

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

**REGULAR MEETING MINUTES  
March 22, 2010 - 7:30 p.m.**

**A G E N D A**

**I. Call to Order 7:37 PM  
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.*

**II. Roll Call - John A. Gomez, SBA/BS**

K. Weiss, <i>V. Pres.</i>	Y	A. Burdick	Y	P. DiGiambattista	Y
J. Foran	Y (9:15)	N. Reed	Y	T. Schultz	Y
L. Vail	Y	T. Wolak	Y	C. Piparo, <i>Pres.</i>	Y

**III. Flag Salute**

**IV. Motion to approve the minutes of the following meetings:**

- March 8, 2010 - Regular Meeting
- March 8, 2010 - Executive Session (Tabled for discussion Executive Session)

March 8<sup>th</sup> regular minutes were discussed Underground tank testing was to be added to March 8<sup>th</sup> regular session meeting minutes. Executive session minutes were tabled for further discussion during executive session.

Mr. Weiss                                      Second Mrs. Wolak                                      Motion Carried 9-0

Moved

**V. Correspondence**

None

**VI. Construction Update**

- Subcommittee Report/DEI Agenda
- Update from Construction Manager
- Communications

Mr. Tillou the Construction Manager was not in attendance. The board was informed that the meeting with the DCA regarding the fire system had gone well and that the alternate would not be needed. The boiler bid opening had been rescheduled for April 8<sup>th</sup> 2010. A preliminary report had been received regarding the suspected asbestos and it was determined that some of the suspected asbestos was not and that only one area the paper storage closet had one pipe that contained asbestos and that the annual AHERA report was accurate. It was reported that the administrative staff would be relocated to a temporary space in the middle school.

There was a review of the items that were to be reported back to the land use board and that formal a response would be prepared for submittal to the land use board. The recap was as follows there were a total of 16 items, 11 would be worked on, 4 were determined not to be feasible, and 1 was still under consideration.

There was also an update that the fuel oil storage tanks had been tested and that they are fiberglass, double walled, and tight.

Mr. Foran asked Mr. Gomez to follow up with Mr. Tillou to find out where the proceeds go from charging contractors for the plans for the boiler bid. Mr. Gomez said he would have an answer at the next board meeting.

Communications:

Reports on the town hall meeting approximately 20 members of the public were present at the meeting. There was a discussion of possibly having another town hall meeting in August to update the public. There was a discussion regarding whether or not to end the e-mailing of the board agendas due to them now being posted on the web site.

## **VII. Public Comments**

Nancy Guidos had some questions on the proposed budget. She asked why there was an increase of 40,000 in administrative costs. She also asked why the transportation decreased by 118,000, and also what was the teachers salary increase.

Beth Schultz asked the board if it was possible to have volunteer coaches for the sports program. Mr. Gagliardi board attorney stated that the coaching requirements are set by statute and you cannot have volunteers in those coaching positions.

Joanne Coe asked if the increase in the tax levy would be 4%, what would the average increase per home be.

## **VIII. Executive Session**

### **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 Monday, March 22, 2010 for the purpose of discussing contract matters concerning teacher overtime and construction manager . It is expected that the results of the discussion undertaken in closed session will be made public at the time official action is taken.*

Moved Ms. Vail                      Second Mr. Schultz      Motion Carried

## **IX. Motion to return to Open Public Session at 10:53 PM.**

Moved Ms. Vail                                      Second Mr. DiGiambattista      Motion Carried 9-0

March 8, 2010 - Executive Session Minutes

Moved Mrs. Wolakl                                      Second Mr. Weiss                      Motion Carried 9-0

