

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

March 21, 2016 - 6:30 p.m.

A G E N D A

I. The meeting was called to order by President Crielly, at 6:30pm and the following Open Public Meeting Announcement was made:
“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 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 – Bernetta Davis, SBA/BS

T. French, <i>V.Pres.:</i>	present	G. Burdick:	present	C. Cama:	present
A. Homulak:	present	R. Masino:	present	F. Yasunas:	Absent
C. Crielly, <i>Pres.:</i>	present				

Also present Dr. Carol Fredericks, Superintendent and Bernetta Davis, Business Administrator

III. Flag Salute

IV. Presentations - none

V. Resolved, to approve the following minutes:

- January 28, 2016 – Special Meeting **(att. V.)**

Motion: Masino Second: French By Voice Vote,
Motion carried.

Yes 6	No 0	Abstain 0	Absent 1
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Mr. Yasunas arrived at 6:35pm

VI. Superintendent’s Report - Dr. Carol Fredericks

A. Information/Discussion Items:

1. PTA Update
April 24, 2016 Clothing Drive at the firehouse between 10:30am – 3:00pm
Reinstating Box Tops fundraiser
Move up Dance North Hunterdon May 20, 2016
Christina MacKinnon an Artist and residence created the wall hanging in lobby.
2. Enrollment **(att. VI.A.2)**
3. NJHS Induction Ceremony – was great positive feed back.
4. Summer Fun Program

5. Softball Cancelled
6. Talent Show - April 14, 2016
7. Solar Field - Dead trees will be replaced
8. Staff Attendance - 96.5 as of February
9. HIB Policy 5131.1 - Community Input and Board Training

Section C. Pupil Expectations

The Board expects pupils to conduct themselves in keeping with their levels of development, maturity and demonstrated capabilities with proper regard for the rights and welfare of other pupils and school staff, the educational purpose underlying all school activities and the care of school facilities and equipment consistent with the Code of Pupil Conduct.

The Board believes that standards for pupil behavior must be set cooperatively through interaction among the pupils, parents, school employees, school administrators, school volunteers, and community representatives, producing an atmosphere that encourages pupils to grow in self-discipline. The development of this atmosphere requires respect for self and others, as well as for school district and community property on the part of pupils, staff, and community members.

Pupils are expected to behave in a way that creates a supportive learning environment. The Board believes the best discipline is self-imposed, and it is the responsibility of staff to use instances of violations of the Code of Pupil Conduct as opportunities to help pupils learn to assume and accept responsibility for their behavior and the consequences of their behavior. Staff members who interact with pupils shall apply best practices designed to prevent pupil conduct problems and foster pupils' abilities to grow in self-discipline.

The Board expects that pupils will act in accordance with the pupil behavioral expectations and standards regarding harassment, intimidation, and bullying, including

- 1. Pupil responsibilities (e.g., requirements for pupils to conform to reasonable standards of socially accepted behavior; respect the person, property and rights of others; obey constituted authority; and respond to those who hold that authority);*
- 2. Appropriate recognition for positive reinforcement for good conduct, self-discipline, and good citizenship;*
- 3. Pupil rights; and*
- 4. Sanctions and due process for violations of the Code of Pupil Conduct.*

Pursuant to N.J.S.A. 18A:37-15(a) and N.J.A.C. 6A:16-7.1(a)1, the district has involved a broad-base of school and community members, including parents, pupils, instructional staff, pupil support services staff, school administrators, and school volunteers, as well as community organizations, such as faith-based, health and human service, business and law enforcement, in the development of this

Policy. Based on locally determined and accepted core ethical values adopted by the Board, pursuant to N.J.A.C. 6A:16-7.1(a)2, the Board must develop guidelines for pupil conduct pursuant to N.J.A.C. 6A:16-7.1. These guidelines for pupil conduct will take into consideration the developmental ages of pupils, the severity of the offenses and pupils' histories of inappropriate behaviors, and the mission and physical facilities of the school district. This Policy requires all pupils in the district to adhere to the rules established by the school district and to submit to the remedial and consequential measures that are appropriately assigned for infractions of these rules.

Pursuant to N.J.A.C. 6A:16-7.1, the Superintendent must annually provide to pupils and their parents or guardians the rules of the district regarding pupil conduct. Provisions shall be made for informing parents or guardians whose primary language is other than English.

The district prohibits active or passive support for acts of harassment, intimidation, or bullying. Pupils are encouraged to support other pupils who:

- 1. Walk away from acts of harassment, intimidation, and bullying when they see them;*
- 2. Constructively attempt to stop acts of harassment, intimidation, or bullying;*
- 3. Provide support to pupils who have been subjected to harassment, intimidation, or bullying; and*
- 4. Report acts of harassment, intimidation, and bullying to the guidance counselor.*

VII. Business Administrator Report – Welcome Back!

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.

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.

Lori Vail – commended the board for a great year. She also stated that issuing fobs can create a security risk for all.

Mr. McPherson supported the idea of parent having IDs.

