

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

September 17, 2018

1. **Call to Order - Mr. Burdick, Board 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. Burdick, Mr. Cama, Mrs. Luciano, Mrs. Sutton, Mrs. Tomasini, Mr. Witkowski, Mr. Yasunas
Also Present: Dr. Davis, Acting Superintendent, Ms. Martucci, SBA/BS

1.02 Flag Salute - Mr. Burdick led all assembled in the Pledge of Allegiance.

2. **Presentations**

- 2.01 Technology Update - Mrs. McCusker
- Google Classroom/Google Guardian
 - Bridging the gap with NHVRHS

2.02 World Language Curriculum - Mrs. Medina, Ms. Gooditis, and Mr. Timko

Mrs. Sutton asked if we offered something other than Spanish.

3. **Minutes**

- 3.01 August 20, 2018 - Regular Meeting (with correction to 4.08)
3.02 August 20, 2018 - Executive Sessions

Resolved, to approve the above listed minutes.

Motion Yasunas Second Luciano By Voice Vote

Yes	No	Abstain	Absent
5	0	2 (FY, AL)	0

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

- 4.01 PTA Update
- Book Fair, Week of 9/24 in Library
 - Family Fun Committee - Spaghetti Dinner, Tricky Tray
 - Booster Club - Recognize athletes in every sport in every grade twice a month; FTS headbands.
- 4.02 Enrollment - 284
4.03 Strategic Plan Update - 9/6 meeting cancelled, possible meeting on 10/4/18

- 4.04 6/7 grade Locker Orientation/August 2018
- 4.05 Opening of School - First two weeks
- 4.06 Visitation to Franklin (on first day of school) from Mr. Juan Torres, Hunterdon Executive County Superintendent
- 4.07 Grade Level - Discipline Code Meetings
- 4.08 Back to School Nights - September 12 & 13, 2018
 - Great turn out. A question came up if 2 days were normal. It has been that way for the past 10 years.
- 4.09 Acting Superintendent Goals for 2018-2019 (draft) - approved
- 4.10 Robotics
- 4.11 Coding

Ms. Gooditis presented idea of Robotics and Coding be offered as additional electives. Mrs. McCusker talked about use of “maker space” which would be a designated area in the building. Cost would be around \$10,000.

5. Business Administrator Report

- 5.01 NJ Division of Pension/Benefits Audit of TPAF & PERS (09/06/2018) - 100% Compliant
- 5.02 NJ Division of Child Nutrition Administrative Review/Second Set of Eyes, LLC
- 5.03 Late Payment Fee/Preschool Tuition Payments
- 5.04 Building & Grounds Coordinator Monthly Report is in the BOE Informational Folder.
- 5.05 2019-2020 Budget Time - will be setting up Facilities & Finance Committee meetings soon.
- 5.06 Bid Opening – Lease Purchase (09/07/2018)

RESOLUTION - LEASE PURCHASE FINANCING

Resolved, to accept the following bids received on September 7, 2018 for \$1,200,000 Lease Purchase Financing:

Name of Respondent	Interest Rate	Submission Date Rate	Optional Alternative Index	Purchase Option Rate	Additional Costs	Other
Municipal Leasing Consultants	3.99%	2.874%	N/A	102%	\$500.00 Escrow Fee	30 Day rate lock
TD Equipment Finance, Inc.	3.1750% 3.2864%	N/A	N/A	N/A	N/A	60 Day rate lock Prepayment Penalty No Prepayment Penalty

BE IT FURTHER RESOLVED to award a contract to TD Equipment Finance, Inc. for Lease Purchase Financing in the amount of \$1,200,000.00 at 3.175% for a term of 5-years as follows:

Date	Starting Balance	Takedowns	Total Debt Service	Interest	Principal	Remaining Principal Balance
10/01/2018	\$0.00	\$1,200,000.00	\$0.00	\$0.00	\$0.00	\$1,200,000.00
08/15/2019	\$1,200,000.00	\$0.00	\$262,306.40	\$33,240.04	\$229,066.36	\$ 970,933.64
08/15/2020	\$970,933.64	\$0.00	\$262,306.40	\$30,834.91	\$231,471.49	\$739,462.14
08/15/2021	\$739,462.14	\$0.00	\$262,306.40	\$23,483.84	\$238,822.56	\$500,639.58
08/15/2022	\$500,639.58	\$0.00	\$262,306.40	\$15,899.31	\$246,407.09	\$254,232.49
08/15/2023	\$254,232.49	\$0.00	\$262,306.40	\$8,073.92	\$254,232.49	\$0.00

BE IT FURTHER RESOLVED that Patricia Martucci, Business Administrator/Board Secretary and/or the Board President are hereby authorized to execute all required documents, on behalf of the Board of Education to finalize the above Lease Purchase Financing.

