

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

**February 12, 2015 - 7:00 p.m.**  
(Rescheduled due to cancellation of February 9, 2015 meeting)

**A G E N D A**

**I. The meeting was Called to Order by President Masino at 7:05pm and the following Open Public Meeting Announcement was read:**

*"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 February 9, 2015.*

**II. Roll Call - Carol Delsandro, SBA/BS**

|                            |        |            |     |            |        |
|----------------------------|--------|------------|-----|------------|--------|
| G. Burdick, <i>V.Pres.</i> | Yes    | C. Cama    | Yes | C. Crielly | Yes    |
| C. Ewing                   | Absent | A. Homulak | Yes | F. Yasunas | Absent |
| R. Masino, <i>Pres.</i>    | Yes    |            |     |            |        |

Also present Dr. Carol Fredericks, Superintendent and Carol Delsandro, Business Administrator

**III. Flag Salute**

**IV. Student Presentation - Grade 6 - Greek/Roman Mythology**

**V. Resolved**, to approve the following minutes:

- January 9, 2015 - Reorganization Meeting
- January 9, 2015 - Regular Meeting
- January 9, 2015 - Executive Session

**(att. V. - posted on website after approval)**

Motion: Crielly

Second : Burdick

Motion Carried: 5-0-0

**VI. Superintendent's Report - Dr. Carol Fredericks**

**A. Information/Discussion Items:**

1. PTA Update – Mrs. French acknowledged Ms. Thompson for leading the “souper Thursday” for staff appreciation. Dukes Days were very successful. She received great regarding the Snowflake Ball, 8 FTS students from the class of 2013 volunteered at the event. The Wellness committee has been working on getting more supplies for indoor recess. Ms. Bird is working on the Run for Life event scheduled for May. The Booster Club is thrilled that Mr. Plimpton found the sports banners and they would like them hung in the gym. Mary Beth Forbes was nominated at NJPTA for her program incorporating movement into learning. She won and was recognized by NJPTA. The PTA would like to recognize Maria Temple a middle school student for her actions during the power outage at the Black light dance. She started playing the piano when the lights went out and was able to have the children focus on the dancing. Mr. Masino said that he was at the Snowflake ball and was very pleased to see so many BOE members there and working at different stations at the event. Dr. Fredericks shared the Bethlehem Township summer program information. She also informed the Board of the proposed summer schedule for recreation and FTS summer fun program.

2. Student Delegate - Caroline Thompson- she did not attend the meeting
3. Enrollment (att. VI.A.3.)
4. Staff Attendance - November & December
5. Update on Progress of Superintendent's Goals & Objectives (att. VI.A.5)
6. HIB Policy 5131.1 - Community Input and Board Training  
*Section G.. Anti-Bullying Coordinator, Anti-Bullying Specialist and School Safety Team(s)*

*1. The Superintendent shall appoint a district Anti-Bullying Coordinator. The Superintendent shall make every effort to appoint an employee of the school district to this position.*

*The district Anti-Bullying Coordinator shall:*

- a. Be responsible for coordinating and strengthening the school district's policies to prevent, identify, and address harassment, intimidation, or bullying of pupils;*
  - b. Collaborate with school Anti-Bullying Specialists in the district, the Board of Education, and the Superintendent to prevent, identify, and respond to harassment, intimidation, or bullying of pupils in the district;*
  - c. Provide data, in collaboration with the Superintendent, to the Department of Education regarding harassment, intimidation, or bullying of pupils;*
  - d. Execute such other duties related to school harassment, intimidation, or bullying as requested by the Superintendent; and*
  - e. Meet at least twice a school year with the school Anti-Bullying Specialist(s) to discuss and strengthen procedures and policies to prevent, identify, and address harassment, intimidation, and bullying in the district.*
- 2. The Principal in the school shall appoint a school Anti-Bullying Specialist. When a school guidance counselor, school psychologist, or another individual similarly trained is currently employed in the school, the Principal shall appoint that individual to be the school Anti-Bullying Specialist. If no individual meeting this criteria is currently employed in the school, the Principal shall appoint a school Anti-Bullying Specialist from currently employed school personnel.*

