

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



**REGULAR MEETING MINUTES**

**March 10, 2025**

**For the Regular Meeting of the Franklin Township Board of Education Monday, March 10, 2025  
at 6:30 p.m. in the Franklin Township Elementary School Multipurpose Room**

**I. CALL TO ORDER** – Mrs. Licwinko called the meeting to order at 6:30 PM.

**II. PLEDGE OF ALLEGIANCE** – Mrs. Licwinko led all assembled in the Flag Salute.

**III. STATEMENT OF ADEQUATE NOTICE:** Mrs. Licwinko read the following statements:

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 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 January 9, 2025.

**IV. ROLL CALL** – Mr. Kramer called the roll and declared a quorum was present.

Present: Mrs. Colleen Cummins – Arrived at 6:38 PM.  
Mrs. Shana Frondorf – Arrived at 6:34 PM.  
Mr. James Giordano  
Mrs. Caroline Licwinko  
Mrs. Allison Luciano  
Mr. Craig Metz  
Mr. Matt Naughton

Absent:

Also Present: Dr. Joanne Calabro  
Mr. Mark Kramer

**V. PRESENTATION**

- Marc Zitomer, Schenck, Price, Smith & King - Legal Parameters around Board of Education Communication and Chain of Command

**VI. BOARD ACTION**

- Motioned by Mrs. Luciano, seconded by Mr. Metz to approve action item VI A through B.

**A.** Approval of Minutes

**B.** Approval/Designation of Official Newspapers

**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:

- February 10, 2025 Regular Meeting Minutes
- February 10, 2025 Executive Meeting Minutes

**B. Approval/Designation of Official Newspapers**

**BE IT RESOLVED**, that the Franklin Township Board of Education designates the “Hunterdon Review” and the “Express Times”, as the two newspapers to receive notification of meetings as required by the open public meeting act; and

**BE IT FURTHER RESOLVED**, that the “Hunterdon Review”, “Express Times”, and the “Star Ledger” hereby designated as the official newspapers of the Franklin Township Board of Education for the publication of legal notices, advertisements and other requirements for publications.

**Voice Vote on  
Action Item VI. A  
through B.**

Yes	No	Abstain	Absent
7	0	0	0

**Motion Passes**

**VII. CORRESPONDENCE**

- None

**VIII. SCHOOL BUSINESS ADMINISTRATOR REPORT– Mr. Mark Kramer**

- Personal disclosure forms
- Board member training
- Finance and facilities committee
- Review of finance resolutions
- Energy audit
- 2026 budget

**IX. SUPERINTENDENT REPORT - Joanne Calabro**

**Security and Fire Drills – 2024-2025**

Type of Drill	Date
Fire Drill	July 15, 2024
Security Drill - Reverse Evacuation	July 24, 2024
Fire Drill	August 1, 2024
Security Drill - Shelter in Place	August 1, 2024
Fire Drill	September 12, 2024
Evacuation Drill	September 17, 2024
Bus Drill/Evacuation	October 28, 2024
Fire Drill	October 29, 2024
Security Drill - Shelter in Place	October 31, 2024
Security Drill - Hold	November 22, 2024
Fire Drill	November 27, 2024
Lock-down Drill	December, 12, 2024
Fire Drill	December 13, 2024
Lock-down Drill	January 28, 2025
Fire Drill	January 30, 2025
Secure Lock-Out	February 18, 2025
Fire Drill	February 26, 2025

**X. PRESIDENT’S REPORT - Caroline Licwinko**

- Communication and transparency.
- Acknowledgment to Marc Zitomer.
- Budget analysis of prior years.
- Regionalization.

**XI. PUBLIC COMMENTS — Agenda Items Only**

- Elizabeth Basile, 16 Upper Kingstown Road, Pittstown – Facebook; communication; consultant for HVAC; preschool budget; superintendent and school business administrator’s positions; five-year analysis; substitute teachers; paraprofessional fee; regionalization.
- Sandra Marzo, 227 Pittstown Road, Pittstown – budget; regionalization.
- Heather Brisby, 6 Quaker Ridge Court, Pittstown - student illnesses.

