

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

REGULAR MEETING MINUTES

January 11, 2010

I. 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 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 April 28, 2009.

Mr. Piparo opened the meeting at 7:35 p.m.

II. Roll Call - Abigail Kutz, Interim SBA/BS

K. Weiss, V. Pres.	Y	A. Burdick	Y	P. DiGiambattista	Y
J. Foran	Y (8:42)	N. Reed	Y	T. Schultz	Y
L. Vail	Y	T. Wolak	Y	C. Piparo, Pres.	Y

III. Flag Salute

IV. Presentation - 2008-2009 Comprehensive Annual Financial Report (CAFR)
William Colantano, Jr.

Mr. Colantano reviewed the changes in revenue and pointed out that 92% of the budget is funded by local taxes. State aid remained flat. He advised the board that they would not be receiving the amount of interest they had in the past in the capital fund because of the lower rates and spending down of the balance. He reviewed the amount available in the general fund balance and said there will most likely be a shortfall because the amount remaining is only half as much as appropriated last budget cycle. Mr. Colantano also noted that special education costs have risen 500% over a nine year period and 15% over last year. The board should see if they can look at containing costs going forward. He said the lunch program made \$8,066. Mr. Colantano referred to page 84 in the audit report. He said the category to focus on is the Equalized Values. He pointed out that every \$55,601 raised is one cent on the tax rate. The board is allowed to increase by four cents. He said he did not have any recommendations. He had two suggestions: 1) a signed copy of the bill list should be in the minute book and 2) evaluation reports after attendance at meetings and seminars should be received and kept on file. Mrs. Kutz said that these items were already addressed.

V. Correspondence

- North Hunterdon-Voorhees Regional High School District
Notice of meetings on January 12 and 26 at 7:00 p.m.

VI. Public Comments

Mr. Dahan asked if the contracts had been signed. The board confirmed yes. Mr. Dahan asked if the funds for the boilers, roof and windows was secure. Mr. Dahan said many townships are looking to reassess property and he did not know if that would impact what Mr. Colantano was speaking about

during his presentation. He asked if the audit and the contracts were public documents. Mrs. Kutz said they were available for review.

VII. Construction Update

Mr. Piparo said there were several issues to discuss and Dr. Harttraft would be moving her report in regards to construction to this portion of the agenda. Mr. Piparo pointed out that the board members received a copy of the letter from Tekton regarding the soil. Safety of the children, proper ventilation and minimal disruption of the instructional program including testing were expressed as top issues that needed to be addressed. The need for background checks for all the workers was debated.

- Subcommittee Report

Mr. Piparo said the committee met on Sunday and read through the contracts. Mr. Schultz is the Chair of the Committee, Mr. Foran is the Vice-Chair, Mrs. Burdick is the Recording Secretary and Mr. Piparo is the Ex-Officio member.

Mr. Piparo said that based on concerns by various board members that were uncomfortable with the project starting before they understood the timeline, he contacted Mr. Tillou on Wednesday and asked that everything be put on hold until after tonight.

The board members expressed concern over the inconsistent and lack of proper communication by the sub-committee. The board also noted discrepancies between the sub-committee notes and Mr. Tillou's minutes. It was also pointed out that the board must notify Mr. Tillou within ten days of the receipt of his minutes, if there are any questions or concerns. Mr. Schultz said he was honored to be the chair and would do his best to serve the board and community. He asked that Dr. Harttraft keep him apprised of all events. Dr. Harttraft said she felt confident that if all information was funneled to her from the staff and Mr. Tillou she also could funnel information back to Mr. Schultz. The purpose is to produce facts and not rumors during the construction process. Mr. Schultz noted that he was very impressed with the detail and organization that Mr. Tillou displayed at the meeting.

- Update from Construction Manager

Mr. Tillou had a floor plan of the school displayed. He talked about the phases of the project and what would be done first and the timeline involved. This is a labor intense project. He said we will have the best professionals available due to the timing. Mr. Tillou explained the relocation plans. There will be minimal interaction with the staff and children. All areas will be sealed off and access will be restricted. Demolition of the 3rd and 4th grade wing is scheduled during the spring break. Mr. Tillou emphasized that the safety of the children will be the first priority. He will be doing air quality samples before and during the construction. He said he obtained the testing schedule from Dr. Harttraft. Mr. Tillou said he has a zero tolerance for any behavior that is unacceptable to the board, staff or community and such behavior on the part of a construction worker should be reported to the police. All workers will wear a number coded badge. He explained that all work must meet a specific criteria along with the proper documentation before he authorizes payment. Payment is in the form of reimbursement. The first test of steel, concrete and soil is in the board budget. If any test fails all future tests are the responsibility of the contractor. Mr. Tillou said a member of his staff will be on site each day between 6:00 to 2:30 or 3:00 p.m.

