

FRANKLIN TOWNSHIP BOARD OF EDUCATION
 226 QUAKERTOWN ROAD, P.O. BOX 368
 QUAKERTOWN, NEW JERSEY 08868
 908-735-7929



REGULAR MEETING AGENDA
April 24, 2023

For the Regular Meeting of the Franklin Township Board of Education
 Monday, April 24, 2023 at 6:30 p.m. in the Franklin School Multipurpose Room

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

III. STATEMENT OF ADEQUATE NOTICE:

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 12, 2023.

IV. ROLL CALL

Mrs. Karen Sutton, Pres. _____	Mrs. Allison Luciano, V. Pres. _____	Mr. Ronald Falcon _____
Mrs. Shana Frondorf _____	Mr. James Giordano _____	Mrs. Carolyn Licwinko _____
Mrs. Erin Tomasini _____	Dr. Nicholas Diaz, CSA _____	Mrs. Lori Tirone, SBA/BS _____

V. PRESENTATION

- A. 2023-2024 Public Budget Hearing** - Mrs. Karen Sutton, Board President
- B. Presentation of Budget** - Dr. Nicholas Diaz, Superintendent and Lori Tirone, Business Administrator
- C. Public Comments and/or Questions on the 2023-2024 Budget**
- D. Board of Education Comments/Questions on the 2023-2024 Budget**
- E. Adoption of the 2023-2024 Final Budget**

BE IT RESOLVED that the Franklin Township Board of Education hereby adopts the following final budget for the 2023-2024 school year as approved by the Hunterdon County Department of Education Executive County Superintendent and as recommended by the Superintendent.. The 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

Fund 10: Operating Budget

Local Tax Levy	\$ 6,342,228
W/D Capital Reserve	\$ 200,000
W/D Maintenance Reserve	\$ 200,000
Fund Balance	\$ 266,766
E/O Aid (Est)	\$ 300,000
State Aid	\$ 549,627
Tuition and Miscellaneous	\$ 746,766

Fund 20: Special Funds

Grant Entitlements (Est)	\$ 94,000
--------------------------	-----------

APPROPRIATIONS

Fund 10: Operating Budget

Current Expense	\$ 8,114,928
Capital Outlay*	490,459

Fund 20: Special Funds

ESEA/IDEA Grants	\$ 94,000
------------------	-----------

Fund 40: Debt Service
Tax Levy \$ 648,800

Fund 40: Debt Service
Repayment of Debt \$ 648,800

TOTAL REVENUE: \$ 9,348,187

TOTAL APPROPRIATIONS: \$ 9,348,187

(*Capital Outlay includes the State Assessment for Debt Service on SDA Grant Funding and Lease Purchase Loan Principal.)

As per N.J.A.C. 6A:23A-7.3(a), the proposed budget provides for a maximum appropriation amount of \$20,000.00 that may be allotted for travel and expense reimbursement. The School Business Administrator shall track and record these costs ensuring the maximum amount is not exceeded.

BE IT RESOLVED that the Franklin Township Board of Education received an adjustment for Health Care Costs in the amount of \$96,034.00 and did not use the amount in the 23-24 Budget. It will default to Banked Cap available for future years.

BE IT RESOLVED that the Franklin Township Board of Education received an adjustment for Enrollment in the amount of \$553,828.00 and did not use the amount in the 23-24 Budget. It will default to Banked Cap available for future years.

BE IT RESOLVED that the Franklin Township Board of Education approves a withdrawal from the Capital Reserve in the amount of \$200,000.00 for the security project of video management and camera equipment including architect and engineering fees. If all funds are not used by the end of the 2023-24 budget year, they must be returned to the Capital Reserve Fund by June 30, 2024.

BE IT RESOLVED that the Franklin Township Board of Education approves a withdrawal from the Maintenance Reserve in the amount of \$200,000.00. These funds will be used to offset the cost of Required Maintenance (accounts 11-000-261-XXX); do not exceed the total of Required Maintenance; and cannot be transferred out of Required Maintenance during the budget year. Any unused funds will be returned to the Maintenance Reserve Fund by June 30, 2024.

MOTION by _____, seconded by: _____.