**XII. FINANCE AND FACILITIES – Mrs. Licwinko\*, Mr. Metz, Mr. Naughton**

Mrs. Licwinko made comments on the following items:

- Committee met on March 5 for approximately 2 hours
  - Spoke with our architect on Capital Projects updates
  - JCP&L Audit of HVAC Systems
  - 2024-2025 Financial Position
  - 2025-2026 Budget Development
  - Corporate Sponsorship
  - PILOT (Payment in Lieu of Taxes) program
  - The next committee meeting will be held on April 9, 2025
- Motioned by Mrs. Luciano, seconded by Mrs. Cummins to approve action XII. A through H.

A. Acceptance of the February 2025 Financial Report

B. Approval of Budget Transfers for February 2025

C. Approval of February 2025 Bills List

D. Approval of Use of Facilities

E. Participation in Coordinated Transportation Services with Warren County Special Services District

F. Travel, Maximum Travel and Related Expense Reimbursement

G. Hunterdon County Educational Services Commissions Contracted Services for Public School Services

H. Paraprofessional Agreement with the Hunterdon County Educational Services Commission

**A. Acceptance of the February 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 February 28, 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 Report for the month ending February 28, 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 February 2025**

**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 February 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 February 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 February 2025 Bill 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 February 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 \$1,614,953.49 for February 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, approve the following use of facilities requests.

Name of Group	Purpose	Location	Days/Dates	Time
NJHS and Student Council	Trivia Night	Cafeteria	April 4, 2025	5pm-10pm
SEPAG Presentation & Meeting	Special Presentation & Meeting	Library	March 27, 2025	6pm-8pm
Kindergarten Roundup	Kindergarten Evaluations	Theater	March 20 & 21, 2025	8:30am-3:30pm
FTS Theater	Performance	Theater	March 11, 2025	5pm-9pm
8th Grade, Class of 2025	8th Grade vs. Staff Volleyball game fundraiser	Gym, Cafe, & Gym Hallway	April 3, 2025	4pm-10pm
FTS PTA	Silent Auction (additional day)	Theater	March 11, 2025	5pm-9pm
8th Grade, Class of 2025	8th Grade vs. Staff Volleyball game practice	Gym	March 18, 2025	7pm-8:30pm
FTS Preschool	Preschool Literacy Night	Various Classrooms TBD	March 18, 2025	5pm-7:30pm
Music Hour of Code	An Hour of Code event for students in grades 3-5	Library/STEAM	March 17, 2025	3:30pm-5:30pm

**E. Participation in Coordinated Transportation Services with Warren County Special Services District**

**BE IT RESOLVED**, that the Franklin Township Board of Education, upon the recommendation of the Superintendent, approves the school district's participation in Coordinated Transportation Services in consideration of prorated contract costs, plus a 4.5% administrative fee between Franklin Township Board of Education and Warren County Special Services School District for July 1, 2025 to June 30, 2026. (11.000.270.XXX.081.000)

**F. Travel, Maximum Travel, and Related Expense Reimbursement**

**WHEREAS**, pursuant to N.J.A.C. 6A:23A-7.3, a board of education must establish a maximum dollar limit for travel expenditure, as defined in N.J.A.C. 6A:23A-7.1 et seq., and

**WHEREAS**, The Franklin Township Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

**WHEREAS**, N.J.A.C. 6A:23A Subchapter 7 requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

**WHEREAS**, a board of education may establish, for regular district business travel only, an annual school year threshold of \$1,500 per staff member where prior Board approval shall not be required unless this annual threshold for a staff member is exceeded in a given school year (July 1 through June 30); and

**WHEREAS**, travel and related expenses not in compliance with N.J.A.C. 6A:23A Subchapter 7, but deemed by the board of education to be necessary and unavoidable as noted on the approved Franklin Township Board of Education out of district travel and reimbursement forms;