Nancy Reed noted concern for children's safety with having construction workers having access to all children K-8 during the school day. Asked for mandatory background checks on all workers. N. Reed noted did not agree with proceeding with project without background checks and plan for preventative health issues that could arise and impact the children. Asked to slow project down and take wing down over summer months to decrease any potential health/safety issues.

Update from Superintendent

Dr. Harttraft said she had met with staff and after the initial shock that the project really is going to start soon, everyone started packing up and cleaning up. Only art and gifted and talented will be displaced. Dr. Harttraft said the stage will be renovated to house art for the middle school and will be on a cart for the elementary students. Dr. Harttraft said she will take any suggestions to implement safety measures to protect the students. Volunteers in the hallways and a buddy system were suggested. Dr. Harttraft said all staff members will be wearing a badge with specific colored lanyards so students know who they are. Dr. Harttraft proposed building use for school entities only and PTA functions will be approved only if they can be accommodated. All functions outside of the building except school related

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will not be approved. The board supported this. Dr. Harttraft said she is trying to find places for the non school entities that are displaced. Mr. Foran asked if he could speak to the neighbors to see if access and parking could be worked out for Little League. This was Okayed and he will report back. Dr. Harttraft said she met with the Director of Public Safety and reviewed how the operation would be set up outside and the location of trailers and equipment and it met with his approval.

Public Comment on the Construction

Mrs. Campbell said she was on the first sub-committee when Mr. Tillou was hired. He has a good reputation and safety is a priority. You are not rushing, the project is five years behind. We need to get started.

Mr. Crisologo said he has concerns over dust particles and other health issues as well as the security of the children. He asked what measures would be taken in this regard. to workers/children access. Workers-background checks; access control in/out of. Building screening process; no use of restrooms in school; emergency exercises. Shortcuts taken can be compromising to children. In 2006 Rob Andrews made a motion to background check construction workers; Robert Chocino and Lucille Davey did an audit in 2007 and suggested background checks on construction workers in schools.

T. Wolak made reference too speaking with EPA and Board of Health regarding safety and health measures to insure that the children are not compromised, fences around equipment, and the entire site at all times. Background checks on all workers, clean air pumped into classrooms once 3-4th grade wing is taken down. Windows need to be closed d/t dust/noise. Told cost not in project, could look at this if needed; concerns with dust particles, mold and potential asbestos disturbance. Told no issues at present. Will there be trailers and port a johns? Impact on children with state testing d/t noise levels/ educational impact? Safety drills precautions addressed? No emergency plans in place i.e. fire drills , intruder codes; Asked to slow project down and take wing down over summer when less disruptive to children/less exposure to potential health issues.

Mrs. Coe also expressed concerns about student safety. She asked about the location of the faculty room and if lunches would be served.

Mrs. Lundgren said there will be many questions along the way but we need to trust the professionals and not do the children a disservice by delaying any longer.

Mr. Masino said not to get bogged down over analyzing the situation and let the project get started.

Mrs. Guidos said she has confidence in the professionals and wants to see the work start.

Construction Issues Needing Board Approval

Authorization to Proceed

Mr. DiGiambattista moved to authorize Mr. Tillou to proceed with the timeline as presented tonight. Mr. Foran seconded the motion.

Roll Call Vote: 7 Yes 2 No (Mrs. Reed and Mrs. Wolak)

Motion carried.

The board took a recess from 10:42 to 10:52 p.m.

Additional Toilet Room

Mr. Foran moved to authorize Mr. Tillou to get a solid cost to add a third toilet room for use by the faculty. Mr. DiGiambattista seconded the motion.

Discussion: Mrs. Reed asked if this was more important than the additional toilets in the locker room. This decision needs to be made now because of the location and the start of the work. There is a desire not to have a bathroom as part of the faculty room. If this is the only one and the one on the second floor is taken away then it was easier to decide this now.

Mr. Foran and Mr. DiGiambattista amended their motion to authorize Mr. Tillou to proceed with the third toilet at a cost not to exceed \$17,000.