*The school Anti-Bullying Specialist shall:*

- a. Chair the School Safety Team as provided in N.J.S.A.18A:37-21;*
  - b. Lead the investigation of incidents of harassment, intimidation, or bullying in the school; and*
  - c. Act as the primary school official responsible for preventing, identifying, and addressing incidents of harassment, intimidation, or bullying in the school.*
- 3. A School Safety Team shall be formed in each school in the district to develop, foster, and maintain a positive school climate by focusing on the on-going, systemic process and practices in the school, and to address school climate issues such as harassment, intimidation, or bullying. Each School Safety Team shall meet at least two times per school year. The School Safety Team shall consist of the Principal or the Principal's designee who, if possible, shall be a senior administrator in the school and the following appointees of the Principal: a teacher in the school; a school Anti-Bullying Specialist; a parent of a pupil in the school; and other members to be determined by the Principal. The school Anti-Bullying Specialist shall serve as the chair of the School Safety Team.*

*The School Safety Team shall:*

- a. Receive any complaints of harassment, intimidation, or bullying of pupils that have been reported to the Principal;
- b. Receive copies of any report prepared after an investigation of an incident of harassment, intimidation, or bullying;
- c. Identify and address patterns of harassment, intimidation, or bullying of pupils in the school;
- d. Review and strengthen school climate and the policies of the school in order to prevent and address harassment, intimidation, or bullying of pupils;
- e. Educate the community, including pupils, teachers, administrative staff, and parents, to prevent and address harassment, intimidation, or bullying of pupils;
- f. Participate in the training required pursuant to the provisions of N.J.S.A. 18A:37-13 et seq. and other training which the Principal or the district Anti-Bullying Coordinator may request;
- g. Collaborate with the district Anti-Bullying Coordinator in the collection of district-wide data and in the development of district policies to prevent and address harassment, intimidation, or bullying of pupils; and
- h. Execute such other duties related to harassment, intimidation, or bullying as requested by the Principal or district Anti-Bullying Coordinator.

*The members of a School Safety Team shall be provided professional development opportunities that address effective practices of successful school climate programs or approaches. Notwithstanding any provision of N.J.S.A. 18A:37-21 to the contrary, a parent who is a member of the School Safety Team shall not participate in the activities of the team set forth in 3. a., b., or c. above or any other activities of the team which may compromise the confidentiality of a pupil.*

## **VII. Business Administrator Report**

### **A. Information/Discussion Items:**

- 1. Solar Update

## **VIII. 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. **NONE**

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.

## **IX. Subcommittee Updates**

- A. Negotiations- Mr. Masino informed the BOE that the team met with the QEA negotiations team and offered the QEA a very good package. Unfortunately the BOE and QEA are at impasse. A mediation date should be sent in about two months. Mr. Masino said he is hoping there can be further talks between the QEA and BOE prior to mediation.
- B. Policy- Mr. Burdick said he was unable to meet with Ms. Kasperkoski. He referenced an article he read from School Leader magazine that stated any policy over 12 months old but unchanged should have a review date on it and the BOE. He said he would go through all of the policies to determine which ones are over 12 months old but unchanged.
- C. Budget & Finance- Mr. Burdick informed the BOE that the committee met earlier and there are 3 items the district is considering. A ride on Mower, Marquee Sign, and Running Track located at the 15 acres property. Ms. Delsandro will be obtaining quotes for the track. The next finance committee meeting is scheduled for February 23<sup>rd</sup> at 5:30pm.

## **X. Correspondence**

None

## **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. BUSINESS**

#### **1. SECRETARY/TREASURER'S REPORTS**

**Approve** the Secretary/Treasurer's Reports submitted for the month ending December 2014, which agree with each other and the bank.

(att. XI.A.1)

#### **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 December 31, 2014, after review of the monthly report (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.

#### **3. TRANSFER OF FUNDS**

**Approve** the transfer of uncommitted funds within the 2014-2015 school year budget as per the attached list.

(att. XI.A.3.)

4. **Approve** the January 2015 bill list in the amount of \$677,575.24.

(att. XI.A.4.)