**NOW, THEREFORE BE IT RESOLVED**, that the Franklin Township Board of Education includes in the tentative budget a maximum travel expenditure in the amount of \$1,500.00 for the 2025-2026 school year. The maximum travel expenditure amount for the 2024-2025 school year is \$35,000.00, which, \$8,209.43 has been spent and \$2,981.18 is encumbered to date; and

**BE IT FURTHER RESOLVED**, that the Franklin Township Board of Education approves all travel not in compliance with N.J.A.C. 6A:23A Subchapter 7 as being necessary and unavoidable as noted on the approved Franklin Township Board of Education out of district travel and reimbursement forms; and

**BE IT FURTHER RESOLVED**, that the Franklin Township Board of Education includes in the tentative budget travel and related expense reimbursements in accordance with N.J.A.C. 6A:23A Subchapter 7, to a maximum expenditure of \$25,000.00 for all staff and board members for the 2025-2026 school year; and

**BE IT FURTHER RESOLVED**, the School Business Administrator/Board Secretary shall track and record these costs to ensure that the maximum amount is not exceeded.

**G. Hunterdon County Educational Services Commissions Contracted Services for Public School Services**

**BE IT RESOLVED**, upon the recommendation of the Superintendent of Schools, that the Franklin Township Board of Education approve an Agreement between the Hunterdon County Educational Services Commission Board of Education and the Franklin Township Board of Education for Public School Services for the 2025-2026 school year in accordance with the 2025/2026 rate schedule.

**H. Paraprofessional Agreement with the Hunterdon County Educational Services Commission**

**BE IT RESOLVED**, that the Franklin Township Board of Education, upon the recommendation of the Superintendent, approves the agreement between the Franklin Township Board of Education and Hunterdon County Educational Services Commission for paraprofessional services at an hourly rate of \$30.00, overtime rate of \$33.75 an hour and be billed for the actual cost of employee benefits for July 1, 2025 to June 30, 2026.

**Roll Call Vote on Action Item XII. A through H:**

Name	Yes	No	Abstain	Absent
Mrs. Cummins	X			
Mrs. Frondorf	X			
Mr. Giordano	X			
Mrs. Luciano	X			
Mr. Metz	X			
Mr. Matt Naughton	X			
Mrs. Licwinko	X			
Totals:	7	0	0	0

**Motion Passes**

**XIII. CURRICULUM AND EDUCATION – Mr. Giordano\*, Mrs. Cummins, Mrs. Luciano**

Mr. Giordano made comments on the following items:

- Meeting was held March 3, 2025 for approximately 45 minutes
  - Discussion of lesson plans and instructional objectives
  - Discussion of FTS Book Club for teachers
  - Discussion of NJSLA test scores, re: writing
  - Discussion of substitute shortage
  - The next committee meeting will be held on April 7, 2025
- Motioned by Mrs. Luciano, seconded by Mrs. Frondorf to approve action items XIII. A through I.
    - A. Acceptance of Title IV Grant Funds
    - B. Approval of the Website
    - C. Approval of Garden Bench Donation
    - D. Approval of Playground Equipment Donation
    - E. Approval of PTA Donation
    - F. Approval of Field trips
    - G. Approval of Special Education Tuition Contract
    - H. Approval to Utilize the New Jersey School Boards Association's Cooperative Pricing System to Purchased Goods and Services for Server Upgrades
    - I. Preschool Expansion 2024-2025 Application and Budget

**A. Title IV Grant Funds**

**BE IT RESOLVED**, upon the recommendation of the Superintendent of Schools, that the Franklin Township Board of Education approve an amendment to Title IV Grant Funds:

Budget	Amended Amount
100-600 Supplies	\$2040.00
200-300 Professional Services	\$7060.00

#### **B. Approval of New Website**

**BE IT RESOLVED**, upon the recommendation of the Superintendent of Schools, that the Franklin Township Board of Education approve Edlio, LLC. to create a new district website with a one-time setup fee of \$2,500 starting immediately and a five-year annual subscription fee of \$4,560 starting July 1, 2025 through June 30, 2030 using anticipated grant funds from the Title IV grant. (20.280.X00.X00.083.000)

#### **C. Garden Bench Donation**

**BE IT RESOLVED**, that the Franklin Township Board of Education, upon the recommendation of the Superintendent, approves the acceptance of a donation from the Gunnar Bickhardt funds for a Garden Cardinal Bench and Custom Engraved Plaque from Painted Sky Designs, Inc., cost of \$554.00.

