

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

April 29, 2019 - 6:00 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 notice has been given of tonight's meeting in the Hunterdon County Democrat 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 and posted on the school website on January 17, 2019.

1.01 Roll Call – Patricia Martucci, SBA/BS

C. Cama, Pres.	_____	V. Evans	_____	A. Luciano, V. Pres.	_____
K. Sutton	_____	E. Tomasini	_____	J. Witkowski	_____
F. Yasunas	_____				

1.02 Flag Salute

2. 2019-2020 Public Budget Hearing

2.01 OPENING REMARKS

Mr. Cyrus Cama, Board President

2.02 PRESENTATION OF BUDGET

(attachment)

Dr. Broadus Davis, Superintendent
Ms. Patricia Martucci, Business Administrator

2.03 PUBLIC COMMENTS AND/OR QUESTIONS ON THE 2019-2020 BUDGET

2.04 BOARD OF EDUCATION COMMENTS AND/OR QUESTIONS ON THE 2019-2020 BUDGET

2.05 ADOPTION OF THE 2019-20 FINAL BUDGET

BE IT RESOLVED that the Franklin Township Board of Education hereby adopts the following final for the 2019-2020 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 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		APPROPRIATIONS	
<i>Fund 10:</i>		<i>Fund 10:</i>	
Excess Surplus/Fund Balance	90,548	Current Expense	6,333,127
Local Tax Levy	5,859,583	Capital Outlay	255,567
Other Revenue	155,900	State Assessment/Debt Svc*	36,136
Extra Ordinary Aid (Est)	150,000		
NP Transportation Aid (Est)	2,250		
State Aid	366,549		
<i>Fund 20:</i>		<i>Fund 20:</i>	
Grant Entitlements (Est)	158,636	REAP/NCLB/IDEA Grants (Est)	158,636
<i>Fund 40:</i>		<i>Fund 40:</i>	
Debt Service – Tax Levy	645,650	Repayment of Debt	645,650
TOTAL REVENUE:	7,429,116	TOTAL APPROPRIATIONS:	7,429,116

*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 of \$5,000.00 that may be allotted for travel and expense reimbursement. The School Business Administrator shall track and record these costs insuring the maximum amount is not exceeded.

The 2019-20 local tax levy includes \$86,630 of banked cap needed for increased special education costs. The use of these funds must be completed by the end of the 2019-20 budget year and cannot be deferred or incrementally completed over a longer period of time.

Motion by:

Seconded by:

Roll Call Vote:

Name	Yes	No	Abstain	Absent
Mrs. Evans				
Mrs. Luciano				
Mrs. Sutton				
Mrs. Tomasini				
Mr. Witkowski				
Mr. Yasunas				
Mr. Cama				
Totals:				

2.06 APPROVAL OF TAX LEVY PAYMENT SCHEDULE FOR THE 2019-20 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, 2019 through June 30, 2020:

Due Date	Amount
July 25, 2019	\$1,084,206.00

Fire Drill	November 7, 2018
Security (Active Shooter)	November 12, 2018
Fire Drill	December 6, 2018
Lockdown	December 7, 2018
Fire Drill	January 7, 2019
Lockout	January 30, 2019
Fire Drill	February 4, 2019
Lockout	February 28, 2019
Fire Drill	March 11, 2019
Lockdown	March 27, 2019
Bus Evacuation Drill	April 8, 2019
Bus Evacuation Drill	April 9, 2019
Fire Drill	April 17, 2019

5.07 2018-2019 HIB Incidents

Month	Number Incidents Reported	Number Classified as HIB
September	0	0
October	0	0
November	2	0
December	0	0
January	0	0
February	0	0
March	0	0

6. **Business Administrator Report**

- 6.01 Partial Roof Replacement Kick-Off Meeting 04/08/19
- 6.02 Water Infiltration Rebid Opening 04/11/19
- 6.03 Bus Evacuation Drills - 04/08/19 and 04/09/19
- 6.04 NJSBA Workshop - October 22-25, 2019
- 6.05 BOE Election (November 5, 2019)
 - Petitions Due 07/29/19 by 4:00 p.m. to the County Clerk
 - Three seats are up (Luciano, Evans, Yasunas)
 - Candidate Kits can be found on the district website
- 6.06 Building & Grounds Monthly Report (attachment)
- 6.07 SHIF Health Insurance
- 6.08 Historic School House (attachment)

7. **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.

8. **Correspondence**

9. **Subcommittee Discussion and Action Items**
All resolutions are upon the recommendation of the superintendent.

