

**FRANKLIN TOWNSHIP SCHOOL
NEW JERSEY 08868
Board of Education
MINUTES OF THE REGULAR MEETING
May 23, 2016 - 6:30 p.m.**

A G E N D A

I. The meeting was called to Order by President Mr. French 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 arrived @ 6:48pm
A. Homulak present	R. Masino present	F. Yasunas arrived @ 6:35pm
C. Crielly, <i>Pres.</i> Absent		

Acting President Mr. French, Ms Crielly was absent.

III. Flag Salute

IV. Presentation – Gifted Program Annual Report – Mrs. Chrisman (att. IV)
 Mr. Yasunas arrived @ 6:35pm during presentation

V. Resolved, to approve the following minutes:
 • March 21, 2016 – Regular Meeting
 • March 21, 2016 – Executive Session
 • April 25, 2016 – Public Hearing on the Budget
 • April 25, 2016 – Regular Meeting
 • April 25, 2016 – Executive Session (att. V.)

Motion: Masino Second: Burdick By Voice Vote

Yes 6	No 0	Abstain 0	Absent 1
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VI. Superintendent's Report - Dr. Carol Fredericks

A. Information/Discussion Items:

1. PTA Update

Mrs. French gave the board an update on the following items:
 Clothing drive/raised over \$400
 Plant sale - \$600 was raised for the Faust family

Teacher appreciation
Field trip feedback
Relay for Life
8th grade dinner dance
Spring concert
Performance for old Mayor
Fun Fair
Laugh out Loud

2. Enrollment - 299 (att. VI.A.2)
3. Staff Attendance
4. HIB Policy 5131.1 - Community Input and Board Training

Section E. Harassment, Intimidation, and Bullying Off School Grounds

This Policy and the Code of Pupil Conduct shall apply to instances when a school employee is made aware of alleged harassment, intimidation, or bullying occurring off school grounds when:

- 1. The alleged harassment, intimidation, or bullying has substantially disrupted or interfered with the orderly operation of the school or the rights of other pupils; and either*
- 2. A reasonable person should know, under the circumstances, that the alleged behavior will have the effect of physically or emotionally harming a pupil or damaging the pupil's property, or placing a pupil in reasonable fear of physical or emotional harm to his/her person or damage to his/her property; or*
- 3. The alleged behavior has the effect of insulting or demeaning any pupil or group of pupils; or*
- 4. The alleged behavior creates a hostile educational environment for the pupil by interfering with a pupil's education or by severely or pervasively causing physical or emotional harm to the pupil.*

VII. Business Administrator Report - None

VIII. Public Comments - Privilege of the Floor (3 minutes) - None

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 introduced Jackie Bradley, the new PTA President.

IX. Subcommittee Updates

- A. Negotiations – Mr. Cama, Mr. Masino, Mr. Yasunas

- B. Policy – Mr. Burdick, Ms. Crielly, Mr. French – 4 policies on agenda tonight for 1st reading
- C. Budget & Finance – Ms. Crielly, Ms. Homulak, Mr. Masino – N/A
- D. Curriculum – Ms. Crielly, Mr. Masino, Mr. French – N/A
- E. Communications – Mr. Yasunas, Mr. Cama, Mrs. Homulak - met and discussed BA candidates, GPS, electronic board, Art auction, and survey
- F. Appeal – Mr. Burdick, Ms. Crielly, Mr. French - (as needed; no meeting held in May)
- G. Ad Hoc – Goals & Objectives – Ms. Crielly, Mr. French, Mr. Yasunas (as needed; no meeting held in May)

X. Correspondence

- Britini Fricke
- Denise Garcia
- Brianna Norcross

(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 March 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, 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 March 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 April 25, 2016 bill list in the amount of \$151,037.29.

(att. XI.A.4.)

5. Approve the May 2016 bill list in the amount of \$396,759.88.

(att. XI.A.5.)