#### **D. Playground Equipment Donation**

**BE IT RESOLVED**, that the Franklin Township Board of Education, upon the recommendation of the Superintendent, approves the acceptance of a donation from the Gunnar Bickhardt funds for two (2) Harmony Flowers installations from Ben Schaffer Recreation, cost of \$5,896.00.

#### **E. PTA Donation**

**BE IT RESOLVED**, upon the recommendation of the Superintendent, the Franklin Township Board of Education accepts the following donations from the Franklin Township Parent Teacher Association:

Item	Value
8 masks and 8 capes	\$181.00
8 bulletin boards	\$256.00
Pre-K outdoor recess activity bags and equipment	\$165.00

#### **F. Approval of Field Trips**

Grade	Destination	Date
2nd Grade	Churchville Nature Center	May 5, 2025
8th Grade	HC Library/Teen Arts Festival	April 30, 2025

#### **G. Special Education Tuition Contract - Regular School Year**

**BE IT RESOLVED**, to approve a Special Education Tuition Contract Agreement for the 2024-2025 school year between the Franklin Township Board of Education AGREEMENT dated this 24th day of February 2025, between the Franklin Township Board of Education, in the County of Hunterdon and the State of New Jersey (hereinafter referred to as the "SENDING DISTRICT"), and the Union Township Board of Education, in the County of Hunterdon and the State of New Jersey (hereinafter referred to as the "RECEIVING DISTRICT") for Student ID # 5541722828. The educational services shall commence on February 24, 2025 and terminate on June 30, 2025 at a cost for tuition at \$11,061.00 and the paraprofessional cost of \$21,177.00 for a total cost of \$32,238.00. (11-000-100-562-084-000)

#### **H. Approval to Utilize the New Jersey School Boards Association's Cooperative Pricing System to Purchased Goods and Services for Server Upgrades Server Proposal**

**WHEREAS**, the Franklin Township Board of Education, pursuant to N.J.S.A. 18A:18A-11 & 12 may, by resolution, without advertising for bids, award contracts for the purchase of any goods or services that were produced through cooperative purchasing agreements; and

**WHEREAS**, the Franklin Township Board of Education authorizes participation in the New Jersey School Board Association's cooperative pricing system; and

**WHEREAS**, the Franklin Township Board of Education will be enhancing its school server system and has a desire to purchase these goods and services utilizing this cooperative pricing system; and



**WHEREAS**, the Franklin Township Board of Education intends to enter into a contract with SHI International Corp., located at 290 Davidson Avenue, Somerset, NJ 08873 which shall be subject to all the conditions applicable to the current cooperative contract;

**NOW, THEREFORE BE IT RESOLVED**, that the Franklin Township Board of Education, upon the recommendation of the Superintendent of Schools, authorizes administration to purchase goods and services for a new server system for the Franklin Township Elementary School from SHI International Corp., located at 290 Davidson Avenue, Somerset, NJ 08873 pursuant to all conditions of the individual contracts through the New Jersey School Board Association's cooperative pricing system E-8801-NJSBA ACES-CPS in an amount not to exceed \$55,000, (12.000.400.450.083.000)

**I. Preschool Expansion 2024-2025 Application and Budget**

**BE IT RESOLVED**, upon the recommendation of the Superintendent, that the Franklin Township Board of Education approves administration to submit the application and budget to the State of New Jersey for the Preschool Expansion aid for the 2025-2026 school year.

