

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

**March 15, 2021**

**1. Call to Order** – Mr. Cama, President, called the meeting to order at 6:30 p.m.  
 Open Public Meeting Announcement

Pursuant to Executive Order #103, dated March 9, 2020, Governor Murphy declared a Public Health Emergency and a State of Emergency in New Jersey. On March 20, 2020, P.L. 2020 Chapter 11 amended the Open Public Meeting Act to allow local public bodies to conduct Remote Public Meetings by use of electronic communications technology during a period declared as a Public Health Emergency or a State of Emergency.

Adequate Notice and Electronic Notice of this meeting was given by:

- Publication in the Hunterdon Democrat on January 21, 2021;
- Advance written notice to the Franklin Township Clerk;
- Advance written notice posted on the bulletin board of the Franklin Township School;
- Posting of an electronic notice of this meeting on the district website which provided the time, date and instructions for: (a) access to the Remote Public Meeting, (b) how to provide public comment and (c) how to access the agenda.

During the business session portion of this Remote Public Meeting the audio of all members of the public attending the meeting will be muted. During the times of public comment indicated on the agenda, members of the public who desire to provide comment shall submit a written comment via the chat or text message section of the application. The Board Secretary or Board President will read the comments in the order in which they were submitted. Public comment shall be concise and to the point and shall not contain abusive, defamatory, or obscene language.

1.01 Roll Call – Patricia Martucci, SBA/BS, determined that a quorum was present.

Present: Mr. Cama, Mrs. Evans, Mrs. Luciano, Mr. Falcon, Mrs. Sutton, Mrs. Tomasini,  
 Absent: Mr. Yasunas  
 Also present: Mr. Diaz, Superintendent and Ms. Martucci, SBA/BS

1.02 Flag Salute – Mr. Cama led all assembled in the Pledge of Allegiance.

**2. Presentations**

- District Approach to LGBTQ+ and Persons with Disabilities Mandates - Kerry Foote, Curriculum Supervisor
- Data Update – Grades 3-8 (Math and ELA) – Kerry Foote, Curriculum Supervisor

**3. Minutes**

3.01 February 8, 2021 – Regular Meeting  
 3.02 February 8, 2021 – Executive Session

**Resolved**, to approve the above listed minutes.

Motion Sutton          Second Falcon          By Voice Vote

Yes	No	Abstain	Absent
6	0	0	1 (FY)

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

4.01 Budget 2021-2022 is due to the County Office 3/22/21; Public Hearing 4/27/21 (Tuesday) at 6:00 p.m.

4.02 Relative Disclosure Statements – reminder to submit

4.03 BoE Election - November 2, 2021 – 2 seats are up for re-election (Cama/Tomasini)

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

5.01 We are working towards Digital Schools Certification

Franklin Township School District aims to foster and promote a learning environment that is safe for all students. We provide our students with targeted instruction that focuses on using technology responsibly. Our digital citizenship expectations and supports are infused across all subject areas and grade levels which is explicitly stated in curriculum guides. Students are required to interact with one another, as well as their devices, in a respectful manner at all times. We encourage our students to be aware of their digital behavior and take ownership of their choices. It is our utmost priority to support students and their families in their journey as digital citizens.

