

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

January 28, 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 – Patricia Martucci, SBA/BS

Present: Mr. Cama, Mrs. Evans, Mrs. Luciano, Mrs. Sutton, Mrs. Tomasini, Mr. Witkowski
 Also Present: Dr. Davis, Acting Superintendent, Ms. Martucci, SBA/BS
 Absent: Mr. Yusanas

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

2. **Presentation - Maker Space - Leslie McCusker, Lindsay Gooditis, Elisabeth Alexander**
3. **Minutes**
 - 3.01 December 17, 2018 - Regular Meeting
 - 3.02 December 17, 2018 - Executive Session

Resolved, to approve the above listed minutes.

Motion Luciano Second Sutton By Voice Vote

Yes	No	Abstain	Absent
5	0	1 (CC)	1

4. **Acting Superintendent's Report - Dr. Broadus W. Davis**
 - 4.01 PTA Update - Snowflake Ball raised over \$2,000
 - 4.02 Enrollment - 285
 - 4.03 Staff Attendance - December - 96.1%
 - 4.04 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
Fire Drill	January 7, 2019

4.05 2018-2019 HIB Incidents

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

5. **Business Administrator Report**

5.01 Mid-Year Budget Review Meeting w/County DOE 01/15/19 went well.

5.02 Building & Grounds Coordinator Monthly Report is in the BoE Informational Folder

5.03 School Board Recognition Month (January) - Ms. Martucci read “13 Things about Board of Education Members”

Resolution

Franklin Township Board of Education

WHEREAS, The New Jersey School Boards Association has declared January 2019 to be School Board Recognition Month, a time when all residents can acknowledge the contributions made by our local school board members; and

WHEREAS, The Franklin Township Board of Education is one of more than 581 local school boards in New Jersey, which sets policies and oversees operations for public school districts; and

WHEREAS, The Franklin Township Board of Education embraces the goal of high-quality education for all New Jersey public school students; and

WHEREAS, New Jersey’s local school boards help determine the educational goals for approximately 1.4 million children in pre-kindergarten through 12th grade; and

WHEREAS, New Jersey’s 5,000 local school board members, who receive no remuneration for their services, act as advocates for public school students as they work with administrators, teachers and parents for the betterment of public education; and

WHEREAS, School boards strive to provide the resources necessary to meet the needs of all students, including those with special needs; and

WHEREAS, Boards of education provide accountability to the public; they communicate the needs of the school district to the public; and they convey to school administrators the public’s expectations for the schools; and

WHEREAS, New Jersey can take pride in its schools, which rank among the nation’s best in key achievement indicators such as the National Assessment of Educational Progress

scores, and the preparation for college through advanced placement offerings and SAT assessments; Now, therefore, be it

RESOLVED, That the Franklin Township Board of Education, does hereby recognize the services of local school board members throughout New Jersey as we join communities statewide in observing January 2019 as SCHOOL BOARD RECOGNITION MONTH; and be it further

RESOLVED, That the Franklin township Board of Education urges all New Jersey citizens to work with their local boards of education and public school staff toward the advancement of our children's education.

6. Public Comments

Mrs. Forbes - Finish 2nd marking period. The extra time/help in the morning is great.

Mrs. Nace - Follow-up on joint meeting with Union Township. She asked if any decision was made.

Mr. Cama said the board will be meeting in closed session tonight to decide to move forward.

Mrs. Nace said that shared services have not worked in the past and hopes they don't make any hasty decision.

Mr. Long - (has 4 children at FTS) - He requested a special exception to policy for his daughter to continue to participate in the school play. His request for an exception was based on the suggestion of administration. Dr. Davis thanked Mr. Long for attending the meeting and stated that only the Board of Education can modify the policy. Mr. Cama said that the Policy Committee met on the recommendation of Dr. Davis and his suggestion to keep the policy. Mr. Long asked if the BOE will make an exception. Mr. Cama said the BOE will not be modifying the policy, or making any exceptions at this time.

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
No meeting - next meeting will discuss implementation of Special Education Audit items.

8.02 **Facilities and Finance** - Mrs. Evans, Mrs. Tomasini, Mr. Witkowski - Meeting on 1/24/19

8.02.1 Donation - Franklin Township PTA

Resolved, to graciously accept a donation for \$1,439.08 from the Franklin Township PTA to purchase a portable AED with case.

