

**FRANKLIN TOWNSHIP SCHOOL  
NEW JERSEY 08868  
Board of Education  
REORGANIZATION MEETING  
January 10, 2018 - 6:00 p.m.**

**A G E N D A**

**I. Call to Order – Patricia Martucci, SBA/BS  
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 8, 2017.*

**II. Flag Salute**

**III. Board Secretary will Administer the Oath of Office to Newly Elected Members of the Board of Education:**

George Burdick  
Karen Sutton  
James Witkowski

**IV. Roll Call – Patricia Martucci, SBA/BS**

G. Burdick	-----	C. Cama	-----	T. French	-----
A. Luciano	-----	K. Sutton	-----	J. Witkowski	-----
F. Yasunas	-----				

**V. 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.

**VI. Nomination of Officers**

**A. Board Secretary will call for nominations for President**

**Resolved,** to nominate \_\_\_\_\_ for President.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

Additional Nominees:

**Resolved,** to close nominations for President and call for a roll call vote.

Motion

Second

Roll Call Vote

Name	Yes	No	Abstain	Absent
Burdick				
Cama				
French				
Luciano				
Sutton				
Witkowski				
Yasunas				
Totals				

Board Secretary turns the meeting over to the newly elected President.

**B. The President will call for nominations for Vice-President**

**Resolved,** to nominate \_\_\_\_\_ for Vice President.

Motion: \_\_\_\_\_

Second: \_\_\_\_\_

Additional Nominees:

**Resolved,** to close nominations for Vice President and call for a roll call vote. Discussion or comments.

Motion:\_\_\_\_\_

Second:\_\_\_\_\_ Discussion or comments.

Motion

Second

Roll Call Vote

Name	Yes	No	Abstain	Absent
Burdick				
Cama				
French				
Luciano				
Sutton				
Witkowski				
Yasunas				
Totals				

**VII. 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 Second

Roll Call Vote

Name	Yes	No	Abstain	Absent
Burdick				
Cama				
French				
Luciano				
Sutton				
Witkowski				
Yasunas				
Totals				

**VIII. 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
- Petty Cash – (2 of 3) Secretary, Treasurer, Superintendent
- Capital Reserve – (3) President, Secretary, Treasurer
- Unemployment – (2) Secretary, Treasurer
- Food Service – (2) Secretary, Treasurer

Motion Second

Roll Call Vote

Name	Yes	No	Abstain	Absent
Burdick				
Cama				
French				
Luciano				
Sutton				
Witkowski				
Yasunas				
Totals				

**IX. 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 and The Express Times 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 22, 2018	
February 26, 2018	
March 19, 2018	Adoption of Tentative Budget 2018-19
April 30, 2018	Public Budget Hearing & Adoption 2018-19
May 21, 2018	
June 18, 2018	
July 16, 2018	
August 20, 2018	
September 17, 2018	
October 15, 2018	
November 19, 2018	
December 17, 2018	
January 7, 2019	6:00 p.m. Reorganization Meeting

Motion Second

Roll Call Vote

Name	Yes	No	Abstain	Absent
Burdick				
Cama				
French				
Luciano				
Sutton				
Witkowski				
Yasunas				
Totals				

**X. Readoption 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 Second

Roll Call Vote

Name	Yes	No	Abstain	Absent
Burdick				
Cama				
French				
Luciano				
Sutton				
Witkowski				
Yasunas				
Totals				

**XI. 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 7, 2019.

Motion Second

Roll Call Vote

Name	Yes	No	Abstain	Absent
Burdick				
Cama				
French				
Luciano				
Sutton				
Witkowski				
Yasunas				
Totals				

**XII. Appointment of Delegates and Representatives**

**Resolved**, to appoint the following delegates/representatives:

- A. Hunterdon County Educational Services Commission \_\_\_\_\_
- B. Hunterdon County School Boards Association \_\_\_\_\_
- C. New Jersey School Boards Association \_\_\_\_\_
- D. Township Committee Liaison \_\_\_\_\_

Motion Second

Roll Call Vote

Name	Yes	No	Abstain	Absent
Burdick				
Cama				
French				
Luciano				
Sutton				
Witkowski				
Yasunas				
Totals				

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

- A. Negotiations \_\_\_\_\_
- B. Policy \_\_\_\_\_
- C. Budget & Finance \_\_\_\_\_
- D. Curriculum \_\_\_\_\_
- E. Communications \_\_\_\_\_
- F. Appeals \_\_\_\_\_

Motion \_\_\_\_\_ Second \_\_\_\_\_

Roll Call Vote

Name	Yes	No	Abstain	Absent
Burdick				
Cama				
French				
Luciano				
Sutton				
Witkowski				
Yasunas				
Totals				

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

**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. Resolved, to Adjourn from the Public Meeting at \_\_\_\_\_.**

Moved \_\_\_\_\_ Second \_\_\_\_\_ Motion Carried \_\_\_\_\_