5.02 Reopening Plan

- About one year ago, our world along with Franklin Township School changed with the pandemic. On Friday the 13th, 2020, I informed the community that we would be closed to in-person instruction indefinitely. The following week, our staff worked together to quickly gather materials and create learning packets for what we thought was going to be a few weeks of virtual learning.
- Well, we did not return to school the rest of the 2019-2020 school year, but we were never complacent. We constantly engaged our staff, students, and families on our remote learning efforts and used their feedback to continuously improve the quality of instruction. We were one of the first districts in the county to move to live virtual instruction throughout the day (there are actually districts in this county who still do not offer live instruction to virtual students).
- We did not stop there, we provided free lunches, hotspots and devices to families in need. We celebrated our students with drive by parades, and were one of only a few K-8 districts in our county to offer an in-person graduation (hosted on the beautiful football field at North Hunterdon).
- We created a reopening committee comprised of parents, staff, and BOE members and worked through the summer to create a reopening plan to get our students back to school.
- We opened our doors on August 27th and despite a few temporary closures, we have remained open for in-person instruction. This is due to the cooperation and hard work of our staff, students, and families. The Board of Education has been open minded throughout, and have had to make impossible decisions. They have done an outstanding job.
- The reason I am reminding all of us of what we have been through, is to give us all hope. The goal since last March has been to return to a full day of school. So, tonight's discussion gives me hope for a brighter future for our wonderful school community.
- That being said, tonight, Ms. Gooditis and I will not sugar coat the difficulties of returning to school full-time. We will be transparent in the challenges we face. We are going to take a look at three options. Our current 1pm dismissal, a return to 3:30pm, and an extended day option that takes us to 2:35pm.
- We will also present for discussion the potential of implementing a virtual week after spring break to allow for time to quarantine. We look forward to a fruitful discussion.

5.03 Board Discussion and Comments on Reopening Plan

Mr. Diaz presented three options:

1. Remain at 1:00 p.m.
2. Full Day at 3:30 p.m.
3. 2:35 Dismissal to begin April 26<sup>th</sup> (Suggested by Mr. Diaz)

The concerns with the 2:35 dismissal are the lack of substitute coverage, having a 1 hour layover for sports, and transportation conflicting with North Hunterdon if they return to a 2:30 dismissal.

The Board commented on the options presented. There was a concern with the lack of substitutes and Mr. Falcon made a plea with the community for substitute teachers. The possibility of a virtual week after spring break to allow quarantine for anyone who travels was mentioned.

5.04 Security and Fire Drills 2020-2021

Type of Drill	Date
Fire Drills	September 15 & 17, 2020
Security Drill (Testing of Intercom)	September 22 & 24, 2020
Fire Drills	October 5 & 9, 2020
Security Drill (Lockout)	October 8 & 23, 2020
Security Drill (Evacuation)	October 26, 2020
Security Drill (Testing of Notification System)	November 13, 2020
Security Drill (Shelter in Place)	December 8, 2020
Security Drill (Lockout)	December 11, 2020
Fire Drill	December 14, 2020
Fire Drill	December 19, 2020
Fire Drill	January 11, 2021
Fire Drill	January 14, 2021
Bomb Threat	January 28, 2021
Fire Drill	February 23, 2021

6. Public Comments

6.01 There were several comments from both parents and staff members on the different options. Some were in favor of extending the day, some were not.

6.02. **Motion** to amend the Reopening Plan to include:

1. Full day until 3:30 p.m. starting 4/26;
2. Virtual week 4/12 – 4/16 (after spring break)

Discussion ensued by the Board.

Motion by: Falcon                                      Seconded by: Luciano

Roll Call Vote:

Name	Yes	No	Abstain	Absent
Mrs. Evans		X		
Mr. Falcon	X			
Mrs. Luciano	X			
Mrs. Sutton		X		
Mrs. Tomasini		X		
Mr. Yasunas				X
Mr. Cama	X			
Totals:	3	3	0	1

Motion failed.

6.03 **Motion** to amend the Reopening Plan to include:

1. Full day until 2:35 p.m. starting 4/19;
2. Virtual week 4/12 – 4/16 (after spring break)

Motion by: Sutton

Seconded by: Luciano

Roll Call Vote:

Name	Yes	No	Abstain	Absent
Mrs. Evans	X			
Mr. Falcon	X			
Mrs. Luciano	X			
Mrs. Sutton	X			
Mrs. Tomasini	X			
Mr. Yasunas				X
Mr. Cama	X			
Totals:	6	0	0	1

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)/**Strategic Plan** – Mr. Cama, Mrs. Luciano, Mr. Yasunas

8.02 **Facilities and Finance** - Mrs. Evans, Mrs. Sutton, Mrs. Tomasini

**Resolved** to approve items 8.02.1 - 8.02.4

8.02.1 **Donation - Franklin Township Sunshine Fund**

**Resolved** to accept the donation of \$40.00 from the Franklin Township Sunshine Fund to be used for the Outdoor Garden in memory of Mrs. Grace Hartmann.