Motion Tomasini Second Witkowski By Voice Vote

Yes	No	Abstain	Absent
6	0	0	1

8.02.2 Donation - Work-Family Connection

Resolved, to graciously accept a donation for \$250.00 from the Work-Family Connection (Before/After School Enrichment Program) for the Student Activity Account.

Motion Evans Second Luciano By Voice Vote

Yes	No	Abstain	Absent
6	0	0	1

8.02.3 2019-2020 Preschool Tuition

Resolved, to approve the following days and annual tuition rates for the 2019-2020 preschool program for both 3 & 4- year old students:

# of days	Half Day	Full Day
2	\$1,789.00	\$3,168.00
3	\$2,684.00	\$4,752.00
5	\$4,025.00	\$7,128.00

Be it Further Resolved, to approve a 25% discount to Franklin Township BoE full-time, permanent employees enrolling their child(ren) in the program. (Franklin Township residents receive priority enrollment, should a wait list situation occur.)

Motion Evans Second Tomasini By Voice Vote

Yes	No	Abstain	Absent
6	0	0	1

8.02.4 Waiver of Requirements for Special Education Medicaid Initiative (SEMI) Program

Resolved, that Franklin Township School District Board of Education approves the filing of a waiver of participation in the Special Education Medicaid Initiative (SEMI), for the 2019-20 school year, due to the fact that the district projects an enrollment of less than 40 Medicaid eligible students.

Motion Luciano Second Tomasini By Voice Vote

Yes	No	Abstain	Absent
6	0	0	1

8.02.5 Resolved, to accept the following proposals received in response to RFP #19-03 on December 20, 2018 for an Executive Search Firm, Consultant, or Individual for the Purpose of Conducting a Comprehensive Search for a Superintendent:

Vendor Name/Address	Flat Fee	Incidental Expenses	Extra Ordinary Expenses
Hazard Young Attea Associates 1475 E. Woodfield Rd Ste 1400 Schaumburg, IL 60173	\$24,000.00	3.0% of Consulting Fee	At cost with prior Board approval.
NJSBA 413 West State Street Trenton, NJ 08618	\$12,500.00	Included, except for advertising costs.	Included, except for Strategic Planning.

Motion failed to pass.

Motion Witkowski Second Luciano By Voice Vote

Yes	No	Abstain	Absent
0	6	0	1

8.03 Curriculum & Education - Mr. Cama, Mrs. Luciano, Mrs. Tomasini
No meeting held this month. Will meet prior to QSAC site visit.

8.04 Policy - Mrs. Evans, Mrs. Tomasini, Mr. Witkowski - met 1/24/19.

8.04.1 Resolved to approve, after a second reading, 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 Tomasini	Second Sutton	By Voice Vote	Yes 6	No 0	Abstain 0	Absent 1
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8.04.2 **Resolved**, to approve the first reading and approval of revised Policy 3542, Food Service.

Motion Luciano	Second Evans	By Voice Vote	Yes 6	No 0	Abstain 0	Absent 1
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- 8.05 **Communications** - Mrs. Luciano, Mrs. Sutton, Mr. Yasunas - No meeting
Mr. Cama said it is important to continue to communicate with community about the Superintendent Search, etc.
- 8.06 **Strategic Plan** - Mrs. Evans, Mrs. Sutton, Mr. Yasunas
Mrs. Sutton - No official meeting, but have a proactive plan and dates; need to meet with Dr. Davis and move forward on implementation of the plan.
- 8.07 **Negotiations** - Mr. Cama, Mrs. Sutton, Mr. Yasunas - No meeting
Mr. Cama said the process will most likely start in October 2019, as the current contract ends June 30, 2020.
- 8.08 **Superintendent Search** - Mr. Cama, Mrs. Sutton, Mrs. Tomasini
Mr. Cama shared thoughts and where Board of Education is at and the timeline regarding the Superintendent Search. The board is looking at multiple paths. The contract must be from July 1 - June 30. The process may take some time due to government rules and regulations.
- January 23, 2019 - Joint Meeting with Union Township was a discovery meeting. There was an open discussion and questions for full board. The board will decide this evening what path or paths Franklin Township goes down.
 - April 30, 2019 is the target date for a decision. We will hold public forums to get input from the community and staff to make the best decision for Franklin. We will be as open with the community as possible, without violating confidentiality.

Mrs. Sutton addressed Mrs. Nace's concern. Franklin Township is very small and other small schools share services, etc. She urged to stay invested in the journey with us and bring experiences good/negative to light.

Mr. Cama said that enrollment is declining and the community needs to realize that populations are moving to the city. 41 students are graduating 8th grade and only 13 are currently enrolled in kindergarten. We need to be in charge of our options before we are forced into a situation.