6. Reappointment of Business Operations

a. Budget Implementation

Authorize the Superintendent and School Business Administrator to implement

the 2016-2017 School Budget as approved by the Board of Education on April 25, 2016.

b. Official Newspapers

Approve The Hunterdon Democrat as the 2016-2017 Official newspaper and the Express Times as Alternate, and Indeed.com and NJ Hire, and the Star Ledger for additional personnel advertisements.

c. Official Bank Depositories

Approve the official depositories for 2016-2017, as follows:

1. Investors Bank – Operating Funds, Payroll, Agency, Capital; petty cash, school activity, food service, summer pay
2. Depository Trust Company/JP Morgan Chase Bank-Bond Payments
Authorize Signators for the above accounts, as follows: Board President, Superintendent, Board Secretary, Treasurer, Alternate Assistant Business Administrator.

d. Appointment of Treasurer

Appoint Abigail Kutz as Treasurer of School Board Funds 2016-2017.

e. Authorized Signature

Authorize the Assistant Business Administrator, Richard Matthews, to sign checks and purchase orders in the absence of the School Business Administrator.

f. 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:

1. 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.

g. 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.

h. Petty Cash Fund Accounts 2016-2017

Authorize the following Fund Accounts: Petty Cash

Petty Cash: \$50 cash
 Board Office \$1,500 checks

i. Re-appointment of Benefits Carriers and Broker of Record

Re-appoint Health Benefits Carrier for the 2016-2017 school year, Horizon Blue Cross Blue Shield.

Resolved to re-appoint 2016-2017 Insurance Agent Health Benefits Broker, GR Murray.

j. Insurance, Re-appoint as follows:

Re-appoint agency for 2016-2017 voluntary Student Accident Insurer-Bollinger Insurance.

Re-approve the Group Disability Insurance Carrier 2016-2017, The Standard Disability; Prudential Insurance (Teachers and Secretaries); AFLAC; and Colonial Life.

Re-approve Insurance General Liability and Worker’s Compensation-SAIF School Alliance Insurance Fund, and Wells Fargo as broker for the general liability, worker’s compensation, and property damage for the 2016-2017 school year.

k. Tax Shelter Annuity Companies

Re-approve 2016-2017 TSA's as follows:

Lincoln Investment, AIG/Valic, SIRACUSA BENEFITS PROGRAM, FTJ Fund Choice as voluntary TSA brokers.

l. Approval of Request for distribution of School Taxes

		<u>Current</u>	<u>Debt Service</u>	<u>Total</u>
July	2016	\$906,663.66	\$84,875.00	\$991,538.66
September	2016	\$906,663.66		\$906,663.66
November	2016	\$906,663.66		\$906,663.66
January	2017	\$906,663.66	\$549,823.00	\$1,456,486.60
March	2017	\$906,663.66		\$906,663.66
May	2017	\$906,663.70		\$906,663.70
Total		\$5,439,982.00	\$634,698.00	\$6,074,680.00

m. Procurements of Goods & Services Through State Contracts

BE IT RESOLVED that the Franklin Township Board of Education approves state contract purchases for the 2016-2017 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 on the below list for the 2016-2017 school year pursuant to all conditions of the individual State contracts; 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; and

BE IT FURTHER RESOLVED, that the duration of the contracts between the Franklin Township Board of Education and the Referenced State Contract Vendors shall be from July 1, 2016 to June 30, 2017.

