (as needed; no meeting held in June)
- G. Ad Hoc – Goals & Objectives – Ms. Crielly, Mr. French, Mr. Yasunas (as needed; no meeting held in June)

IX. Correspondence

X. 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.

A. BUSINESS

1. SECRETARY/TREASURER’S REPORTS

Approve the Secretary/Treasurer’s Reports submitted for the months ending April 2016, which agree with each other and the bank.

(att. X.A.1)

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 April 30, 2016 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.

3. TRANSFER OF FUNDS

Approve the transfer of uncommitted funds within the 2015-2016 school year budget as per the attached list.

(att. X.A.3.)

4. **Approve** the June 2016 bill list in the amount of \$445,045.47.

(att. X.A.4.)

B. EDUCATION

No Consent Items

C. PERSONNEL

1. **Approve** the following substitute teacher application:

- Susan Adair

(att. X.C.1.)

2. **Approve** the following professional day requests:

- Dr. Carol Fredericks and Mrs. Sophia Van Ess, Raising Literacy and Leadership for Impact, June 28 & 29, 2016, Registration Cost - \$350 per person.

D. FACILITIES

1. **Approve** the following use of facility application:

- Cub Scout Pack 108, Fall Family Festival, Back Field, Saturday, September 24, 2016, 8:00 a.m. – 5:00 p.m. (includes set up/break down) **(att. X.D.1.)**

Resolved, upon the recommendation of the Superintendent, Dr. Carol Fredericks, to approve the above stated consent agenda items.

Motion Second

Roll Call Vote

Name	Yes	No	Abstain	Absent
Burdick				
Cama				
French				
Homulak				
Masino				
Yasunas				
Crielly				
Totals				

XI. Discussion & Action Agenda

All resolutions are upon the recommendation of the Superintendent.

A. **EDUCATION**
No Action Items

B. **BUSINESS**
1. **Action Items:**

- a. **Resolved**, to approve Kathleen Senkow to provide Physical Therapy Services from July 1, 2016 to June 30, 2017 year at a rate of \$91.00 per hour, \$300 per evaluation.

Motion Second By Voice Vote

Yes	No	Abstain	Absent
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- b. **Resolved**, to approve Children's Therapy Services Inc. to provide Occupational Therapy for the period September 1, 2016 to June 30, 2017 at a rate of \$93.00 per hour.

Motion Second By Voice Vote

Yes	No	Abstain	Absent
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- c. **Resolved**, to approve the shared services agreement between Franklin Township Board of Education and Hunterdon County Educational Services Commission for the provision of Speech and Language Therapy Services and/or Evaluations for the 2016-2017 school year. **(att. XI.B.1.c.)**

Motion Second By Voice Vote

Yes	No	Abstain	Absent
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d. **Resolved**, to approve the shared services agreement between Franklin Township Board of Education and Hunterdon County Educational Services Commission for the provision of substitute Child Study Team Services for the period July 1, 2016 to June 30, 2017, per cost schedule, as needed. (att. XI.B.1.d.)

Motion Second By Voice Vote

Yes	No	Abstain	Absent
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e. **Resolved**, to approve Brett DiNovi & Associates, L.L.C to provide Behavior Consultation services for the period of September 1, 2016 – December 31, 2016 in the amount not to exceed \$25,520.00.

Motion Second By Voice Vote

Yes	No	Abstain	Absent
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f. Capital Reserve Transfer

WHEREAS, NJSA 18A: 7F-41 permits a Board of Education to establish and/or deposit into certain reserve accounts at year end, and

WHEREAS, the aforementioned statutes permit a board of education to transfer anticipated excess current revenue or unexpended appropriations into reserve accounts by board resolution, and

WHEREAS, The Franklin Township Board of Education anticipates that an amount not to exceed \$100,000 may be available for such purposes of transfer to the Capital Reserve Account;

NOW, THEREFORE BE IT RESOLVED by the Franklin Township Board of Education that it hereby authorizes the district’s School Business Administrator to make this transfer consistent with all applicable laws and regulations, not to exceed \$100,000.

Motion Second By Voice Vote

Yes	No	Abstain	Absent
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g. Maintenance Reserve Transfer

WHEREAS, NJSA 18A: 7F-41 permits a Board of Education to establish and/or deposit into certain reserve accounts at year end, and

WHEREAS, the aforementioned statutes permit a board of education to transfer anticipated excess current revenue or unexpended appropriations into reserve accounts by board resolution, and

WHEREAS, The Franklin Township Board of Education anticipates that an amount not to exceed \$100,000 may be available for such purposes of

transfer to the Maintenance Reserve Account;

NOW, THEREFORE BE IT RESOLVED by the Franklin Township Board of Education that it hereby authorizes the district's School Business Administrator to make this transfer consistent with all applicable laws and regulations, not to exceed \$100,000.

