

FRANKLIN TOWNSHIP SCHOOL
 NEW JERSEY 08868
Board of Education
REGULAR MEETING

December 17, 2018

1. **Call to Order - Mrs. Luciano, Vice President, called the meeting to order at 6:31 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: Mrs. Evans, Mrs. Luciano (left at 8:41 p.m.), Mrs. Sutton, Mrs. Tomasini, Mr. Witkowski, Mr. Yasunas (arrived at 6:36 p.m.)

Also Present: Dr. Davis, Acting Superintendent, Ms. Martucci, SBA/BS

Absent: Mr. Cama

1.02 Flag Salute - Mrs. Luciano led all assembled in the Pledge of Allegiance

2. **Presentations**

2.01 Art Club/New FTS Website - Patrick Smith, Art Teacher

Mrs. Luciano stated that many of the suggestions from the committee, Board and parents were implemented in the redesign of the website.

3. **Minutes**

3.01 November 19, 2018 - Regular Meeting

3.02 November 19, 2018 - Executive Session

Resolved, to approve the above listed minutes.

Motion: Yasunas Second Sutton By Voice Vote

Yes	No	Abstain	Absent
6	0	0	1

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

4.01 PTA Update

- Spirit Wear Sale is going well
- Snowflake Ball and Tricky Tray - January 18, 2019
- Middle School Dance

4.02 Enrollment - 283 (2 new students January 2, 2019)

4.03 Staff Attendance - November - 97.7%

4.04 Strategic Plan Update - on Website

4.05 Report of Violence & Vandalism Incidents - January 1 - June 30, 2018

4.06 Report of HIB Incidents - January 1 - June 30, 2018

4.07 2018-2019 Security and Fire Drills

Type of Drill	Date
Fire Drill	September 6, 2018
Security (Evacuation non-fire)	September 17, 2018
Fire Drill	October 1, 2018
Bus Evacuation Drill	October 15, 2018
Security (Bomb Threat)	October 16, 2018
Bus Evacuation Drill	October 16, 2018
Fire Drill	November 7, 2018
Security (Active Shooter)	November 12, 2018
Fire Drill	December 6, 2018
Lockdown	December 7, 2018

4.08 2018-2019 HIB Incidents

Month	Number Incidents Reported	Number Classified as HIB
September	0	0
October	0	0
November	2	0

5. Business Administrator Report

- 5.01 2019-20 PreK Days and Tuition Rates (informational item for January 28, 2019 approval)
- 5.02 2019 BoE Meeting Dates (informational item for January 7, 2019 approval)
- 5.03 Building & Grounds Coordinator Monthly Report is in the BoE Informational Folder
- 5.04 Finance & Facilities Meeting – January 14, 2019 at 6:00pm
- 5.05 SSP Architects - currently working on the bid specifications for the APR/Theater and Roof Replacement projects.

6. Public Comments - None at this time

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
 8.01.1 Acting Superintendent Goals - 2018-2019

Mrs. Sutton commented on the Superintendent’s goals in regard to measuring progress and specific programs.

Resolved, to approve the revised 2018-2019 Acting Superintendent Goals.

Motion: Yasunas Second: Sutton By Voice Vote

Yes	No	Abstain	Absent
6	0	0	1

8.02 Facilities and Finance - Mrs. Tomasini, Mr. Yasunas, Mr. Witkowski - meeting 12/4/18

8.02.1 Donation – Franklin Township PTA

Resolved, to graciously accept a donation for \$1,504.38 from the Franklin Township PTA to purchase microscopes for the G&T/STEM programs.

Motion: Yasunas Second: Sutton By Voice Vote

Yes	No	Abstain	Absent
6	0	0	1

8.02.2 Sidebar Agreement – QEA and Franklin Township Board of Education

Resolved, to approve a Sidebar Agreement to the July 1, 2017 - June 30, 2020 Collective Bargaining Agreement between the Quakertown Education Association and the Franklin Township Board of Education to fund additional cocurricular stipends for the 2018-2019 school year.

Motion: Yasunas Second: Sutton By Voice Vote

Yes	No	Abstain	Absent
6	0	0	1

8.02.3 Resolved to accept the following proposals received in response to RFP #19-02 on November 30, 2018, for a HVAC Preventive Maintenance Service Contract for the period of January 1, 2019 to December 31, 2019 with two 1-year renewals:

Vendor Name/Address	Year #1 Annual Rate	Year #2 Escalation %	Year #3 Escalation %
Automated Building Controls 3320 Route 66 Neptune, NJ 07753	\$ 9,975.00	3.00%	3.00%
Envirocon, LLC 40 Schooley's Mt. Rd Hackettstown, NJ 07840	\$ 5,800.00	5.00%	5.00%
McCloskey Mechanical 445 Lower Landing Rd Blackwood, NJ 08012	\$ 5,487.00	3.00%	3.00%
Trane (Wilkes Barre) 1185 N. Washington St. Wilkes Barre, PA 18705	\$ 19,689.00	3.00%	3.00%
Peterson Service Company 234 Rte #70 Medford, NJ 08055	\$ 7,670.00	3.00%	3.00%
Mechanical Preservation 399 Roycefield Rd. Hillsborough, NJ 08844	\$ 10,092.00	2.00%	2.00%
Core Mechanical 7905 Browning Road Pennsauken, NJ 08109	\$ 10,164.00	3.00%	3.00%

Echelon Services, LLC PO Box 176 Hamburg, NJ 07419		\$ 16,200.00	5.00%	10.00%
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BE IT FURTHER RESOLVED to award the contract to McCloskey Mechanical for \$5,487.00.

