

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

February 25, 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, Mr. Yasunas
Also Present: Dr. Davis, Acting Superintendent, Ms. Martucci, SBA/BS

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

1.03 Student Delegate - Annabelle Thompson reported on the following items:

- Middle School Recess - students would prefer a study hall instead
- PG movies shown without a permission slip each time
- Cell phone policy - less strict with teacher permission
- 8th grade field trip - Dorney Park/Wild Water Kingdom
- 8th grade lock-in - Glow in the Dark GaGa, Volleyball, Kickball

2. Presentation - Spring Track and Field (Pilot) Program - Mr. Timko & Mr. Giantisco

This program will expose students to a popular sport at North Hunterdon. There are some FTS students on the North Hunterdon team. There are 9 events for middle school. Meets are held at high school track facility. Pay to Play would pay for buses.

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

3.01 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 February 25, 2019 for the purpose of discussing the Superintendent Search and the Administrative structure of the district. 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 be taken.*

Motion: Yasunas Second: Luciano By Voice Vote

Yes	No	Abstain	Absent
7	0	0	0

3.02 **Resolved, to return to Open Public Session at 7:35 p.m.**

Motion: Yasunas Second: Sutton By Voice Vote

Yes	No	Abstain	Absent
7	0	0	0

Mr. Cama, President updated the public on procedure change by Mr. Torres.

4. Public Comments

- Mrs. Cullen - In regard to the NJ salary Caps, do we go over the Cap. What about emergency situations?
- Ms. Crielly - She is disheartened that the county office is slowing down the process. This is the 3rd time they are blocking us from sharing services.
- Mrs. Gilpin commented on the earlier power outage that caused an emergency dismissal. She said that parents work and could not get home in time. Roads were closed; kids were dropped off at the end of the road, and not at their bus stop. Dr. Davis responded that there were no phones, and it was out of our control. The generator did not kick in. We did all that we could do. Ms. Martucci said that we will contact bus contractors regarding not dropping of students at bus stop or bringing them back to the school.

5. Minutes

- 5.01 January 7, 2019 - Reorganization Meeting
- 5.02 January 23, 2019 - Special Joint Meeting - Union Township and Franklin Township
- 5.03 January 23, 2019 - Executive Session
- 5.04 January 28, 2019 - Regular Meeting
- 5.05 January 28, 2019 - Executive Session

Resolved, to approve the above listed minutes.

Motion: Evans Second: Luciano By Voice Vote

	Yes	No	Abstain	Absent
1/7/19	6	0	1	0
All Others	7	0	0	0

6. Acting Superintendent’s Report - Dr. Broadus W. Davis

- 6.01 Student Delegate - Anabelle Thompson
- 6.02 PTA Update
 - Middle School Dance - 3/1/19
 - Basketball Game
 - 7th Grade Fundraiser - babysitting went well.
- 6.03 Enrollment - 281
- 6.04 Staff Attendance - January - 97.2%
- 6.05 Construction/Building Usage/Summer 2019 - the building will be closed.
- 6.06 Middle School Dance - Friday, March 1, 2019 - 7:00 - 900 p.m.
- 6.07 Staff/Student Basketball Game - Friday, March 22, 2019
- 6.08 End of Year Activities (8th grade)
- 6.09 Media Specialist Update - Voorhees High School is providing us with a library media specialist once per month.
- 6.10 QSAC Update - scheduled visit is 3/18/19
- 6.11 2018-2019 Security and Fire Drills

Type of Drill	Date
Fire Drill	September 6, 2018

6.12	Security (Evacuation non-fire)	September 17, 2018	2018-2019 HIB Incidents
	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	
	Lockout	January 30, 2019	
	Fire Drill	February 4, 2019	
	Month	Number Incidents Reported	
September	0	0	
October	0	0	
November	2	0	
December	0	0	
January	0	0	

7. **Business Administrator Report**

- 7.01 Eastern DataComm Paging - \$14,569.00
- 7.02 Surplus Equipment Sale (Kitchen)
- 7.03 Building & Grounds Monthly Report (informational folder)
- 7.04 Spring Break Work Update
 - Bleacher replacements
 - Office Painting (Board Office, CST Office, V.P. Office)
 - Paging System
 - Basement Clean-out
- 7.05 Budget Update - Government Budget Address - 3/5/19; State Aid Figures - 3/7/19
- 7.06 Facilities & Finance Committee will meet on 3/4/19

8. **Correspondence - none**

9. **Subcommittee Discussion and Action Items**

All resolutions are upon the recommendation of the superintendent.

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

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

9.02.1 FY18 CAFR and Corrective Action Plan

WHEREAS, the Franklin Township board of Education has been presented the Comprehensive Annual Financial Report (CAFR) for the fiscal year ending June 30, 2018 as prepared by Bedard, Kurowicki & Co., CPA's, PC; and

WHEREAS, there were no items in the audit requiring corrective action;

NOW THEREFORE BE IT RESOLVED by the Franklin Township Board of Education, County of Hunterdon, State of New Jersey that the Fiscal Year 2018 Comprehensive Annual Report is accepted and may be submitted to the New Jersey Department of Education.