### **B. EDUCATION**

#### **1. Approve** the following field trips:

- Grade 3, RVCC Planetarium, April 14, 2015
- Grade 4P, Pequest Trout Hatchery, April 21, 2015
- Grade 4S, Pequest Trout Hatchery, April 23, 2015
- Grade 7, National Constitution Center, March 30, 2015

(att. XI.B.1)

### **C. PERSONNEL**

#### **1. Ratify** approval of the following professional day requests:

- Karen Gerth, Early Intervention Strategies to Help Preschool and Kindergarten Students, 2/2/15, Registration cost - \$235.00, mileage reimbursement - \$30.06
- Angela McVerry, Sophia Van Ess, Leslie McCusker, PARCC Training, 1/28/15, registration cost - \$0, mileage reimbursement - \$17.73 each

#### **2. Approve** the following substitute teachers:

- Yi Ying Li
- Steven Lindner
- Cynthia Arancio (nurse)

(att. XI.C.2.)

**D. FACILITIES**

1. **Approve** the following use of facility form:

- Franklin Theatre Club, Performing Arts Center, Tuesdays & Wednesdays 3:30 - 4:30 p.m., January 27, 2015 - May 20, 2015; 3:30 - 4:30 p.m. daily (M-F), May 26-June 3, 2015; Evening Performances June 4 & 5, 2015, time to be determined. **(att. XI.D.1.)**

**Resolved**, upon the recommendation of the Superintendent, Dr. Carol Fredericks, to approve the above stated consent agenda items.

Motion: Crielly

Second: Burdick

|                            |        |            |     |            |        |
|----------------------------|--------|------------|-----|------------|--------|
| G. Burdick, <i>V.Pres.</i> | Yes    | C. Cama    | Yes | C. Crielly | Yes    |
| C. Ewing                   | Absent | A. Homulak | Yes | F. Yasunas | Absent |
| R. Masino, <i>Pres.</i>    | Yes    |            |     |            |        |

**XII. Discussion & Action Agenda**

**A. EDUCATION**

1. **Resolved**, to approve the following Raritan Valley Community College student placements for field experience for the Spring 2015 semester:

- Emily Anders - Ms. Browning - Grade 1
- Emily Hudak - Mrs. Lahman - Reading Teacher
- Dana Fallo - Dr. Petersen - Kindergarten

Motion: Crielly

Second : Burdick

Motion Carried: 5-0-0

2. Summer 2015 Program - July 27 - August 7, 2015

**Resolved**, to approve the 2015 Summer Program schedule and posting and advertisement of stipends at \$25.00 per hour for program instruction and paraprofessional support subject to changes upon settlement of negotiations, \$75 per child, per week with a 10% multiple child discount.

Motion: Crielly

Second: Burdick

|                            |        |            |     |            |        |
|----------------------------|--------|------------|-----|------------|--------|
| G. Burdick, <i>V.Pres.</i> | Yes    | C. Cama    | Yes | C. Crielly | Yes    |
| C. Ewing                   | Absent | A. Homulak | Yes | F. Yasunas | Absent |
| R. Masino, <i>Pres.</i>    | Yes    |            |     |            |        |

3. **Resolved**, upon the recommendation of the Superintendent, to approve the following curricula as reviewed by the curriculum committee:

- Visual and Performing Arts - Grades K-8
- Special Education ELA - Grades K-8
- Special Education Mathematics - Grades K-8

Motion: Crielly

Second : Burdick

Motion Carried: 5-0-0

Ms. Crielly informed the board that she met with Ms. Cullen and Ms. St. Laurent to go over the curricula and she said it was done beautifully. She said the curricula is incorporated throughout the entire school day.