Contract Number	Category
T0537	Air Conditioning, Heating and Ventilating Repair Parts
M0002	Grainger Industrial supplies
T0103	Playground Equipment
T0114	Library Supplies
T1609	Asphalt Hot Mix
T0896	Asphaltic Oil and Aggregate Surface Treatment
T0167	Electrical Equipment and Supplies
T2419	Electric Equipment and Supplies (Light Poles)
T2946	Elevator Maintenance, Repair, Testing and Inspection Serv.
T0576	Fire Extinguisher Maintenance
T0077	Fuel Oil #2 - Heating
T0200	Mailroom Equipment and Maintenance
T0295	Pest Control Services
T3027	Plumbing and Heating Equipment & Supplies
T437A	Copiers/Cost per Copy lease
G2075	Copier, Maint., and Supplies
G1219	Furniture, Library
G2005	Carpet, padding, VCT Tiles and Installation
T0108	Gas, Propane
T0083	Gasoline, Automotive
T2581	Auctioneering Services: Internet Auctions to Sell Surplus Property
T1372	HVAC, Refrigeration and Boiler Services
T2911	Kindergarten Entry Assessment System

T0675	Locksmith Service and Associated Parts
T0465	Tree Trimming, Pruning and Removal Services
T216A	Wireless Devices and Services

n. 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 \$36,000 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, Carol A. Fredericks 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 \$36,000 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 \$36,000; and

BE IT FURTHER RESOLVED that all contracts that are in the aggregate less than 15% (\$5,400) 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 Patricia Martucci 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;

o. Procurements of Goods & Services Through Hunterdon County Educational Services Commission, Passaic County Educational Services Commission, and Educational Services Commission of New Jersey

Resolved, to re-approve the 2016-2017 purchasing of goods and services through the cooperative bidding procedures offered by Educational Services Commissions to better control prices and procure services at the most competitive rates.

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

Resolved, to approve the 2016-2017 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 \$1,200.

p. Resolution – Hunterdon County ESC - Proprietary Apple Products

Whereas, the Hunterdon County Educational Services Commission (HCESC), as Lead Agency for the HCESC cooperative pricing system (system identifier 34HUNCCP), as awarded a contract for proprietary Apple technology products following the public solicitation of sealed bids pursuant to N.J.S.A. 18A: 18A -15, N.J.S.A. 40A:11-13 and N.J.A.C. 5:34-9.1; and

Motion to table letter N until the end.

Motion: Burdick Second: Masino By voice vote, all in favor. Motion carried: 6-0-0-1

Motion to amend Qualified Purchasing Agent

Motion: Burdick Second: Cama By voice vote, all in favor. Motion carried 6-0-0-1

Whereas, the Franklin Township Board of Education is a member of the HCESC cooperative pricing system and is authorized to make purchases from contracts awarded by the HCESC pursuant to N.J.A.C. 5:34-7.1 et seq.; and

Whereas, the Apple technology products covered by the HCESC contract sought by the Franklin Township Board of Education are of such a specialized nature that only such products will meet the needs of the Franklin Township Board of Education; and

Whereas, the Franklin Township Board of Education has heavily invested time and funds into the acquisition and integration of Apple products in local operations that will be wasted if non-Apple products were used to supplement the existing technology; and

Whereas, the use of non-Apple products would require either the wholesale replacement of the technology currently used by the Franklin Township Board of Education or an unsupportable level of training, support and maintenance services that would utterly defeat the purpose of the public contracting laws:

Now, Therefore, Be it Resolved that the Franklin Township Board of Education hereby authorizes the purchase of proprietary Apple technology products from the HCESC contract as follows:

- iPads
- Mac Books
- Related Accessories

q. Resolution Designating Public Agency Compliance Officer for the Franklin Township Board of Education

Resolved, In accordance with N.J.A.C. 17:27-3.2, Business Administrator is appointed as the Public Agency Compliance Office (PACO) for the Franklin

Township Board of Education . The Public Agency Compliance Officer is the liaison between the Franklin Township Board of Education and the State of New Jersey Department of the Treasury, Division of Contract Compliance Equal Employment Opportunity in Public Contracts. The Public Agency Compliance Officer is responsible for administering contracting procedures pertaining to equal employment opportunity regarding the Franklin Township Board of Education and the appropriate contract vendors.

