

FRANKLIN TOWNSHIP BOARD OF EDUCATION
226 QUAKERTOWN ROAD, P.O. BOX 368
QUAKERTOWN, NEW JERSEY 08868
908-735-7929



RESCHEDULED REGULAR MEETING AGENDA
July 22, 2025

For the Rescheduled Regular Meeting of the Franklin Township Board of Education Tuesday, July 22, 2025 at 5:00 p.m. in the Franklin Township Elementary School Multipurpose Room

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

III. STATEMENT OF ADEQUATE NOTICE:

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 rescheduled meeting to the Star Ledger and Express Times, has 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 June 10, 2025.

IV. ROLL CALL

Mrs. Colleen Cummins _____ Mrs. Shana Frondorf _____ Mr. James Giordano _____ Mrs. Allison Luciano _____
Mr. Craig Metz _____ Mr. Matt Naughton _____ Mrs. Caroline Licwinko _____



V. BOARD ACTION

MOTION by _____, **seconded** by _____ **to approve action item VI A.**

A. Approval of Minutes

A. Approval of Minutes

BE IT RESOLVED, that the minutes of the Board of Education meeting held on the dates indicated below as transcribed be approved and filed:

June 24, 2025 Regular Meeting Minutes  07-22-2025 - 06-24-25 Board Meeting Minutes.pdf
June 24, 2025 Executive Meeting Minutes  07-22-2025 - 06-24-25 Executive Session Minutes.pdf

Discussion:

Voice Vote:

Yes	No	Abstain	Absent
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VI. Correspondence

- None

VII. SCHOOL BUSINESS ADMINISTRATOR REPORT– Mr. Mark Kramer

- Review of finance and facilities resolutions
- Extraordinary Aid - State decreased their funding by 10.156%
- School building front entrance being addressed
- School safety inspection
- State Health Plan preliminary increase

State Plan Increase

Medical +28%

Rx Drug +59%

SHIF Increase

Medical Legacy +12.8%

Medical EHP/GSP +7.9%

Rx Drug Legacy +28.0%

Rx Drug EHP/GSP +21.2%

VIII. SUPERINTENDENT REPORT - Mrs. Jennifer Aquino

- The Admin team is reading Good to Great and they are loving our book study!!!
- I used a writing challenge to our students in grades 3-5 before summer recess. I told them to write me a letter this summer and I will write you back. We can be pen pals. So far, I've received one letter.
- Frontline update - Recruiting & Hiring is live on our district website. The other modules are in the process of being implemented for the 2025-2026 school year.
- Open positions -PreK maternity leave, 2nd grade maternity leave, social worker (ESC), speech (agency),
- We are hard working on planning our PD days.
- Looking into CPR/AED training for our interested staff.
- Mr. Abramowitz has almost completed the School Safety Specialist training. One day left.

IX. PRESIDENT'S REPORT - Caroline Licwinko

X. PUBLIC COMMENTS - Privilege of the Floor (3 minutes) – Agenda Items Only

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's and each student's right to privacy.

Those wishing to share comments during this portion of the meeting are asked to sign the register at the podium and state their name, place of residence, and group affiliation, if applicable. Public comment shall be concise and to the point and shall not contain abusive, defamatory, or obscene language. Each speaker will be given up to three minutes.

XI. FINANCE AND FACILITIES

Committee Members: Mrs. Licwinko, Chairperson; Mr. Metz; Mr. Naughton

- Local recreational grant - Track and fitness stations
- Capital Projects
 - Site improvement
 - Renovation of bathrooms and nurses suite
 - Generator
- Corporate sponsorship

MOTION by _____, seconded by _____ to approve action item XI. A. through E.

- A. Acceptance of the June 2025 Financial Reports - **HOLD**
- B. Approval of Budget Transfers June 2025
- C. Approval of June 2025 Bills List
- D. Approval of Use of Facilities
- E. Approval to Increase the Bid Threshold

A. Acceptance of the June 2025 Financial Reports

WHEREAS, N.J.A.C. 6A:23A-16.10 requires the Board Secretary and the Franklin Township Board of Education to certify that no budgetary line-item account has been over-expended and that the sufficient funds are available to meet the district's financial obligation, and

WHEREAS, N.J.A.C.6A:23A-16.10 further requires the Franklin Township Board of Education receive and accept the monthly financial statements, the Board Secretary's, and Treasurer's reports; and

WHEREAS, the Board Secretary's and Treasurer's reports for the month ending June 30, 2025 are presented for the Board to accept and are on file in the Office of the School Business Administrator;

NOW, THEREFORE BE IT RESOLVED, the Franklin Township Board of Education acknowledges receipt of and accepts the Board Secretary's and Treasurer's Reports for the month ending June 30, 2025; and

BE IT FURTHER RESOLVED, that the Board Secretary and Franklin Township Board of Education certify that no budgetary line-item account has been over-expended and that there are sufficient funds available to meet the district's financial obligation.

