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

December 19, 2016 - 6:30 p.m.

# AGENDA

# I. Call to Order

# **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 7, 2016.

### II. Roll Call – Patricia Martucci, SBA/BS

T. French, V.Pres.	 G. Burdick	 C. Cama	
A. Homulak	 A. Luciano	 F. Yasunas	
C. Crielly, Pres.			

III. Flag Salute

#### IV. Presentations

- Technology Curriculum Patrick Smith, Computer Teacher
- Comprehensive Annual Financial Report William Colantano, Jr. 8:30 p.m. (binder/att.)

### V. Resolved, to approve the following minutes:

- November 21, 2016 Regular Meeting
- November 21, 2016 Executive Session 1 and 2

(att. V.)

(att. VI.A.3)

Motion	Second	By Voice Vote	Yes	No	Abstain	Absent

# VI. Superintendent's Report - Dr. Carol Fredericks

### A. Information/Discussion Items:

- 1. Superintendent Review
- 2. Student Delegate
- 3. Enrollment
- 4. Tardy Report
- 5. Staff Attendance
- 6. North Hunterdon-Voorhees High School District Calendar 2017-2018 (att. VI.A.6.)
- 7. Incidents of Vandalism & Violence Report January 1, 2016 June 30, 2016
- 8. Incidents of HIB January 1, 2016 June 30, 2016

Franklin Township BOE Meeting – December 19, 2016

#### 9. PTA Update

- 10. Important Dates to Remember
  - December 23 January 2 Winter Recess, School Closed
  - January 6, 2017 District Spelling Bee
  - January 13, 2017 Dr. Martin Luther King, Jr. Peace March and It's a Wonderful World
- 11. HIB Policy 5131.1 Community Input and Board Training
  - K. Consequences and Appropriate Remedial Action for False Accusation

The Board prohibits any person from falsely accusing another as a means of harassment, intimidation, or bullying.

- 1. Pupils Consequences and appropriate remedial action for a pupil found to have falsely accused another as a means of harassment, intimidation, or bullying or as a means of retaliation may range from positive behavioral interventions up to and including suspension or expulsion, as permitted under N.J.S.A. 18A:37-1 et seq., Discipline of Pupils and as set forth in N.J.A.C. 6A:16-7.2, Short-term Suspensions, N.J.A.C. 6A:16-7, Long-term Suspensions and N.J.A.C. 6A:16-7.5, Expulsions.
- 2. School Employees Consequences and appropriate remedial action for a school employee or contracted service provider who has contact with pupils found to have falsely accused another as a means of harassment, intimidation, or bullying or as a means of retaliation could entail discipline in accordance with district policies, procedures, and agreements which may include, but not be limited to, reprimand, suspension, increment withholding, or termination.
- 3. Visitors or Volunteers Consequences and appropriate remedial action for a visitor or volunteer found to have falsely accused another as a means of harassment, intimidation, or bullying or as a means of retaliation could shall be determined by the school administrator after consideration of the nature, severity, and circumstances of the act, including law enforcement reports or other legal actions, removal of buildings or grounds privileges, or prohibiting contact with pupils or the provision of pupil services.

#### VII. **Business Administrator Report**

- A. Lunch Program Relocation (January March)
- B. Reorganization Meeting 1/9/17

C. 2017 Proposed BOE Meeting Dates

**D.** Treasurer of School Monies

#### VIII. 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 and each student's right to privacy.

(att. VII. B.) (att. VII. C.) Those wishing to share comments during this portion of the meeting are asked to state their name and address. Each speaker will be given three minutes.

### IX. Subcommittee Updates

- A. Negotiations Mr. Cama, Mr. Yasunas, Mrs. Homulak
- B. Policy Mr. Burdick, Ms. Crielly, Mr. French met on 12/5/16 (att. IX.B.)
- C. Budget & Finance Ms. Crielly, Ms. Homulak, Mr. Burdick met on 12/5/16 (att. IX.C.)
- D. Curriculum Ms. Crielly, Mr. French, Mrs. Luciano met on 12/5/16 (att. IX.D.)
- E. Communications Mr. Yasunas, Mr. Cama, Mrs. Homulak
- F. Appeal Mr. Burdick, Ms. Crielly, Mr. French

#### X. Correspondence

• Alison Manley

### XI. 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.

#### A. BUSINESS

#### 1. SECRETARY/TREASURER'S REPORTS

**Approve** the Secretary/Treasurer's Reports submitted for the month ending November 2016, which agree with each other and the bank.

(att. XI.A.1)

#### 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 30, 2016 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.

#### 3. TRANSFER OF FUNDS

Approve the transfer of uncommitted funds within the 2016-2017 school year budget as per the attached list. (att. XI.A.3.)