The major responsibilities of the Public Agency Compliance Officer are to obtain and keep a current file of the required Affirmative Action Evidence from contracted vendors who do business with the Board; include the mandatory Affirmative Action language in all advertisements for bids and all solicitation of proposals; and include the appropriate mandatory Affirmative Action Language in all bid specifications and all Board contracts. The Business Administrator will assume the responsibilities at no extra compensation. The effective date of this resolution is through June 30, 2017.

r. **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)

s. **Re-approve** all district Policies, Regulations and Rules for 2016-2017.

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

u. **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 06-14, 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 \$1,500.00 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 authorizes travel expenditures, provided that such expenditures are within the annual maximum travel expenditure amount.

v. **Re-approve** the following appointments for 2016-2017:

- Board Secretary – Business Administrator
- District Custodian of Public Records (required by P.L.2001, Chapter 404) – Business Administrator
- District Public Agency Compliance Officer (required by N.J.A.C. 17:27-3.2) – Business Administrator
- Right to Know Officer – Business Administrator
- IAQ Indoor Air Quality designee – ABM Custodial representative James Schwar under guidance of Business Administrator
- District Substance Awareness Coordinator- Sophia Van Ess
- Maintenance Supervisor- ABM Custodial representative James Schwar
- District Integrated Pest Management Officer- ABM Custodial representative James Schwar under guidance of Business Administrator
- Chemical Hygiene Officer- ABM Custodial representative James Schwar under guidance of Business Administrator
- Affirmative Action Officers (required by N.J.A.C. 6A:7-1.5)-Dr. Carol A. Fredericks
- 504 Compliance Officer – Dr. Carol A. Fredericks
- Title IX Coordinator- Dr. Carol A. Fredericks
- American with Disabilities Officer 2016-2017- Dr. Carol A. Fredericks
- Attendance Officer 2016-2017– Dr. Carol A. Fredericks
- Chief Equity Officer- Superintendent of Schools, Dr. Carol A. Fredericks
- Auditor, William Colantano for the 2016-2017 fiscal year audit, at the rate of \$15,500
- Board Attorney General/Labor Relations Attorney, Machado law Group as follows: \$165 per hour for attorneys, \$75 per hour for paralegals, with total billing not to exceed \$30,000.
- School Physician- Dr. Ronald Frank, 2016-2017 Standing orders and school physicals for an annual fee of \$1,500.
- Continuing Disclosure Agent Services - Phoenix Advisors, LLC for the 2016-2017 fiscal year at a rate of \$850.00

B. EDUCATION

No Consent Items

C. PERSONNEL

1. **Rescind** approval of the following professional day request:

- Richard Matthews, NJASBO Conference, June 8-10, 2016

D. FACILITIES

No Consent Items

Resolved, upon the recommendation of the Superintendent, Dr. Carol Fredericks, to approve the above stated consent agenda items, holding “n” for new BA appointment.

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	6	0	0	1

XII. Discussion & Action Agenda

All resolutions are upon the recommendation of the Superintendent.

A. EDUCATION

1. **Action Items:**

- Resolved**, to approve the 5 year Curriculum Renewal Calendar. (att. XII.A.1.a.)
- Resolved**, as per policy 4116, to approve the annual adoption and use of the Charlotte Danielson Framework for Teaching Evaluation Model using Frontline as the evaluation instrument for the 2016-2017 school year, as required by NJ Achieve/NJDOE regulations.

Motion: Cama Second: Masino By Voice Vote

Yes 6	No 0	Abstain 0	Absent 1
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B. BUSINESS

1. **Action Items:**

- Resolved**, to approve the 2016-2017 CAP Grant Application with estimated amounts as follows:

- PK – 6 - \$948.00 of which 284.40 is district funded.
- Teen CAP - \$550 of which 165.00 is district funded.

(XII.B.1.a.)

Motion: Burdick Second: Yasunas By Voice Vote

Yes 6	No 0	Abstain 0	Absent 1
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- b. **Resolved**, per policy 4213.2, Summer Hours, to approve the beginning date of summer hours as June 27, 2016 and the end date of summer hours as August 22, 2016.