8.02.2 **Emergency After School Snack Program (ASSP)**

**Resolved** to approve an Emergency ASSP Contract for the period April 1, 2021 through June 30, 2021 as follows:

- A. Duration - This Emergency ASSP Contract is non-renewable and expires June 30, 2021.
- B. Management/Administrative Fee - No increase in the management/administrative fee is allowed in a Cost Reimbursable Contract
- C. Price Per Snack Meal - \$0.00
- D. Terms and Conditions - All other terms and conditions of the Contract or Renewal shall remain the same and continue to be in full force and effect.

8.02.3 **Acceptance of Bids & Award of Contract - Gym & Locker Room Alterations**

**Resolved** to accept the following sealed bids received in response to Project #20-8706 on March 4, 2021, for Gym & Locker Room Alterations at the Franklin Township Elementary School:

Bidder Name & Address	Base Bid A-1	Alternate Bid 1	Total
	Single Overall Lump Sum Bid	Athletic Office/ Electrical Panel	

A&M Contracting 1967 Route #27, Suite #15 Edison, NJ 08817	\$740,000.00	\$15,000.00	\$755,000.00
<b>Billy Contracting &amp; Restoration Inc.</b> <b>67 Danforth Avenue</b> <b>Paterson, NJ 07501</b>	<b>\$593,000.00</b>	<b>\$19,500.00</b>	<b>\$612,500.00</b>
DeSapio Construction, Inc. 280 Ridge Road Frenchtown, NJ 08825	\$668,800.00	\$27,000.00	\$695,800.00
Hahr Construction 29 Grove Street North Plainfield, NJ 07060	\$776,000.00	\$23,000.00	\$799,000.00
Northeastern Interior Services LLC 5 Fairfield Avenue Little Falls, NJ 07424	\$788,700.00	\$14,600.00	\$803,300.00
Salazar & Associates Inc. 2226 Morris Avenue Union, NJ 07083	\$770,000.00	\$14,900.00	\$784,900.00
Tekcon Construction Inc. 200 Cottontail Lane, Suite A112W Somerset, NJ 08873	\$712,256.00	\$15,525.00	\$727,781.00
Venus Tile and Marble 1083 Route #12 Frenchtown, NJ 08825	\$665,000.00	\$19,000.00	\$684,000.00

**BE IT FURTHER RESOLVED** to award a contract to Billy Contracting & Restoration Inc., the lowest responsible bidder for \$612,500.00.

#### 8.02.4 Adoption of the 2021-2022 Proposed Budget

**BE IT RESOLVED** that the Franklin Township Board of Education hereby adopts the following proposed budget for the 2021-2022 school year and approves it for submission to the Hunterdon County Department of Education Executive County Superintendent for required review and approval. The proposed budget includes sufficient funds to provide curriculum and instruction which will enable all students to achieve the New Jersey Student Learning Standards, and is compliant with N.J.S.A. 18A and N.J.A.C. Title 6 and 6A. The District has proposed programs and services in addition to the New Jersey Student Learning Standards adopted by the State Board of Education.