9.01 **Ad Hoc** (Board Goals, Supt Goals/Personnel) - Mrs. Luciano, Mrs. Tomasini, Mr. Witkowski

9.02 **Facilities and Finance** - Mrs. Evans, Mrs. Tomasini, Mr. Witkowski - met 4/1/19

9.02.1 **Continuing Disclosure Agent/Independent Registered Municipal Advisor**
(attachment)

Resolved, to approve an Agreement for Continuing Disclosure Agent Services and Independent Registered Municipal Advisor services between the Franklin Township Board of Education and Phoenix Advisors, LLC for the period July 1, 2019 through June 30, 2020 at an annual base fee of \$1,000.00.

Motion Second By Voice Vote

Yes	No	Abstain	Absent
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9.02.2 **Bus Route Consolidation Services** **(attachment)**

Resolved, to approve a Resolution for Bus Route Consolidation Services for the 2019-2020 school year between the Franklin Township Board of Education and the Delaware Valley Regional High School Board of Education at the annual amount of \$7,200.00.

Motion Second By Voice Vote

Yes	No	Abstain	Absent
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9.02.3 **Participation in Coordinated Transportation** **(attachment)**

Resolved, to approve a Resolution for Participation in Coordinated Transportation (special education, non-public, public, and/or vocational) for the 2019-20 school year between the Franklin Township Board of Education and the Hunterdon County Educational Services Commission at the contract cost plus an administration fee of 5.5%.

Motion Second By Voice Vote

Yes	No	Abstain	Absent
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9.02.4 **On-Demand Services** **(attachment)**

Resolved, to approve an Agreement to Provide On-Demand Services between the Franklin Township Board of Education and Advancing Opportunities (Cerebral Palsy of New Jersey) to provide Assistive Technology, evaluation and support/training services, on an as-needed basis, for the period July 1, 2019 through June 30, 2020 at the following rates:

AT Evaluation	\$ 925.00	per service
AT Support/Training	\$ 120.00	per hour
AAC Evaluation	\$1,200.00	per service
AAC Support/Training	\$ 150.00	per hour
Travel to Site	\$ 60.00	per hour

Motion Second By Voice Vote

Yes	No	Abstain	Absent
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9.02.5 Health/Prescription/Dental Rates

(attachment)

Resolved, to accept the Health/Prescription/Dental monthly renewal rates through the School Health Insurance Fund (SHIF) for the period July 1, 2019 - June 30, 2020 as follows:

Plan	Single Rate	Parent/Child(ren)	Member/Spouse	Family
Aetna POS II	\$ 807.00	\$1,193.00	\$1,798.00	\$2,091.00
Express Scripts	\$ 171.00	\$ 253.00	\$ 382.00	\$ 444.00
Delta Dental	\$ 40.00	\$ 82.00	\$ 67.00	\$ 120.00

Motion Second By Voice Vote

Yes	No	Abstain	Absent
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9.02.6 NJ CAP Grant Application 2019/2020

(attachment)

Resolved, to approve the 2019-2020 NJ CAP Grant Application with estimated amounts as follows:

- PK-6 - \$986.00 of which \$295.80 is district funded.
- Teen CAP - \$550 of which \$165.00 is district funded.

Motion Second By Voice Vote

Yes	No	Abstain	Absent
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9.02.7 School Physician Services

Resolved, to approve a proposal to provide School Physician Services between the Franklin Township Board of Education and Green Brook Family Medicine (Dr. Ronald M. Frank, MD) for the period July 1, 2019 to June 30, 2020 as follows:

- School Physician (Title 6A) \$1,500.00 annually
- Hepatitis B Vaccines \$ 45.00 per vaccine, as needed
- Student Drug Testing \$ 80.00 per incident, as needed
- Mantoux Texting \$ 25.00 per test, employee paid

Motion Second By Voice Vote

Yes	No	Abstain	Absent
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9.02.8 Tuition Agreement for Educational Services

(attachment)

Resolved, to approve the parent-paid preschool Tuition Agreement for Educational Services for the 2019-20 school year.

Motion Second By Voice Vote

Yes	No	Abstain	Absent
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9.02.9 Special Education ESY Program Tuition Agreement

(attachment)

Resolved to approve a Special Education Tuition Contract Agreement for Extended School Year (July 1, 2019 – August 9, 2019) between the Franklin Township Board of Education (Sending) and the East Amwell Township Board of Education (Receiving) for student #3902247516 in the amount of \$3,500.00.