## **X. Presentation of 2010-2011 Budget**

**A. Budget Resolution**

At this point it was decided by the board to change the order of the agenda placing the budget discussion first. Dr. Harttraft gave an overview of what the cut in state aid meant for the district and the budget. The board was informed that the revenue numbers from the state translated into a 5% overall cut in the budget from the current year. Dr. Harttraft discussed with the board how the first priority when making cuts was to cut programs that do not impact education directly. Dr. Harttraft also explained that due to the drastic cut in state aid the tax levy could be raised by as much as 8.8%. With a tax levy increase of 4% as presented, there would have to be cuts in programs. The program cuts would include the library and G &T programs. Also to be cut would be any extracurricular activities such as the sports program and field trips. Dr. Harttraft was asked if administrative costs had been looked at and she stated that they had been looked at, but that for several reasons positions could not be cut. The board was also informed that they did not have to go with the 4% increase in the tax levy but could ask for more of an increase. The board decided that they would vote on both 4% and 5.5% increases in the tax levy, and that the budget sent to the county for approval would reflect that amount.

**XI. 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 6,7,8 Field Day, Pickel Mountain Park, June 11, 2010 (Rain Date: June 18, 2010)

**B. PERSONNEL**

No consent items

**C. FACILITIES**

No consent items

**D. BUSINESS**

- 1. **Approve** the March bill list in the amount of \$732,391.56 which includes \$217,562.78 in the capital projects account.

**E. POLICY**

No consent items

**F. OTHER MATTERS**

No consent items

**G. Motion to approve the above stated consent agenda items.**

Moved Mr. DiGiambattista

Second Mr. Weiss

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

**XII. Discussion & Action Agenda**

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

**1. Informational/Discussion Items:**

- a. Enrollment
- b. Barbara Suozzo - "Distinguished Teacher"
- c. Staff Attendance
- d. Kindergarten Registration
- e. Testing
  - 7/8 NJASK - April 27-30, 2010
  - 5/6 MJASK - May 3-6, 2010
  - 3/4 NJASK - May 10-14, 2010

Reported enrollment of 341 students.

Reported that Barbara Suozzo distinguished teacher nominee had been observed by a representative from Princeton University.

Staff Attendance was reported at 96.3% and kindergarten registration was at 37 for the next school year.

**B. FACILITIES  
No action items**

**C. BUSINESS  
1. Action Items:**

- a. **Motion** to accept five quotations for Lawn Maintenance Service to begin April 2010 for the 2010-11 school year:

	Lawn	Field	
<u>Landscaper</u>	<u>Maintenance</u>	<u>Maintenance</u>	<u>Total</u>
Green Piece Landscaping	\$10,500.00	\$1,700.00	\$12,200.00
Weiss Landscaping	\$ 9,000.00	\$2,100.00	\$11,100.00
CMT Landscaping	\$ 9,990.00	\$1,700.00	\$11,690.00
Mancini's Landscape Assoc.	\$11,995.00	\$ -	\$11,995.00
Rolfe Brothers	\$10,500.00	\$1,500.00	\$12,000.00

Moved

Second

Motion Carried

The board wanted to make sure that the Lawn Maintenance Agreement contained a clause regarding the construction possibly reducing the amount of area landscaped and that the board could adjust the charges accordingly.

- b. **Motion** to award a contract to Weiss Landscaping to provide Lawn Maintenance Services in the amount of \$9,000.00 and Field Maintenance in the amount of \$2,100.00 to begin service April 2010.

Moved Mr. Foran

Second Mrs. Burdick

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

- c. **Motion** to approve the Bohren & Bohren Proposal for survey relative to excess fill relocation and path renovations not to exceed \$3,500.

Moved Mrs. Burdick

Second Mr. Schultz

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**

**XIII. Board Matters**

**A. Information Items:**

1. Results - Drawing for the position on the ballot - March 10, 2010 at 10:00 a.m.
  - Kimberly V. Lundgren
  - Robert J. Masino
  - James J. Foran
2. Reminder - All Board members are required to complete and submit their Financial Disclosure Forms to John Gomez by April 30, 2010.

**B. Discussion Items:**

1. Superintendent's Evaluation
2. Board Self-Evaluation

The board discussed the Superintendent's evaluation and Board's self evaluation and that 7 members everyone had completed the two tasks.