B. Approval of Budget Transfers for June 2025 [June 2025 Budget Transfers](#)

WHEREAS, N.J.A.C.6A:23A-16.10-(c)1 states that a report shall be presented to the Board showing all transfers between line-item accounts for each line-item account shown on the budget prepared in accordance with N.J.S.A.18A:22-8; and

WHEREAS, Board Policy #3160 designates the Superintendent of Schools to approve transfers as necessary between meetings of the Board and be reported to the Board, ratified, and duly recorded in the minutes at a subsequent Board meeting; and

WHEREAS, transfers in the report "Budget Transfers" for the time period of June 2025 were necessary to maintain the needs of the district and are on file in the Office of the School Business Administrator,

NOW, THEREFORE BE IT RESOLVED, upon the recommendation of the Superintendent, that Franklin Township Board of Education ratifies and approves the transfers in the report "Budget Transfers" for June 2025, approved by the Superintendent, so that no budgetary line-item account has been over-expended and that sufficient funds would be available to meet the district's financial obligations, as requested by various district administrators.

C. Approval of June 2025 Bill List [June 2025 Bills List](#)

WHEREAS, N.J.S.A. 18A:19, Expenditure of Funds; Audit and Payment of Claims, provides Boards of Education to make payments on claims for goods received and services rendered payable to the order of the person entitled to receive the amount after approval by the board; or in accordance with payrolls duly certified; or debt service or when provided by resolution approval by a person designated by the board; and

WHEREAS, a list of bills for the month and year of June 2025 are being presented to the board with the recommendation that they be ratified, approved and paid; and

WHEREAS, each claim or demand has been fully itemized, verified and audited as required by law in accordance with N.J.S.A. 18A:19-2;

NOW, THEREFORE BE IT RESOLVED, that the Franklin Township Board of Education, upon the recommendation of the Superintendent, ratifies and approves the list of bills for payment in the grand sum of \$991,193.49 for June 2025; and

BE IT FURTHER RESOLVED, the list of bills is on file in the Office of the School Business Administrator, and

BE IT FURTHER RESOLVED, that the Franklin Township Board of Education authorizes the School Business Administrator to pay bills if it is determined that a need arises prior to the next board meeting.

D. Use of Facilities

BE IT RESOLVED, that the Franklin Township Board of Education, upon the recommendation of the Superintendent of Schools, approve the following use of facilities requests. - **None at this time.**

Name of Group	Purpose	Location	Days/Dates	Time

E. Approval to Increase the Bid Threshold

WHEREAS, Mark Kramer, School Business Administrator/Board Secretary, possesses a Qualified Purchasing Agent (QPA) certificate; and

WHEREAS, the State Treasurer, in consultation with the Governor and pursuant to N.J.S.A. 52:34-7 and N.J.S.A. 18A:18A-3 (b), has increased the bid threshold amount for school districts with a Qualified Purchasing Agent, from \$44,000 to \$53,000, effective July 1, 2025;

NOW, THEREFORE BE IT RESOLVED, that the Franklin Township Board of Education, pursuant to N.J.S.A. 18A:18A-3 (a), establishes and sets the bid threshold amount of \$53,000 for the school district, and further authorizes the School Business Administrator/Board Secretary, the Qualified Purchasing Agent, to award contracts, in full accordance with N.J.S.A. 18A:18A-3 (a), for those purchases that do not exceed, in the aggregate of the newly established bid threshold amount; and

BE IT FURTHER RESOLVED, for contracts in the aggregate that are less than the bid threshold but fifteen percent (15%) or more of the bid threshold amount, the School Business Administrator/Board Secretary shall award contracts after soliciting at least two competitive quotations; and

BE IT FURTHER RESOLVED, the School Business Administrator/Board Secretary, pursuant to N.J.S.A. 18A:18A-37 (c), is authorized to award contracts that are in the aggregate less than fifteen (15%) percent of the bid threshold without soliciting competitive quotations.

