

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

October 15, 2018

**1. Call to Order - Mrs. Luciano, Vice President, called the meeting to order at 6:30 p.m.
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

Present: Mr. Cama, Mrs. Luciano, Mrs. Sutton, Mrs. Tomasini, Mr. Witkowski, Mr. Yasunas
Absent: Mr. Yasunas
Also Present: Dr. Davis, Acting Superintendent, Ms. Martucci, SBA/BS

1.02 Flag Salute - Mrs. Luciano led all assembled in the Pledge of Allegiance

1.03 Correspondence - Email received from Mr. George Burdick
Mr. Cama said the resignation of Mr. Burdick is a big loss for the Board of Education and township. Mr. Burdick gave a lot to the Board of Education and was a good mentor. Mr. Burdick was all for open meetings and open records.

Resolved, to accept, with regret, the resignation of Mr. George Burdick, effective September 22, 2018 from the Franklin Township Board of Education.

Motion: Cama Second: Sutton By Voice Vote

Yes	No	Abstain	Absent
5	0	0	1

1.03 Interview of Board Candidates
Mrs. Evans spoke about her interest in becoming a Board of Education member. The Board members asked Mrs. Evans some questions.

1.04 Executive Session
Adopt the following resolution Time: 6:39 p.m.
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 October 15, 2018 for the purpose of deliberating on the Board of Education candidates. 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 return to public session in approximately 10 minutes. Formal action will be taken.*

Motion: Tomasini Second: Sutton By Voice Vote

Yes	No	Abstain	Absent
5	0	0	1

1.05 Return to Public Session at 6:48 p.m.

Motion: Sutton Second: Tomasini By Voice Vote

Yes	No	Abstain	Absent
5	0	0	1

1.06 **Resolved**, to appoint Virginia Evans to the Franklin Township Board of Education for the period of October 15, 2018 through December 31, 2019.

Motion: Sutton Second: Witkowski By Voice Vote

Yes	No	Abstain	Absent
5	0	0	1

1.07 Board Secretary administered the Oath of Office to the newly elected Board Member.

1.08 Mrs. Evans read and signed the Code of Ethics.

2. **Presentations**

- 2.01 Draft Strategic Plan - JoAnn Perotti, Director of Strategic Services, Bucks County Intermediate Unit
- 2.02 Pre K Presentation - Jackie Nombre and Christina Kocsi
- 2.03 K-5 Science Curriculum - Lindsay Gooditis

3. **Minutes**

3.01 September 17, 2018 - Regular Meeting

Resolved, to approve the above listed minutes.

Motion Cama Second Tomasini By Voice Vote

Yes	No	Abstain	Absent
5	0	1 (VE)	1

4. **Acting Superintendent's Report - Dr. Broadus W. Davis**

4.01 PTA Update

- Book Fair sales - \$2,200
- Family Fun Spaghetti Dinner - November 2, 2018

4.02 Enrollment - 284

4.03 Strategic Plan Update - draft for approval

4.04 State Testing Information: PARCC Presentation 17-18 Scores - November 19, 2018 Board Meeting

4.05 Technology Update

- a. Google Guardian is active and ready to be used if necessary. An announcement will be sent to parents of grades 6-8 students on how to contact their child's teachers if they are interested in participating.
- b. Updated all passwords for grades 3-8.
- c. Online books are being added to the front of the website - Grades 1-8
- d. Pre K and Grade 2 iPads were updated/games removed. Currently working on grade 3.
- e. Student accounts are not ready for use in Genesis. Assistance needed from Genesis.
- f. New website for committee discussion.
- g. Documents can be posted on Genesis - need to determine what to post.

- h. Zumu website professional development was successful for primary school teachers. Due to a power outage, the session for middle school and specials teachers could not take place as scheduled.
- i. New display is up and running in the APR
- j. Work in progress: Online books, student sign-ons, staff showcasing technology in their classroom

- 4.06 National Junior Honor Society - membership requirements to remain the same as last year
- 4.07 Staff Attendance - September
- 4.08 2018-2019 Security and Fire Drills

Type of Drill	Date
Fire Drill	September 6, 2018
Security (Evacuation non-fire)	September 17, 2018
Fire Drill	October 1, 2018

- 4.09 2018-2019 HIB Incidents

Month	Number Incidents Reported	Number Classified as HIB
September	0	0

5. Business Administrator Report

- 5.01 Lease Purchase Update
- 5.02 SAIF (School Alliance Insurance Fund) 2017-2018 Safety Incentive Award - \$3,500
- 5.03 Building & Grounds Coordinator Monthly Report is in the BOE Informational Folder
- 5.04 Long Range Facilities Plan Meeting - October 22, 2018 at 6:00 p.m. in the conference room. Mr. Witkowski volunteered to join the Facilities and Finance Committee.
- 5.05 POW Flag Discussion
Resolved, to approve the purchase and display of a POW Flag on the flagpole outside the Franklin Township Elementary School, to fly below the American Flag.