4. Approve the December, 2016 bill list in the amount of \$511,873.60. (att. XI.A.4.)

#### B. EDUCATION

- 1. **Approve** the following field trip:
  - Grade 8, NHHS Orientation Program, January 9, 2017 (att. XI.B.1.)

(att. X.)

#### C. **PERSONNEL**

#### 1. Approve the following professional day request:

Date	Employee	Name of Professional Development Program	Registration Cost	Mileage Exp.
1/12/17	Karen Brokaw	Enhance Your Reading and Writing Instruction (Pre K and K) Practical Strategies that Work	\$245.00	\$42.47

#### **D. FACILITIES**

**1. Approve** the following use of facilities application:

Name of Group	Purpose	Location	Days/Dates	Time
PTA	Middle School	APR/Café	Friday, April 28, 2017	4:00 – 10:30 p.m.
	Dance			(includes set-up)

(att. XI.D.2.)

**RESOLVED,** upon the recommendation of the Superintendent, Dr. Carol Fredericks, to approve the above stated consent agenda items.

Motion

Second

Roll Call Vote				
Name	Yes	No	Abstain	Absent
Burdick				
Cama				
French				
Homulak				
Luciano				
Yasunas				
Crielly				
Totals				

# XII. Discussion & Action Agenda

All resolutions are upon the recommendation of the Superintendent.

#### A. EDUCATION

- 1. Action Item:
  - a. **Resolved**, to approve The College of New Jersey student teacher, Alyssa Keenan, to be placed with Karen Brokaw, Kindergarten teacher, for the Spring 2017 season.

(att. XII.A.1.a.)

Motion	Second	By Voice Vote	Yes	No	Abstain	Absent

b. **Resolved**, to approve the K-8 Technology Curriculum.

Motion Second By Voice Vote	Yes	No	Abstain	Absent	
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c. **Resolved**, to approve the Franklin Township Elementary 2016-2017 Green Ribbon School Application to the U.S. Department of Education.

Motion Second By Voice Vote	Yes	No	Abstain	Absent	]
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#### B. BUSINESS/FINANCE

#### 1. Action Items:

a. Resolution - 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, 2016 as prepared by Bedard, Kurowicki & Co., CPA's, PC; and

**WHEREAS**, a corrective action plan addressing the recommendations of the audit was developed and has been implemented;

**NOW THEREFORE BE IT RESOLVED** by the Franklin Township Board of Education, County of Hunterdon, State of New Jersey that the Fiscal Year 2016 Comprehensive Annual Financial Report is accepted and the Corrective Action Plan is approved, and may be submitted to the New Jersey Department of Education.

Motion
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Second

Roll Call Vote				
Name	Yes	No	Abstain	Absent
Burdick				
Cama				
French				
Homulak				
Luciano				
Yasunas				
Crielly				
Totals				

b. **Resolved**, to approve a withdrawal from the Maintenance Reserve account in the amount of \$3,035.00 to fund the following 2016-17 emergent project:

Repair/replace security alarm system \$3,035.00 Second

Roll Call Vote

Motion

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Name	Yes	No	Abstain	Absent
Burdick				
Cama				
French				
Homulak				
Luciano				
Yasunas				
Crielly				
Totals				

c. Accept Quotes and Award Outdoor LED Sign Contract

**Resolved**, to accept the following quotes to replace the existing outdoor school sign with a new outdoor LED sign:

<u>Company</u>	<u>Sign</u>	Installation
Daktronics	\$15,153.00	\$6,125.00 *
AKA Graphics Studio	\$18,948.95	Included **
Stewart Signs	\$10,645.00	Not included ***

- \* Replacement of existing steel post columns with new concrete foundation. Includes removal & disposal of old sign & State Contract pricing.
- \*\* Installation on existing steel post columns. District is responsible for disposal of old sign.
- \*\*\* Sign is shipped with instructions and the district is responsible for installation. District is responsible for removal and disposal of old sign.

**Be it Further Resolved**, to award a contract to Daktronics, under a NJ State Contract, in the amount of \$15,153.00 for the LED sign and award a contract to Rhombus Sign Erectors (subcontractor) in the amount of \$6,125.00 for the installation of the sign.

Motion

Second

Roll Call Vote

Name	Yes	No	Abstain	Absent
Burdick				
Cama				
French				
Homulak				
Luciano				
Yasunas				
Crielly				
Totals				

d. **Resolved**, to approve disposal of obsolete Spanish textbooks, as per attached list. (att. XII. B.1.d.)

Motion	Second	By Voice Vote	Yes	No	Abstain	Absent
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e. **Resolved**, to approve disposal of the Atomic Air Hockey table, Model #G03510W, which is damaged and cannot be repaired.

