

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

June 27, 2017- 6:00 p.m.

A G E N D A

1. 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 May 24, 2017.

1.01 Roll Call – Patricia Martucci, SBA/BS

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

1.02 Flag Salute

1.03 Executive Session

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 June 27, 2017 for the purpose of NJSBA to provide online summary of CSA evaluation. 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	Yes	No	Abstain	Absent
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1.04 **Resolved, to return to Open Public Session at _____.**

Motion	Second	By Voice Vote	Yes	No	Abstain	Absent
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2. Minutes

- 2.01 May 22, 2017 – Regular Meeting (attachment)
- 2.02 May 22, 2017 – Executive Sessions (attachment)

Resolved, to approve the above listed minutes.

Motion	Second	By Voice Vote	Yes	No	Abstain	Absent
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3.08 Suspension Report – May and June 2017

Student ID	Violation of Student Code of Conduct	Terms of Suspension
1267330417	Obscene Language	1 Day Out of School
9505259165	Disrespectful to Student	1 Day Out of School

4. **Business Administrator Report**

5. **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.

6. **Correspondence**

6.01 Marybeth Forbes

6.02 Reka Heubscher

(attachment)

7. **Executive Session**

7.01 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 June 27, 2017 for the purpose of a Donaldson Hearing. 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	Yes	No	Abstain	Absent
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7.02 **Resolved, to return to Open Public Session at _____.**

Motion	Second	By Voice Vote	Yes	No	Abstain	Absent
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8. **Subcommittee Discussion and Action Items**

All resolutions are upon the recommendation of the superintendent.

8.01 Ad Hoc (Board Goals, Supt Goals/Personnel) – Ms. Crielly, Mr. French, Mr. Yasunas
Request for Explanation of HIB Processes

8.02 Budget and Finance – Mr. French, Mr. Burdick – Met on June 14, 2017

(attachment)

8.02.1 School Alliance Insurance Fund Resolution Appointing a Risk Management Consultant

WHEREAS, the Franklin Township Board of Education, (“Educational Facility”) has resolved to join the School Alliance Insurance Fund ("SAIF") following a detailed analysis; and

WHEREAS, the Bylaws of SAIF require that each entity designate a Risk Management Consultant to perform various professional services as detailed in the Bylaws and Risk Management Plan; and

WHEREAS, the Bylaws indicate that SAIF shall pay each Risk Management Consultant a fee to be established annually by the Executive Committee;

NOW THEREFORE, BE IT RESOLVED that the Franklin Township Board of Education, does hereby appoint Brown & Brown Public Risk Advisors of NJ as its Risk Management Consultant in accordance with the Fund's Bylaws.

Motion Second By Voice Vote

Yes	No	Abstain	Absent
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8.02.2 RFP 18-001

Resolved to accept the following proposals received in response to RFP 18-001 on May 18, 2017:

ELECTRICIAN:

Firm Name & Address	Foreman	Foreman OT	Journeyman	Journeyman OT	Materials
Mt. Salem Electric Co 79 Mt. Salem Road Pittstown, NJ 08867	\$ 95.00	\$150.00	\$ 75.00	\$120.00	10% M/U Over cost
A&K Contracting Group Po Box 54 Glen Gardner, NJ, 08826	\$115.00	\$172.50	\$108.00	\$162.00	10% M/U Over cost

HVAC:

Firm Name & Address	Foreman	Foreman OT	Journeyman	Journeyman OT	Materials
MPA 399 Roycefield Road Hillsborough, NJ 08844	\$100.00	\$150.00	\$ 97.00	\$145.00	20% M/U Over cost

PLUMBER:

Firm Name & Address	Foreman	Foreman OT	Journeyman	Journeyman OT	Materials
Robert Griggs 6 Tally Ho Trail Hillsborough, NJ 08844	\$110.00	\$165.00	\$ 99.50	\$149.25	10% Off List

Richard E. Yard 58 Pine Hill Road Stockton, NJ 08559	\$ 90.00	\$160.00	\$ 90.00	\$160.00	35% M/U Over cost
Automated Building Controls 3320 Route #66 Neptune, NJ 07753	\$115.00	\$195.00	\$115.00	\$195.00	31% Off List

BE IT FURTHER RESOLVED to award contracts to the following vendors for the 2017-18 school year:

- Electrician - Mt. Salem Electric Co.
- HVAC - MPA
- Plumber - Richard E. Yard

Note: All vendors hold the proper licenses and are approved by the State of NJ Department of Education as Public Works Contractors, as required by law.