Motion Cama	Second Sutton	By Voice Vote	Yes 5	No 0	Abstain 1 (VE)	Absent 1
-------------	---------------	---------------	----------	---------	-------------------	-------------

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

- Mr. Lembo read a letter from the QEA in support of Dr. Davis.
- Mrs. Huebscher agreed with Mr. Lembo’s statements. Support of Dr. Davis shows positive behavior. Her children are progressing and showing progress. Teachers are helping to raise the children, and should have a say in the strategic plan.

7. Correspondence - None

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 - no meeting
- 8.02 **Facilities and Finance** - Mrs. Tomasini, Mr. Yasunas, Mr. Witkowski
 - 8.02.1 Joint Transportation Agreement - Delaware Valley RHS Board of Education (Regular School Year)**

Resolved, to approve a Joint Transportation Agreement between the Delaware Valley RHS Board of Education (Host District) and Franklin Township Board of Education (Joiner District) for the 2018-19 Regular School Year for the following routes:

Start Date	End Date	Route #	Destination	# of Host District Students	# of Joiner District Students	Joiner Cost
09/04/2018	06/30/2018	FG	Franklin Twp School	0	21	\$21,849.00
09/04/2018	06/30/2018	FH	Franklin Twp School	0	22	\$21,849.00

Motion: Witkowski Second Sutton By Voice Vote

Yes 5	No 0	Abstain 1 (VE)	Absent 1
----------	---------	-------------------	-------------

8.02.2 Joint Transportation Agreement – Delaware Valley RHS Board of Education (School Related Activities)

Resolved, to approve a Joint Transportation Agreement between the Delaware Valley RHS Board of Education and Franklin Township Board of Education for the 2018-19 School Year as follows:

Start Date	End Date	ID #	Destination	Basis of the Agreement Per Bus	Per Bus Cost	Aide Cost
07/01/2018	06/30/2018	Trips	Various	\$72.20 per hour for the first 4 hours, then \$44.00 per hour each, billed in ¼ increments plus tolls and parking if applicable.	Per Bus	N/A

Motion Witkowski Second Tomasini By Voice Vote

Yes 5	No 0	Abstain 1 (VE)	Absent 1
----------	---------	-------------------	-------------

8.02.3 Consulting Services – Behavioral Consultants, LLC

Resolved, to approve a Service Contract for Behavior Consultation Services between Behavioral Consultants, LLC and the Franklin Township Board of Education for behavior consultation services and staff training at the following rates for the period of August 20, 2018 to June 30, 2019 at an amount not to exceed \$35,000.00.

- Observations (school, home, community) \$110.00 per hour
- Meetings (parents, staff, phone, training) \$110.00 per hour
- Record review, report writing, preparation \$ 55.00 per hour

Motion Cama Second Sutton By Voice Vote

Yes 5	No 0	Abstain 1 (VE)	Absent 1
----------	---------	-------------------	-------------

8.02.4 Donation – Franklin Township PTA

Resolved, to graciously accept a donation for \$3,947.61, representing 50% of the cost for the cafeteria message board, including installation and TV armor.

Motion Sutton Second Tomasini By Voice Vote

Yes 5	No 0	Abstain 1 (VE)	Absent 1
----------	---------	-------------------	-------------

8.02.5 Donation – Doreen Caldarola

Resolved, to graciously accept a donation for \$36.00 for the Class of 2019. (Funds are on deposit in the Student Activity Fund).

Motion Witkowski Second Sutton By Voice Vote

Yes	No	Abstain	Absent
5	0	1 (VE)	1

8.02.6 Professional Services – Audiopedics, LLC

Resolved, to approve a Professional Services Agreement between Audiopedics, LLC and the Franklin Township Board of Education for the 2018-19 school year as per the following fee schedule:

Pairing Devices/Communications	\$75.00 per hearing device
Service and Repair	\$80.00 per hearing device
Clean and Check	\$40.00 per hearing device
Initial Educational Consultation	\$150.00 per consult
Additional Consultation Time	\$75.00 per hour

Motion Witkowski Second Tomasini By Voice Vote

Yes	No	Abstain	Absent
5	0	1 (VE)	1

8.02.7 Submission of Project to NJDOE for Approval

Resolved, the Franklin Township Board of Education authorizes the submission of NJDOE Project # 1600-050-19-1000 to the New Jersey Department of Education for review and approval.

This project, for which the Board of Education is not seeking state funding via debt service aid or ROD grants, consists of the following elements:

- Lower level water infiltration mitigation
- Roofing replacement (gymnasium/1970 wing)
- Exterior stair replacement
- Security upgrades including selected door/window replacements, access control, security window, and security bollards

The Board of Education further authorizes the amendment of the current Long Range Facilities Plan to incorporate these projects.