#### **REVENUE**

##### Fund 10: Operating Budget

Excess Surplus/Fund Balance	\$ 17,104
Local Tax Levy	\$ 6,096,311

#### **APPROPRIATIONS**

##### Fund 10: Operating Budget

Current Expense	\$6,819,703
Capital Outlay*	\$ 951,459

Other Revenue	\$ 303,350
W/D Capital Reserve	\$ 676,500
W/D Maintenance Reserve	\$ 100,000
E/O Aid (Est)	\$ 163,000
NP Transportation Aid (Est)	\$ 2,000
State Aid	\$ 412,897

<u>Fund 20: Special Funds</u>	
Grant Entitlements (Est)	\$ 120,500

<u>Fund 20: Special Funds</u>	
REAP/ESEA/IDEA Grants	\$ 120,500

<u>Fund 40: Debt Service</u>	
Tax Levy	\$ 649,000

<u>Fund 40: Debt Service</u>	
Repayment of Debt	\$ 649,000

**TOTAL REVENUE: \$8,540,662**

**TOTAL APPROPRIATIONS: \$8,540,662**

(\*Capital Outlay includes the State Assessment for Debt Service on SDA Grant Funding, Lease Purchase Loan Principal, and the Locker Room/Gymnasium/Athletic Office renovation.)

As per N.J.A.C. 6A:23A-7.3(a), the proposed budget provides for a maximum appropriation amount of \$15,000.00 that may be allotted for travel and expense reimbursement. The School Business Administrator shall track and record these costs ensuring the maximum amount is not exceeded.

The 2021-2022 budget includes the use of all automatic adjustments (i.e. enrollment and pre budget year tax levy), if applicable.

The 2021-2022 budget includes a withdrawal from the Capital Reserve in the amount of \$676,500.00. The use of these funds is for the gymnasium and locker room renovations, including architect and engineering fees. If all funds are not used by the end of the 2021-22 budget year, they must be returned to the Capital Reserve Fund by June 30, 2022.

The 2021-2022 budget includes a withdrawal from the Maintenance Reserve in the amount of \$100,000.00. These funds will be used to offset the cost of Required Maintenance (Accounts 11-000-261-XXX); do not exceed the total of Required Maintenance; and cannot be transferred out of Required Maintenance during the budget year. Any unused funds will be returned to the Maintenance Reserve Fund by June 30, 2022.

Motion by: Luciano

Seconded by: Falcon

Roll Call Vote:

Name	Yes	No	Abstain	Absent
Mrs. Evans	X			
Mr. Falcon	X			
Mrs. Luciano	X			
Mrs. Sutton	X			
Mrs. Tomasini	X			
Mr. Yasunas				X
Mr. Cama	X			
Totals:	6	0	0	1

8.03 **Curriculum & Education** – Mr. Falcon, Mrs. Luciano, Mrs. Tomasini

- 8.04 **Policy** - Mrs. Evans, Mr. Falcon, Mrs. Tomasini  
 8.04.1 **Resolved**, to approve the following revised policy:  
 • 6154 Homework/Makeup Work

Motion Luciano      Second Evans      By Voice Vote

Yes 6	No 0	Abstain 0	Absent 1 (FY)
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- 8.05 **Negotiations** - Mr. Cama, Mrs. Sutton, Mr. Yasunas – Nothing at this time.

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 months ending February 2021, 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 February 2021 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 2020-2021 school year budget as per the attached list.

**9.01.4 Bill List**

**Approve** the February, 2021 bill list in the amount of \$1,190,891.38.

9.02 **Education**

**9.02.1 Approve** former FTS student, Samantha Muller, to virtually assist Ms. Stumpf with the homework help program after school on Tuesdays and Thursdays.

9.03 **Personnel**

**9.03.1 Approve** the following substitute personnel rates effective March 22, 2021 through the end of the 2020-21 school year:

- Substitute Teacher - \$115.00 per day
- Substitute Nurse - \$125.00 per day

**9.03.2 Approve** the following substitute teacher:

- Christine Torres

**9.03.3 Approve** the following professional day requests:

Date	Employee	Name of Professional Development Program	Registration Cost	Mileage Exp.
March 22-26, 2021	Danielle Sullivan	IMSE Orton-Gillingham Training	\$1,275.00	N/A