Discussion:

Roll Call Vote on Action Items XI A through E:

Name	Yes	No	Abstain	Absent
Mrs. Cummins				
Mrs. Frondorf				
Mr. Giordano				
Mrs. Luciano				
Mr. Metz				
Mr. Naughton				
Mrs. Licwinko				
Totals:				

XII. CURRICULUM AND EDUCATION

Committee Members: Mr. Giordano, Chairperson; Mrs. Cummins; Ms. Luciano

MOTION by _____, seconded by _____ to approve action items XII. A. through F.

- A. Approval of Educational Services
- B. Approve Professional Day Requests
- C. Approval of Instructional Software
- D. IDEA Grant
- E. Approval of Novels
- F. Approval of Guest Speakers

A. Approval of Educational Services

BE IT RESOLVED that the Franklin Township Board of Education, upon the recommendation of the Superintendent of Schools, the **Franklin** Township Board of Education approves the following Special Services Contracts for the 2025-2026 school per below

VENDOR	SERVICE	RATE	ACCOUNT NUMBER
Progressive Therapy	Behavioral Consultation Services for the 2025-2026 School Year	\$115.00 per hour for BCBA services \$50.00 per hour for Behavior Technician services	11-000-219-320-84-000-000
Newgrange School	Out of District Tuition 2025-2026 School Year, Including Extended School Year	\$74,915.98	11-000-100-566-084-000
Behavioral Consultant's LLC.	Behavior Consultation Services and Staff Development	\$115.00 per hour	100-000-219-320-084-000
Birch Agency	MLL Instruction teaching consultant 2025-2026 School Year	\$80.00 per hour Not to exceed \$51,240	11-190-100-320-081-000/ 11-000-219-300-000-000
Commission for the Blind and Visually Impaired	Educational Services for the 2025-2026 School Year	\$2,541.00 annual cost	11-000-216-320-084-000

B. Approve Professional Day Requests

BE IT RESOLVED, that the Franklin Township Board of Education, upon the recommendation of the Superintendent of Schools, approve the following professional day requests:

Date	Employee	Name of Professional Development Program	Registration Cost	Mileage & Other Costs	Total Cost Not To Exceed
Online Training	Loren Abramowitz	Legal One Anti-Bullying Specialist	\$500.00	N/A	\$500.00

C. Approval of Instructional Software

BE IT RESOLVED, that the Franklin Township Board of Education, upon the recommendation of the Superintendent of Schools, approve the instructional software as listed below:

Educational Technology Programs		
Student Facing	Cost	Account Code
RAZ-Plus	\$1,615.00	11-190-100-340-082-000
IXL	\$6,750.00	11-190-100-340-082-000
Xtra Math	Free	
ESGI	\$1,036.00	11-190-100-340-082-000
Science Textbook McGraw Hill (3-8)	Included in program cost	
Math Textbook (Savvas 6-8)	Included in program cost	
Epic Books	Free	
Newsela	\$2,200.00	11-190-100-320-082-000
Generation Genius	\$1,795.00	11-190-100-320-082-000
CogAT		11-190-100-340-082-000
BrainPop	\$3600	11-190-100-320-082-000
Teacher Facing		
LinkIt	\$19,602.00	11-000-221-390-082-000
Dibels MClass	\$2,310.00	11-190-100-340-082-000
Foundations Fun Hub	\$440.00	11-190-100-610-082-000
TCI SS (k-5)	\$3,729.30	11-190-100-640-082-000
Big Ideas Math (k-5)	Included in program cost	
NatGeo Science (k-2)	Included in program cost	
McGraw Hill Science (3-8)	Included in program cost	
Active Classroom SS (6-8)	\$2,173.50	11-190-100-640-082-000
Go Guardian	\$3,284.00 per year for 3 years	11-190-100-340-083-000

D. Approval of the 2025-2026 IDEA Grant

Be It Resolved, the Franklin Board of Education, upon the recommendation of the Superintendent approved the submission and acceptance of the funding of the IDEA grant for the 2025-2026 school year.

IDEA Basic	\$75,754
IDEA Preschool	<u>4,605</u>
Total IDEA funding	<u>\$80,359</u>

E. Approval of Novels

Be It Resolved, the Franklin Board of Education, upon the recommendation of the Superintendent approves the following instructional novels for students in grades 5-8 - Maniac Magee by Jerry Spinelli, Restart by Gordon Korman, and The House in the Cerulean Sea by TJ Klune at a cost not to exceed \$1,000.00.