Motion Second By Voice Vote

Yes	No	Abstain	Absent
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9.02.10 Special Education Tuition Contract(s) - ESY (Hampton Borough) (**attachment**) **Resolved**, to approve a Special Education Tuition Contract Agreement for the 2019 Extended School Year (July 8, 2019 - August 8, 2019) between the Franklin Township Board of Education (Sending District) and the Hampton Borough Board of Education (Receiving District) for Student #1821266702, Student #6429403400, and Student #3150596010 for \$4,465.00 each. (Total \$13,395.00)

Motion Second By Voice Vote

Yes	No	Abstain	Absent
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9.02.11 Professional Services Agreement - Engineer **Resolved**, to approve an Agreement for Professional Engineering Services between the Franklin Township Board of Education and Maser Consulting P.A. (C. Richard Roseberry) for the period January 1, 2019 through December 31, 2019, not to exceed \$2,500.00. (**attachment**)

Motion Second By Voice Vote

Yes	No	Abstain	Absent
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9.02.12 - Related Services **Resolved** to accept the attached proposals (Exhibit A) received in response to RFP #20-01 on April 11, 2019 for Related Services; and **Be It Further Resolved** to award contracts (on an as-needed basis) to the following vendors for the 2019-20 school year, with the option of two (2) 1-year renewals:

Occupational Therapy:

Vendor	In-District	Out of District	Home Based	Evaluation
J&B Therapy, LLC	\$87.00 p/hr	\$87.00 p/hr	\$87.00 p/hr	\$405.00 each
Children’s Therapy Svc Inc	\$94.75 p/hr	\$94.75 p/hr	N/A	\$350.00 each
Karen Pereira	\$82.50 p/hr	\$82.50 p/hr	\$82.50 p/hr	\$375.00 each
Kid Therapy Chester, LLC	\$85.00 p/hr	\$85.00 p/hr	\$85.00 p/hr	\$375.00 each
United Therapy Solutions	\$80.00 p/hr	N/A	N/A	\$375.00 each

Physical Therapy:

Vendor	In-District	Out of District	Home Based	Evaluation
J&B Therapy, LLC	\$ 89.00 p/hr	\$ 89.00 p/hr	\$89.00 p/hr	\$405.00 each
Children’s Therapy Svc Inc	\$110.00 p/hr	\$110.00 p/hr	N/A	\$350.00 each
United Therapy Solutions	\$ 80.00 p/hr	N/A	N/A	\$375.00 each

Speech:

Vendor	In-District	Out of District	Home Based	Evaluation
Stacey Viscel	\$80.00 p/hr	\$80.00 p/hr	\$80.00 p/hr	\$425.00 each
United Therapy Solutions	\$82.00 p/hr	N/A	N/A	\$375.00 each

Motion Second By Voice Vote

Yes	No	Abstain	Absent
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9.02.13 - BCBA Services

Resolved to accept the attached proposals (Exhibit B) received in response to RFP #20-03 on April 11, 2019 for BCBA Services; and

Be It Further Resolved to award contracts (on an as-needed basis) to the following vendors for the 2019-20 school year, with the option of two (2) 1-year renewals:

BCBA:

Vendor	In-District	Out of District	Home Based	Evaluation
Behavioral Consultants, LLC	\$110.00 p/hr	N/A	\$110.00 p/hr	\$110.00 p/hr
J&B Therapy, LLC	\$ 92.00 p/hr	\$ 92.00 p/hr	\$ 92.00 p/hr	\$ 92.00 p/hr

Motion	Second	By Voice Vote	Yes	No	Abstain	Absent
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9.03 Curriculum & Education - Mr. Cama, Mrs. Luciano, Mrs. Tomasini

9.03.1 - Comprehensive Equity Plan - 2019-2022

Resolved, to approve the following staff members to be part of the Affirmative Action Team for the completion of the Franklin Township School District Comprehensive Equity Plan for 2019-2022.

- Broadus Davis, Acting Superintendent
- Sophia Van Ess, Vice Principal
- Karin Stumpf, School Counselor

Motion	Second	By Voice Vote	Yes	No	Abstain	Absent
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9.04 Policy - Mrs. Evans, Mrs. Tomasini, Mr. Witkowski - met 4/1/19

9.04.1 - Discussion of the following policies

- 1200R -School Volunteers
- 6154 - Homework/Makeup Work

(attachment)

9.05 Communications - Mrs. Luciano, Mrs. Sutton, Mr. Yasunas

9.06 Strategic Plan - Mrs. Evans, Mrs. Sutton, Mr. Yasunas

9.07 Negotiations - Mr. Cama, Mrs. Sutton, Mr. Yasunas

9.08 Superintendent Search - Mr. Cama, Mrs. Sutton, Mrs. Tomasini

10. 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.