April 12-16, 2021	Jen St. Laurent	Orton Gillingham Level II Training	\$1,275.00	N/A
April 20-23, 2021	Jenienna Balducci	Visualizing and Verbalizing	\$750.00 (plus materials \$400)	N/A
April 26-30, 2021	Katherine Matassa	IMSE Orton-Gillingham Training	\$1,275.00	N/A
May 3-7, 2021	Vicki Marcine	IMSE Orton-Gillingham Training	\$1,275.00	N/A
May 10-14, 2021	Charlyn Lynch	IMSE Orton-Gillingham Training	\$1,275.00	N/A
April 16, 2021	Karin Stumpf	NJ School Counseling Assoc. Spring Conference	\$20.00	N/A

9.04 **Facilities**

**9.04.1** Approve the following use of facility requests:

Name of Group	Purpose	Location	Days/Dates	Time
PTA	Book Fair	Room 209 and 210	April 18-23, 2021	8:30 am – 3:30 pm
Rural Awareness	Film on Historic School House	Classroom School House	Approximately 4 Days (Dates TBD)	Times TBD
PTA	Mother’s Day Plant Sale	Lawn outside Main Entrance	Thursday, May 6, 2021 Friday, May 7, 2021 (rain date)	7:00 a.m. - 2:30 p.m

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

Motion by: Luciano                      Seconded by: Sutton

Roll Call Vote:

Name	Yes	No	Abstain	Absent
Mrs. Evans	X			
Mr. Falcon	X			
Mrs. Luciano	X			
Mrs. Sutton	X			
Mrs. Tomasini	X			
Mr. Yasunas				X
Mr. Cama	X			
Totals:	6			1

10. **Board Matters/New Business** – Nothing at this time.

11. **Public Comments- Privilege of the Floor**

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. Members of the public who desire to provide comment shall submit a written comment via the chat or text message section of the application, including their name and address. The Board Secretary or Board President will read the comments in the order in which they were submitted. Public comment shall be concise and to the point and shall not contain abusive, defamatory, or obscene language.

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

12.01 **Resolved to** appoint Harmony Stryker as a full-time special education teacher (tenure track position) beginning May 3, 2021 through June 30, 2021 at an annual salary of \$58,555.06, prorated from the start date.



Motion by: Luciano                      Seconded by: Sutton  
 Roll Call Vote:

Name	Yes	No	Abstain	Absent
Mrs. Evans	X			
Mr. Falcon	X			
Mrs. Luciano	X			
Mrs. Sutton	X			
Mrs. Tomasini	X			
Mr. Yasunas				X
Mr. Cama	X			
Totals:	6	0	0	1

12.02 **Resolved** to appoint Michael Pepe as leave replacement teacher beginning April 16, 2021 through approximately June 16, 2021 (or the last day of school) at an annual salary of \$60,646.27, prorated from the start date.

Motion by: Luciano                      Seconded by: Sutton  
 Roll Call Vote:

Name	Yes	No	Abstain	Absent
Mrs. Evans	X			
Mr. Falcon	X			
Mrs. Luciano	X			
Mrs. Sutton	X			
Mrs. Tomasini	X			
Mr. Yasunas				X
Mr. Cama	X			
Totals:	6	0	0	1

12.03 **Resolved** to approve Katrina Mani as Garden Club Advisor at a stipend of \$418.00 to be paid with 2020-21 Sustainable Grant funds.

Motion by: Sutton                      Seconded by: Falcon  
 Roll Call Vote:

Name	Yes	No	Abstain	Absent
Mrs. Evans	X			
Mr. Falcon	X			
Mrs. Luciano	X			
Mrs. Sutton	X			
Mrs. Tomasini	X			
Mr. Yasunas				X
Mr. Cama	X			
Totals:	6	0	0	1

13. **Other Business**  
 Nothing at this time.

14. **Adjournment**

14.01 **Resolved to** Adjourn from the Public Meeting at 8:51 p.m.

Motion Sutton      Second Tomasini      By Voice Vote

Yes	No	Abstain	Absent
6	0	0	1 (FY)

Respectfully submitted,

Patricia Martucci, SBA/Bd. Secretary