Discussion:

Roll Call Vote:

Name	Yes	No	Abstain	Absent
Mr. Falcon				
Mrs. Frondorf				
Mr. Giordano				
Mrs. Liewinko				
Mrs. Luciano				
Mrs. Tomasini				
Mrs. Sutton				
Totals:				

F. Approval of tax Levy Payment Schedule for the 2023-2024 Budget Year

BE IT RESOLVED that the Franklin Township Board of Education approve the following tax levy payment schedule to be presented to the Township of Franklin for the period of July 1, 2023 through June 30, 2024.

Due Date	Amount
July 28, 2023	\$1,165,171.00
September 29, 2023	\$1,165,171.00

November 10, 2023	\$1,165,172.00
January 26, 2024	\$1,165,171.00
March 22, 2024	\$1,165,171.00
May 17, 2024	\$1,165,172.00
Total	\$6,991,028.00

MOTION by _____, seconded by: _____.

Discussion:

Roll Call Vote:

Name	Yes	No	Abstain	Absent
Mr. Falcon				
Mrs. Frondorf				
Mr. Giordano				
Mrs. Licwinko				
Mrs. Luciano				
Mrs. Tomasini				
Mrs. Sutton				
Totals:				

This concludes the Public Hearing on the 2023-2024 School District Budget.

VI. MINUTES

MOTION by _____, seconded by _____.

RESOLVED that the minutes of the Board of Education meeting, held on the dates indicated as transcribed, be approved and filed.

[March 7, 2023 - Adoption of Tentative Budget Meeting](#)

[March 13, 2023 - Regular Meeting](#)

Discussion:

Voice Vote:

Yes	No	Abstain	Absent
-----	----	---------	--------

VII. CORRESPONDENCE

VIII. SCHOOL BUSINESS ADMINISTRATOR REPORT– Lori Tirone

- BOE Roles and Responsibilities Refresher**

IX. SUPERINTENDENT REPORT - Dr. Nicholas Diaz

- Class III Officer Discussion (Sharing of Survey Results)**
- Security and Fire Drills – 2022-2023**

Type of Drill	Date
Fire Drill	8/26/22
Shelter-in-Place (security)	9/1/22
Fire Drill	9/16/22

Fire Drill	10/6/22
Lockdown (security)	10/17/22
Fire Drill	11/4/22
Bus evacuation	11/4/22
Shelter-in-Place (security)	11/30/22
Fire Drill	12/14/22
Active Shooter (security)	12/22/22
Fire Drill	1/17/23
Evacuation (security)	1/30/23
Fire Drill	2/10/23
System Test	2/23/23
Lockdown (security)	2/28/23
Evacuation (security)	3/22/23
Fire Drill	3/31/23
Bus Evacuation	3/31/23

X. PUBLIC COMMENTS - Privilege of the Floor (3 minutes) – Agenda Items Only

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. Public comment shall be concise and to the point and shall not contain abusive, defamatory, or obscene language. Each speaker will be given three minutes.

XI. AD HOC (Board Goals, Supt Goals/Personnel)/STRATEGIC PLANNING – Mrs. Luciano, Mrs. Tomasini, Mrs. Frondorf

**XII. FINANCE AND FACILITIES- Mrs. Sutton, Mr. Falcon, Mr. Giordano
MOTION by _____, seconded by _____.**

A. Acceptance and Approval of Board Secretary’s Report for the month of February and March 2023

BE IT RESOLVED that upon review of the Board Secretary’s report for the month of January 2023 in consultation with appropriate district officials, the Board of Education certifies that no fund had been over expended in violation of NJAC 6A:23A-16:10(b); and the Board of Education further certifies, based on the Board Secretary’s certification, that the total of encumbrances for each line item account does not exceed the line item appropriation in violation of NJAC 6A:23A-16:10(a).

B. Acceptance and Approval of Treasurer’s Report for the month of February and March 2023

BE IT RESOLVED that upon review of the Treasurer’s report for the month of January 2023 in consultation with appropriate district officials, the Board of Education certifies that no fund had been over expended in violation of NJAC 6A:23A-16:10(b); and the Board of Education further certifies, based on the Board Secretary’s certification, that the total of encumbrances for each line item account does not exceed the line item appropriation in violation of NJAC 6A:23A-16:10(a).

The Board Secretary certifies, pursuant to N.J.A.C. 6A:23A-16:10(c)(3), that the total of encumbrances for each line item account does not exceed the line item appropriation in violation of N.J.A.C. 6A:23A-16:10(a).