Motion by: Yasunas 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:	7	0	0	0

9.02.2 403(b) Vendors

Resolved, that the following vendors be designated as approved by the Franklin Township Board of Education for voluntary employee contributions:

- AXA Equitable
- Lincoln National
- Siracusa
- Valic

Be It Further Resolved, by the Franklin Township Board of Education, that PlanConnect is appointed as the Third Party Administrator for all services of the voluntary retirement plans. (There is no charge to the District for administration of any of the above plans.)

Motion: Yasunas Second Sutton By Voice Vote

Yes	No	Abstain	Absent
7	0	0	0

9.03 **Curriculum & Education** - Mr. Cama, Mrs. Luciano, Mrs. Tomasini - no meeting

9.04 **Policy** - Mrs. Evans, Mrs. Tomasini, Mr. Witkowski - several policies are being revised and will be sent to committee for review.

9.05 **Communications** - Mrs. Luciano, Mrs. Sutton, Mr. Yasunas - no meeting

9.06 **Strategic Plan** - Mrs. Evans, Mrs. Sutton, Mr. Yasunas - met; they are gathering information and will meet again.

9.07 **Negotiations** - Mr. Cama, Mrs. Sutton, Mr. Yasunas - will meet in the Fall.

9.08 **Superintendent Search** - Mr. Cama, Mrs. Sutton, Mrs. Tomasini - Update was given earlier.

10. **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.

10.01 Budget and Finance

10.01.1 Secretary/Treasurer’s Report

Approve the Secretary/Treasurer’s Reports submitted for the month ending January, 2019, which agree with each other and the bank.

10.01.2 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 January, 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.

10.01.3 Transfer of Funds

Approve the transfer of uncommitted funds within the 2018-2019 school year budget as per the attached list.

10.01.4 Bill List

Approve the February, 2019 bill list in the amount of \$603,603.46.

10.02 Education

10.02.1 Approve the following field trip:

Group	Location	Date
Grade 8	Raritan Valley Community College	May 2019
Grade 5	Sterling Mineral Mine	June 2019
Art Club	Hunterdon Art Museum	April 2019
Gr. 7-8 NJHS & St. Council	Grow-a-Row Farm	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.)

10.03 Personnel

10.03.1 Professional Days

Approve the following professional day requests:

Date	Employee	Name of Professional Development Program	Registration Cost	Mileage Exp.
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3/15/19	Minga Cullen	Dyslexia Conference	\$220.00	.31 per mile
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10.03.2 Substitute Personnel

Approve the following substitute teacher application:

- Jennifer Reed

10.04 Facilities

10.04.1 Approve the following use of facilities requests:

Name of Group	Purpose	Location	Days/Dates	Time
Cub Scouts Pack 108	Pinewood Derby	Café/APR	Friday, March 8, 2019	5:30 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: 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

11. Board Matters/New Business

11.01 2018-19 Board Goals - bring to next meeting to approve and carry into next year.

11.02 Main Office Security – discussion of table/bins placement inside the vestibule for parent drop-off of forgotten lunches, homework etc.

11.03 Parent volunteers for sports.

11.04 BOE Vacancies - Discussion on requirements/procedure

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

12.01 Acceptance of Retirement – Joan (Kot) Colognato

Resolved, to accept, with regrets, the retirement of Joan Colognato, second grade teacher, effective July 1, 2019. The Board thanks Ms. Colognato for her fourteen years of service to the students of the Franklin Township Elementary School and wishes her well in her retirement.

Motion Yasunas Second Luciano By Voice Vote

Yes	No	Abstain	Absent
7	0	0	0

12.02 **Acceptance of Retirement – Barry Kramer**

Resolved, to accept, with regrets, the retirement of Barry Kramer, fifth grade teacher, effective July 1, 2019. The Board thanks Dr. Kramer for his thirty-five years of service to the students of the Franklin Township Elementary School and wishes him well in his retirement.

Motion Yasunas Second Luciano By Voice Vote

Yes	No	Abstain	Absent
7	0	0	0

12.03 **Resolved**, to approve the following individuals for 2018-2019 stipend positions listed below:

Position	Name of Coach/Adviser	Amount
Softball Coach	Karin Stumpf	\$2,015.00
Spring Track and Field	David Giantisco	\$2,015.00

Motion Yasunas Second Luciano By Voice Vote

Yes	No	Abstain	Absent
7	0	0	0

13. **Public Comments- Privilege of the Floor (3 minutes)**

- Mrs. Forbes commented on volunteers for sports and programs to train volunteers.
- Ms. Wilts said that background checks should be required; photo policy. Bag drop off is a good idea.
- Mrs. French appreciates how tough the call was for an early dismissal today. When bus system was done, share names of other students on the bus so parents can ask someone else to take them in such situations.

14. **Executive Session - 8:56 p.m.**

14.01 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 February 25, 2019 for the purpose of discussing the Superintendent Search and the Administrative structure of the district and update on special education. 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 one hour. Action will not be taken.

Motion Evans Second Luciano By Voice Vote

Yes	No	Abstain	Absent
7	0	0	0

14.02 **Resolved**, to return to Open Public Session at 10:24 p.m.

Motion: Yasunas Second: Luciano By Voice Vote

Yes	No	Abstain	Absent
7	0	0	0

15. **Adjournment**

15.01 **Resolved**, to Adjourn from the Public Meeting at 10:24 p.m.

Motion: Yasunas Second: Witkowski By Voice Vote

Yes	No	Abstain	Absent
7	0	0	0

Respectfully submitted,

Patricia A. Martucci
Board Secretary