

Franklin Township School District

Monthly Meeting of the Board of Education



March 19, 2018

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

March 19, 2018- 6:30 p.m.

A G E N D A

1. 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 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

G. Burdick, <i>Pres.</i> _____	C. Cama _____	T. French _____
A. Luciano, <i>V. Pres.</i> _____	K. Sutton _____	J. Witkowski _____
F. Yasunas, _____		

1.02 Flag Salute

2. Presentations

2.01 Strategic Planning Presentation
JoAnn Perotti, Director of Strategic Services - Bucks County IU

3. Minutes

- 3.01 February 5, 2018 – Special Meeting **(attachment)**
- 3.02 February 5, 2018 – Executive Session **(attachment)**
- 3.03 February 26, 2018 – Regular Meeting **(attachment)**
- 3.04 February 26, 2018 - Executive Session **(attachment)**

Resolved, to approve the above listed minutes.

Motion	Second	By Voice Vote	Yes	No	Abstain	Absent
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4. Acting Superintendent’s Report - Dr. Broadus W. Davis

- 4.01 Student Delegate - Hunter Paulter
- 4.02 PTA Update
- 4.03 Enrollment **(attachment)**
- 4.04 Staff Attendance
- 4.05 Upcoming Events/Activities

- 4.06 2017-2018 Calendar Adjustments - Make-Up of Snow Days (attachment)
- 4.07 Scope of Services for Special Education Audit (attachment)

5. **Business Administrator Report**

- 5.01 Custodial Applications
- 5.02 Baseball Field
- 5.03 APR/Theater
- 5.04 Panic Buttons - Tested 2/28/18
- 5.05 Generator
- 5.06 2018-2019 Preschool Rates and Proposed Contract
- 5.07 2018-2019 Tentative Budget Motion - State Aid

6. **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.

7. **Correspondence**

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

8.02 **Facilities and Finance** - Mr. Burdick, Mr. French, Mr. Yasunas

8.02.1 – Professional Services Agreement

Resolved, to approve the professional services agreement between Christine Haffling and the Franklin Township Board of Education for providing Home Instruction to Student ID# 5160271548 for 10 hours per week at the rate of \$45.00 per hour for the period of March 1, 2018 through June 30, 2018. (attachment)

Motion	Second	By Voice Vote	Yes	No	Abstain	Absent
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8.02.2 - Preschool Rates and Tuition Agreement - 2018-2019

Resolved, to approve the 2018-2019 Preschool Tuition Agreement and Rates/Options as follows: (attachment)

Options	Annual Amount	Monthly Amount
3 Half Days (M,W,F)	\$2,684.00	\$268.40
5 Half Days (M-F)	\$4,025.00	\$402.50
3 Full Days (M,W,F)	\$4,752.00	\$475.20
5 Full Days (M-F)	\$7,128.00	\$712.80

Motion

Second

By Voice Vote

Yes	No	Abstain	Absent
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8.02.3 - Adoption of the 2018-2019 Proposed Budget:

Be it Resolved, that the Franklin Township Board of Education hereby adopts the following ***proposed budget*** for the 2018-2019 school year and approves it for submission to the Hunterdon County Department of Education Executive County Superintendent for required review and approval. The proposed budget includes sufficient funds to provide curriculum and instruction which will enable all students to achieve the Core Curriculum Content Standards, and is in compliance with N.J.S.A. 18A and N.J.A.C. Title 6 and 6A:

REVENUE		APPROPRIATIONS	
<i>Fund 10:</i>		<i>Fund 10:</i>	
Excess Surplus/Fund Balance	\$188,855	Current Expense	\$6,399,697
Local Tax Levy	\$5,659,758	State Assessment/Debt Svc*	\$36,136
Other Revenue	\$119,545		
Extra Ordinary Aid (Est)	\$125,000		
NP Transportation Aid (Est)	\$2,250		
State Aid	\$340,425		
<i>Fund 20:</i>		<i>Fund 20:</i>	
Grant Entitlements	\$114,800	REAP/NCLB/IDEA Grants	\$114,800
<i>Fund 40:</i>		<i>Fund 40:</i>	
Debt Service - Tax Levy	\$655,859	Repayment of Debt	\$655,859
Total Revenue:	\$7,206,492	Total Appropriations:	\$7,206,492

* State Assessment for Debt Service on SDA Grant Funding.

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

Motion by:

Seconded by:

Roll Call Vote:

Name	Yes	No	Abstain	Absent
Mr. Cama				
Mr. French				
Mrs. Luciano				
Mrs. Sutton				
Mr. Witkowski				
Mr. Yasunas				
Mr. Burdick				
Totals:				

8.02.4 Discussion of possible bonding to pay for mitigation of flooding in Old All Purpose Room, and replacement of classroom floors in 1934 wing, plus other items. **(attachment)**

8.02.5 **Resolved**, to approve an increase in the amount of the Snow Plowing Services Agreement between the Franklin Township Board of Education and Oldwick Country Gardens for the period of November 1, 2017 to April 30, 2018 from not to exceed \$5,000.00 to not to exceed \$10,000.00 due to the more than expected snow and icing conditions.