Motion Second By Voice Vote

Yes	No	Abstain	Absent
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h. **Resolved**, to approve the standard Horizon Direct Access 8 Plan Health Benefits (includes prescription) rates for FY 2016-2017, as follows:

Health Benefit Plan	Monthly Rate	Annual Rate
Single	\$ 930.95	\$ 11,171.40
2 Adults	\$ 2,071.97	\$ 24,863.64
Family	\$ 2,410.74	\$ 28,928.88
P/C	\$ 1374.63	\$ 16,495.56

Motion Second By Voice Vote

Yes	No	Abstain	Absent
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i. **Resolved**, to approve alternate Horizon Direct Access (with RX Copay Card), rates for 2016-2017, as follows:

Health Benefit Plan	Monthly Rate	Annual Rate
Single	\$ 1,020.89	\$ 12,250.68
2 Adults	\$ 2,256.60	\$ 27,079.20
Family	\$ 2,624.47	\$ 31,493.64
P/C	\$ 1,496.50	\$ 17,958.00

Motion Second By Voice Vote

Yes	No	Abstain	Absent
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j. **Resolved**, to approve the Horizon Dental Option Plan rates for FY 2016-2017 as follows:

Health Benefit Plan	Monthly Rate	Annual Rate
Single	\$ 41.50	\$ 498.00
2 Adults	\$ 69.66	\$ 835.92
Family	\$ 124.62	\$ 1,495.44
P/C	\$ 86.17	\$ 1,034.04

Motion Second By Voice Vote

Yes	No	Abstain	Absent
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k. **Resolved**, to approve alternate Health Benefits Plan, EPO Design 4, with In-Network Benefits, and \$5,000 maximum out of pocket to be funded through benefit management firm to provide a less costly alternate for employees with

benefits equal to or better than current plan, at the rates for FY 2016-2017, as follows:

Health Benefit Plan	Monthly Rate	Annual Rate
Single	\$ 606.73	\$ 7,280.76
2 Adults	\$ 1,350.37	\$ 16,204.44
Family	\$ 1,571.14	\$ 18,853.68
P/C	\$ 895.88	\$ 10,750.56

Motion	Second	By Voice Vote	Yes	No	Abstain	Absent
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- l. **Resolved**, to set PK 2016-2017 Pre-school Half-day program rates as follows below. The PK is from 8:20 a.m.-11:30 a.m. Parents provide transportation and a snack daily.

Pre School Programs	Rate	Billed per	Annual Price	Monthly Bill
1 half-days	\$22.36	Day	\$894	\$89.40
2 half-days	\$22.36	Day	\$1,789	\$178.90
3 half-days	\$22.36	Day	\$2,684	\$268.40
4 half-days	\$22.36	Day	\$3,578	\$357.80
5 half-days	\$22.36	Day	\$4,025	\$402.50

Motion	Second	By Voice Vote	Yes	No	Abstain	Absent
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- m. **Resolved**, to set PK 2016-2017 Pre-school Full -day program rates as follows below. Pre-school Full Day program is from 8:20-3:15. Parents provide transportation and a snack and full lunch daily. Pre-K students will have access to buy lunches in the school cafeteria.

Pre School Programs	Rate	Billed per	Annual Price	Monthly Bill
1-day full-day Program	\$39.60	Day	\$1,584.00	\$158.40
2-day full-day Program	\$39.60	Day	\$3,168.00	\$316.80
3-day full-day Program	\$39.60	Day	\$4,752.00	\$475.20
4-day full-day Program	\$39.60	Day	\$6,336.00	\$633.60
5-day full-day Program	\$39.60	Day	\$7,128.00	\$712.80

Motion	Second	By Voice Vote	Yes	No	Abstain	Absent
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- n. **Resolved**, to approve the 2016-2017 reduced Pre-School tuition amount for students whose families are approved for free or reduced lunch through the Federal school lunch program application process, to 50% of the regular tuition rate.

Motion	Second	By Voice Vote	Yes	No	Abstain	Absent
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- o. **Resolved**, to approve the receipt of IDEA 2014-2015 carryover funds in the amount of \$14,463 be it further resolved to submit an amendment to the 2016 IDEA application to request reimbursement for the 2014-2015 carryover funds.

Motion	Second	By Voice Vote	Yes	No	Abstain	Absent
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- p. **Resolved**, to approve the submission of the 2017 NCLB Consolidated grant application and receipt of funds through the NJDOE online system as follows:

Title II, Part A Basic	\$ 6,620
Title II, Part A	8,522
Title III	727
Total	\$ 15,869

Motion	Second	By Voice Vote	Yes	No	Abstain	Absent
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- q. **Resolved**, to approve Amy Murray, to provide speech/language services for the ESY program, June 18 – July 29, 2016 at the hourly rate of \$80.00 for a total of 8 hours.

