



**FRANKLIN TOWNSHIP SCHOOL**  
**Board of Education**

REGULAR MEETING  
**May 16, 2022 - 6:30 p.m.**

**AGENDA**

**1. Call to Order**

**1.01 Pledge of Allegiance**

**1.02 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 13, 2022.*

**1.03 Roll Call**

K. Sutton, Pres.	_____	V. Evans, V. Pres.	_____	R. Falcon	_____
A. Gilpin	_____	J. Giordano	_____	A. Luciano	_____
E. Tomasini	_____	N. Diaz, Superintendent	_____	L. Tirone	_____

**2. Presentations**

- 2.01 Student Board Delegate Report
- 2.02 Staff Recognized
  - Congratulations and Best Wishes to Janet Prassl on her retirement
  - Congratulations to Anita Petersen, FTS Educator of the Year, and Best Wishes on her retirement
- 2.03 Law Firm Presentation
  - Marc Zitomer, Schenck, Price, Smith & King, LLP

**3. Minutes**

- 3.01 April 25, 2022 Budget Hearing and Regular Meeting
- 3.02 April 25, 2022 Executive Session

**(attachment)**

**Resolved,** to approve the above listed minutes.

Motion                      Second                      By Voice Vote

Yes	No	Abstain	Absent
-----	----	---------	--------

**4. Business Administrator Report – Lori Tirone**

**5. Superintendent's Report - Nicholas Diaz**

**5.01 Security and Fire Drills – 2021-2022**

Type of Drill	Date
Fire Drill	9/10/21
Security Drill (Evacuation)	9/20/21
Security Drill (Testing of Intercom)	10/19/21
Fire Drill	10/28/21
Security Drill (Lockdown)	11/29/21
Fire Drill	11/30/21
Fire Drill	12/22/21

Security Drill (Lockdown)	12/23/21
Security Drill (Bomb threat)	1/27/22
Fire Drill	1/31/22
Security Drill (Bomb Threat)	2/15/22
Fire Drill	2/28/22
Fire Drill	3/4/22
Bus Evacuation Drill	3/8/22
Security Drill (Active Shooter)	3/30/22
Fire Drill	4/2/22
Security Drill (Evacuation)	4/29/22

6. **Public Comments - Privilege of the Floor (3 minutes) – Agenda Items Only**

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. Public comment shall be concise and to the point and shall not contain abusive, defamatory, or obscene language. Each speaker will be given three minutes.

7. **Correspondence**

8. **Subcommittee Discussion and Action Items**

**All resolutions are upon the recommendation of the Superintendent.**

8.01 **Ad Hoc** (Board Goals, Supt Goals/Personnel)/**Strategic Plan** – Mr. Falcon, Mrs. Luciano, Mrs. Tomasini

8.02 **Facilities and Finance** - Mrs. Evans, Mr. Giordano, Mrs. Sutton  
**Resolved**, to approve items 8.02.1 - 8.02.19..

**8.02.1 Professional Services - Phoenix Advisors, LLC**

**Resolved** to approve an agreement between Franklin Township School District and Phoenix Advisors, LLC to serve as the districts Continuing Disclosure Agent and Independent Registered Municipal Advisor for the period of July 1, 2022 - June 30, 2023 at a base fee of \$1,100.00.

**8.02.2 Amendment - Preschool Tuition Rates – 2022-2023**

**Resolved**, to amend the preschool tuition rates for the 2022-2023 school year as follows:

- \$7,150 – Residents
- \$7,650 – Non-Residents

**8.02.3 Participants Resolution - School Regionalization Efficiency Program (SREP)**

**WHEREAS**, the Department of Community Affairs (DCA) is dedicated to helping New Jersey school districts achieve educational excellence and district efficiencies: and

**WHEREAS**, the School Regionalization Efficiency Program (SREP) Grant supports public school districts and governing bodies across New Jersey who wish to study the feasibility of school district regionalization and consolidation; and

**WHEREAS**, school districts and governing bodies are invited to apply for funding to offset costs associated with conducting feasibility studies that support the creation of meaningful and implementable plans to form or expand regional school districts; and

**WHEREAS**, the Department of Community Affairs, Division of Local Government Services (DLGS) is tasked with administering these grant funds through the School Regionalization Efficiency Program (SREP); and

**WHEREAS**, Bethlehem Township, Franklin Township, Hampton Borough, and Union Township have evaluated whether Bethlehem Township, Franklin Township, Hampton Borough, and Union Township may be able to attain improved educational quality and efficiencies through consolidation or regionalization; and

**WHEREAS**, a formal study must be undertaken to accomplish this objective with regional implementation plan development; and

**WHEREAS**, the Union Township School District has agreed to be the lead entity in conducting this study and will submit the application for financial support for this study to DLGS on behalf of all participating school districts and/or governing bodies.