Motion Second By Voice Vote

Yes	No	Abstain	Absent
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8.02.6 **Resolved** to accept the following proposals received in response to RFP #19-01 for **Audit Services** on March 14, 2018:

AUDITOR:

Firm Name & Address	Fee
Bedard, Kurowicki & Co., CPA's, PC 114 Broad Street Flemington, NJ 08822	\$16,500.00 (Not to exceed)

BE IT FURTHER RESOLVED to award a professional services contract to Bedard, Kurowicki & Co., CPA's, PC for district audit services for the fiscal year ending June 30, 2018, with the option of auditing the district financial statements for the subsequent two (2) fiscal years. **(attachment)**

Motion Second By Voice Vote

Yes	No	Abstain	Absent
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8.03 Curriculum & Education

8.03.1 - 2018-2019 School Calendar

Resolved, to approve the 2018-2019 school calendar. **(attachment)**

Motion Second By Voice Vote

Yes	No	Abstain	Absent
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8.04 Policy

8.04.1 **Resolved**, to approve after a second reading, the following revised policies: **(posted 2/26/18)**

2224	Non Discrimination/Affirmative Action
4111.1/4211.1	Non Discrimination/Affirmative Action
4131/4131.1	Staff Development; Inservice Education/Visitations/Conferences
6164.2	Guidance Services
6171.1	Remedial Instruction

Motion Second By Voice Vote

Yes	No	Abstain	Absent
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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 February 2018, which agree with each other and the bank. **(attachment)**

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 February, 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. **(attachment)**

9.01.4 Bill List

Approve the March, 2018 bill list in the amount of \$1,098,377.94. **(attachment)**

9.02 Education

9.02.1 Field Trips

Approve the following field trips:

Group	Location	Date
Grade 8	R.V.C.C. – The Middle School Learning Through Experience Program	May 3, 2018
Grade 4	Wild West City	May 18, 2018 Rain Date 5/24/18
Grade 3	Franklin Institute	May 30, 2018
Grade 5	Sterling Mineral Mine	May 18, 2018
Grade 5	Washington Crossing Park Bike Trip	May 25, 2018

(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.) **(attachment)**

9.03 Personnel

9.03.1 Professional Day Requests

Approve the following professional day requests:

Date	Employee	Name of Professional Development Program	Registration Cost	Mileage Exp.
3/12/18 (ratify approval)	Jen St. Laurent	2018 NJASC Advisors	\$30.00	\$16.43
5/1/18	Patricia Martucci	CDK Personnel EOY Meeting	\$0.00	\$9.92
5/23/18	Patricia Martucci	ESCNJ - 2018 Vendor Expo	\$0.00	\$27.28
5/7/18	Kimberly Schuler	CDK Accounting EOY Meeting	\$0.00	\$9.92
6/6, 6/7, 6/8, 2018	Patricia Martucci	NJASBO Annual Conference	\$275 Registration \$260 Hotel	\$71.30 \$25.00 Tolls

9.03.2 Substitute Personnel

None

9.04 Facilities

9.04.1 Use of Facilities

Approve the following use of facilities requests:

Name of Group	Purpose	Location	Days/Dates	Time
PTA	Fun Fair	Fields, Lawn Behind School	Friday, June 1, 2018 Monday, June 4, 2018 (Rain Date)	8:00 a.m. – 3:00 p.m.
F.T. Rec.	Summer Rec.	Café, Gym, Fields, Classrooms	M-F, July 9-20	8:30 a.m. – 1:00 p.m.
Cub Scouts Pack 108	Blue/Gold Dinner	Cafeteria	Friday, April 20, 2018	6:00 p.m. - 9:30 p.m.
8 th Grade/PTA	Eighth Grade Lock-In	Music Room Library Gym Cafeteria	Friday, May 11, 2018	6:00 p.m. - 8:00 a.m.
PTA	Bingo/Tricky Tray	Gym	Friday, April 27, 2018	4:00 p.m.-11:00 p.m.
PTA	Mother’s Day Plant Sale	Lawn between Main & Library Entrance (Indoors if rain)	Friday, May 11, 2018	8:30 a.m. - 2:30 p.m.

(attachment)

RESOLVED, upon the recommendation of the Acting Superintendent, Dr. Broadus W. Davis, to approve the above stated consent agenda items.

Motion by: _____ Seconded by: _____

Roll Call Vote:

Name	Yes	No	Abstain	Absent
Mr. Cama				

Mr. French				
Mrs. Luciano				
Mrs. Sutton				
Mr. Witkowski				
Mr. Yasunas				
Mr. Burdick				
Totals:				

10. **Board Matters/New Business**

- 10.01 Yondr cell phone bags
- 10.02 Obtaining Blue Ribbon Status
- 10.03 Summer Fun Program - June 18 - 29, 2018

11. **Executive Session (if needed)**

11.01 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 March 19, 2018 for the purpose of discussing the _____ 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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11.02 **Resolved, to return to Open Public Session at _____.**

Motion Second By Voice Vote

Yes	No	Abstain	Absent
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12. **Personnel - All resolutions are upon the recommendation of the Acting Superintendent.**

12.01 **Resolved**, to approve, after a second reading, the following job descriptions:

- Building and Grounds Coordinator
- Custodian - with Black Seal License
- Custodian - without Black Seal License
- Media Aide
- Cafeteria Aide

(posted 2/26/18)

Motion Second By Voice Vote

Yes	No	Abstain	Absent
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13. **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.

14. **Adjournment**

14.01 **Resolved**, to Adjourn from the Public Meeting at _____.

Motion

Second

By Voice Vote

Yes	No	Abstain	Absent
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