(Account Code 11-190-100-610-082-000)

F. Approval of Guest Speakers

Be It Resolved, the Franklin Board of Education, upon the recommendation of the Superintendent approved the following guest speakers at no cost to the district:

1. KYDS Grades 3-5 Motivational Speaker October 24, 2025 1:00 p.m. to 2:30 p.m.
2. Geo Derice October 17, 2025 1:00 p.m. to 2:30 p.m.

Discussion:

Roll Call Vote on Action Items XII A. through F.

Name	Yes	No	Abstain	Absent
Mrs. Cummins				
Mrs. Frondorf				
Mr. Giordano				
Mrs. Luciano				
Mr. Metz				
Mr. Naughton				
Mrs. Licwinko				
Totals:				

XIII. POLICY AND PERSONNEL

Committee Members: Mrs. Cummins, Chairperson; Mrs. Frondorf; Mr. Naughton

MOTION by _____, **seconded** by _____ **to approve action items XIII. A through F.**

- A. Approve of Employee Leaves
- B. Approval of Long Term Substitute Teacher
- C. Approval of School Treasurer
- D. Approval of Part-Time Computer Technician
- E. Approval of 2025-2026 Substitute Pay Rates
- F. Approval of Custodian Boiler License Salary Adjustment

A. Approve Staff Leaves for the 2025-2026 School Year

BE IT RESOLVED that the Franklin Township Board of Education, upon the recommendation of the Superintendent of Schools, approves the following staff transfers for the 2025-2026 school year.

EMPLOYEE #	Leave Period
10297	September 2, 2025-September 8, 2025 (paid leave) September 9, 2025 - December 1, 2025 (unpaid FMLA leave)
10244	October 8, 2025 - November 4, 2025 (paid leave) November 5, 2025 - February 3, 2025 (unpaid FMLA leave)
10239	November 11, 2025 - November 12, 2025 (paid leave) November 13, 2025 - February 12, 2026 (unpaid FMLA leave)

B. Approval of Long Term Substitute Teacher

BE IT RESOLVED that the Franklin Township Board of Education, upon the recommendation of the Superintendent of Schools, approves Ashlee Miller as a long term substitute teacher from May 5, 2025 through June 20, 2025 at a rate of \$200.00 per day.

C. Approval of School Treasurer

BE IT RESOLVED that the Franklin Township Board of Education, upon the recommendation of the Superintendent of Schools, approves Patricia Martucci as school treasurer at an annual salary of \$4,635.00 for the 2025-2026 school year.

D. Approval of Part-Time Computer Technician

BE IT RESOLVED that the Franklin Township Board of Education, upon the recommendation of the Superintendent of Schools, approves Christopher Hagan, as a part-time computer technician at a rate of \$30.00 per hour for the 2025-2026 school year.

E . Approval of Substitute Pay Rates for the 2025-2026 School Year

BE IT RESOLVED that the Franklin Township Board of Education, upon the recommendation of the Superintendent of School, approves the following 2025-2026 substitute pay rates

Substitute Position	Rate
Teacher - Daily	\$165.00 per day
Teacher - Long Term Substitute	\$200.00 per day
Paraprofessional	\$165.00 per day
Secretary	\$165.00 per day
Custodian	\$18.00 per hour
School Nurse	\$200.00 per hour

F . Approval of Custodian Boiler License Salary Adjustment

BE IT RESOLVED that the Franklin Township Board of Education, upon the recommendation of the Superintendent of School, approves the boiler license salary adjustment effective July 1, 2025 for Konnor Lippincott in the amount of \$2,500, for a revised 2025-2026 revised base salary of \$48,500.00

Discussion:**Roll Call Vote on Action Items XIII A. through F.**

Name	Yes	No	Abstain	Absent
Mrs. Cummins				
Mrs. Frondorf				
Mr. Giordano				
Mrs. Luciano				
Mr. Metz				
Mr. Naughton				
Mrs. Licwinko				
Totals:				

XIV. COMMUNICATIONS

Committee Members: Mrs. Licwinko, Chairperson; Mrs. Cummins; Mr. Naughton

XV. TOWNSHIP COMMITTEE LIAISON

Liaisons: Mr. Metz, Mr. Naughton

XVI. BOARD MATTERS/NEW BUSINESS

Board Meeting Calendar Dates

XVII. HUNTERDON COUNTY EDUCATIONAL SERVICES DELEGATE

Delegate: Jim Giordano

XVIII. 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's and each student's right to privacy. Those wishing to share comments during this portion of the meeting are asked to sign the register at the podium and state their name, place of residence, and group affiliation, if applicable. Public comment shall be concise and to the point and shall not contain abusive, defamatory, or obscene language. Each speaker will be given up to three minutes.