Comment: What will the summer hours be? Employees will have a choice 8:00am to 2:00pm or 9:00 am to 3:00pm

Motion: Burdick Second: Masino By Voice Vote

Yes 6	No 0	Abstain 0	Absent 1
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- c. **Resolved**, to accept the sales report of excess Flooring Tiles sold through govdeals.com on April 29, 2016 in the amount of \$510.00. (att. XII.B.1.c.)

Motion: Burdick Second: Cama By Voice Vote

Yes 6	No 0	Abstain 0	Absent 1
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- d. **Resolved**, to approve the Agreement with Karen Pereira to provide Occupational Therapy Services on an as needed basis for the period of July 1, 2016 through June 30, 2017 at the following rates:
- Each 30 Minutes - \$37.50
 - Each 60 Minutes - \$75.00
 - Each quarterly progress reports - \$20.00
 - Each Annual Review - \$75.00
 - Each Evaluation - \$300.00

Motion: Burdick Second: Yasunas By Voice Vote

Yes 6	No 0	Abstain 0	Absent 1
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- e. **Resolved**, to approve the following Agreements for Nonpublic Services provided by the Hunterdon County Educational Services Commission for July 1, 2016 through June 30, 2017.
- Nonpublic School Nursing
 - Nonpublic School Technology Initiative Program
 - Nonpublic School Textbook Program
 - Nonpublic 192-193
 - Nonpublic School Security Aid
- (att. XII.B.1.e.)

Motion: Burdick Second: Yasunas By Voice Vote

Yes 6	No 0	Abstain 0	Absent 1
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C. FACILITIES
No Action Items

D. TRANSPORTATION
1. Action Item:

- a. Resolution for Participation in Coordinated Transportation
WHEREAS, the Franklin Township Board of Education desires to transport special education, non-public, public and vocational school students to specific destinations; and
WHEREAS, the Hunterdon County Educational Services Commission hereinafter referred to as HCESC offers coordinated transportation services; and

WHEREAS, the HCESC will organize and schedule routes to achieve the maximum cost effectiveness:

NOW THEREFORE, it is agreed that in consideration of prorated contract costs, plus an administration fee of 5.5% for member districts and 8.5% for non-member districts as presented to the Franklin Township Board of Education as calculated by the billing formula adopted by the HCESC's Board of Education. Said formula shall be based on a route cost divided by the student mile allocated to each participating district.

- I. The HCESC will provide the following services:
- a. routes coordinated with other districts to achieve a maximum cost reduction while maintaining a realistic capacity and travel time;
 - b. monthly billing and invoices;
 - c. computer print-outs of student lists for all routes coordinated by HCESC;
 - d. all necessary interaction and communication between the sending district, receiving school, and the respective transportation contractors;
 - e. constant review and revision of routes;
 - f. provide transportation as requested on the formal written request;
- and

It is further agreed that the Franklin Township Board of Education will provide the HCESC with the following;

- a. requests for special transportation on approved forms to be provided by the HCESC, completed in full and signed by previously authorized district personnel;
 - b. withdrawal for any transportation must be provided in writing and signed by authorized district personnel; no billing adjustments will be made without this completed form and will become effective on the date the form is received;
- II. Additional Cost – all additional costs generated by unique requests such as mid-day runs or early dismissals will be borne by the district. All such costs must first be approved by the Franklin Township Board of Education.
- III. Length of Agreement – this agreement and obligations and requirements therein shall be in effect between July 1, 2016 and June 30, 2017.
- IV. Entire Agreement – this agreement constitutes the entire and only agreement between the parties and may be amended by an instrument in writing over authorized signature.

- V. It is understood and agreed by all parties hereto that the Board of Directors of the HCESC is not responsible for its transportation contractor's failure to provide the services agreed upon herein. It will make every reasonable effort to provide alternative services should such a failure occur.