**B. BUSINESS**

- 1. Resolved**, to approve the split funding of salary for 2015 NCLB Title IIA, Improvement of Instruction as follows:

| Name           | Position Control # | Funding Source         | Amount      |
|----------------|--------------------|------------------------|-------------|
| Sophia Van Ess | ADM-SC-SUP-NA-01   | 20-271-100-100-000-000 | \$ 6,603.00 |
|                | ADM-SC-SUP-NA-01   | 11-000-221-104-000-000 | \$73,397.00 |
|                | ADM-SC-SUP-NA-01   | 11-000-240-103-000-000 | \$10,000.00 |

Motion: Burdick

Second: Crielly

|                            |        |            |     |            |        |
|----------------------------|--------|------------|-----|------------|--------|
| G. Burdick, <i>V.Pres.</i> | Yes    | C. Cama    | Yes | C. Crielly | Yes    |
| C. Ewing                   | Absent | A. Homulak | Yes | F. Yasunas | Absent |
| R. Masino, <i>Pres.</i>    | Yes    |            |     |            |        |

- 2. Resolved**, to approve Student [4414126460](#) to attend Stepping Stone School, 45 County Road 519, Bloomsbury, NJ 08804 at a cost of \$244.92 per day effective January 20, 2015 until June 30, 2015.

Motion: Crielly

Second: Burdick

|                            |        |            |     |            |        |
|----------------------------|--------|------------|-----|------------|--------|
| G. Burdick, <i>V.Pres.</i> | Yes    | C. Cama    | Yes | C. Crielly | Yes    |
| C. Ewing                   | Absent | A. Homulak | Yes | F. Yasunas | Absent |
| R. Masino, <i>Pres.</i>    | Yes    |            |     |            |        |

- 3. Waiver of Requirements for Special Education Medicaid Initiative Program-SEMI**

**Resolved**, upon the recommendation of the Superintendent of Schools that the Board approve the following Waiver of Requirements for Special Education Medicaid Initiative (SEMI) Program for the 2015-2016 school year.

Whereas, NJAC 6A:23A-5.3 provides that a school district may request a waiver of compliance with respect to the district's participation in the Special Education Medicaid Initiative (SEMI) Program for the 2015-2016 school year, and Whereas, the Franklin Township Board of Education desires to apply for this waiver due to the fact that it projects having no classified students who may be eligible to participate in SEMI based on the projection of the District's available SEMI reimbursement for the 2015-2016 budget year.

NOW THEREFORE BE IT RESOLVED, that the Franklin Township Board of Education hereby authorizes the Chief School Administrator to submit to the Executive County Superintendent in the County of Hunterdon an appropriate waiver of the requirements of NJAC 6A:23A-5.3 for the 2015-2016 school year.

Motion: Crielly

Second: Burdick

|                            |     |         |     |            |     |
|----------------------------|-----|---------|-----|------------|-----|
| G. Burdick, <i>V.Pres.</i> | Yes | C. Cama | Yes | C. Crielly | Yes |
|----------------------------|-----|---------|-----|------------|-----|

|                         |        |            |     |            |        |
|-------------------------|--------|------------|-----|------------|--------|
| C. Ewing                | Absent | A. Homulak | Yes | F. Yasunas | Absent |
| R. Masino, <i>Pres.</i> | Yes    |            |     |            |        |

**C. FACILITIES**  
**No Action Items**

**D. TRANSPORTATION**  
**No Action Items**

**E. POLICY**  
**No Action Items**

**F. OTHER MATTERS**

**G. NEW BUSINESS-** Ms. Crielly asked if there could be a discussion about PARCC at the next BOE meeting.

**XIII. Board Matters-** Mr. Cama asked if the BOE could receive their packets electronically. Ms. Delsandro told him yes. Discussion ensued the BOE decided to readdress in a few months.

**XIV. Personnel**

**A. Action Items:**

- Resolved**, upon the recommendation of the Superintendent, to approve Jordan Latanzio as girls' softball coach at the stipend of \$1,827.00.

Motion: Burdick

Second: Crielly

|                            |        |            |     |            |        |
|----------------------------|--------|------------|-----|------------|--------|
| G. Burdick, <i>V.Pres.</i> | Yes    | C. Cama    | Yes | C. Crielly | Yes    |
| C. Ewing                   | Absent | A. Homulak | Yes | F. Yasunas | Absent |
| R. Masino, <i>Pres.</i>    | Yes    |            |     |            |        |

- Resolved**, upon the recommendation of the Superintendent, to approve Jen St. Laurent and Minga Cullen to be compensated for attending the curriculum committee meeting and presenting high-level review on 1/15/15 at a rate of \$30.00 for one hour.

