

# Franklin Township School District

## Monthly Meeting of the Board of Education



June 18, 2018

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

*June 18, 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	_____	A. Luciano, <i>V. Pres.</i>	_____
K. Sutton	_____	E. Tomasini	_____	J. Witkowski	_____
F. Yasunas	_____				

1.02 Flag Salute

**2. Presentation - Hunter Timko, Health/P.E. Teacher/Athletic Director**

- Update on 2018-2019 School Athletics

**3. Minutes**

- 3.01 May 21, 2018 - Regular Meeting
- 3.02 May 21, 2018 - Executive Session
- 3.03 May 22, 2018 - Special Meeting

**(attachments)**

**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 - Mia Vitiello
- 4.02 PTA Update
- 4.03 Enrollment **(attachment)**
- 4.04 Staff Attendance
- 4.05 End of School Events/Activities
- 4.06 Report of Vandalism and Violence Incidents - September 1 - December 31, 2017
- 4.07 Report of HIB Incidents - September 1 - December 31, 2017

5. **Business Administrator Report**

- 5.01 NJSBA Workshop
- 5.02 BOE Candidate Petitions

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
  - Met on June 5, 2018

8.01.1 **Resolved**, to approve the 2018-2019 school day start and end times as per attached schedule. **(attachment)**

Motion	Second	By Voice Vote	Yes	No	Abstain	Absent
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- 8.02 **Facilities and Finance** - Mr. Burdick, Mrs. Tomasini, Mr. Yasunas

8.02.1 HCESC Social Worker/Case Manager Services  
**Resolved**, to approve the agreement for Social Worker/Case Manager Services between Franklin Township Board of Education and Hunterdon County Educational Services Commission for the period of June 18, 2018 - August 27, 2018. **(attachment)**

Motion	Second	By Voice Vote	Yes	No	Abstain	Absent
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8.02.2 Tuition Contract  
**Resolved**, to approve a New Jersey State Department of Education Mandated Tuition Contract between The Newgrange School of Princeton, Inc. and the Franklin Township Board of Education for Student #4084851245 for the 2018-2019 school year at \$323.91 per diem, totaling \$69,316.74. **(attachment)**

Motion	Second	By Voice Vote	Yes	No	Abstain	Absent
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8.02.3 Shared Services Agreement - Transportation

**Resolved**, to approve a Shared Services Agreement between the Delaware Valley Regional High School District Board of Education and the Franklin Township Board of Education for the 2018-19 school year as follows:

- 1. Transportation Administration (Routing)           \$ 1,326.00
  - 2. Vehicle Maintenance/Inspection (Bus)           \$ 71.10 per hour labor/parts cost
  - 3. Fueling Services (diesel/gasoline)               \$ .06 over bulk purchase price
- (attachment)**

Motion	Second	By Voice Vote	Yes	No	Abstain	Absent
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8.02.4 Professional Services Agreement - Occupational Therapy

**Resolved** to approve an agreement for occupational therapy services between the Franklin Township Board of Education and Children’s Therapy Services, Inc. for the period July 1, 2018 through June 30, 2019 at an hourly rate of \$94.75, not to exceed \$7,500.00.

**(attachment)**

Motion	Second	By Voice Vote	Yes	No	Abstain	Absent
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8.02.5 Authorization to Submit Alternate Method of Bathroom Facilities Compliance for PreK to Hunterdon County Executive Superintendent

**Resolved**, the Board authorizes the Superintendent to submit an application of waiver request to the Hunterdon County Office of Education -“Toilet Room Facilities for Early Intervention, Pre-Kindergarten and Kindergarten Classrooms” pertaining to the Pre-K classroom in accordance with N.J.A.C. 6A:26-6.3 (h) 4ii, by providing toilet rooms adjacent to or outside the classroom in lieu of individual toilet rooms in the classroom.