Motion Second By Voice Vote

Yes	No	Abstain	Absent
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8.02.3 Shared Services Agreement – Technology Services

Motion to approve the following resolution for the 2017/2018 Time and Material Shared Services with Franklin Township Board of Education for Technology Services:

WHEREAS FRANKLIN TOWNSHIP SCHOOL DISTRICT (hereinafter referred to as “FTSD”) has received a proposal from DELAWARE VALLEY REGIONAL HIGH SCHOOL BOARD OF EDUCATION (hereinafter referred to as “DVRHS”) to provide subcontracted Technology services; and

WHEREAS DVRHS and FTSD desire to enter into a joint agreement wherein DVRHS will provide the said Technology services; and

WHEREAS the Uniform Shared Services and Consolidation Act, N.J.S.A. 40A:65-1 et seq., authorizes public entities to enter into a contract with each other to subcontract any service which one of the parties to the agreement is empowered to render within its own jurisdiction including services incidental to the primary purposes of any of the participating entities; and

WHEREAS DVRHS and FTSD are by definition local units under the said law; and DVRHS is empowered by law to provide Technology services; and

WHEREAS the provision of Technology services by DVRHS is economically advantageous to FTSD;

NOW THEREFORE BE IT RESOLVED that DVRHS and FTSD hereby agree enter into the 2017/2018 time and material shared services arrangement for the provision of

Technology services in accordance with N.J.S.A. 40A:65-1 et seq. at the following hourly rates:

IT Director: \$90.00
 Network Specialist: \$80.00
 Technician Level 2: \$70.00
 Technician Level 1: \$60.00

Materials will be reimbursable at cost.

Motion	Second	By Voice Vote	Yes	No	Abstain	Absent
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8.02.4 – Annual Contracts

Pursuant to P.L. 2015, Chapter 47, the Franklin Township Board of Education intends to renew, award, or permit to expire the following contracts previously awarded by the Board of Education. These contracts are, have been and will be in full compliance with all state and federal statutes and regulations; in particular N.J.S.A. 18A:18 et. Seq., N.J.A.C. Chapter 23, and Federal Uniform Administrative Requirements 2CFR, Part 200:

- ABM Janitorial Services
- Advancing Opportunities
- Atlas Elevator
- Brett DiNovi Associates
- CC Productions
- CDK Systems, Inc.
- R&L Payroll Systems, Inc.
- Frontline Technologies, Inc.
- Industrial Appraisal
- McGowan LLC
- Amy Murray
- North Hunterdon Regional Board of Education
- Delaware Valley Regional Board of Education
- East Amwell Township Board of Education
- Hampton Borough Board of Education
- Omega Environmental
- Oxford Consulting Services, Inc.
- Karen Pereira
- Republic Services,
- Ricoh, Inc. (IKON)
- Tri-County Termite & Pest Control
- Richard Yard Plumbing, Inc.
- Mechanical Preservation Associates, Inc.
- Mt. Salem Electric
- School Alliance Insurance Fund
- Maschio’s Food Services, Inc.
- Stacey Viscel
- NJR Clean Energy Ventures Corporation
- Hunterdon County Educational Services Commission
- New Jersey Educational Services Commission

Machado Law Group
 Educational Consortium for Telecommunications
 Arthur J. Gallagher & Co.
 Wells Fargo Insurance Services USA, Inc.
 Bollinger Insurance Group
 Education Data Services, Inc.
 BKC Certified Public Accountants
 Dr. Ronald Frank, Greenbrook Family Practice
 Phoenix Advisors, Inc.
 Kathleen Senkow
 Children’s Therapy Services, Inc.
 Warren County Special Services School District

Motion Second By Voice Vote

Yes	No	Abstain	Absent
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8.02.5 CAPITAL RESERVE

WHEREAS, N.J.S.A. 18A:21-2 and N.J.S.A. 18A:7G-13 permit a Board of Education to establish and/or deposit into certain reserve accounts at year end, and
 WHEREAS, the aforementioned Statutes authorize procedures, under the authority of the Commissioner of Education, which permit a Board of Education to transfer anticipated current revenue or unexpected appropriations into reserve accounts during the month of June by resolution, and
 WHEREAS, the Franklin Township Board of Education wishes to deposit anticipated current year surplus into a Current Expense Capital Reserve account at year end, and
 WHEREAS, the Franklin Township Board of Education has determined that an amount, not to exceed \$100,000.00 MAY be available for such purpose of transfer,
 NOW THEREFORE BE IT RESOLVED by the Franklin Township Board of Education that it hereby authorizes the Business Administrator to make this transfer consistent with all applicable laws and regulations.