Lori A. Tirone, Board Secretary

Date

C. Approval of Transfers

BE IT RESOLVED that the Board approve the attached list of budget transfers as presented by the School Business Administrator for the period of February 1, 2022 through February 28, 2023 and March 1, 2023 through March 31, 2023.

D. Approval of Bills

BE IT RESOLVED that the Board approve the attached list of district bills for payment as presented by the School Business Administrator for the period of March 1, 2023 through March 31, 2023 in the amount of \$785,304.33.

E. Approve the Use of Facilities

BE IT RESOLVED that the Board, upon the recommendation of the Superintendent, approve the following use of facilities requests.

Name of Group	Purpose	Location	Days/Dates	Time
FTS	PreK-4 Graduation	Gymnasium	Tuesday June 7, 2023	12:30pm - 1:30pm
Grand Falloons	Assembly	Gymnasium	Wednesday April 5, 2023	8:30am - 11:30am
FTS PTA	Family Trivia Night	Cafeteria	Friday May 12, 2023	4:00pm - 9:00pm

F. Professional Services - BKC, CPA's, PC

BE IT RESOLVED that the Board, upon the recommendation of the Superintendent, approve an agreement between Franklin Township School District and BKC, CPAs, PC to provide accounting and auditing services for the period of July 1, 2023 through June 30, 2024 for a fee of \$19,800.00; such fee not to exceed a 2% increase for the period ending June 30, 2024.

G. Professional Services - Attorney

BE IT RESOLVED that the Board, upon the recommendation of the Superintendent, approve an agreement between Franklin Township School District and Schenck Price Smith & King, LLP for the 2023 - 2024 school year at the following rates:

- Partners/Counsel \$185/hr.
- Senior Associates \$180/hr.
- Junior Associates \$175/hr.
- Clerks \$130/hr.
- Paralegals \$130/hr.

H. Professional Services - School Physician

BE IT RESOLVED that the Board, upon the recommendation of the Superintendent, approve an agreement between Franklin Township School District and Dr. Ronald M. Frank, MD of Green Brook Family Medicine for the period of July 1, 2023 through June 30, 2024 for a fee of \$1,500.00. Additional services if needed, are offered on an individual basis, as stated in the proposal.

I. Professional Services - School Consultation

BE IT RESOLVED that the Board, upon the recommendation of the Superintendent, approve an agreement between the Franklin Township School District and Platt Psychiatric Associates LLC, to provide as-needed psychiatric services for the period of July 1, 2023 through June 30, 2024.

J. Cooperative Purchasing Participation - Educational Data Services, Inc.

BE IT RESOLVED that the Board, upon the recommendation of the Superintendent, approve participation in the New Jersey Cooperative Bid Maintenance Program with Educational Data Services, Inc. for the period of July 1, 2023 through June 30, 2024. The licensing and maintenance fee will be \$1,255.00.

K. Electronic Methods of Payment

WHEREAS, Local Finance Notice #2018-13 was distributed on March 29, 2018 and specifically addressed electronic fund transfers of “EFT” and claimnet certification changes and requirements; and
WHEREAS, the Board of Education wishes to comply with this LFN and formalize policies to do so; and
WHEREAS, the Board of Education will continue to utilize EFT for pension, debt service, payroll, State of NJ payments, Interfund transfers, and flexible spending accounts; and
WHEREAS, the Business Administrator is authorized to initiate those EFT transactions in accordance with N.J.S.A. 18A:19-1 et seq. and to make payment once authorization is granted; and
WHEREAS, these wire transfers are not required to be presented on a monthly bills list for approval because of their routine, non-controversial nature.

L. Purchase of Proprietary Apple Products 2023-2024 School Year

WHEREAS, the Franklin Township Board of Education has heavily invested time and funds into the acquisition and integration of Apple products in local operations that will be wasted if non-Apple products are used to supplement the existing technology; and
WHEREAS, the use of non-Apple products would require either the wholesale replacement of the technology currently used by the Franklin Township Board of Education or an unstopable level of training, support and maintenance services that would utterly defeat the purpose of the public contracting laws; and
WHEREAS, the Apple technology products sought by the Franklin Township Board of Education are of such a specialized nature that only such products will meet the needs of the Franklin Township Board of Education; now
THEREFORE, BE IT RESOLVED that the Franklin Township Board of Education hereby authorizes the purchase of proprietary Apply technology products directly from Apple Inc. for the period of July 1, 2023 through June 30, 2024.