**(attachment)**

Motion	Second	By Voice Vote	Yes	No	Abstain	Absent
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**8.02.6 Capital Reserve**

WHEREAS, N.J.S.A. 18A:21-2 and N.J.S.A. 18A:7G-13 permit a Board of Education to establish and/or deposit into certain reserve accounts at year end, and

WHEREAS, the aforementioned Statutes authorize procedures, under the authority of the Commissioner of Education, which permit a Board of Education to transfer anticipated current revenue or unexpected appropriations into reserve accounts during the month of June by resolution, and

WHEREAS, the Franklin Township Board of Education wishes to deposit anticipated current year surplus into a Current Expense Capital Reserve account at year end, and WHEREAS, the Franklin Township Board of Education has determined that an amount, not to exceed \$250,000.00 MAY be available for such purpose of transfer,

NOW THEREFORE BE IT RESOLVED by the Franklin Township Board of Education that it hereby authorizes the Business Administrator to make this transfer consistent with all applicable laws and regulations.

Motion                      Second                      By Voice Vote      

Yes	No	Abstain	Absent
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**8.02.7 MAINTENANCE RESERVE**

WHEREAS, N.J.S.A. 18A:21-2 and N.J.S.A. 18A:7G-13 permit a Board of Education to establish and/or deposit into certain reserve accounts at year end, and

WHEREAS, the aforementioned Statutes authorize procedures, under the authority of the Commissioner of Education, which permit a Board of Education to transfer anticipated current revenue or unexpected appropriations into reserve accounts during the month of June by resolution, and

WHEREAS, the Franklin Township Board of Education wishes to deposit anticipated current year surplus into a Current Expense Maintenance Reserve account at year end, and

WHEREAS, the Franklin Township Board of Education has determined that an amount, not to exceed \$500,000.00 MAY be available for such purpose of transfer,

NOW THEREFORE BE IT RESOLVED by the Franklin Township Board of Education that it hereby authorizes the Business Administrator to make this transfer consistent with all applicable laws and regulations.

Motion                      Second                      By Voice Vote      

Yes	No	Abstain	Absent
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**8.02.8 PROFESSIONAL SERVICES CONTRACT – McManimon, Scotland & Baumann, LLC**

**Resolved**, to approve a professional services contract between the Franklin Township Board of Education and McManimon, Scotland & Baumann, LLC for Bond Counsel services in relation to alternate methods of financing capital projects and other purposes for the 2018-19 school year. (Contract not to exceed \$25,000.00).                      **(attachment)**

Motion                      Second                      By Voice Vote      

Yes	No	Abstain	Absent
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**8.02.9 Annual Contracts**

**Resolved Pursuant to P.L. 2015, Chapter 47, An Act** concerning school district contracts and supplementing N.J.S.18A:18A-1 et seq. enacted *by the Senate and General Assembly of the State of New Jersey on May 7, 2015*, C.18A:18A-42.2 Report to board on school district contracts:

- a. By July 1 of each school year, the school business administrator shall submit a written report to the board of education on school district contracts. The report shall include: a list of all district contracts that will be awarded, subject to renewal, or expire during the

school year; and an explanation of all applicable federal and State laws, rules, and regulations relating to those contracts.

b. Prior to the execution, extension, or renewal of any school district contract that was not included in the report prepared pursuant to subsection a. of this section, the school business administrator shall notify the board of education in writing of all applicable federal and State laws, rules, and regulations relating to the contract.

**Therefore Be It Resolved**, that to comply with P.L. 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 be in full compliance with all state and federal statutes and regulations; in particular N.J.S.A. 18A:18 et. Seq., N.J.A.C. Chapter 23, and Federal Uniform Administrative Requirements 2CFR, Part 200:

ABM Janitorial Services  
Advancing Opportunities  
Arthur J. Gallagher & Co.  
Atlas Elevator  
Bedard, Kurowicki & Co, CPA, PC  
Behavioral Consultants, LLC  
Bollinger Insurance  
Brown & Brown Metro  
Bucks County IU  
CDK Systems, Inc.  
Children's Therapy, Inc.  
Comcast Business  
Delaware Valley Regional Board of Education  
East Amwell Township Board of Education  
Educational Consortium for Telecommunications  
Education Data Services, Inc.  
Frontline Technologies, Inc.  
Green Brook Family Medicine (Dr. Ronald Frank)  
Haffling, Christine  
Hampton Borough School District  
Hunterdon County Educational Services Commission  
Industrial Appraisal  
J&B Therapy  
Machado Law Group  
Maschio's Food Services, Inc.  
McGowan LLC  
Mechanical Preservation Associates, Inc.  
Mt. Salem Electric  
Newgrange School  
NJSBA  
NJR Clean Energy Ventures Corporation  
New Jersey Educational Services Commission  
North Hunterdon Regional Board of Education

Hampton Borough Board of Education  
 Oldwick Country Gardens  
 Oxford Consulting Services, Inc.  
 PaySchools  
 Pereira, Karen  
 Phoenix Advisors  
 Republic Services, Inc.  
 R&L Payroll Systems, Inc.  
 Richard Yard Plumbing, Inc.  
 School Alliance Insurance Fund  
 School Health Insurance Fund  
 Senkow, Kathleen  
 Sharp Business Services  
 SSP Architects  
 Tri-County Termite & Pest Control  
 Viscel, Stacey  
 Warren County Special Services School District  
 Wells Fargo Insurance Services USA, Inc.  
 Work Family Connection

Motion                      Second                      By Voice Vote      

Yes	No	Abstain	Absent
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**8.03 Curriculum & Education**

8.03.1 Revised Policies/Regulations

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

1120	Board of Education Meetings
1330/1330R	Use of School Facilities
3515	Smoking Prohibition
3542.1	Local Wellness/Nutrition
4113/4114	Assignment
6146.2	Promotion/Retention

**(distributed 5/21/18)**

Motion                      Second                      By Voice Vote      

Yes	No	Abstain	Absent
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8.04 Construction Citizen Advisory Committee Update (Mr. Mackinnon, Mr. Witkowski, Mr. Burdick) - Met on 6/11/18

**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 May 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 May, 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 June, 2018 bill list in the amount of \$602,808.66. (attachment)

## 9.02 Education

### No Consent Items

## 9.03 Personnel

### 9.03.1 Professional Days

**Approve** the following professional day requests:

Date	Employee	Name of Professional Development Program	Registration Cost	Mileage Exp.
9/20/18 9/21/18	Gail Ferdinando	PECS Training	\$399.00	\$46.87
6/26/18	Sophia Van Ess	Webinar: Legally Defensible Investigations	\$399.00	\$0

### 9.03.2 Course Applications

**Approve** the following course applications:

Employee	Name of Course	College/University	Semester	Amount of Reimbursement
Lindsay Gooditis	Social Problems & Education	The College of New Jersey	Summer, 2018	\$1,934.40
Lindsay Gooditis	Intro to Research	The College of New Jersey	Summer, 2018	\$ 65.60



**9.04 Facilities**

**9.04.1 Ratify Approval** of the following use of facilities requests:

Name of Group	Purpose	Location	Days/Dates	Time
National Psoriasis Foundation	Fundraiser - Cycling Event	Parking Lot - Rest Stop	June 15, 2018 June 16, 2018	Evening set-up 6:00 a.m.-6:00 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				
Mrs. Luciano				
Mrs. Sutton				
Mrs. Tomasini				
Mr. Witkowski				
Mr. Yasunas				
Mr. Burdick				
Totals:				

**10. Board Matters/New Business**

**11. Executive Session**

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 June 18, 2018 for the purpose of discussing \_\_\_\_\_. 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

11.02 **Resolved, to return to Open Public Session at \_\_\_\_\_.**

Motion                      Second                      By Voice Vote      Yes      No      Abstain      Absent

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

12.01 **Resolved**, to approve Wendy Sheehan to provide tutoring to 4 students during the Summer, 2018 at the rate of \$30.00 per hour, for total of 72 hours, not to exceed \$2,160.00.

Motion by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

Roll Call Vote:







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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