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

Name	Yes	No	Abstain	Absent
Mrs. Cummins	X			
Mrs. Frondorf	X			
Mr. Giordano	X			
Mrs. Luciano	X			
Mr. Metz	X			
Mr. Matt Naughton	X			
Mrs. Licwinko	X			
Totals:	7	0	0	0

**Motion Passes**

**XIV. POLICY AND PERSONNEL** - Mrs. Cummins\*, Mrs. Frondorf, Mr. Naughton

Mrs. Cummins made comments on the following items:

- Meeting was held March 4, 2025
- The next meeting will be held on April 1, 2025
- Dr. Calabro provided an update on the search for the anticipated opening of the Supervisor of Special Services.
- A discussion ensued on the absentee coverage issues the district is facing. The district increased the rate of pay for substitutes in the hopes they will receive more applicants.
- Dr. Calabro provided an update on J&B, the contractor the district uses to hire some paraprofessionals.

Motioned by Mrs. Cummins, seconded by Mrs. Frondorf to approve action items XIV. A through K.

- A. Approve substitute personnel pay
- B. Approve the substitute paraprofessional pay rate
- C. Approve substitute appointment
- D. Approve paraprofessional appointments
- E. Approve request for medical emergency for staff member
- F. Approve tenured staff amendment leave dates
- G. Approve tenured staff amendment leave dates
- H. Approve resignation
- I. Approve resignation
- J. Approve Professional Day Requests resignations
- K. Appointment of Stipend Positions

**A. Approve Teacher Substitute Pay Rate**

**BE IT RESOLVED** that the Franklin Township Board of Education, upon the recommendation of the Superintendent, approve the Substitute Teacher pay rates for the 2024-2025 school year:

Teacher - \$165.00 per day effective March 4, 2025

**B. Approve Paraprofessional Substitute Pay Rate**

**BE IT RESOLVED** that the Franklin Township Board of Education, upon the recommendation of the Superintendent, approve the Paraprofessional substitute pay rates for the 2024-2025 school year:

Paraprofessional - \$165.00 per day effective March 4, 2025

**C. Approve Substitute Appointment**

**BE IT RESOLVED** that the Franklin Township Board of Education, upon the recommendation of the Superintendent, approve the following substitute appointments:

- Nicholas Gerard at the daily rate of \$135.00 per day from February 25, 2025 through March 03, 2025, and effective March 04, 2025, through June 30, 2025, at the daily rate of \$165.00.

**D. Approve Paraprofessional Appointments**

**BE IT RESOLVED** that the Franklin Township Board of Education, upon the recommendation of the Superintendent, approve the following Paraprofessional appointments for 2024/2025 school year:

- Karleen Somers, at an annual salary of \$36,409.50, prorated, effective March 10, 2025.
- Nicole Thompson, at an annual salary of \$36,409.50, prorated, effective March 4, 2025.

**E. Approve Request for Medical Emergency for Staff Member**

**BE IT RESOLVED** that the Franklin Township Board of Education, upon the recommendation of the Superintendent, approve a request for Medical Emergency for staff member, ID# 2310, beginning approximately February 13, 2025 and ending February 28, using FMLA.

**F. Tenure Staff - Care for Spouse Leave (Amended dates)**

**BE IT RESOLVED** that the Franklin Township Board of Education, upon the recommendation of the Superintendent, approve a request for FMLA leave for staff member, ID# 10169 to care for a spouse, beginning February 12, 2025 and ending May 14, 2025, using sick days.

**G. Tenure Staff - Child Bearing Leave (Amended dates)**

**BE IT RESOLVED** that the Franklin Township Board of Education, upon the recommendation of the Superintendent, approve a request for child bearing leave for staff member, ID# 10109, beginning February 12, 2025 and ending June 30, 2025, using paid time off.

**BE IT FURTHER RESOLVED** that the Franklin Township Board of Education, upon the recommendation of the Superintendent, approve a request for child bearing leave for staff member, ID# 10109, beginning approximately July 1, 2025 and ending September 23, 2025, using FMLA.

**BE IT FURTHER RESOLVED** that the Franklin Township Board of Education, upon the recommendation of the Superintendent, approve a request for child bearing leave for staff member, ID# 10109, beginning September 24, 2025 and ending November 30, 2025, using unpaid leave.