Discussion:

Roll Call Vote:

Name	Yes	No	Abstain	Absent
Mr. Falcon				
Mrs. Frondorf				
Mr. Giordano				
Mrs. Licwinko				
Mrs. Luciano				
Mrs. Tomasini				
Mrs. Sutton				
Totals:				

XIII. CURRICULUM AND EDUCATION - Ms. Tomasini, Mrs. Luciano, Mrs. Licwinko
MOTION by _____, seconded by _____.

A. Math Curriculum Maps

BE IT RESOLVED that the Board, upon the recommendation of the Superintendent, approve the following Math Curriculum Maps for the 2022-2023 school year.

**K-8 Math
Curriculum Maps**

Kindergarten
1st Grade
2nd Grade
3rd Grade
4th Grade
5th Grade
6th Grade
7th Grade
8th Grade
Algebra

B. Approval of Field Trips

BE IT RESOLVED that the Board, upon the recommendation of the Superintendent, approve the following field trips:

Group	Location	Date
PreK - 8	Lifetown	June 2023
8th Grade	Dave & Busters	May 2023

Discussion:

Roll Call Vote:

Name	Yes	No	Abstain	Absent
Mr. Falcon				
Mrs. Frondorf				
Mr. Giordano				
Mrs. Licwinko				
Mrs. Luciano				
Mrs. Tomasini				
Mrs. Sutton				
Totals:				

XIV. POLICY - Mrs. Tomasini, Mr. Falcon, Mrs. Frondorf
MOTION by _____, **seconded** by _____.

A.

Discussion:

Roll Call Vote:

Name	Yes	No	Abstain	Absent
Mr. Falcon				

Mrs. Frondorf				
Mr. Giordano				
Mrs. Licwinko				
Mrs. Luciano				
Mrs. Tomasini				
Mrs. Sutton				
Totals:				

XV. NEGOTIATIONS – Mrs. Luciano, Mr. Giordano, Mrs. Licwinko

XVI. EXECUTIVE SESSION

MOTION by _____, seconded by _____ for the Board to enter into Executive Session at _____ pm.

Voice Vote:

Yes	No	Abstain	Absent
-----	----	---------	--------

WHEREAS, the New Jersey Open Public Meetings Act authorizes a public body to exclude the public from that portion of a meeting at which the Board of Education discusses topics falling within certain specified exceptions to the requirement for open public meetings; (N.J.S.A. 10:4-13) and

WHEREAS, the Board of Education wishes to discuss matters that fall within one or more of the statutory exceptions to open public meetings;

BE IT RESOLVED pursuant to Section 7 of the Open Public Meetings Act (N.J.S.A. 10:4-12), that the Board adjourn from public session and enter into executive session at this time to discuss confidential matters pertaining to Personnel, including recommendations for appointments; termination of employment; terms and conditions of employment; evaluation of the performance of, promotion, or discipline of board employees or prospective employees; changes in salary; changes in assignment; and leaves of absence.

BE IT FURTHER RESOLVED that the matters discussed in executive session should be made public as soon as the need for confidentiality no longer exists, but it is not known at this time when that may be. The Board expects to reconvene into public session in approximately _____ hours/minutes. Action may be taken.

BE IT RESOLVED to return to Open Public Session at _____ pm.

MOTION by _____, seconded by _____ for the Board to reconvene public session.

Voice Vote:

Yes	No	Abstain	Absent
-----	----	---------	--------

XVII. PERSONNEL

MOTION by _____, seconded by _____.

A. Approve Professional Day Requests

BE IT RESOLVED that the Board, upon the recommendation of the Superintendent, approve the following professional day requests:

Date	Employee	Name of Professional Development Program	Registration Cost	Mileage Exp.

5/31/23	Mary Alvarez	Beyond Compliance Conference	\$0	.47/mile
6/26/23 - 6/27/23	Mary Alvarez	NJECC Intermediate Google training	\$195.00	Virtual
6/28/23 - 6/29/23	Mary Alvarez	NJECC Advanced Google training	\$195.00	Virtual

B. Approve Volunteer

BE IT RESOLVED that the Board, upon the recommendation of the Superintendent, approve Sophia DeTorres as a volunteer for the school play for the 22-23 school year.