10.01 Budget and Finance

10.01.1 Secretary/Treasurer’s Report

Approve the Secretary/Treasurer’s Reports submitted for the month ending March, 2019, which agree with each other and the bank. (attachment)

10.01.2 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, 2019 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.

10.01.3 Transfer of Funds

Approve the transfer of uncommitted funds within the 2018-2019 school year budget as per the attached list. (attachment)

10.01.4 Bill List

Approve the April, 2019 bill list in the amount of \$744,567.62. (attachment)

10.02 Education

10.02.1 Approve the following field trips:

Group	Location	Date
7/8 Track Meet	NHHS	May 2019
Student Council	NJASC Student Awards Program - Great Adventure	May 2019
Kindergarten	Blew Farm	May 2019

(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)

10.03 Personnel

10.03.1 Professional Days

Approve the following professional days and travel expenditures for staff members to attend professional development conferences/workshops. This travel is deemed educationally necessary and fiscally prudent and all travel expenditures shall be directly related to and within the scope of the staff member’s current responsibilities and the district’s professional development plan.

Date	Employee	Name of Professional Development Program	Registration Cost	Mileage Exp.
5-21-19	Jenienne Balducci	Differentiated Data Analysis	\$180	.31 per mile
5-23-19	Jennifer St. Laurent	Differentiated Data Analysis	\$180	.31 per mile
5-29-19	Minga Cullen	Differentiated Data Analysis	\$180	.31 per mile
5-15-19	James Schwar	ESCNJ 2019 Expo	\$ 0	.31 per mile

10.03.2 Substitute Personnel

Approve the following application:

- Stephanie Palmer

(attachment)

10.04 Facilities

10.04.1 Approve the following use of facilities requests:

Name of Group	Purpose	Location	Days/Dates	Time
Quakertown Fire Co.	Memorial Day Observance	Front Lawn (Gym if raining)	Monday, May 27, 2019	8:30 - 11:00 a.m.
Cub Scout Pack 108	Blue/Gold Dinner	APR/Cafeteria	Friday, May 3, 2019	5:30 - 8:30 p.m.
Boy Scout Troop 108	Car Wash	Parking Lot	Saturday, May 18, 2019 Rain Date - 5/19/19	11:00 a.m. - 4:00 p.m.
Class of 2019	Lock-In	Café, Gym, and Music Room	Friday, May 31, 2019 & Saturday, June 1, 2019	6:00 p.m. - 7:30 a.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
Mrs. Evans				
Mrs. Luciano				
Mrs. Sutton				
Mrs. Tomasini				
Mr. Witkowski				
Mr. Yasunas				
Mr. Cama				
Totals:				

11. Board Matters/New Business

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

12.01 **Resolved**, to approve the certificated staff and salaries for the 2019-2020 school year as per attached. (attachment)

Motion by:

Seconded by:

Roll Call Vote:

Name	Yes	No	Abstain	Absent
Mrs. Evans				
Mrs. Luciano				
Mrs. Sutton				
Mrs. Tomasini				
Mr. Witkowski				
Mr. Yasunas				
Mr. Cama				
Totals:				

12.05 **Resolved**, to approve the 2019-2020 employment contract for Sophia Van Ess, Vice Principal/Special Education Supervisor. (attachment)

Motion by: _____ Seconded by: _____

Roll Call Vote:

Name	Yes	No	Abstain	Absent
Mrs. Evans				
Mrs. Luciano				
Mrs. Sutton				
Mrs. Tomasini				
Mr. Witkowski				
Mr. Yasunas				
Mr. Cama				
Totals:				

12.06 **Resolved**, to appoint the following seasonal custodial/maintenance workers as follows:

Dylan Nace	\$14.00 per hour	05/01/19 – 06/30/2020
Peter Nace	\$13.00 per hour	06/24/19 – 06/30/2020
Reinhard M. Sorge	\$10.00 per hour	06/24/19 – 06/30/2020

Name	Yes	No	Abstain	Absent
Mrs. Evans				
Mrs. Luciano				
Mrs. Sutton				
Mrs. Tomasini				
Mr. Witkowski				
Mr. Yasunas				
Mr. Cama				
Totals:				

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. **Executive Session**

14.01 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 April 29, 2019 for the purpose of discussing a special education 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 _____ hours/minutes. Action _____ (will/will not) be taken.

Motion Second By Voice Vote

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

Motion Second By Voice Vote

Yes	No	Abstain	Absent
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15. **Adjournment**

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

Motion Second By Voice Vote

Yes	No	Abstain	Absent
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