

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

November 18, 2019

1. **Call to Order - Mr. Cama, 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 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 17, 2019.

1.01 Roll Call – Eva Preuett, Acting Board Secretary
 Quorum was present.

Present: Mr. Cama, Mrs. Evans, Mrs. Luciano, Mrs. Sutton, Mr. Tomasini, Mr. Witkowski,
 Mr. Yasunas (arrived 6:54 p.m.)

Also Present: Mr. Diaz, Superintendent, Ms. Preuett, Acting Board Secretary

1.02 Flag Salute

2. **Presentations**

- 2.01 **Student Delegates, Ned Scannell & Maddie Thompson**
- Lunch Program
 - Recess Time
 - Eighth Grade Trip

3. **Minutes**

- 3.01 October 14, 2019 - Regular Meeting
 3.02 October 14, 2019 - Executive Session

Resolved, to approve the above listed minutes.

Motion Evans Second Luciano By Voice Vote

Yes	No	Abstain	Absent
6	0	0	1

4. **Superintendent's Report - Nicholas Diaz**

- Our first Parent Advisory Committee took place today. Ms. Gooditis and I met with parents to discuss school matters. The goal of the PAC is to give our parents/guardians a voice in the school in order to continue to make FTS a safe, progressive, and enriching place for all. For next month's meeting we are adding a Zoom Meeting component to allow working parents/guardians to join remotely.
- Our RVCC partnership for the music collaboration has begun. Professor Sichel met with students and Mrs. Kastner to practice the Bach Cantata. Students will perform on December 8th with the RVCC Chorale and students from Clinton-Public, Lebanon Borough, and Union Township. The performance will take place in the Welpel Theater at RVCC.

- The Hour of Code takes place each year during Computer Science Education Week. The 2019 Computer Science Education Week will be December 9-15. This year, Ms. Gooditis is working to provide our families with a night event to further promote computer science skills among our students.
- I recently attended the 15th annual Jiangsu School Leadership Forum. We shared best practices with school leaders from China and are hoping to send Ms. Gooditis on an international visit next year.
- Our first marking period Awards Ceremony took place this week. We are proud to share that 38 students made honor roll and 58 students made high honor roll. The ceremony was well attended by family members.
- Each year, the Department of Education requires school districts to report out on violence, vandalism, and HIB twice per year. For reporting period 2 which covers January 1, 2019-June 30, 2019 the district reported 4 total incidents comprised of one act of violence, one act of vandalism, and two confirmed cases of Harassment, Intimidation, and Bullying.
- Our enrollment as of November 18, 2019 is 276 students. This is down one student from October's report of 277.
- Security and Fire Drills 2019-2020

Type of Drill	Date
Fire Drill	September 6, 2019
Evacuation (non-fire)	September 12, 2019
Bus Evacuation Drill	October 4, 2019
Bus Evacuation Drill	October 7, 2019
Evacuation (bomb threat)	October 8, 2019
Fire Drill	October 23, 2019
Lock Out	November 4, 2019

5. **Business Administrator Report - Patricia Martucci**

5.01 Election Results

5.02 2020-2021 Budget Calendar and Process

6. **Public Comments**

There were no comments from the public.

7. **Correspondence**

None.

8. **Subcommittee Discussion and Action Items**

All resolutions are upon the recommendation of the superintendent.

8.01 **Ad Hoc** (Board Goals, Supt Goals/Personnel) - Mrs. Luciano, Mrs. Tomasini, Mr. Witkowski

8.02 **Facilities and Finance** - Mrs. Evans, Mrs. Tomasini, Mr. Witkowski

8.02.1 Construction Change Order #CO-01 – Strober-Wright Roofing, Inc.

Resolved, to approve Construction Change Order #CO-01 as follows:

Original Contract Sum	\$296,930.00
Contracted Sum <i>Decrease</i>	-\$10,600.00
New Contract Sum including this Change Order	\$286,330.00

Motion Witkowski Second Luciano By Voice Vote

Yes	No	Abstain	Absent
6	0	0	1

8.02.2 Professional Services Agreement – Joshua Shifrin, Ph.D.

Resolved, to approve a Professional Services Agreement between the Franklin Township Board of Education and Joshua Shifrin, Ph.D. for Neuropsychological testing, at \$200.00 per hour, and expert testimony rate of \$300.00 per hour, both on an as needed basis for the 2019-2020 school year.

Motion Evans Second Tomasini By Voice Vote

Yes	No	Abstain	Absent
6	0	0	1

8.02.3 Comprehensive Maintenance Report & Annual Maintenance Worksheet (CMP/M1)

Resolved, to approve the Actual FY19/Current FY20/Anticipated FY21 Comprehensive Maintenance Report and Annual Maintenance Worksheet for the Franklin Township Elementary School to the New Jersey Department of Education.

Motion Witkowski Second Luciano By Voice Vote

Yes	No	Abstain	Absent
6	0	0	1

8.03 **Curriculum & Education** - Mr. Cama, Mrs. Luciano, Mrs. Tomasini

8.03.1 Discussion - Emotional Support Animal (ESA)

8.04 **Policy** - Mrs. Evans, Mrs. Tomasini, Mr. Witkowski

8.05 **Communications** - Mrs. Luciano, Mrs. Sutton, Mr. Yasunas

8.06 **Strategic Plan** - Mrs. Evans, Mrs. Sutton, Mr. Yasunas

8.07 **Negotiations** - Mr. Cama, Mrs. Sutton, Mr. Yasunas

8.08 **New Jersey Quality Single Accountability Continuum (QSAC) Submission**

Resolved, that the Franklin Township Board of Education attests to the accuracy of the District Performance Reviews in the following areas:

- Instruction and Program
- Fiscal Management
- Governance
- Operations
- Personnel

Be it further resolved, that the Franklin Township Board of Education approves the electronic submission of the District Performance Reviews and Signed Declaration to the New Jersey Department of Education on November 19, 2019.