**NOW, THEREFORE, BE IT RESOLVED** by the Governing Body of the Franklin Township Board of Education, that the Franklin Township Board of Education does hereby join with Union Township Board of Education in applying for a SCHOOL REGIONALIZATION EFFICIENCY PROGRAM (SREP) Grant to support undertaking the feasibility study for regionalization/consolidation.

**8.02.4 Contracted Services Agreement - Supervisor of Child Study Team**

**Resolved**, to approve a Contracted Services Agreement between the Franklin Township Board of Education and the Union Township Board of Education for a Supervisor of Child Study Team for the period July 1, 2022 to June 30, 2023.

**8.02.5 Contracted Services Agreement - Child Study Team**

**Resolved**, to approve a Contracted Services Agreement between the Franklin Township Board of Education and the Union Township Board of Education for Child Study Team Services (Case Manager, LDTC, Psychologist and Social Worker) for the period July 1, 2022 to June 30, 2023.

**8.02.6 Contracted Services Agreement - Child Study Team Secretary**

**Resolved**, to approve a Contracted Services Agreement between the Franklin Township Board of Education and the Union Township Board of Education for a Child Study Team Secretary for the period July 1, 2022 to June 30, 2023.

**8.02.7 Contracted Services Agreement - Supervisor of Curriculum**

**Resolved**, to approve a Contracted Services Agreement between the Franklin Township Board of Education and the Union Township Board of Education for a Supervisor of Curriculum for the period July 1, 2022 to June 30, 2023.

**8.02.8 Contracted Services Agreement - Speech Therapist/Teacher**

**Resolved**, to approve a Contracted Services Agreement between the Franklin Township Board of Education and the Union Township Board of Education for a Speech Therapist/Teacher for the period July 1, 2022 to June 30, 2023.

**8.02.9 MC Fire Protection Inspection Proposal**

**Resolved**, to accept the proposal from MC Fire Protection to provide annual and quarterly inspections in the amount of \$1,250.00 for the 2022-2023 school year.

**8.02.10 Building Automation Service Agreement – Mechanical Preservation Associates, Inc.**

**Resolved**, to approve the Building Automation Service Agreement for the period of July, 2022 – June 30, 2023 between the Franklin Township BOE and Mechanical Preservation Associates in the amount of \$6,000.00.

**8.02.11 Tri County Termite and Pest Control, Inc.**

**Resolved**, to accept the proposal from Tri County Termite and Pest Control, Inc. in the amount of \$480.00 to provide pest control services for the period of July 1, 2022 through June 30, 2023.

**8.02.12 School Health Insurance Fund - Medical, Prescription, Dental Rates 2022-2023**

**Resolved**, to approve the following monthly premiums for medical, prescription, and dental for the period July 1, 2022 through June 30, 2023.

Plan Name	Single	Parent/Child	2 Adults	Family
Aetna POS II	1007	1489	2245	2610
Prescription	129	191	288	335
Educators Plan	1004	1482	2236	2601
Prescription	120	178	267	312
Garden State	889	1313	1981	2304
Prescription	120	178	267	312
Delta Dental	36	74	60	108

**8.02.13 Tuition Contract - Extended School Year**

**Resolved** to approve a Special Education Tuition Contract Agreement/Extended School Year 2022 between the Franklin Township Board of Education (sending) and the East Amwell Township Board of Education (receiving) for Student ID #3902247516 at \$3,700.00 per student. Total contract equals \$3,700.00.

**8.02.14 Tuition Contract - Regular School Year**

**Resolved** to approve a Special Education Tuition Contract Agreement for the 2022-2023 School Year between the Franklin Township Board of Education (sending) and the East Amwell Township Board of Education (receiving) for Student ID #3902247516 at \$29,000.00 per student. Total contract equals \$29,000.00.

**8.02.15 Tuition Contract - Princeton Child Development Institute**

**Resolved** to approve the tuition contract agreement for the period of July 1, 2022 - June 30, 2023 between the Franklin Township Board of Education (sending) and the Princeton Child Development Institute (receiving) for Student ID #3033027820 at \$129,360.00.

**8.02.16 Professional Services - CDK Systems Inc.**

**Resolved** to approve a contract between Union Township Board of Education and CDK Systems, Inc. accounting and personnel services in the amount of \$9,585.00 for the 2022 - 2023 school year.

**8.02.17 Reappoint of Broker of Record - Health Insurance**

**Resolved** to appoint Health Insurance Broker of Record to Brown & Brown Advisors for the policy period of July 1, 2022 - June 30, 2023.