IX. Subcommittee Updates

- A. Negotiations – Mr. Cama, Mr. Masino, Mr. Yasunas – (as needed; no meeting held in March)
- B. Policy – Mr. Burdick, Ms. Crielly, Mr. French – two policies will be adopted regarding security.

- C. Budget & Finance – Ms. Crielly, Ms. Homulak, Mr. Masino - Tentative budget review, prioritized list of capital reserve: 7 items
 - 1. cameras
 - 2. marquee
 - 3. theatre sound system
 - 4. security film
 - 5. GPS for buses
 - 6. Risers
 - 7. Curtains

The theatre department will be fundraising for some of the items but all items are in the budget, \$80,000 in capital reserve.
- D. Curriculum – Ms. Crielly, Mr. Masino, Mr. French – 3/7/16 the science curriculum was reviewed.
- E. Communications – Mr. Yasunas, Mr. Cama, Mrs. Homulak - discussions regarding security and GPS
- F. Appeal – Mr. Burdick, Ms. Crielly, Mr. French - (as needed; no meeting held in March)
- G. Ad Hoc – Goals & Objectives – Ms. Crielly, Mr. French, Mr. Yasunas (as needed; no meeting held in March)

X. Correspondence

- North Hunterdon/Voorhees Regional High School District – Meeting Notice
- GI Go Fund (att. X.)

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 months ending January 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 January 31, 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 2015-2016 school year budget as per the attached list.

(att. XI.A.3.)

4. Approve the March, 2016 bill list in the amount of \$432,889.61.

(att. XI.A.4.)

5. **Approve** the February 25, 2016 payroll in the amount of \$159,687.54.

6. **Approve** the March 10, 2016 payroll in the amount of \$159,002.20.

B. EDUCATION

1. Approve the following field trips:

- Grade 4-8 Band/Chorus, County Arch, Brideside, Independence Manor, May 13, 2016
- Safety Patrol, Somerset Patriots, May 26, 2016
- Grade 1, Crayola Factory, June 6, 2016
- Grade 8, Raritan Valley Community College, May 6, 2016
- National Junior Honor Society, Waterways Clean Up, date to be determined.

2. Addendum – 8th grade dinner dance

(att. XI.B.1.)

C. PERSONNEL

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

- Lenore Tigue, Math Articulation Meeting, March 23, 2016, Mileage Reimbursement – \$4.96

D. FACILITIES

1. **Approve** the following use of facility applications, waive regulation 1330R use deadlines.

- PTA, Middle School Dance, Old APR/Theater, Friday, April 8, 2016, 5:00 – 10:00 p.m. (includes set up and break down)
- National Psoriasis Foundation, Parking Lot (Rest Stop for Cyclists), Saturday, May 21, 2016, 6:00 a.m. – 6:00 p.m. (set-up Friday evening, May 20, 2016)
- PTA, Theater, History of Pop Musical Assemblies, Tuesday, March 22, 2016, 9:00 – 11:30 a.m.
- Franklin Township Summer Recreation Program, APR, Gym, Classrooms, Fields, July 11 – 22, 2016, 8:30 a.m. – 12:30 p.m.
- Hunterdon County Softball League, Softball Field, 5:30 – 8:00 p.m., Sunday, Monday, Thursday, March 22 – July 31, 2016.
- Girl Scouts, Playground, Tuesdays, April 12, 26, May 10, 24 and June 7, 2016, 3:25 – 4:30 p.m. (music room to be used on rainy days)
- Cub Scouts, Playground, Tuesdays, April 5, 19, May 3, 17, 31, 2016, 3:25 – 4:30 p.m. (music room to be used on rainy days)
- Cub Scouts, Blue & Gold Dinner, Old APR/Theater, Friday, April 29, 2016, 4:30 – 8:00 p.m.

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

Motion: Cama

Second: Yasunas

Roll Call Vote

Name	Yes	No	Abstain	Absent

Burdick	X			
Cama	X			
French	X			
Homulak	X			
Masino	X			
Yasunas	X			
Crielly	X			
Totals	7			

Mr. Yasunas arrived at 6:35pm

XII. Discussion & Action Agenda

All resolutions are upon the recommendation of the Superintendent.

A. EDUCATION

1. Action Items:

- a. Submission of Comprehensive Equity Plan (CEP)

Resolved, to authorize the submission of the district's Comprehensive Equity Plan for the academic years 2017-18 through 2018-19 to the county office.

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

Motion: Masino Second: Yasunas By Voice Vote,
Motion carried.

Yes 7	No 0	Abstain 0	Absent 0
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- b. **Resolved**, to approve the revised National Junior Honor Society Bylaws and sanctions for failure to maintain grades and/or discipline incidents, not to be applied retroactively. Effective as of March 22, 2016.

(att. XII.A.1.b.)

Motion: Masino Second: Burdick By Voice Vote,
Motion carried.