Motion Second By Voice Vote

Yes	No	Abstain	Absent
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8.02.6 MAINTENANCE RESERVE

WHEREAS, N.J.S.A. 18A:21-2 and N.J.S.A. 18A:7G-13 permit a Board of Education to establish and/or deposit into certain reserve accounts at year end, and
 WHEREAS, the aforementioned Statutes authorize procedures, under the authority of the Commissioner of Education, which permit a Board of Education to transfer anticipated current revenue or unexpected appropriations into reserve accounts during the month of June by resolution, and
 WHEREAS, the Franklin Township Board of Education wishes to deposit anticipated current year surplus into a Current Expense Maintenance Reserve account at year end, and
 WHEREAS, the Franklin Township Board of Education has determined that an amount, not to exceed \$150,000.00 MAY be available for such purpose of transfer,
 NOW THEREFORE BE IT RESOLVED by the Franklin Township Board of Education that it hereby authorizes the Business Administrator to make this transfer consistent with all applicable laws and regulations.

Motion Second By Voice Vote

Yes	No	Abstain	Absent
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8.02.7 Extended School Year Tuition Contracts

Resolved, to approve the tuition contracts between the Franklin Township Board of Education and East Amwell Township Board of Education for 2 students (SID#5763171500 and SID #3902247516) to attend the ESY Program beginning June 27, 2017 through August 4, 2017 in the amount of \$3,500.00 per student.

(attachment)

Motion Second By Voice Vote

Yes	No	Abstain	Absent
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8.02.8 Special Education Tuition Contract

Resolved, to approve a tuition contract between the Franklin Township Board of Education and East Amwell Township Board of Education for 1 student (SID#5763171500) beginning September 6, 2017 through the last day of school in June, 2018, in the amount of \$17,500.00.

(attachment)

Motion Second By Voice Vote

Yes	No	Abstain	Absent
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8.02.9 Special Education Tuition Contract

Resolved, to approve a tuition contract between the Franklin Township Board of Education and East Amwell Township Board of Education for 1 student (SID#3902247516) beginning September 6, 2017 through the last day of school in June, 2018, in the amount of \$27,300.00.

(attachment)

Motion Second By Voice Vote

Yes	No	Abstain	Absent
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8.02.10 HCESC Agreement – School Social Worker/Case Manager

Resolved, to approve the agreement between the Hunterdon County Educational Services Commission and the Franklin Township Board of Education for a School Social Worker/Case Manager for the period of July 1, 2017 through June 30, 2018 in the amount of \$83,650.

(attachment)

Motion Second By Voice Vote

Yes	No	Abstain	Absent
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8.02.11 HCESC Agreement – Non Public School Textbook Program

Resolved, to approve the agreement between the Hunterdon County Educational Services Commission and the Franklin Township Board of Education for Non Public School Textbooks for the period of July 1, 2017 – June 30, 2018. (10% of Annual Allocation)

(attachment)

Motion Second By Voice Vote

Yes	No	Abstain	Absent
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8.02.12 HCESC Agreement – Non Public School Technology Initiative Program
 Resolved, to approve the agreement between the Hunterdon County Educational Services Agreement and the Franklin Township Board of Education for Nonpublic Technology Services for the period of July 1, 2017 – June 30, 2018. (5% of Annual Allocation)

(attachment)

Motion Second By Voice Vote

Yes	No	Abstain	Absent
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8.02.13 HCESC Agreement – Child Study Team
 Resolved, to approve the agreement between the Hunterdon County Educational Services Agreement and the Franklin Township Board of Education for Child Study Team Services for the period of July 1, 2017 – June 30, 2018. **(attachment posted by 6/26/17)**

Motion Second By Voice Vote

Yes	No	Abstain	Absent
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8.02.14 HCESC Agreement – Speech and Language Therapy Services
 Resolved, to approve the agreement between the Hunterdon County Educational Services Agreement and the Franklin Township Board of Education for Speech and Language Therapy Services for the period of July 1, 2017 – June 30, 2018, at the below listed fee schedule, not to exceed \$10,000.00.