Motion Sutton Second Tomasini By Voice Vote

Yes	No	Abstain	Absent
5	0	1 (VE)	1

8.03 Curriculum & Education

8.03.1 K-5 Science Curriculum

Resolved, to approve the K-5 Science Curriculum.

Motion Tomasini Second Sutton By Voice Vote

Yes	No	Abstain	Absent
5	0	1 (VE)	1

8.03.2 National Junior Honor Society

Resolved, to approve the eligibility criteria and code of conduct for National Junior Honor Society for the 2018-2019 school year.

Motion Tomasini	Second Sutton	By Voice Vote	Yes 5	No 0	Abstain 1 (VE)	Absent 1
-----------------	---------------	---------------	----------	---------	-------------------	-------------

8.03.3 Presentation of Self-Assessment – Anti-Bullying Bill of Rights Act

RESOLVED, to approve the Franklin Township School Self-Assessment for Determining Grades under the Anti-Bullying Bill of Rights Act, July 1, 2017 - June 30, 2018.

Motion Cama	Second Sutton	By Voice Vote	Yes 5	No 0	Abstain 1 (VE)	Absent 1
-------------	---------------	---------------	----------	---------	-------------------	-------------

8.04 Policy

8.04.1 **Resolved** the first reading of the following revised policies:

2131	Chief School Administrator
5111	Admission
5131.1	Harassment, Intimidation and Bullying
5131.5	Vandalism/Violence
5134	Pregnant Pupils
5141	Health
5141.4	Missing, Abused and Neglected Children

Motion Witkowski	Second Sutton	By Voice Vote	Yes 5	No 0	Abstain 1 (VE)	Absent 1
------------------	---------------	---------------	----------	---------	-------------------	-------------

8.04.2 **Resolved**, to adopt, after a second reading, the following new policies.

3542.2	School Meal Program Arrears
3542.3	Procurement Procedures for School Nutrition Programs
3542.32	Lunch Offer versus Serve

Motion Witkowski	Second Tomasini	By Voice Vote	Yes 5	No 0	Abstain 1 (VE)	Absent 1
------------------	-----------------	---------------	----------	---------	-------------------	-------------

8.04.3 **Resolved**, to adopt, after a second reading Board Regulation 5131, Code of Student Conduct.

Motion Tomasini	Second Witkowski	By Voice Vote	Yes 5	No 0	Abstain 1 (VE)	Absent 1
-----------------	------------------	---------------	----------	---------	-------------------	-------------

8.05 **Construction Citizen Advisory Committee** (Mr. Mackinnon, Mr. Witkowski) - no meeting. Mrs. Evans volunteered to join this committee.

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 September, 2018, which agree with each other and the bank.

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 September, 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 2018-2019 school year budget as per the attached list.

9.01.4 Bill List

Approve the October, 2018 bill list in the amount of \$210,951.76.

9.02 Education

9.02.1 Approve the following field trip:

Group	Location	Date
Student Council	Winter Conference - TCNJ	January 2019
Grade 4	Wild West City	June 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.)

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.
Oct 26, 2018	Susan Rainaldi & Jeff Weinhold	Rutger’s Reading & Writing Conference	\$180.00 each	.31 per mile
Nov. 1, 2018	Elizabeth Alexander	STEM Articulation Meeting	\$0.00	.31 per mile
Feb. 11-12,	Barry Kramer	Pennsylvania Educational	\$195.00	.31 per mile

2019		Technology Expo and Conference		
------	--	--------------------------------	--	--

9.04 Facilities

9.04.1 Approve the following use of facilities requests:

Name of Group	Purpose	Location	Days/Dates	Time
Work Family Connection	Before/After Care	Cafeteria	Monday - Friday 2018-2019 school year	6:50 - 8:20 a.m. 2:30 - 6:30 p.m.
FTS PTA	Cultural Arts	Gym	Wednesday, Nov. 7, 2018	8:30 - 11:30 a.m.
FTS PTA	Cultural Arts	Gym	Thursday, Jan. 17, 2019	8:30 - 11:30 a.m.
FTS PTA	Cultural Arts	Gym	Friday, April 5, 2019	7:30 - 11:30 a.m.
FTS PTA	School Store	Cafeteria	Wednesdays Oct. 24, Jan. 16, Mar. 6, April 17	10:45 a.m. - 1:15 p.m.
Girl Scouts	Room 125	Room #125	1 st Tuesday of the Month November - June	6:30 - 8:30 p.m.
FTS PTA	Concession Stand	Gymnasium Hallway	Dates of Home Games During Fall & Winter Sports Season	3:45 - 5:30 p.m.
Franklin Twp. Rec.	Basketball	Gym Gym APR/Café	Mon-Thurs Nov. 26-Mar15 Saturdays, Dec. 15-Mar16 Tues. or Wed. (TBD) Nov. 26-Mar15	7-9 p.m. 8:30 am - 4:00 pm 7-9 p.m.
Cub Scouts	Den Meetings	Room #125	3 rd Friday of the Month Oct 2018 - May 2019	6-8 p.m.