Mrs. Reed thought that the board should do a general air quality test throughout the building, the board disagreed and said there was no need for one, since no complaints had been levied.

Mr. Foran asked if the board meetings could be moved back to 7:00 Pm, it was decided that this discussion should occur at the reorganization meeting.

The meeting concluded with a discussion concerning whether the board ask for a 4% or 5.5% increase in the tax levy. It was decided that they vote on each proposal.

**XIV. Personnel**

**A. Action Item:**

1. **Motion** to accept, with regret, the resignation of Richelle Russillo as Bus Aide effective May 7, 2010.

Moved Mr. Foran

Second Mr. Schultz

Motion Carried 9-0

**XV. Public Comments**

**XVI. Budget Adoption:**

The first proposed budget was for a tax levy increase of 4% after discussion this was voted on and not passed.

The Franklin Township Board of Education hereby adopts the following tentative budget for the 2010-11 school year:

The proposed budget includes sufficient funds to provide curriculum and instruction which will enable all students to achieve the Core Curriculum Content Standards, and is in compliance with N.J.S.A. 18A and N.J.A.C. Title 6 and 6A.

Anticipated Enrollment:		367		
Expenditures			Revenue	
General Current Expense	\$5,472,003		Budgeted Fund Balance	\$ 146,659
Capital Outlay	0		Local Tax Levy Current	5,131,615
Special Revenue Fund	94,658		Debt Service	657,060
Repayment of Debt	657,060		Miscellaneous Revenue	30,000
			State Aid	89,716
			Federal Aid	94,658
<b>Total Expenditures</b>	<b>\$6,149,708</b>		<b>Total Revenue</b>	<b>\$ 6,149,708</b>

As per NJAC 6A:23B-1.2(b), the proposed budget provides for a maximum expenditure amount that may be allotted for travel and expense reimbursement. The 2010-11 tentative budget includes a maximum travel appropriation of \$4,000. The School Business Administrator shall track and record these costs to insure that the maximum amount is not exceeded.

Included in the 2010-11 proposed budget is a maximum regular business travel amount not to exceed \$1,500 per employee.

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

**6 No 3 Yes motion does not pass**

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The proposed budget includes sufficient funds to provide curriculum and instruction which will enable all students to achieve the Core Curriculum Content Standards, and is in compliance with N.J.S.A. 18A and N.J.A.C. Title 6 and 6A.

Anticipated Enrollment:		367		
Expenditures			Revenue	
General Current Expense	\$5,472,003		Budgeted Fund Balance	\$ 146,659
Capital Outlay	0		Local Tax Levy Current	5,205,628
Special Revenue Fund	94,658		Debt Service	657,060
Repayment of Debt	657,060		Miscellaneous Revenue	30,000
			State Aid	89,716
			Federal Aid	94,658
<b>Total Expenditures</b>	<b>\$6,223,721</b>		<b>Total Revenue</b>	<b>\$ 6,223,721</b>

As per NJAC 6A:23B-1.2(b), the proposed budget provides for a maximum expenditure amount that may be allotted for travel and expense reimbursement. The 2010-11 tentative budget includes a maximum travel appropriation of \$4,000. The School Business Administrator shall tack and record these costs to insure that the maximum amount is not exceeded.

Included in the 2010-11 proposed budget is a maximum regular business travel amount not to exceed \$1,500 per employee.

Moved	Mrs. Burdick	Second Mr. DiGiambattista	Motion Passes 5-4		
K. Weiss, <i>V. Pres.</i>	Y	A. Burdick	Y	P. DiGiambattista	Y
J. Foran	N	N. Reed	N	T. Schultz	N
L. Vail	Y	T. Wolak	N	C. Piparo, <i>Pres.</i>	Y

**XVI. Motion to Adjourn from the Public Meeting at 11:55.**

Moved Mrs. Reed      Second Ms. Vail      Motion Carried 9-0