Motion	Second	By Voice Vote	Yes	No	Abstain	Absent
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- r. **Resolved**, to approve Stacey Viscel to provide speech services to Franklin Township school at an hourly rate of \$80.00, and \$425.00 per evaluation for the period of July 1, 2016 to June 30, 2017.

Motion	Second	By Voice Vote	Yes	No	Abstain	Absent
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- s. **Resolved**, to approve the Assistive Technology Services Contract with Advancing Opportunities for the 2016-2017 school year at \$880.00 per evaluation, \$115.00 per hour for support plus \$55.00 per visit not to exceed \$5,000 per year.

Motion	Second	By Voice Vote	Yes	No	Abstain	Absent
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- t. **Resolved**, to approve the Hunterdon County Educational Services Commission IDEA-Part B Agreement to provide services at Non Public Schools for the 2016-2017 school year at the rate of \$100.00 per hour for Instruction, Service Plan amendment rate of \$100.00, HCESC Professional Development programming rate of \$150.00 per hour and outside vendor/material/supply purchases are billed at the actual cost plus a processing fee of \$50.00 per order.

Motion	Second	By Voice Vote	Yes	No	Abstain	Absent
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- u. **Resolved**, to approve the ESY agreement with Oxford Consulting Services to provide Occupational, Speech, and Vision Therapy to a special education student as per the IEP for the period of June 18, 2016 through July 29, 2016 at a rate of \$105 per hour not to exceed \$2,000.

Motion	Second	By Voice Vote	Yes	No	Abstain	Absent
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- v. **Resolved**, to approve pursuant to PL 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 continue to be in full compliance with all state and federal statutes and regulations; in particular, New Jersey Title 18A:18. et.seq, NJAC Chapter 23, and Federal Uniform Administrative Requirements 2CFR, Part 200.

Lebanon Township School
 East Amwell Township School
 Maschio's Food Service
 School Alliance Insurance
 Stacey Viscel
 NJR Clean Energy Ventures Corporation
 Hunterdon County Educational Services Commission
 North Hunterdon-Voorhees Regional High School
 ABM Janitorial Services
 Machado Law Group
 Middlesex Regional Education Services Commission
 Educational Consortium for Telecommunications Savings
 GR Murray
 Bollinger Insurance
 Education Data Services
 Delaware Valley Regional High School
 William Colantano (BKC Certified Public Accountants)
 Dr. Ronald Frank
 Phoenix Advisors, LLC
 Kathy Senkow
 Children's Therapy Services, Inc
 Warren County Special Services
 Kathleen Nace

Motion	Second	By Voice Vote	Yes	No	Abstain	Absent
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**C. FACILITIES
No Action Items**

D. TRANSPORTATION

No Action Items

E. POLICY

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

- 5141.8 – Sports Related Concussion and Head Injury
- 1330R - Use of School Facilities
- 4115 - Supervision
- 5141.21 - Administering Medication

Distributed 5/23/16

Motion	Second	By Voice Vote	<table border="1" style="display: inline-table; border-collapse: collapse;"> <tr> <td style="width: 25%;">Yes</td> <td style="width: 25%;">No</td> <td style="width: 25%;">Abstain</td> <td style="width: 25%;">Absent</td> </tr> </table>	Yes	No	Abstain	Absent
Yes	No	Abstain	Absent				

2. **Resolved**, to approve the first reading of the following policies:

- 4112.8/4212.8 – Nepotism (revised)
- 5141.22 – Medical Marijuana (new)

(att. XII.E.2.)

Motion	Second	By Voice Vote	<table border="1" style="display: inline-table; border-collapse: collapse;"> <tr> <td style="width: 25%;">Yes</td> <td style="width: 25%;">No</td> <td style="width: 25%;">Abstain</td> <td style="width: 25%;">Absent</td> </tr> </table>	Yes	No	Abstain	Absent
Yes	No	Abstain	Absent				

F. OTHER MATTERS

G. NEW BUSINESS

XII. Board Matters

XIII. Personnel

A. Action Items:

All resolutions are upon the recommendation of the Superintendent.

1. **Resolved**, to approve Mary Lou Findley to work 4 days over the summer to work on incoming student records, sports physicals and attend kindergarten orientation at the negotiated rate of \$30.00 per hour.

Motion Second

Roll Call Vote

Name	Yes	No	Abstain	Absent
Burdick				
Cama				
French				
Homulak				
Masino				
Yasunas				
Crielly				
Totals				

2. **Resolved**, to approve Rhonda Pellegrino to be the substitute caller for the 2016-2017 school year at the stipend of \$3,950.00.