- \$110.00 per hour (direct services and prep time)
- \$430.00 per evaluation/report (initial or re-evaluation)
- \$100.00 per meeting (in person or phone conference)
- \$500.00 per annual review/IEP development for speech only students
- \$100.00 per case for case management of speech only students
- \$150.00 per case for CST students – PLAAFP and goals/objectives

(attachment)

Motion Second By Voice Vote

Yes	No	Abstain	Absent
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8.02.15 Oxford Consulting Services Agreement
 Resolved, to approve the agreement between the Franklin Township Board of Education and Oxford Consulting Services, Inc. to provide Occupational, Speech, and Vision Therapy to student SID# 1821266702 at the rate of \$105.00 per session from June 26, 2017 through July 27, 2017 at home, not to exceed \$1,200.

(attachment)

Motion Second By Voice Vote

Yes	No	Abstain	Absent
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8.02.16 Oxford Consulting
 Resolved, to approve the agreement between the Franklin Township Board of Education and Oxford Consulting Services, Inc. to provide Occupational, Speech, and Vision Therapy to student SID# 1821266701 at home at the rate of \$105.00 per session for the 2017-2018 school year, not to exceed \$14,500. **(attachment)**

Motion Second By Voice Vote

Yes	No	Abstain	Absent
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8.02.17 Professional Accounting and Auditing Services

Resolved, to approve the agreement between Bedard, Kurowicki & Co., CPA's, PC and the Franklin Township Board of Education for accounting and auditing services for the period of July 1, 2017 – June 30, 2018, at the hourly rates listed below, not to exceed \$18,000.00. **(attachment)**

<u>Staff</u>	<u>Hourly Rate</u>
Shareholder	\$225.00
Principal (William Colantano)	\$200.00
Manager	\$115.00 - \$130.00
Senior	\$100.00
Staff Accountant	\$75.00 - \$95.00
Para-Professional/Admin.	\$65.00

Motion Second By Voice Vote

Yes	No	Abstain	Absent
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8.02.18 Kid Therapy Agreement

Resolved, to approve the agreement between the Franklin Township Board of Education and Kid Therapy, LLC, to provide Occupational Therapy Services for the period of July 1, 2017 through June 30, 2018 at the hourly rate of \$85.00 (\$42.50 per 30 minute consultation), on an as needed basis not to exceed \$5,000.00. **(attachment)**

Motion Second By Voice Vote

Yes	No	Abstain	Absent
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8.03 Communications – Mr. Burdick, Mr. Cama, Ms. Crielly

8.04 Curriculum & Education – Mr. Burdick, Ms. Crielly, Mrs. Luciano - Met on 6/21/17

8.04.1 Discussion Special Education Program

8.04.2 – Job Description – Cross Country Coach

Resolved, to approve the job description for Cross Country Coach. **(to be attached)**

Motion Second By Voice Vote

Yes	No	Abstain	Absent
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8.04.3 English Language Services - Three Year Plan

Resolved, to approve the Three Year Program Plan for English Language Services for the school years 2017-2020. **(to be attached)**

Motion Second By Voice Vote

Yes	No	Abstain	Absent
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8.05 Negotiations – Mr. Cama, Mr. Yasunas, Mrs. Homulak

8.06 Policy – Mr. Burdick, Mr. French, Mrs. Luciano

8.02.1 Revised Regulation **(distributed 5/22)**

Resolved, to approve, after a second reading, the following revised regulation:

5131R	Code of Student Conduct
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Motion Second By Voice Vote

Yes	No	Abstain	Absent
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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 May 2017, which agree with each other and the bank. **(attachment)**

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 May 31, 2017 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 2016-2017 school year budget as per the attached list. **(attachment)**

9.01.4 Bill List

Approve the June, 2017 bill list in the amount of \$530,243.81. **(attachment)**

9.02 Education

9.02.1 Field Trips

Approve the following field trips:

Grade	Location	Date
8 th grade	Clinton Township School – Presentation of A Dance with Diversity – Dr. Michael Fowlin	October 6, 2017