Yes 7	No 0	Abstain 0	Absent 0
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- c. **Resolved**, to revise the 2015-2016 calendar for inclusion of unused snow days as follows, subject to further use of the days depending on weather:

- May 27, 2016
- May 31, 2016

Motion: French Second: Masino By Voice Vote,
Motion carried.

Yes 6	No 1	Abstain 0	Absent 0
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Comments: Crielly be more specific next year with calendar regarding snow days.

- d. **Resolved**, to approve the 2016-2017 school calendar, professional development days to be determined in alignment with North Hunterdon Voorhees Regional High School.

(att. XII.A.1.d.)

Motion: Burdick Second:
Homulak By Voice Vote,
Motion carried.

Yes 7	No 0	Abstain 0	Absent 0
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B. BUSINESS

1. Action Items:

- a. **Resolved**, to approve the Warren County Special Services School District rates for the 2016-2017 school year as per the attached Memorandum of Agreement. **(att. XII. B.1.a)**

Motion: Masino Second: Burdick By Voice Vote,
Motion carried.

Yes 7	No 0	Abstain 0	Absent 0
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- b. **Resolved**, to approve the attached agreement with Hunterdon County Educational Services Commission for Teacher Assistant services for the period of July 1, 2016 through June 30, 2017. **(att. XII.B.1.b.)**

Motion: Burdick Second: Yasunas

Roll Call Vote

Name	Yes	No	Abstain	Absent
Burdick	X			
Cama	X			
French	X			
Homulak	X			
Masino	X			
Yasunas	X			
Crielly	X			
Totals	7			

- c. **Resolved**, to approve the rate of \$20 per day for use of the solar fields by outside organizations. **(att. XII.B.1.c.)**

Comments: the location of the portable bathroom will be determined by the board.

Motion: Masino Second: Cama By Voice Vote
Motion Carried

Yes 6	No 0	Abstain 1 Yasunas	Absent 0
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- d. Budget Resolution

RESOLVED, that the preliminary budget be approved for the 2016-2017 School Year using the 2016-2017 state aid figures and,

BE IT FURTHER RESOLVED, that the Secretary to the Board of Education be authorized to submit the following tentative budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline; and to advertise said tentative budget in the Hunterdon Democrat/Express Times, in accordance with the form suggested by the State of Education and according to law; and

BE IT FURTHER RESOLVED, that a public hearing be held at the Franklin Township Elementary School, Quakertown, Hunterdon County, New Jersey on

3. **Resolved**, to approve the first reading of the following revised policy:
 • 6114 – Emergencies and Disaster Preparedness (att. XII.E.3.)

Motion: French	Second: Homulak	By Voice Vote, Motion carried.	Yes 7	No 0	Abstain 0	Absent 0
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F. OTHER MATTERS

Disclosure forms must be completed by 4/30/16
 Pay to play to be discussed at next board meeting.

G. NEW BUSINESS

XIII. Board Matters

XIV. Personnel

A. Action Items:

All resolutions are upon the recommendation of the Superintendent.

1. **Resolved**, to ratify approval of the extended sick leave for Jaclyn Nombre from February 16, 2016 through April 4, 2016. (att. XIV.A.1.)

Motion: Yasunas	Second: Homulak	By Voice Vote, Motion carried.	Yes 7	No 0	Abstain 0	Absent 0
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2. **Resolved** to accept, with regret, the resignation of Karen Snyder, Child Study Team Secretary, effective June 30, 2016 to begin her retirement on July 1, 2016. (att. XIV.A.2.)

Motion: Yasunas	Second: Burdick	By Voice Vote, Motion carried.	Yes 7	No 0	Abstain 0	Absent 0
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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.

Mrs. French – expressed her concerns with keeping graduation as scheduled, 6/17/16.
 Mrs. Cullen – shared her concerns with changing the calendar and how it would affect teachers.
 Ms. Vail – commented on security issues and stated she would like the board to consider parents' concerns when planning to change the calendar.

Mr. McPherson – commented on how changing the district’s calendar would affect parents.

**XVI. Executive Session at 8:23pm
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 March 21, 2016 for the purpose of discussing school security and negotiations/grievance. It is expected that the results of the discussion undertaken in closed session will be made public at the time official action is taken. Estimated time is 15 minutes, no action will be taken.

Motion: Yasunas Second: French By Voice Vote,
Motion carried.

Yes 7	No 0	Abstain 0	Absent 0
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XVII. Resolved, to return to Open Public Session at 8:50pm.

Motion: Masino Second: Yasunas By Voice Vote,
Motion carried.

Yes 5	No 0	Abstain 0	Absent 2
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Mr. Burdick and President Crielly recused themselves. They left at 8:38pm.

XVIII. Resolved, to Adjourn from the Public Meeting at 8:51pm.

Motion: Masino Second: Yasunas By Voice Vote,
Motion carried.

Yes 5	No 0	Abstain 0	Absent 2
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Respectfully submitted,

Bernetta Davis
Business Administrator/Board Secretary

Christine Crielly
Board President