Roll Call Vote: 9 Yes Motion carried.

Disposal of Obsolete Computers

Motion by Mr. Foran to authorize the disposal of 15 Mac computers, 6 printers and two projectors all of which have been declared as surplus property with no resale value and will be disposed of per state statute. Mr. DiGiambattista seconded the motion.

Motion approved unanimously.

Approve Engineering for Oil Fired Boilers
 Motion by Mr. Foran and seconded by Mr. Schultz to approve Muray Engineering to prepare specifications for oil fired boilers at a cost of \$6,000.
 Roll Call Vote: 9 Yes Motion carried.

Mr. Schultz asked about the outside lighting. Mrs. Burdick said there would be one pole with three low density lights on the island.

VIII. 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.

A. EDUCATION

1. **Approve** the following field trips:
 - Grade 6 to Camp Bernie, June 3 & 4, 2010

B. PERSONNEL

1. **Approve** the following substitute teacher:
 - Clinton Yard

C. FACILITIES

No consent items

D. BUSINESS

No consent items

E. POLICY

No consent items

F. OTHER MATTERS

No consent items

- G. Motion** to approve the above stated consent agenda items by Mr. Foran, seconded by Mr. Weiss.

K. Weiss, <i>V. Pres.</i>	Y	A. Burdick	Y	P. DiGiambattista	Y
J. Foran	Y	N. Reed	Y	T. Schultz	Y
L. Vail	Y	T. Wolak	Y	C. Piparo, <i>Pres.</i>	Y

IX. Discussion & Action Agenda

- A. EDUCATION:** Superintendent's Report - Dr. Chrys Harttraft

1. **Informational/Discussion Items:**

- a. Enrollment - 342
- b. Obsolete Computers - see Superintendent's Report above
- c. Communication with faculty regarding construction - see Superintendent's Report above and e mail from Superintendent attached

B. FACILITIES

1. **Discussion Item:**

- a. Future use of facilities - see Superintendent's Report above

C. BUSINESS

1. **Financial Reports:**

a. **Treasurer's** Report and **Board Secretary's** Reports, (Funds 10, 20, 30, 40 and 50) for November 2009.

Moved: Mr. Foran Second: Mr. Weiss Motion Carried: Unanimous

b. **Motion** to adopt the following resolutions:

Moved: Mr. Foran Second: Mrs. Wolak

1. **Pursuant to N.J.A.C. 6A:23-2.11(c)3** the board secretary certifies that no line item account has encumbrances and expenditures, which in total exceed the line item appropriation in violation of N.J.A.C. 6A:23-2.11(a) for November 2009.

2. **Pursuant to N.J.A.C. 6A:23-2.11(c)4** the board of education certifies, after review of the board secretary's and treasurer's November 2009 financial reports, that no major account or fund has been over expended in violation of N.J.A.C. 6A:23-2.11(b) and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

K. Weiss, <i>V. Pres.</i>	Y	A. Burdick	Y	P. DiGiambattista	Y
J. Foran	Y	N. Reed	Y	T. Schultz	Y
L. Vail	Y	T. Wolak	Y	C. Piparo, <i>Pres.</i>	Y

d. Construction Manager Budget Buyout reconciled with Business Administrator Financial Report for November 2009.

2. **Action Item:**

a. **Motion** to approve the following resolution for the Comprehensive Maintenance Plan:

Moved: Mr. Foran Second: Mrs. Wolak

Whereas, the Department of Education requires New Jersey School Districts to submit three-year maintenance plans documenting "required" maintenance activities for each of its public school facilities, and

Whereas, the required maintenance activities as listed in the attached document for the school facilities of the Franklin Township School District are consistent with these requirements, and

Whereas, all past and planned activities are reasonable to keep school facilities open and safe for use or in their original condition and keep the system warranties valid,

Therefore Be it Resolved, that the Franklin Township School District hereby authorizes the School Business Administrator to submit the attached Comprehensive Maintenance Plan for the Franklin Township School District in compliance with Department of Education requirements.

K. Weiss, <i>V. Pres.</i>	Y	A. Burdick	Y	P. DiGiambattista	Y
J. Foran	Y	N. Reed	Y	T. Schultz	Y
L. Vail	Y	T. Wolak	Y	C. Piparo, <i>Pres.</i>	Y

D. TRANSPORTATION
No action items

E. POLICY
No action items

F. NEW BUSINESS - none

X. Executive Session - none