C. Approve Volunteer

BE IT RESOLVED that the Board, upon the recommendation of the Superintendent, approve Madisen Hladky as a volunteer for the school play for the 22-23 school year.

D. Approve Substitute Teacher

BE IT RESOLVED that the Board, upon the recommendation of the Superintendent, approve Brooke Kelman as a substitute teacher for the 2022-2023 school year at the rate of \$135.00 per day.

E. Approve Summer Intervention Staff

BE IT RESOLVED that the Board, upon the recommendation of the Superintendent, approve the following Summer Intervention substitute teacher for the 2023-2024 school year, at the rate of \$30.00 per hour, not to exceed 12 hours per week, from July 5, 2023 to July 27, 2023:

- Karin Stumpf

F. Approve Summer Intervention/Extended School Year Staff

BE IT RESOLVED that the Board, upon the recommendation of the Superintendent, approve Karin Stumpf as a School Counselor for the Summer Intervention Program and Extended School Year Program for the 2023-2024 school year at the rate of \$30.00 per hour, not to exceed 20 hours per week, from July 5, 2023 to August 3, 2023:

G. Amend Rate

BE IT RESOLVED that the Board, upon the recommendation of the Superintendent, amend the rate for Joan Colognato as a Home Instructor, to \$35.00 per hour for the 2022-2023 school year.

Discussion:

Roll Call Vote:

Name	Yes	No	Abstain	Absent
Mr. Falcon				
Mrs. Frondorf				
Mr. Giordano				
Mrs. Licwinko				
Mrs. Luciano				
Mrs. Tomasini				
Mrs. Sutton				
Totals:				

XVIII. BOARD MATTERS/NEW BUSINESS

-

XVIX. 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. Public comment shall be concise and to the point and shall not contain abusive, defamatory, or obscene language. Each speaker will be given three minutes.

XX. OTHER BUSINESS

- A. WHEREAS, the Franklin Township School District Board of Education represents the Franklin Township community, 52 staff members and over 270 students.

WHEREAS, it is our duty to advocate our legislators and Governor on behalf of our constituents for fully-funded schools that allow for the “thorough and efficient” education of all of our students;

WHEREAS, energy, supply, transportation, and facilities costs continue to rise due to inflation;

WHEREAS, school Districts in NJ are facing staffing shortages and need to spend more to recruit, hire, and retain staff;

WHEREAS, students are facing learning loss and mental health challenges that require additional spending;

WHEREAS, the cost of educating special education students in our district continues to rise;

WHEREAS, continued cuts to state aid have detrimental effects on the educational programs provided by Districts;

WHEREAS, State Aid is not distributed transparently and does not reflect the growing enrollment and changing demographics in our communities.

BE IT THEREFORE RESOLVED, the Franklin Township School District Board of Education recommends that the State of NJ re-evaluate the funding formula used to determine aid; be it further;

RESOLVED, the Franklin Township School District Board of Education urges the State of NJ to reconsider current cuts in school aid.

B. **Shared Services Agreement - Class III Officer**

BE IT RESOLVED that the Board, upon the recommendation of the Superintendent, approve a Shared Services Agreement between the Franklin Township Board of Education and Franklin Township for a Class III officer for the period July 1, 2023 to June 30, 2024.

- C. **BE IT RESOLVED** that the Board, upon the recommendation of the Chief School Administrator, to _____ (affirm, reject, modify) the Superintendent’s decision on **unfounded** HIB case #132.

- D. **BE IT RESOLVED** that the Board, upon the recommendation of the Chief School Administrator, to _____ (affirm, reject, modify) the Superintendent’s decision on **unfounded** HIB case #133.

- E. **BE IT RESOLVED** that the Board, upon the recommendation of the Chief School Administrator, to _____ (affirm, reject, modify) the Superintendent’s decision on **unfounded** HIB case #134.

- F. **BE IT RESOLVED** that the Board, upon the recommendation of the Chief School Administrator, to _____ (affirm, reject, modify) the Superintendent’s decision on **unfounded** HIB case #135.

XXI. NOTEWORTHY DATES

XXII. ADJOURNMENT

MOTION TO ADJOURN by _____, seconded by _____.

Voice Vote:

Yes	No	Abstain	Absent
-----	----	---------	--------