Motion: Burdick Second: Yasunas By Voice Vote

Yes 6	No 0	Abstain 0	Absent 1
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b. Resolution - 2016-2017 Student Transportation Routing and Scheduling Services

WHEREAS, Franklin Township Board of Education (hereinafter referred to as "FTS") has received a proposal from Delaware Valley Regional High School Board of Education (hereinafter referred to as "DVRHS") to provide, student transportation routing and scheduling services; and

WHEREAS, FTS and DVRHS desire to enter into a joint agreement wherein DVRHS will provide the said student transportation routing and scheduling services; and

WHEREAS, the Uniform Shared Services 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 FTS are by definition local units under the said law; and DVRHS is empowered by law to provide student transportation routing and scheduling services; and

WHEREAS, the provision of student transportation routing and scheduling services by DVRHS is economically advantageous to FTS;

NOW THEREFORE BE IT RESOLVED that DVRHS and FTS hereby agree and enter into the 2016-2017 student transportation routing and scheduling services arrangement for the provision of student transportation routing and scheduling services in accordance with N.J.S.A 40A:65-1 et seq. at an annual amount of \$1,200.00.

Motion: Burdick Second: Cama By Voice Vote

Yes 6	No 0	Abstain 0	Absent 1
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E. POLICY

1. **Resolved**, to approve the first reading of the following revised policies/regulations:
 - 5141.8 – Sports Related Concussion and Head Injury
 - 1330R - Use of School Facilities

- 4115 - Supervision
- 5141.21 - Administering Medication

(XII.E.1)

Motion: Burdick Second: Yasunas By Voice Vote

Yes 6	No 0	Abstain 0	Absent 1
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F. OTHER MATTERS

Comment: Did anyone from the municipality contact Franklin regarding “Active Shooter Drill”? No

G. NEW BUSINESS

XIII. Board Matters

XIV. Personnel

A. Action Items:

All resolutions are upon the recommendation of the Superintendent.

- Resolved**, to accept, with regret, the resignation of Jeanne Yancey, Second Grade teacher, effective June 30, 2016 to begin her retirement on July 1, 2016.
(att. XIV.A.1.)

Motion: Burdick Second: Masino By Voice Vote

Yes 6	No 0	Abstain 0	Absent 1
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- Resolved**, to accept, with regret, the resignation of Bernetta Davis, School Business Administrator, effective June 30, 2016.
(att. XIV.A.2.)

Motion: Masino Second: Burdick By Voice Vote

Yes 6	No 0	Abstain 0	Absent 1
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- Resolved**, to approve the following list of certificated personnel recommendations for the 2016-2017 school year.

TCH-SCH-GFTAL-MG-01	Teacher	Chrisman, Lauren	0.4	11-130-100-101-001-000	24,094.73	
TCH-SCH-GFTAL-MG-01	Teacher	Chrisman, Lauren	0.5	11-120-100-101-001-000	30,118.41	
TCH-SCH-GFTAL-MG-01	Teacher	Chrisman, Lauren	0.1	11-110-100-101-001-000	6,023.68	60,236.82
TCH-SCH-COMP-MG-01	Teacher	Smith, Patrick	0.4	11-130-100-101-001-000	23,480.17	
TCH-SCH-COMP-MG-01	Teacher	Smith, Patrick	0.5	11-120-100-101-001-000	29,350.20	
TCH-SCH-COMP-MG-01	Teacher	Smith, Patrick	0.1	11-110-100-101-001-000	5,870.04	58,700.41
TCH-EL-TEAC-03-01	Teacher	Weinhold, Jeffrey	1.0	11-120-100-101-001-000	59,532.73	59,532.73
PRE-SCH-TEAC-PK-01	Teacher	Gerth, Karen	0.5	11-216-100-100-000-000	29,766.37	
PRE-SCH-TEAC-PK-01	Teacher	Gerth, Karen	0.1	11-105-100-100-001-000	5,953.27	