Note: Vendor holds the proper licenses, insurance, and is approved by the State of NJ Department of Education as a Public Works Contractor, as required by law.

Motion: Yasunas Second: Evans By Voice Vote

Yes 6	No 0	Abstain 0	Absent 1
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8.02.4 Participation in Coordinated Transportation - HCESC

Resolved, to approve the agreement between the Franklin Township Board of Education and the Hunterdon County Educational Services Commission for participation in coordinated transportation for the period of July 1, 2018 - June 30, 2019, which includes an administrative fee of 5.5%.

Motion: Yasunas Second: Witkowski By Voice Vote

Yes 6	No 0	Abstain 0	Absent 1
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8.03 Curriculum & Education

8.03.1 Revised Social Studies Curriculum

Mrs. Sutton asked if the Curriculum was amended. Dr. Davis said it was updated to 21st Century Standards for QSAC.

Resolved, to approve the revised Social Studies Curriculum.

Motion: Yasunas Second: Witkowski By Voice Vote

Yes 6	No 0	Abstain 0	Absent 1
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8.03.2 Revised Science Curriculum

Resolved, to approve the revised middle school Science Curriculum.

Motion: Yasunas Second: Sutton By Voice Vote

Yes 6	No 0	Abstain 0	Absent 1
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8.04 Policy

8.04.1 Resolved to approve the first reading, of the following revised policies:

6142.10	Internet Safety and Technology
6142.4	Physical Education and Health
6142	Subject Fields
6141	Curriculum Design/Development
6140	Curriculum Adoption
6114	Emergencies and Disaster Preparedness
5141.3	Health Examinations and Immunizations
6173	Home Instruction
6171	Special Instructional Programs

6164.4	Child Study Team
6163.1	Media Center/Library
6162.5	Research
6145.1/6145.2	Intramural Competition; Interscholastic Competition
3516	School Safety
3541.33	Transportation Safety
1250	Visits to the School

Motion: Evans Second: Yasunas By Voice Vote

Yes 6	No 0	Abstain 0	Absent 1
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8.05 **Construction Citizen Advisory Committee** - Mr. Mackinnon, Mr. Witkowski, Mrs. Evans
No Meeting

8.06 **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
- Personal

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 December 18, 2018.

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:	6	0	0	1

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 November, 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 November, 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 December, 2018 bill list in the amount of \$644,676.25.

9.02 Education

9.02.1 Approve the following field trip:

Group	Location	Date
Grade 8	North Hunterdon H.S.	January, 2019

(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.
January 9&10, 2019	Leslie McCusker	NJECC - Google Certification	\$299.00	.31 per mile
February 6, 2019	Katrina Mani and Sophia Van Ess	Section 504 in New Jersey	\$199.99 each	.31 per mile

9.04 Facilities

9.04.1 Approve the following use of facilities requests:

Name of Group	Purpose	Location	Days/Dates	Time
FTS PTA	Tricky Tray	Cafeteria	January 18, 2019	3:30 - 9:30 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: Evans

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:	6	0	0	1

10. Board Matters/New Business - nothing at this time.

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

11.01 Resolved, to approve Allen Stone Jr., as a part-time custodian/substitute custodian, for the period December 18, 2018 to June 30, 2019, at \$18.50 per hour, not to exceed 25 hours per week.

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:	6	0	0	1

11.02 Resolved, to approve a \$2,500.00 annual salary increase (prorated 12/1/18 - 06/30/19) for Paolo Podagrosi for successful attainment of Black Seal Low Pressure Boiler License.

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:	6	0	0	1

12. Public Comments - None at this time

13. Executive Session - 7:52 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 December 17, 2018 for the purpose of discussing legal matters, Superintendent Search, and Administrative structure for the 2019-20 school year. 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 return to public session in approximately 1 hour. No action will be taken.

Motion: Yasunas Second: Sutton By Voice Vote

Yes	No	Abstain	Absent
6	0	0	1

Dr. Davis left the meeting at 8:25 p.m.

Mrs. Luciano left the meeting at 8:41 p.m.

13.02 Resolved, to return to Open Public Session at 9:02 p.m.

Motion: Yasunas Second: Witkowski By Voice Vote

Yes	No	Abstain	Absent
5	0	0	2

14. Adjournment

14.01 Resolved, to Adjourn from the Public Meeting at 9:02 p.m.

Motion: Yasunas Second: Witkowski By Voice Vote

Yes	No	Abstain	Absent
5	0	0	2

Respectfully submitted,

Patricia A. Martucci
Board Secretary