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

Motion by: Tomasini

Seconded by: Sutton

Roll Call Vote:

Name	Yes	No	Abstain	Absent
Mr. Cama	X			
Mrs. Evans			X	
Mrs. Luciano	X			
Mrs. Sutton	X			
Mrs. Tomasini	X			
Mr. Witkowski	X			
Mr. Yasunas				X
Totals:	5	0	1	1

10. Board Matters/New Business

10.01 Discussion of Superintendent Search - Mrs. Sutton

There was a discussion regarding the superintendent search and the next steps in the process and whether to use NJSBA or another firm. Mr. Luciano suggested that a committee be formed and report back to the Board in November. Karen Sutton, Erin Tomasini and Cyrus Cama volunteered to be on the committee.

11. Executive Session - none needed.

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

12.01 Leave of Absence (Non-Tenured) – Lillian Bickhardt (Revised)

RESOLVED, to approve a request for unpaid Child Bearing Leave for Lillian Bickhardt, pursuant to Article XIII of the Agreement Between the Quakertown Education Association and the Franklin Township Board of Education (2017-2020), commencing on or about August 28, 2018; and

BE IT FURTHER RESOLVED, to approve a request for 12 weeks of unpaid Child Rearing Leave, to run concurrently with provisions of the Family and Medical Leave Act (FMLA), commencing on or about August 28, 2018 and terminating on or about November 15, 2018. (Pursuant to Article XIII, no credit is given towards salary increase or accruing tenure during such Child Rearing leave.)

BE IT FURTHER RESOLVED, to approve an unpaid extended leave of absence, without medical benefits, from November 16, 2018 through **June 30, 2019**. (Pursuant to Article XIII, no credit is given towards salary increase or accruing tenure during such Child Rearing leave.)

Motion by: Tomasini Seconded by: Sutton

Roll Call Vote:

Name	Yes	No	Abstain	Absent
Mr. Cama	X			
Mrs. Evans			X	
Mrs. Luciano	X			
Mrs. Sutton	X			
Mrs. Tomasini	X			
Mr. Witkowski	X			
Mr. Yasunas				X
Totals:	5	0	1	1

12.02 Resolved, to approve Karen Brokaw as the homework help/detention teacher for the 2018-2019 school year at the hourly rate of \$30.00 not to exceed \$2,500.00.

Motion by: Cama Seconded by: Sutton

Roll Call Vote:

Name	Yes	No	Abstain	Absent
Mr. Cama	X			
Mrs. Evans			X	
Mrs. Luciano	X			
Mrs. Sutton	X			
Mrs. Tomasini	X			
Mr. Witkowski	X			
Mr. Yasunas				X
Totals:	5	0	1	1

12.03 Resolved, to approve Wendy Sheehan to provide after school tutoring to Student ID# 2425411354 as per the IEP at the hourly rate of \$30.00 not to exceed \$500.00.

Motion by: Cama

Seconded by: Tomasini

Roll Call Vote:

Name	Yes	No	Abstain	Absent
Mr. Cama	X			
Mrs. Evans			X	
Mrs. Luciano	X			
Mrs. Sutton	X			
Mrs. Tomasini	X			
Mr. Witkowski	X			
Mr. Yasunas				X
Totals:	5	0	1	1

13. **Public Comments - None**

14. **Nomination of President**

14.01 Board Secretary called for nominations for President:

Nominee for President	Nominated by
Cyrus Cama	Allison Luciano

No further nominations were heard, the Board Secretary requested a motion to close the floor to nominations for President.

Motion: Luciano Second Tomasini By Voice Vote

Yes	No	Abstain	Absent
6	0	0	1

14.02 Board Secretary called for a roll call vote for the nomination made for President:

Nominee Cyrus Cama

	Yes	No	Absent	Abstain
Cama				X
Evans	X			
Luciano	X			
Sutton	X			
Tomasini	X			
Witkowski	X			
Yasunas			X	
Total	5	0	1	1

Board Secretary declared Cyrus Cama duly elected as President of the Franklin Township Board of Education, and turned the meeting over to the newly elected President.

15. Adjournment

15.01 **Resolved**, to Adjourn from the Public Meeting at 8:24 p.m.

Motion: Luciano Second: Witkowski By Voice
Vote

Yes	No	Abstain	Absent
6	0	0	1

Respectfully submitted,

Patricia A. Martucci
Board Secretary