Motion Second

Roll Call Vote

Name	Yes	No	Abstain	Absent
Burdick				
Cama				
French				
Homulak				
Masino				
Yasunas				
Crielly				
Totals				

3. **Resolved**, to ratify approval for Gail Ferdinando to provide child care during the Parent Advisory Meetings held on May 19th and June 7th at the rate of \$25.00 per hour for a total of \$50.00.

Motion Second

Roll Call Vote

Name	Yes	No	Abstain	Absent
Burdick				
Cama				
French				
Homulak				
Masino				
Yasunas				
Crielly				
Totals				

4. **Resolved**, to accept, with regret, the resignation of Richard Matthews, Assistant Business Administrator, effective June 30, 2016. (att. XIII.A.4.)

Motion Second

Roll Call Vote

Name	Yes	No	Abstain	Absent
Burdick				
Cama				
French				
Homulak				
Masino				
Yasunas				
Crielly				
Totals				

5. **Resolved**, to increase the daily rate for substitute teachers to \$100.00 per day and to amend the contracted hours to 8:00 a.m. – 3:30 p.m., for the 2016-2017 school year.

Motion

Second

Roll Call Vote

Name	Yes	No	Abstain	Absent
Burdick				
Cama				
French				
Homulak				
Masino				
Yasunas				
Crielly				
Totals				

6. **Resolved**, to ratify approval of the following staff to be paid to attend required CPR training on June 20, 2016 or June 21, 2016 at a rate of \$30.00 not to exceed 3 hours each.

- Tracy Strysky
- Karen Brokaw
- Lauren Chrisman
- Lindsay Gooditis
- Courtney Maxwell
- Jeff Weinhold

Motion

Second

Roll Call Vote

Name	Yes	No	Abstain	Absent
Burdick				
Cama				
French				
Homulak				
Masino				
Yasunas				
Crielly				
Totals				

7. **Resolved**, to approve Mary Lou Findley to be paid \$30.00 per hour to conduct CPR classes to Franklin Township School staff who are required to have CPR training for the 2016-2017 school year not to exceed \$500.

Motion

Second

Roll Call Vote

Name	Yes	No	Abstain	Absent
Burdick				

Cama				
French				
Homulak				
Masino				
Yasunas				
Crielly				
Totals				

8. **Resolved**, to hire Rowena Wu, as a paraprofessional for the PKD ESY Program, July 5 through July 29, 2016, 4 hours a day, at an hourly rate of \$25.00. (acct. #11-221-100-106-000-000) and to approve Ms. Wu to attend CPR training on June 21, 2016 at \$25.00 per hour, not to exceed 3 hours.

Motion Second

Roll Call Vote

Name	Yes	No	Abstain	Absent
Burdick				
Cama				
French				
Homulak				
Masino				
Yasunas				
Crielly				
Totals				

9. **Resolved**, to approve Angela Longo to provide specialized tutoring to two special education students during the summer at an hourly rate of \$50.00 not to exceed \$3,200.

Motion Second

Roll Call Vote

Name	Yes	No	Abstain	Absent
Burdick				
Cama				
French				
Homulak				
Masino				
Yasunas				
Crielly				
Totals				

10. **Resolved**, to hire Regina Dennis as a school nurse for the ESY program, July 5 through July 29, 2016, 4 hours a day, at the hourly rate of \$30.00, not to exceed \$2,280.00.

Motion Second

Roll Call Vote

Name	Yes	No	Abstain	Absent
Burdick				
Cama				
French				
Homulak				
Masino				
Yasunas				
Crielly				
Totals				

11. **Resolved**, to hire Kimberly Schuler as full time bookkeeper at a salary of \$44,500.00 beginning July 1, 2016 through June 30, 2017, plus training not to exceed 16 hours at the hourly rate of \$21.40. (att. XIII.A.11.)

Motion Second

Roll Call Vote

Name	Yes	No	Abstain	Absent
Burdick				
Cama				
French				
Homulak				
Masino				
Yasunas				
Crielly				
Totals				

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

All comments should be directed to the board president. The Board will not respond to complaints from and to school personnel unless the chain of command has been followed, without satisfaction. Furthermore, the Board cannot respond to any complaints from the public directed at any district employee or student, as the Board must protect each employee and each student's right to privacy.

Those wishing to share comments during this portion of the meeting are asked to state their name and address. Each speaker will be given three minutes.

XV. Executive Session

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 20, 2016 for the purpose of discussing Murry vs. BOE. 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 Second By Voice Vote

Yes	No	Abstain	Absent
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XVI. Resolved, to return to Open Public Session at _____.

Motion Second By Voice Vote

Yes	No	Abstain	Absent
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XVIII. Resolved, to Adjourn from the Public Meeting at _____.

Motion Second By Voice Vote

Yes	No	Abstain	Absent
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