Motion by: Yasunas

Seconded by: Cama

Roll Call Vote:

Name	Yes	No	Abstain	Absent
Mr. Cama	X			
Mrs. Luciano	X			
Mrs. Sutton	X			
Mrs. Tomasini	X			
Mr. Witkowski	X			
Mr. Yasunas	X			
Mr. Burdick	X			
Totals:	7	0	0	0

6. Public Comments - Privilege of the Floor

- Lisa Wood questioned why the girls’ volleyball team was issued basketball shorts instead of the regular volleyball shorts. She said that the girls were upset about the uniforms. She wanted to know what prompted the decision.
- Christine Crielly commented on the dress code. She stated she is in favor of a dress code but is concerned as to how it is being presented to the girls. She also suggested another language be offered in addition to Spanish. In addition, she commented on how often middle school students visit their lockers and feels we should follow National Standards regarding NJHS.
- Michelle Zarish commented on National Junior Honor Society. She is glad we are updating the policy and asked that FTS follow the National Standards. Ms. Zarish also asked if middle school students can be dropped off on the front sidewalk in the morning. Dr. Davis responded that it would be a safety issue to drop students on Quakertown Road, could cause auto accidents.
- Mary Beth Forbes agreed with prior comments regarding NJHS. She suggested sending an email to parents about the rules and regulations regarding parent drop off and pick up. She asked about the code of conduct not being available, yet was asked to sign a contract (sports). She also asked about protection for the new message board. Ms. Martucci responded that TV Armor has already been installed.
- Mr. Timko expressed his appreciation to the evening custodial staff and to the Board of Education for changing from outsourced custodians to in-house staff.
- Mike Kober asked why we do not align the start of school with NHVRHS. Mr. Burdick responded that we sent a survey out to parents and teachers. There was an overwhelming majority to start after Labor Day. Mr. Kober also asked why the school day was starting 15 minutes later. Mr. Burdick said the morning time allows for teacher collaboration, parent meetings, etc.

- Christine Crielly commented on the start date and end date of the school year along with the time change of the school day. She expressed concerns that parents need to get to work. She mentioned how parents were urged to use the buses instead of driving children to school.
- A parent commented on the code of conduct. She has a daughter in sports; signed the form without the new code of conduct. Dr. Davis said that the Board asked him to update the code of conduct and that it required 2 readings before being approved, so there was a timing issue. Mr. Burdick explained that the Board is trying to make everything consistent. The text of the policy is not changing.
- Tammy Meyers commented on the volleyball uniforms. The reason was never stated why the shorts were changed. Dr. Davis said he will discuss it with the Board and speak to the girls with the coach present.
- Craig Repmann (Mayor) announced that Community Day will be held on 9/22/18 at the Elks Club. It is a free event for anyone who lives or works in the township.
- Cyrus Cama, Board Member, stated that we need to be cognizant of the message being sent to middle school girls. It is a sensitive age. He also stated that parents had no input regarding the start time of the school day and we should be careful with stating studies when responding to parent emails.
- Mr. Burdick, Board President said that if he misspoke, he apologizes.
- Virginia Evans asked when the PARCC test results will be presented. Dr. Davis said it will be forthcoming.
- Marybeth Forbes thanked the board for taking the time to make the levels on the code of conduct.
- Mr. Repmann said that September is National Suicide Prevention Month. There was a presentation at the council meeting. Dr. Davis said there is going to be a parent presentation.

7. **Correspondence** - nothing at this time.

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
- Draft of 2018-2019 Superintendent goals were presented.
 - Meet with Dr. Davis to put together measureable goals.