**H. Acceptance of Resignation**

**BE IT RESOLVED** that the Franklin Township Board of Education, upon recommendation of the Superintendent, accepts with regret, the resignation of Ellen Kassis, Speech/Language Pathologist, effective March, 06, 2025.

**I. Acceptance of Resignation**

**BE IT RESOLVED** that the Franklin Township Board of Education, upon recommendation of the Superintendent, accepts with regret, the resignation of Reinhard Mason Sorge, Custodian, effective March, 01, 2025.

#### J. Approve Professional Day Requests

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

Date	Employee	Name of Professional Development Program	Registration Cost	Mileage & Other Costs	Total Cost Not To Exceed
March 27, 2025	Meaghan Shedlock	HC Cohort Meeting-CPIS	n/a	14.2 r/t @\$0.47 p/m=\$6.68	\$6.680
April 28, 2025	Melody Groben	Childhood Apraxia of Speech Seminar-Online	\$295.00	n/a	\$295.00
April 9, 2025	Elizabeth Getty	Interaction Between Mental Health and Social Media Conference	n/a	80.8 r/t @\$0.47 p/m=\$37.97	\$37.97

#### K. Appointment of Stipend Positions

**BE IT RESOLVED** that the Franklin Township Board of Education, upon the recommendation of the Superintendent, approve the following employees for the stipend positions listed below for the 2024-2025 school year:

Name	Position	Amount
Mark Mandelberg	Baseball Coach	\$2,235.00
Cassidy Greenman	Softball Coach	\$2,235.00

#### Roll Call Vote on Action Item XIV. A through K.

Name	Yes	No	Abstain	Absent
Mrs. Cummins	X			
Mrs. Frondorf	X			
Mr. Giordano	X			
Mrs. Luciano	X			
Mr. Metz	X			
Mr. Matt Naughton	X			
Mrs. Licwinko	X			
Totals:	7	0	0	0

#### Motion Passes

#### XV. NEGOTIATIONS - Mrs. Luciano\*, Mr. Giordano, Mrs. Frondorf

Mrs. Luciano made comments on the following items:

- Negotiations with QEA have been ongoing this month, including multiple meetings with QEA and legal counsel.
- The next Negotiations meeting will be held on March 21, 2025.

**XVI. COMMUNICATIONS - Mrs. Licwinko; Mrs. Cummins; Mr. Naughton**

Mrs. Licwinko made comments on the following items:

- The Committee met on February 19, 2025 for approximately an hour and twenty minutes.
- Utilization of Board Facebook page ("Franklin Township School District BOE")
- The committee is asking that Executive Session be scheduled as late into the meetings as possible to minimize interruption and attendee waiting time.
- Communication with residents through Township Clerk
- Streaming, recording, and posting of Board of Education meetings
- Budget communication
- Attorney Presentation: Board of Education Communication with Shareholders
- The next Committee meeting is scheduled for March 12, 2025

**XVII. TOWNSHIP COMMITTEE LIAISON - Mr. Metz; Mr. Naughton**

Mr. Naughton made comments on the following items:

- Board liaisons will attend all Franklin Township Committee meetings in 2025 to ensure collaboration and communication between the Township and the Board of Education
- Next Township Committee meetings are scheduled for February 13 and February 27, 2025

**XVIII. BOARD MATTERS/NEW BUSINESS**

- Mrs. Licwinko - Recognizing students
- Mrs. Frondorf - Student delegates
- Mrs. Luciano - PTA representative

**XIX. HUNTERDON COUNTY EDUCATIONAL SERVICES DELEGATE – Jim Giordano**

Mr. Giordano made comments on the following items:

- HCESC provides a broad range of services that could be beneficial to Franklin Township School
- HCESC is a fee-based organization
- Emergency staffing services are available
- Transportation co-op

**XX. PUBLIC COMMENTS**

- Elizabeth Basile, 16 Upper Kingstown Road, Pittstown
- John Toolan, 11 Pine Hill Road, Annandale - Tax impact

**XXI. 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 legal, personnel, contractual and negotiation 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, personnel, contractual and negotiation 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.