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 December, 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 December, 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 January, 2019 bill list in the amount of \$560,621.37.

9.02 Education

9.02.1 Approve the following field trip:

Group	Location	Date
Grade 6	Camp Bernie	May, 2019
Grade 2	RVCC Planetarium	March, 2019
Grade 2	Paper Mill Playhouse	May, 2019
Theater Club	South Ridge Community Church (5 Practices and 2 Play Performances)	May, 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.
Feb. 21-22 2019	Emily Kastner	The New Jersey Music Educators Association State Conference	\$170.00	.31 per mile
Feb. 20, 2019	Karin Stumpf, Lindsay Gooditis & Leslie McCusker	PARCC District Test Coordinator/Technology Training	\$0	.31 per mile
Feb. 25, 2019	Steven Hunter Timko	2019 NJAHPERD Annual Convention	\$85.00	.31 per mile
Mar. 28, 2019	Kate Paquette	101 Best Strategies for Teaching Social Studies	\$269.00	.31 per mile
Mar. 8, 2019	Karin Stumpf	Legal One: Social Media and Cyberbullying Issues in Schools	\$150.00	.31 per mile
May 17, 2019	Karin Stumpf	Legal One: Addressing Student Mental Health Issues Training	\$150.00	.31 per mile

9.04 Facilities

9.04.1 Approve the following use of facilities requests:

Name of Group	Purpose	Location	Days/Dates	Time
PTA/FTS Lions Club	Concession Stand at F.T. Rec. BB Games	Gym Hallway	Saturdays through March 30, 2019	8:30 a.m. - 3:30 p.m.
FTS PTA	Middle School Dance	Gym	Friday, March 1, 2019	5:00 p.m.- 10:00 p.m.
PTA	Staff/Student Basketball Game	Gym	Friday, March 22, 2019	4:00 p.m. - 9:00 p.m.
FTS Class of 2020	Fundraiser - Kids Night Out	Café	Friday, February 8, 2019	5:00 p.m. - 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: Witkowski

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 a \$35.00 hourly, non-pensionable stipend for Leslie McCusker for work done outside normal working hours related to listing, answering emails and questions, completing sales transactions, and coordination/overseeing of pick-up of sold surplus furniture and equipment. (Not to exceed \$1,750.00 for the remainder of the 2018-19 school year).

Motion by: Luciano

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

11.02 **Resolved**, to approve a salary increase of \$2,000.00 for Lindsay Gooditis effective January 1, 2019 (prorated) as per Article X – B 1 Salaries of the Agreement between the Quakertown Education Association and The Franklin Township Board of Education, for attainment of a Master’s Degree on December 21, 2018. (Official Graduate Transcript received and is on file).

Motion by: Evans

Seconded by: Luciano

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**

Mrs. Huebscher commented on January 23rd and had several questions that the board was unable to answer due to confidential contractual reasons.

Mrs. Thompson said that it is important that the community know about the declining enrollment and the financial impact. Everyone needs to know what is going on.

Mrs. Forbes asked if there was communication to the community as to why the library was closed. Ms. Wilt had a question about transportation. Mr. Witkowski responded that the committee met and will be sending out a survey, gathering data and looking at maximizing buses to see if we can save money, without diminishing service.

Chase Kober (student) asked if there will be a middle school dance this year.

13. Executive Session - 7:43 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 January 28, 2019 for the purpose of discussing the Superintendent Search. 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 open session in approximately 1 hour. No action will be taken.

Motion Witkowski	Second Sutton	By Voice Vote	Yes	No	Abstain	Absent
			6	0	0	1

13.02 Resolved, to return to Open Public Session at 8:48 p.m.

Motion Evans	Second Luciano	By Voice Vote	Yes	No	Abstain	Absent
			6	0	0	1

13.03 Mr. Cama reported that the Board plans to continue down the path of a potential shared superintendent opportunity with Union Township as it will address the administrative cost caps and keep FTS a viable entity moving forward. The Board will be holding subcommittee meetings, and soliciting input from the staff and the community. A communication will go out to the Franklin Township Community by the end of the week.

14. Adjournment

14.01 Resolved, to Adjourn from the Public Meeting at 8:50 p.m.

Motion Sutton	Second Tomasini	By Voice Vote	Yes	No	Abstain	Absent
			6	0	0	1

Respectfully submitted,

Patricia A. Martucci
Board Secretary