8.02 **Facilities and Finance** - Mr. Burdick, Mrs. Tomasini, Mr. Yasunas

8.02.1 Joint Transportation Agreement – Hunterdon County ESC (Regular School Year)

Resolved, to approve a Joint Transportation Agreement between the Hunterdon County ESC (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	A	Franklin Twp School	0	54	\$23,884.94
09/04/2018	06/30/2018	B	Franklin Twp School	0	54	\$25,381.49
09/04/2018	06/30/2018	C	Franklin Twp School	0	54	\$23,884.94
09/04/2018	06/30/2018	F06	Franklin Twp School	0	54	\$20,837.21
09/04/2018	06/30/2018	D	Franklin Twp School	0	54	\$28,569.07
09/04/2018	06/30/2018	E	Franklin Twp School	0	54	\$28,569.07

Motion Yasunas Second Luciano By Voice Vote

Yes	No	Abstain	Absent
7	0	0	0

8.02.2 Child Study Team Contract Agreement – Hunterdon County ESC

Resolved, to approve a Child Study Team Contract Agreement between the Hunterdon County ESC and the Franklin Township Board of Education for WISC 5 Testing Services to prospective Gifted & Talented students for the 2018-2019 school year, at the rate of \$425.00 per student, per test, and \$100.00 per meeting, if required.

Motion Yasunas Second Sutton By Voice Vote

Yes	No	Abstain	Absent
7	0	0	0

8.02.3 Consulting Services – Second Set of Eyes, LLC

Resolved, to approve a Consulting Proposal between Second Set of Eyes, LLC and the Franklin Township Board of Education for school food service program administrative review preparation at the rate of \$85.00 per hour, not to exceed \$1,700.00 (20 hours).

Motion Yasunas Second Sutton By Voice Vote

Yes	No	Abstain	Absent
7	0	0	0

8.02.4 Late Payment Fee – Preschool Tuition

Resolved, to approve a late payment fee of \$35.00 per month for preschool tuition payments, not received by the payment due date stated in the preschool tuition agreement. This fee shall take effect beginning October 1, 2018.

Motion Yasunas Second Luciano By Voice Vote

Yes	No	Abstain	Absent
7	0	0	0

8.02.5 2018-19 M1 & Comprehensive Maintenance Plan

Resolved, pursuant to NJAC 6A:26A, to approve the submission of the Annual Maintenance Budget Worksheet (M-1) and the District Multi-Year Comprehensive Maintenance Plan Report for Fiscal Years 2018 – 2020 to the Hunterdon County Department of Education.

Motion Yasunas Second Sutton By Voice Vote

Yes	No	Abstain	Absent
7	0	0	0

8.03 Curriculum & Education

8.03.1 2018-2019 DEAC/SCIP Committee Appointment

Resolved, to appoint the following individuals to participate on the DEAC/SCIP Committee for the 2018-2019 school year. (Meetings will be held quarterly at 1:00 p.m.)

- Dr. Davis - Acting Superintendent
- Mrs. Van Ess - Vice Principal/S.E. Supervisor
- Dr. Petersen - Kindergarten Teacher
- Mr. Timko - P.E./Health Teacher
- Ms. Gooditis - STEM Teacher
- Mrs. Sutton & Mr. Yasunas - BOE Members
- To be determined- Parent

Motion Yasunas	Second Luciano	By Voice Vote	Yes 7	No 0	Abstain 0	Absent 0
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8.03.2 Nursing Services Plan - 2018-2019

Resolved, to approve the Franklin Township School 2018-2019 Nursing Services Plan.

Motion Yasunas	Second Witkowski	By Voice Vote	Yes 7	No 0	Abstain 0	Absent 0
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8.03.3 Spanish Curriculum - K-8

Resolved, to approve the Spanish Curriculum for grades K-8.

Motion Yasunas	Second Luciano	By Voice Vote	Yes 7	No 0	Abstain 0	Absent 0
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8.03.4 Resolved to approve the eligibility criteria and code of conduct for the following programs for the 2018-2019 school year:

- Student Council
- Interscholastic Sports

Motion Yasunas	Second Sutton	By Voice Vote	Yes 7	No 0	Abstain 0	Absent 0
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8.04 Policy

8.04.1 Resolved, to adopt, after a second reading, the following revised policies/regulations:

3100	Budget Planning Preparation and Adoption
3510	Operation and Maintenance of Plant
3514.1R	School Owned iPad/Chromebook/Laptop Distribution and Use
4112.2	Certification
4112.4/4212.4	Employee Health
4112.6/4212.6	Personnel Records

Motion Yasunas	Second Luciano	By Voice Vote	Yes 7	No 0	Abstain 0	Absent 0
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8.04.2 Resolved, to adopt, after a second reading, the following new policies/regulations.

3570.1	Use of Electronic Signatures
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5118.2/5118.2R	Foster Care and Educational Stability
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Motion Yasunas	Second Luciano	By Voice Vote	Yes 7	No 0	Abstain 0	Absent 0
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8.04.3 **Resolved**, to approve the first reading of 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 Yasunas	Second Luciano	By Voice Vote	Yes 7	No 0	Abstain 0	Absent 0
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8.04.4 **Resolved**, to approve the first reading of Board Regulation 5131, Code of Student Conduct.