XIX. EXECUTIVE SESSION

WHEREAS, while the Sen. Byron M. Baer Open Public Meetings Act (N.J.S.A. 10:4-6 et seq.) requires all meetings of the Franklin Township Board of Education to be held in public, N.J.S.A. 10:4-12(b) sets forth nine (9) types of matters that lawfully be discussed in "Executive Session," i.e. without the public being permitted to attend; and

WHEREAS, the Franklin Township Board of Education has determined that the following issues are permitted by N.J.S.A. 10: 4-12(b) to be discussed without the public in attendance and shall be discussed during an Executive Session; and

WHEREAS, the nature of the matter(s) to be discussed, reviewed, or heard before the Franklin Township Board of Education, detailed as specifically as possible without undermining the need for confidentiality pursuant to N.J.S.A. 18A:37-13.2 et. seq., shall include personnel matters; and

WHEREAS, the length of the executive session is expected to be approximately 45 minutes, after which the meeting shall reconvene and proceed with business wherein action may be taken;

NOW, THEREFORE, BE IT RESOLVED, that the Franklin Township Board of Education will go into Executive Session for the above-stated reasons; and

BE IT FURTHER RESOLVED, that the Franklin Township Board of Education hereby declares that its discussion of the subject will be made public at such time as the reason for confidentiality no longer exists.

Motion to approve the above executive session resolution for the Franklin Township Board of Education adjourning to closed session to discuss legal and personnel matters; wherein the length of time for the executive session is expected to be approximately 45 minutes, after which the meeting shall reconvene and proceed with business wherein action may be taken.

MOTION by _____, seconded by _____ to approve action item V for the Board to enter into Executive Session at _____ PM.

Voice Vote:

Yes	No	Abstain	Absent
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MOTION by _____, seconded by _____ to reconvene the public portion of the meeting of the Franklin Township Board of Education to a public session at _____ PM.

Voice Vote:

Yes	No	Abstain	Absent
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XX. OTHER BUSINESS

MOTION by _____, seconded by _____ to approve action item XX A and B

- A. Abolish School Principal Position and Establishes a Combined Position of Chief School Administrator/Principal
- B. Establishment of the Position of Assistant Principal/Curriculum Coordinator

A. Abolish School Principal Position and Establishes a Combined Position of Chief School Administrator/Principal

Resolved, that the Board hereby abolishes the positions of School Principal pursuant to N.J.S.A. 18A:28-9 for reasons of efficiency and economy due to an administrative reorganization, effective August 31, 2025; and

Be it further Resolved, that the Board hereby establishes the combined position of Chief School Administrator/Principal effective August 31, 2025 and approves the related job description for the position; and

Be it further Resolved, that employee I.D. No. 10109 who occupies the Principal position shall be reduced in force for said reasons effective August 31, 2025; and

Be it further Resolved, that said employee will be placed on the District’s preferred eligibility list in the order of seniority for reemployment should the Principal position be reestablished in the future; and

Be it further Resolved, that the employee shall be returned to her prior tenured teaching position with all contractual pay increases she would have received in that capacity, and be it finally

Be it finally Resolved, that the Board Secretary shall notify the affected employee of this Board action as soon as practicable.

B. Establishment of the Position of Assistant Principal/Curriculum Coordinator

Resolved, that the Board approves the establishment of the position of Assistant Principal/Curriculum Coordinator effective August 31, 2025 along with the job description for said position.

Discussion:

Roll Call Vote on Action Items XX A. through B.

Name	Yes	No	Abstain	Absent
Mrs. Cummins				
Mrs. Frondorf				
Mr. Giordano				
Mrs. Luciano				
Mr. Metz				
Mr. Naughton				
Mrs. Licwinko				
Totals:				

XXI. NOTEWORTHY DATES

- The next Board Meeting is scheduled for Monday, August 18, 2025 at 6:30 PM

XXII. ADJOURNMENT

MOTION TO ADJOURN by _____, seconded by _____ at _____ PM.

Voice Vote:

Yes	No	Abstain	Absent
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