(attachment)

(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 Development

Approve the following professional day requests:

Date	Employee	Name of Professional Development Program	Registration Cost	Mileage Exp.
9/13/17	Kimberly Schuler	Free and Reduced Lunch Seminar	\$0	\$24.74
8/16/17	Minga Cullen Susan Rainaldi Jeffrey Weinhold	Google Drive, Docs , and Classroom	\$100.00 ea.	\$9.92 ea.
6/29/17	Sophia Van Ess	School Law Legal One	\$150.00	\$0

9.03.2 Substitute Personnel

No Consent Items

9.04 Facilities

No Consent Items

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

Motion by:

Seconded by:

Roll Call Vote:

Name	Yes	No	Abstain	Absent
Mr. Cama				
Ms. Crielly				
Mr. French				
Mrs. Homulak				
Mrs. Luciano				
Mr. Yasunas				
Mr. Burdick				
Totals:				

10. Board Matters/New Business

11. Executive Session

11. 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 June 27, 2017 for the purpose of discussing personnel. 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

Yes	No	Abstain	Absent
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St. Laurent	Jennifer	\$ 62,354.06	\$ -		\$ 62,354.06
Rainaldi	Susan	\$ 62,354.06	\$ -		\$ 62,354.06
Lembo	Jason	\$ 72,466.82	\$ 1,250.00		\$ 73,716.82
Tigue	Lenore	\$ 84,580.35	\$ 2,250.00		\$ 86,830.35
Nace	Mina	\$ 84,580.35	\$ 1,250.00		\$ 85,830.35
Kot	Joan	\$ 84,580.35	\$ 2,250.00		\$ 86,830.35
Browning	Donna	\$ 85,940.02	\$ 2,250.00		\$ 88,190.02
Johnson	Carolyn	\$ 85,940.02	\$ 3,000.00		\$ 88,940.02
Prassl	Janet	\$ 85,940.02	\$ 2,250.00		\$ 88,190.02
Strysky	Tracy	\$ 85,940.02	\$ 2,250.00		\$ 88,190.02
Cullen	Minga	\$ 88,550.58	\$ 2,250.00		\$ 90,800.58
Kramer	Barry	\$ 89,913.52	\$ 3,000.00		\$ 92,913.52
Peterson	Anita	\$ 89,913.52	\$ 3,000.00		\$ 92,913.52
Caccavale	Karen	\$ 61,742.74	\$ -		\$ 61,742.74
Giantisco	David	\$ 59,578.03	\$ -		\$ 59,578.03
Kocsi	Christina	\$ 61,137.43	\$ -		\$ 61,137.43
Timko	Steven	\$ 58,993.94	\$ -		\$ 58,993.94
Bickhardt	Lillian	\$ 61,137.43	\$ -		\$ 61,137.43
Hanson	Jon	\$ 58,993.94	\$ -		\$ 58,993.94
Alexander	Elisabeth	\$ 58,993.94	\$ -		\$ 58,993.94

Secretarial Staff		2017-18	2017-18	2017-18
Last Name	First Name	Base Salary	Longevity	Total
Pellegrino	Rhonda	\$ 53,564.07	\$ 1,000.00	\$ 54,564.07
Coney-Miller	Adriana	\$ 41,000.00	\$ -	\$ 41,000.00

Motion by:

Seconded by:

Roll Call Vote:

Name	Yes	No	Abstain	Absent
Mr. Cama				
Ms. Crielly				
Mr. French				
Mrs. Homulak				
Mrs. Luciano				
Mr. Yasunas				
Mr. Burdick				
Totals:				

Roll Call Vote:

Name	Yes	No	Abstain	Absent
Mr. Cama				
Ms. Crielly				
Mr. French				
Mrs. Homulak				
Mrs. Luciano				
Mr. Yasunas				
Mr. Burdick				
Totals:				

13. 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.

14. Executive Session

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 June 27, 2017 for the purpose of discussing HIB Procedures and CSA Summative Evaluation. 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

Yes	No	Abstain	Absent
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14.02 **Resolved, to return to Open Public Session at _____.**

Motion Second By Voice Vote

Yes	No	Abstain	Absent
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15. Adjournment

15.01 **Resolved,** to Adjourn from the Public Meeting at _____.

Motion Second By Voice Vote

Yes	No	Abstain	Absent
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