PRE-SCH-TEAC-PK-01	Teacher	Gerth, Karen	0.4	60-105-100-100-000-000	23,813.09	59,532.73
TCH-SCH-MUS-MG-01	Teacher	Stone, Robin	0.4	11-130-100-101-001-000	23,480.17	
TCH-SCH-MUS-MG-01	Teacher	Stone, Robin	0.5	11-120-100-101-001-000	29,350.20	
TCH-SCH-MUS-MG-01	Teacher	Stone, Robin	0.1	11-100-100-101-001-000	5,870.04	58,700.41

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	6	0	0	1

- 4. Resolved**, to approve the following non-bargaining unit personnel recommendation for the 2016-2017 school year:

ADM-BO-TRS-NA-01	Treasurer	Kutz, Abigail	0.1	11-000-230-100-000-002	4,000.00	4,000.00
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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	6	0	0	1

- 5. Resolved**, to hire Cassidy Varga, as a paraprofessional and bus aide for the PKD ESY Program, July 5 through July 29, 2016, 5 hours a day, at an hourly rate of \$25.00. (acct. #11-221-100-106-000-000)

(att. XIV.A.5.)

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	6	0	0	1

6. **Resolved**, to hire Lillian Bickhardt, as PKD/PK ESY Teacher, July 5 through July 29, 2016, 4.5 hours per day, at an hourly rate of \$30.00.
(acct. #11-221-100-101-000-000) (att. XIV.A.6.)

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	6	0	0	1

7. **Resolved**, to eliminate the 10 month Secretary to the Department of Special Services (CST) position.

Question: What did this position pay? \$45,454.24

Motion: Burdick Second: Yasunas By Voice Vote

Yes 6	No 0	Abstain 0	Absent 1
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8. **Resolved**, to create a 12 month Secretary to the Department of Special Services (CST) position and approve the job description.

(att. XIV.A.8)

Motion: Burdick Second: Yasunas By Voice Vote

Yes 6	No 0	Abstain 0	Absent 1
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Question: Why is 12 month position necessary?

Answer: The Supervisor works 12 months and we always approved summer hours for the position.

9. **Resolved**, to appoint Adriana Coney-Miller as Secretary to the Department of Special Services (CST) (position control #CST-BO-SEC-NA-01, account # 11-000-219-105-001-

000) at the salary of \$40,000 prorated, beginning June 6, 2016 through June 30, 2016 and at a salary of \$40,000 July 1, 2016 – June 30, 2017.

(att. XIV.A.9.)

Motion: Burdick

Second: Masino

Roll Call Vote

Name	Yes	No	Abstain	Absent
Burdick	X			
Cama	X			
French	X			
Homulak	X			
Masino	X			
Yasunas	X			
Crielly				X
Totals	6	0	0	1

- 10. Resolved**, to approve the appointment of Patricia Martucci as Business Administrator/Board Secretary at a salary of \$105,000, (position control # ADM-BO-BADM-NA-01, account #11-000-251-100-000-000) beginning July 1, 2016 through June 30, 2017, subject to County Executive Superintendent review of contract and approval.

Table until after executive session: By voice vote, all in favor 6-0-0-1

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	5	1	0	1

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.

Ms. McVerry – Thanked the Board and PTA

XVI. 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 May 23, 2016 for the purpose of discussing Murry litigation and Business Administrator candidates. 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 45 minutes, action will be taken.*

Motion: Burdick Second: Yasunas By Voice Vote

Yes 6	No 0	Abstain 0	Absent 1
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XVII. Resolved, to return to Open Public Session at 9:48pm.

Motion: Burdick Second: Yasunas By Voice Vote

Yes 6	No 0	Abstain 0	Absent 1
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XVIII. Resolved, to Adjourn from the Public Meeting at 9:55pm.

Motion: Burdick Second: Homulak By Voice Vote

Yes 6	No 0	Abstain 0	Absent 1
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Respectfully submitted,

Certified by:

Bernetta Davis
Business Administrator/Board Secretary

Christine Crielly
Board President