Motion: Crielly

Second: Burdick

|                            |        |            |     |            |        |
|----------------------------|--------|------------|-----|------------|--------|
| G. Burdick, <i>V.Pres.</i> | Yes    | C. Cama    | Yes | C. Crielly | Yes    |
| C. Ewing                   | Absent | A. Homulak | Yes | F. Yasunas | Absent |
| R. Masino, <i>Pres.</i>    | Yes    |            |     |            |        |

- Resolved**, to approve the following job descriptions:

- Newspaper Club Advisor
- Club Advisor

(att. XII.A.3.)

Motion: Burdick

Second : Crielly

Motion Carried: 5-0-0

- Resolved**, to approve Lisa Coster to be the Newspaper Club Advisor for the remainder of the 2014-15 school year at the annual stipend amount of \$1,112.00 to be prorated based upon the number of hours worked at \$25.00 per hour.

(att. XII.A.4.)

Motion: Burdick

Second: Crielly

|                            |        |            |     |            |        |
|----------------------------|--------|------------|-----|------------|--------|
| G. Burdick, <i>V.Pres.</i> | Yes    | C. Cama    | Yes | C. Crielly | Yes    |
| C. Ewing                   | Absent | A. Homulak | Yes | F. Yasunas | Absent |
| R. Masino, <i>Pres.</i>    | Yes    |            |     |            |        |

The following were addendums

**XI. Consent Agenda**

C. Personnel

1. **Approve** the following professional day requests:

- Carol Fredericks, QPA 2 IT, 1 Eth, 1Off Adm/Gen Duties; YOUR DIGITAL SHIELD: A strategy against the hacking ploys of our age. Best Practices for defending yourself and the workplace from digital threats, February 13, 2015, Registration Cost - \$89.00, mileage reimbursement - \$0

Motion: Crielly

Second : Cama

Motion Carried: 5-0-0

**XII. Discussion and Action Agenda**

B. Business

4. **Resolved**, to approve the Assignment of Conversion Services, Back-up Emergency Power and License Agreement, as per attorney review.

(att. XII. B. 4.)

Motion: Crielly

Second: Burdick

|                            |        |            |     |            |        |
|----------------------------|--------|------------|-----|------------|--------|
| G. Burdick, <i>V.Pres.</i> | Yes    | C. Cama    | Yes | C. Crielly | Yes    |
| C. Ewing                   | Absent | A. Homulak | Yes | F. Yasunas | Absent |
| R. Masino, <i>Pres.</i>    | Yes    |            |     |            |        |

**XIV. Personnel**

A. 5. **Resolved**, upon the recommendation of the Superintendent, to hire Nicole Settembrino as middle school ELA Leave Replacement teacher beginning April 13, 2015 (or sooner as needed) for the remainder of the 2014-15 school year, at the per diem rate of \$251.04 (BA Step 0 on the salary guide). This appointment is subject to successful completion of criminal background check.

(att. XIV. A.5)

Motion: Crielly

Second: Burdick

|                            |        |            |     |            |        |
|----------------------------|--------|------------|-----|------------|--------|
| G. Burdick, <i>V.Pres.</i> | Yes    | C. Cama    | Yes | C. Crielly | Yes    |
| C. Ewing                   | Absent | A. Homulak | Yes | F. Yasunas | Absent |
| R. Masino, <i>Pres.</i>    | Yes    |            |     |            |        |

**XV. 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. **NONE**



**XVI. Executive Session at 8:48pm  
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 February 12, 2015 for the purpose of discussing pending litigation. It is expected that the results of the discussion undertaken in closed session will be made public at the time official action is taken. Estimated time is 10 minutes, no action will be taken.

Motion: Burdick                                  Second : Crielly                                  Motion Carried: 5-0-0

**XVII. Resolved,** to return to Open Public Session at 8:55pm.

Motion: Burdick                                  Second : Crielly                                  Motion Carried: 5-0-0

**XVIII. Resolved,** to Adjourn from the Public Meeting at 8:56pm.

Motion: Burdick                                  Second : Crielly                                  Motion Carried: 5-0-0

Respectfully submitted,

Certified by:

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Carol Delsandro  
Business Administrator/Board Secretary

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Robert Masino  
Board President