- Motioned by Mrs. Luciano, seconded by Mrs. Cummins, to approve action item XXI at 8:53 PM.

**Voice Vote on  
Action Item XXI:**

Yes	No	Abstain	Absent
7	0	0	0

**Motion Passes**

- Motioned by Mrs. Luciano, seconded by Mr. Metz for the board to reconvene into public session at 9:44 PM.

**Voice Vote on  
Reconvening:**

Yes	No	Abstain	Absent
7	0	0	0

**Motion Passes**

## **XXII. OTHER BUSINESS**

Mrs. Licwinko read the following resolutions into the record.

Motioned by Mrs. Luciano, seconded by Mrs. Cummins to approve action items XXII. A through G.

### **A. Approval to Cancel Shared Service Agreement**

**BE IT RESOLVED**, that the Franklin Township Board of Education, upon the recommendation of the Superintendent of Schools, cancel the shared service agreement relating to the Supervisor of Special Services position with the Union Township Board of Education effective immediately starting the 60-day notice to the Union Township Board of Education.

### **B. Approval to Cancel Shared Service Agreement**

**BE IT RESOLVED**, that the Franklin Township Board of Education, upon the recommendation of the Superintendent of Schools, cancel the shared service agreement relating to the Child Study Team Secretary position with the Union Township Board of Education effective immediately and starting the 60-day notice to the Union Township Board of Education.

### **C. Approval of Human Resource Consultant**

**BE IT RESOLVED**, upon the recommendation the Superintendent of Schools, that the Franklin Township Board of Education enters into a contract with Cheryl Balleto, located at 52 Marlton Drive, Wayne New Jersey, 07470 to provide consulting services to enhance the human resources processes; fix matters within the CDK personnel system; and establish standard operating procedures for human resources and agenda development effective immediately for not less than an average of five (5) hours a day, at \$300.00 a day, not to exceed \$24,000.

### **D. Approval of Supervisor of Special Education**

**BE IT RESOLVED**, upon the recommendation of the Superintendent of Schools, that the Franklin Township Board of Education approve the appointment of Loren Rhys Abramowitz as Supervisor of Special Education at a salary of \$125,000 per year prorated effective May 13, 2025.

### **E. Acceptance of Resignation**

**BE IT RESOLVED** that the Franklin Township Board of Education, upon recommendation of the Superintendent, accepts with regret, the resignation of Phyllis Altieri, Executive Secretary to the Chief School Administrator, effective April, 10, 2025.

**F. Approval of Additional Sick Days**

**BE IT RESOLVED**, upon the recommendation the Superintendent of Schools, that the Franklin Township Board of Education approve five (5) additional sick days for Employee # 2310. Due to an extensive illness, the employee has used all of her accumulated sick time and is requesting five (5) additional paid sick days. These days will be paid minus the cost of the daily substitute rate of \$135.00.

**G. Approval to Submit Change of Use Application to the State**

**BE IT RESOLVED**, upon the recommendation the Superintendent of Schools, that the Franklin Township Board of Education approves the submission for a change of use application to the state regarding the theater to be also used as a classroom for the 2024/2025 school year.

**Roll Call Vote on Action Item XXII. A through G.**

Name	Yes	No	Abstain	Absent
Mrs. Cummins	X			
Mrs. Frondorf	X			
Mr. Giordano	X			
Mrs. Luciano	X			
Mr. Metz	X			
Mr. Matt Naughton	X			
Mrs. Licwinko	X			
Totals:	7	0	0	0

**Motion Passes**

**XXIII. NOTEWORTHY DATES**

- Special meeting March 17, 2025
- Next regularly scheduled meeting April 14, 2025

**XXIV. ADJOURNMENT**

- Motioned by Mrs. Cummins, seconded by Mr. Giordano to adjourn the meeting at 9:47 PM.

**Voice Vote on  
Action Item XXI:**

Yes	No	Abstain	Absent
7	0	0	0

**Motion Passes**

Respectfully submitted,

Mark Kramer  
Board Secretary