Motion Yasunas	Second Luciano	By Voice Vote	Yes 7	No 0	Abstain 0	Absent 0
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8.05 **Construction Citizen Advisory Committee** (Mr. Mackinnon, Mr. Witkowski, Mr. Burdick)
No Meeting

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 August 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 August, 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 September, 2018 bill list in the amount of \$786,547.32.

9.02 Education

9.02.1 Approve the following field trip:

Group	Location	Date
Grade 8	Clinton Township Middle School - Presentation of A Dance with Diversity - Dr. Michael Fowlin	October, 2018

(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. 10-11, 2018	Karin Stumpf	New Jersey School Counselor Association Annual Fall Conference	\$134.00	.31 per mile

9.04 Facilities

9.04.1 Approve the following use of facilities requests:

Name of Group	Purpose	Location	Days/Dates	Time
Hunterdon Hoops	Basketball Clinic	Gym	Monday and Wednesday November 5 & 7, 2018	6:00 p.m. - 9:00 p.m.
PTA	Holiday Workshop	Library	Tuesday - Friday December 4-7, 2018	8:30 a.m. - 3:00 p.m.
PTA	Spaghetti Dinner	Cafeteria	Friday, November 2, 2018	4:00 p.m. - 9:00 p.m.

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

Motion by: Yasunas

Seconded by: Luciano

Roll Call Vote:

Name	Yes	No	Abstain	Absent
Mr. Cama	X			
Mrs. Luciano	X			
Mrs. Sutton	X			
Mrs. Tomasini	X			
Mr. Witkowski	X			

Mr. Yasunas	X			
Mr. Burdick	X			
Totals:	7	0	0	0

10. **Board Matters/New Business**

- Mr. Cama had questions regarding the Special Education Audit. He asked if it could be made public or posted on the website. Do we have a plan to address the results?

Resolved, to take a short recess at 9:30 p.m.

Motion Yasunas Second Sutton By Voice Vote

Yes	No	Abstain	Absent
7	0	0	0

Resolved, to return to the public meeting at 9:42 p.m.

Motion Yasunas Second Sutton By Voice Vote

Yes	No	Abstain	Absent
7	0	0	0

11. **Executive Session - none**

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

- 12.01 **Resolved**, to approve salary of \$24,245.81 for Carol Dalrymple, Bus Driver, for the 2018-2019 school year.

Motion by: Yasunas Seconded by: Luciano

Roll Call Vote:

Name	Yes	No	Abstain	Absent
Mr. Cama	X			
Mrs. Luciano	X			
Mrs. Sutton	X			
Mrs. Tomasini	X			
Mr. Witkowski	X			
Mr. Yasunas	X			
Mr. Burdick	X			
Totals:	7	0	0	0

13a. **Public Comments- Privilege of the Floor**

13b. **Board Comments**

- Mrs. Sutton questioned communications sent by the BOE President, saying the BOE made decisions or discussed. She said that the board should operate cohesive, credibly, and ethically.
- Mrs. Luciano said she was bombarded with parents regarding the schedule changes.
- Mr. Yasunas said he heard from a lot of parents regarding the volleyball uniforms and that it would have been good to know about it.
- Dr. Davis said that the girls told the coach that they wanted to wear the basketball shorts. None of the students or parents approached him with complaints.

- Mr. Cama said that the message to girls should be positive.
- Dr. Davis said that he told students to go home and tell their parents that they should use the buses.
- Mr. Cama commented on the later start time; parents need to get to work. Communications to parents should be run past the BOE.
- Mr. Burdick said that he will give up his seat as President. He wanted to respond to email ASAP. Some BOE member don't answer for 3 days. He apologized if he wasn't factual.
- Mrs. Sutton said that Mr. Burdick should check facts before responding to a parent email.
- Mr. Burdick apologized publicly if he said anything inaccurate.
- Mrs. Sutton asked about the protocol for emails sent to them.
- Mr. Burdick asked if all emails should go to everyone?
- Mr. Witkowski commented on the 7 part reply to a parent email by Mr. Burdick. He felt response was excellent.

14. **Adjournment**

14.01 **Resolved**, to Adjourn from the Public Meeting at 10:22 p.m.

Motion Yasunas	Second Witkowski	By Voice Vote	Yes	No	Abstain	Absent
			7	0	0	0

Respectfully submitted,

Patricia A. Martucci
Board Secretary