Motion	Second	By Voice Vote	Yes	No	Abstain	Absent	
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f. RESOLVED to approve payment of the following invoices totaling \$1,123.41 to Decotiis, FitzPatrick & Cole, LLP for legal fees with reference to the Renewal Energy RFP: (att. XII. B.1.f.)

169199	\$ 9	990.00	
176719	\$	43.23	
177547	\$	90.18	
Second			

Motion

Roll Call Vote

Name	Yes	No	Abstain	Absent
Burdick				
Cama				
French				
Homulak				
Luciano				
Yasunas				
Crielly				
Totals				

- g. BE IT RESOLVED that the Board of Education of Franklin Township, upon recommendation of the Superintendent, approves changes to the FSMC contract with Maschio's Food Services, Inc. for the 2016-2017 school year as follows:
  - The Local Education Agency shall pay Maschio's an annual management fee in the amount of \$7,199.00. The management fee shall be payable in monthly installments of \$719.90 per month commencing on September 1, 2016 and ending on June 30, 2017. (no change).
  - The cost of a student lunch shall be reduced from \$3.50 to \$3.00 effective January 1, 2017 through June 30, 2017.
  - Maschio's guarantees the LEA subsidy not to exceed \$10,000 including the management fee. In the event that the program costs exceeds total revenues (from all sources) in excess of the \$10,000, Maschio's shall be responsible for any additional losses (shortfalls) incurred as per the guarantee conditions stated in the addendum to the agreement. In the event such conditions are not met during the remainder of the school year, Maschio's guarantee obligation shall be reduced by an amount equivalent to any increased cost or loss of revenue attributable to the changes in such conditions. (att. XII.B.1.g.) S

Motion

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Roll Call Vote				
Name	Yes	No	Abstain	Absent
Burdick				
Cama				
French				
Homulak				
Luciano				
Yasunas				
Crielly				
Totals				

h. **Resolved**, to accept the grant funds in the amount of \$400.00 from the Joan Lavine Keats Social Justice Award for 2016. (att. XII.B.1.h.)

Motion	Second	By Voice Vote	Yes	No	Abstain	Absent		
		ove for a local governi rsey Board of Public L		•••				
Motion	Second	By Voice Vote	Yes	No	Abstain	Absent		
	FACILITIES No Action Items							
	TRANSPORTATION No Action Items							
E.	POLICY							
	• 4111 – Certific	prove the first reading ated Recruitment, Sel rtificated Recruitment	ection ar	d Hiring	·	cies:		
Motion	Second	By Voice Vote	Yes	No	(att. XII. Abstain	E.1.a.) Absent		

Motion	Second	By Voice Vote	Yes	No	Abstain	Absent
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F. OTHER MATTERS

G. NEW BUSINESS

#### XIII. Board Matters

A. **Resolved**, to approve the Reorganization Meeting to be scheduled on January 9, 2017 at 6:00 p.m., followed by a brief regular meeting.

Motion	Second	By Voice Vote	Yes	No	Abstain	Absent	
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### XIV. Personnel

- A. Action Items: All resolutions are upon the recommendation of the Superintendent.
  - Resolved, to approve assignments of "Teacher(s) in Charge" to attend evening school and PTA events, as needed, throughout the year at the hourly rate of \$30.00 not to exceed \$1,000. Such events will include but not be limited to the Middle School Dance and Snowflake Ball and will include all certificated staff members for approval as certified by submitted timesheets.

Motion

Second

Roll Call Vote				
Name	Yes	No	Abstain	Absent
Burdick				
Cama				
French				
Homulak				
Luciano				
Yasunas				
Crielly				
Totals				

Resolved to appoint Raymond Krov as Treasurer of School Monies, effective January 1, 2017 at the salary of \$3,600 per year (prorated to \$1,800 for January – June). (att. XIV.A.2.)

Motion

Second

Roll Call Vote

Name	Yes	No	Abstain	Absent
Burdick				
Cama				
French				
Homulak				
Luciano				
Yasunas				
Crielly				
Totals				

# XV. 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 and each student's right to privacy.

Those wishing to share comments during this portion of the meeting are asked to state their name and address. Each speaker will be given three minutes.

# XVI. Executive Session – if needed

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 19, 2016 for the purpose of \_\_\_\_\_\_. It is expected that the results of the discussion undertaken in closed session will be made public at the time official action is taken.

Motion

Second

By Voice Vote

Abstain Absent

No

Yes

# XVII. Resolved, to return to Open Public Session at \_\_\_\_\_.

Motion	Second	By Voice Vote	Yes	No	Abstain	Absent

XVIII. Resolved, to Adjourn from the Public Meeting at \_\_\_\_\_.

Motion Second By Voice Vote Yes	No	Abstain	Absent
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