(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 2021-2022 school year budget as per the attached list. **(attachment)**

**9.01.4 Bill List**

**Approve** the April, 2022 bill list in the amount of \$630,591.83. **(attachment)**

**9.02 Education**

**9.02.1 Approve** the following field trips:

Grade	Destination	Date
Student Council	Six Flags	May 2022

**(attachment)**

**9.03 Personnel**

**9.03.1 – Student Field Experience – Jenna Baranek**

**Approve** Jenna Baranek, a student attending Centenary University, to complete her student field experience at Franklin Township School during Fall 2022 (practicum) and Spring 2023 (student teaching) with cooperating teachers to be determined.

**9.03.2 Approve** the following professional development requests:

Date	Employee	Name of Professional Development Program	Registration Cost	Mileage Exp.
June 3, 2022	Leslie McCusker	NJSBA - Technology Conference	\$99.00	.35/mile

**9.03.2 Approve** the following course applications:

Employee Name	Name of Course	College/University	Session	Amount of Reimbursement
Alyssa Zollinger	The E in STEM: Meaningful Content for Engineering	Rider University	Summer 1 2022	\$1,880.80

Alyssa Zollinger	Math Connections to STEM Education	Rider University	Summer 1 2022	\$1,410.00
------------------	------------------------------------	------------------	---------------	------------

(attachment)

**9.04 Facilities**

9.04.1 **Approve** the following use of facility applications:

Name of Group	Purpose	Location	Days/Dates	Time
PTA/FTS Sports	Sports Banquet	Cafeteria	Friday, June 3, 2022	3:30 – 9:00 p.m.
PTA	School Assemblies	Gym	Monday, May 23, 2022 Tuesday, May 24, 2022	1:15 – 2:00 p.m. 1:15 – 3:00 p.m.
PTA	School Store (during lunch periods)	Cafeteria	Wednesday, May 25, 2022	10:45 a.m. - 1:15 p.m.
Quakertown Fire Co.	Memorial Day Observance	Front Lawn	Monday, May 30, 2022	8:30 - 11:00 a.m.

(attachment)

**9.05 Annual Approval of District/School Operations for 2022-2023**

**9.05.1 Authorization for Payment of Bills**

The District, in an effort to improve business practices and procedures, take advantage of cash discounts offered, and establish a good credit rating for the Board of Education by paying bills and obligations of the Board promptly, the following procedures are hereby adopted:

In accordance with New Jersey Statute 18A: 19-1, the Board of Education hereby appoints the School Business Administrator to approve invoices for payment;

The School Business Administrator is hereby authorized to pay necessary bills to be ratified at the next scheduled meeting of the Board and upon review by the finance Committee to pay all bills on the bill list during the summer, to be ratified at the next regular meeting.

**9.05.2 Budget Transfer Authority**

As provided by N.J.S.A. 18A:22-8.2 amended, the Superintendent and the Business Administrator/Board Secretary, be designated to approve such line item budget transfers as are necessary between Board of Education meetings, and that such transfers shall be reported to the Board of Education, ratified and duly recorded in the minutes of the next regular meeting.

**9.05.3 Petty Cash Fund Accounts 2022-2023**

Authorize the following Fund Accounts: Petty Cash  
Petty Cash: \$200 cash (\$25.00 transaction limit)

**9.05.4 Insurance 2022-2023**

Group Disability Insurance Carrier - The Standard Disability; Prudential Insurance; AFLAC; and Colonial Life.  
Insurance General Liability and Worker’s Compensation - SAIF School Alliance Insurance Fund.

**9.05.5 Tax Sheltered Annuity Companies**

Re-approve 2022-2023 TSA's as follows:  
Lincoln Investment, AIG/Valic, SIRACUSA BENEFITS PROGRAM, AXA Equitable as voluntary TSA brokers.

**9.05.6 Procurements of Goods & Services Through State Contracts**

**BE IT RESOLVED** that the Franklin Township Board of Education approves state contract purchases for the 2022-2023 school year:

**WHEREAS**, the Franklin Township Board of Education, pursuant to N.J.S.A. 18A:18A-10a and N.J.A.C. 5:34-7.29(c), may by resolution and without advertising for bids, purchase any goods or services under the State of New Jersey Cooperative Purchasing Program for any State contracts entered into on behalf of the State by the Division of Purchase and Property in the Department of the Treasury; and

WHEREAS, the Franklin Township Board of Education has the need on a timely basis to purchase goods or services utilizing State contracts; and

**WHEREAS**, the Franklin Township Board of Education intends to enter into contracts with the following Referenced State Contract Vendors through this resolution and properly executed contracts, which shall be subject to all the conditions applicable to the current State contracts;

**THEREFORE BE IT RESOLVED**, that the Franklin Township Board of Education authorizes the Purchasing Agent to purchase certain goods or services from those approved New Jersey State Contract Vendors; and

**BE IT FURTHER RESOLVED**, that the Franklin Township Board of Education Business Administrator/Board Secretary shall certify to the availability sufficient funds prior to the expenditure of funds for such goods or services.