Motion by: Yasunas

Seconded by: Witkowski

Roll Call Vote:

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

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 October, 2019, 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 October, 2019 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 2019-2020 school year budget as per the attached list.

9.01.4 Bill List

Approve the October, 2019 bill list in the amount of \$653,676.84.

9.02 Education

9.02.1 Approve the following field trips:

Group	Location	Date
Grade 8	North Hunterdon High School	January 2020

Grade 8	Kingwood Middle School	May 2020
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(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 days and travel expenditures for staff members to attend professional development conferences/workshops. This travel is deemed educationally necessary and fiscally prudent and all travel expenditures shall be directly related to and within the scope of the staff member's current responsibilities and the district's professional development plan.

Date	Employee	Name of Professional Development Program	Registration Cost	Mileage Exp.
10/25/19	Jen St. Laurent	Wilson Implementation Meeting	\$0	.35/mile
11/8/19	Lindsay Gooditis & Lillian Bickhardt	Integrated Pest Management Coordinator Training	\$0	.35/mile
11/15/19	Lindsay Gooditis & Katrina Mani	Indoor Air Quality Training	\$0	.35/mile
11/20/19 1/6/20 2/3/20	Lindsay Gooditis	NJ Leaders to Leaders Academy	\$0	.35/mile
11/21/19	Lillian Bickhardt	Sustainable Jersey Sustainable Practices Working Sessions	\$0	.35/mile
11/25/19	Karin Stumpf	Social Media and Cyber Bullying Issues in School	\$150	.35/mile
12/5/19	Karin Stumpf	Traumatic Loss Coalitions for Youth: Annual Suicide Prevention Conference	\$95	.35/mile
12/11/19	Karin Stumpf Lindsay Gooditis	The Zones of Regulation Training	\$300.00 ea.	.35/mile
1/15/20	Lindsay Gooditis Karin Stumpf Katrina Mani	Tools for Engaged Learning and Living	\$219.00 ea.	.35/mile
1/30/20 & 1/31/20	Leslie McCusker	Techspo '20	\$475.00 plus Hotel - \$97.00 Parking/Tolls \$17.50	.35/mile
1/30/20 & 1/31/20	Elisabeth Alexander	Techspo '20	\$475.00 plus Hotel - \$97.00 Parking/Tolls \$17.50	.35/mile
1/30/20 & 1/31/20	Lindsay Gooditis	Techspo '20	\$475.00 plus Hotel - \$97.00 Parking/Tolls \$17.50	.35/mile

3/11/20	Lindsay Gooditis	Legal One The Principal/AP/VP's Survival Guide	\$150.00	.35/mile
4/3/20 & 4/17/20	Frank Henderson	IAQ Training & IPM Training	\$0	.35/mile

9.03.2 Substitute Personnel

Approve the following substitute applications:

- Thomas Harvey (substitute custodian) - \$20.00 per hour

9.04 Facilities

9.04.1 Approve the following use of facility application:

Name of Group	Purpose	Location	Days/Dates	Time
PTA	Snowflake Ball	Gym	January 24, 2020	3:30 - 9:30 p.m.
PTA	Fun Fair	Playground/Lawn	June 5, 2020 (Rain Date June 8 th)	8:00 a.m. - 4:00 p.m.
PTA	Tricky Tray	Cafeteria	January 24, 2020	4:00 - 9:00 p.m.
Girl Scout Troop 80104	Meetings	Music Room	Tuesdays, 12/3/19, 12/17/19, 1/21/20, 2/18/20, 3/17/20, 4/21/20, 5/19/20	6:00 - 7:30 p.m.

RESOLVED, upon the recommendation of the Superintendent, Mr. Nicholas Diaz, to approve the above stated consent agenda items.

Motion by: Yasunas Seconded by: Sutton

Roll Call Vote:

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

10. Board Matters/New Business

- 10.01 Proposed 2020 Meeting Calendar
- 10.02 December Meeting

11. Personnel - All resolutions are upon the recommendation of the Superintendent.

11.01 Resolved, to approve R. Mason Sorge, as a part-time custodian for the period November 1, 2019 to June 30, 2020, at \$15.00 per hour not to exceed 25 hours per week.

Motion by:

Seconded by:

Roll Call Vote:

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

11.02 Resolved, to appoint Michele Scricco as a bus aide for the remainder of the 2019-20 school year at the per diem rate of \$50.00, beginning on November 21, 2019, pending completion of criminal background check.

Motion by:

Seconded by:

Roll Call Vote:

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

12. Public Comments

There were no comments from the public.

13. Executive Session - 7:16 p.m.

13.01 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 November 18, 2019 for the purpose of discussing personnel and student matters. It is expected that the results of the discussion undertaken in closed session will be made public at the time official action is taken. The board expects to reconvene into public session in approximately 20 minutes. Action will not be taken.

Motion Evans Second Yasunas By Voice Vote

Yes	No	Abstain	Absent
7	0	0	0

13.02 Resolved, to return to Open Public Session at 7:44 p.m.

Motion Evans Second Witkowski By Voice Vote

Yes	No	Abstain	Absent
7	0	0	0

14. **Other Business - None at this time**

15. **Adjournment**

15.01 **Resolved**, to Adjourn from the Public Meeting at 7:44 p.m.

Motion Luciano Second Yasunas By Voice Vote

Yes	No	Abstain	Absent
7	0	0	0

Respectfully Submitted,

Eva Preuett
Acting Board Secretary