**9.05.7 Resolution Authorizing Appointment of Purchasing Agent, Bid and Quote Authority**

**WHEREAS**, changes to the Public School Contracts Laws gave boards of education the ability to increase their bid threshold up to \$44,000 and

**WHEREAS**, N.J.S.A. 18A:18A-3a, permits an increase in the bid threshold if a Qualified Purchasing Agent is appointed as well as granted the authorization to negotiate and award such contracts below the bid threshold; and

**WHEREAS**, N.J.A.C. 5:34-5 et seq. establishes the criteria for qualifying as a Qualified Purchasing Agent; and

**WHEREAS**, Lori Tirone possesses the designation of Qualified Purchasing Agent as issued by the Director of the Division of Local Government Services in accordance with N.J.A.C. 5:34-5 et seq.; and

**WHEREAS**, the Franklin Township Board of Education desires to maintain the bid threshold at \$44,000 as provided in N.J.S.A. 18A:18A-3;

**NOW, THEREFORE, BE IT RESOLVED**, that the governing body of the Franklin Township Board of Education, in the County of Hunterdon, in the State of New Jersey hereby continues its bid threshold at \$44,000; and

**BE IT FURTHER RESOLVED** that all contracts that are in the aggregate less than 15% (\$6,600) of the bid threshold may be awarded by the purchasing agent without soliciting competitive quotations; and

**BE IT FURTHER RESOLVED**, that the governing body hereby appoints Lori Tirone as the Qualified Purchasing Agent to exercise the duties of a purchasing agent pursuant to N.J.S.A. 18A:18A-2b, with specific relevance to the authority, responsibility, and accountability of the purchasing activity of the Board of Education;

**9.05.8 Procurements of Goods & Services Through Hunterdon County Educational Services Commission, Educational Services Commission of New Jersey, and Somerset County Co-Op**

Resolved to re-approve the 2022-2023 purchasing of goods and services through the cooperative bidding procedures offered by Educational Services Commissions and Co-Ops to better control prices and procure services at the most competitive rates.

**9.05.9 Procurements of Goods & Services Through Educational Data Services, Inc.**

Resolved to approve the 2022-2023 purchasing of goods and services through the cooperative bidding procedures offered by Education Data Services, Inc. to better control prices and procure services at the most competitive rates. Licensing and maintenance fee of \$1,300.

**9.05.10 Re- Approve District Curricula and Textbooks**

**Re-approve and re-adopt** all written District Curricula in accordance with N.J.A.C. 6A: 8-3.1.

**Note:** State regulations require the annual formal re-adoption of all curricula even though each guide is individually reviewed and adopted as it is written or revised.

**Be it further resolved** to Re-adopt all current Textbooks and Materials (required by N.J.S.A. 18A:58-37.4b)

**9.05.11 Policies, Regulations and Rules**

**Re-approve** all existing, amended, and new district Policies, Regulations and Rules for 2022-2023.

**9.05.12 Personnel Appointments**

**Re-approve** the authorization for the Superintendent to hire necessary personnel between board meetings and ratify personnel appointments at the next scheduled meeting of the Board.

**9.05.13 Resolution - Maximum Travel Expenditure Amount**

**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.S.A. 18A: 11-12 et seq. requires Board members to receive prior 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 as described in NJOMB Circular Letter 20-04, including amendments or revisions thereto, a threshold amount below which Board approval is not required; and

**WHEREAS**, the Board of Education establishes, for regular district business travel only, an annual school year threshold of \$2,000.00 per employee as described in N.J.A.C. 6A:23A-7.3B and where prior Board approval shall not be required unless this annual threshold is exceeded in a given school year (July 1 through June 30); and

**WHEREAS**, the Board of Education finds that a mileage reimbursement rate equal to that of the NJOMB mileage reimbursement rate is a reasonable rate: and

**WHEREAS**, all administrative staff are approved for annual attendance at regularly scheduled professional meetings with no additional cost to the board;

**THEREFORE BE IT RESOLVED**, the Board of Education approves the amounts set forth for regular district business travel and statutorily authorized travel expenditures, provided that such expenditures are within the annual maximum travel expenditure amount.

**9.05.14 Approve** the following appointments for the 2022-2023 school year:

- Affirmative Action Officer (required by N.J.A.C. 6A:7-1.5) - Superintendent
- Anti-Bullying Coordinator – Principal
- Anti-Bullying Specialist - Guidance Counselor
- Attendance Officer– Superintendent
- Board Secretary – Business Administrator
- Chemical Hygiene Officer/Bloodborne Pathology – School Nurse









14. **Other Business**

15. **Adjournment**

15.01 **Resolved to** Adjourn from the Public Meeting at \_\_\_\_\_.

Motion

Second

By Voice Vote

Yes	No	Abstain	Absent
-----	----	---------	--------