



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

**REGULAR MEETING**  
**April 25, 2022 - 6:30 p.m.**

**1. Call to Order – President Sutton called the meeting to order at 6:36 pm.**

**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.	<i>present</i>	V. Evans, V. Pres.	<i>present</i>	R. Falcon	<i>arr. 7:14 pm</i>
A. Gilpin	<i>present</i>	J. Giordano	<i>present</i>	A. Luciano	<i>arr. 6:50 pm</i>
E. Tomasini	<i>present</i>	N. Diaz, Superintendent	<i>present</i>	L. Tirone	<i>present</i>

**2. Architect Interviews and Presentations**

- 2.01 LAN Associates presented by Vlad Potiyevsky
- 2.02 Parette Somjen & Associates presented by William Bannister
- 2.03 H2M Architects & Engineers, Inc. presented by Joseph Flynn
- 2.04 Girl Scout Project – GOLD AWARD – Katie Zarish-Yasunas - Wall of Inspiration
- 2.05 Student Delegate – Introduction
  - Vivian Evans
  - Emily Sutton

**3. 2022-2023 Public Budget Hearing**

**3.01 Opening Remarks**

Mrs. Karen Sutton, Board President

**3.02 Presentation of Budget**

Nicholas Diaz, Superintendent  
Lori Tirone, Business Administrator  
Lindsay Gooditis, Principal

**3.03 Public Comments and/or Questions on the 2022-2023 Budget**

Mr. Witkowski had a question about the percentage toward special education and Dr. Diaz responded and explained.

**3.04 Board of Education Comments and/or Questions on the 2022-2023 Budget**

There were no comments from the Board members.

**3.05 Adoption of the 2022-2023 Final Budget**

**BE IT RESOLVED** that the Franklin Township Board of Education hereby adopts the following proposed budget for the 2022-2023 school year and approves it for submission to the Hunterdon County Department of Education Executive County Superintendent for required review and approval. The proposed budget includes sufficient funds to provide curriculum and instruction which will enable all students to achieve the New Jersey Student Learning Standards, and is compliant with N.J.S.A. 18A and N.J.A.C. Title 6 and 6A. The District has proposed

programs and services in addition to the New Jersey Student Learning Standards adopted by the State Board of Education.

**REVENUE**

Fund 10: Operating Budget

Excess Surplus/Fund Balance	\$ 104,739
Local Tax Levy	\$ 6,217,871
Other Revenue	\$ 378,600
W/D Capital Reserve	\$ 760,000
W/D Maintenance Reserve	\$ 100,000
E/O Aid (Est)	\$ 163,000
State Aid	\$ 452,744

Fund 20: Special Funds

Grant Entitlements (Est)	\$ 87,000
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Fund 40: Debt Service

Tax Levy	\$ 646,800
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**TOTAL REVENUE: \$8,910,754**

**APPROPRIATIONS**

Fund 10: Operating Budget

Current Expense	\$ 7,133,910
Capital Outlay*	\$ 1,043,044

Fund 20: Special Funds

REAP/ESEA/IDEA Grants	\$ 87,000
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Fund 40: Debt Service

Repayment of Debt	\$ 646,800
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**TOTAL APPROPRIATIONS: \$8,910,754**

(\*Capital Outlay includes the State Assessment for Debt Service on SDA Grant Funding, Lease Purchase Loan Principal, and the UST Project, Fire Violation, LEN II Project.)

As per N.J.A.C. 6A:23A-7.3(a), the proposed budget provides for a maximum appropriation amount of \$20,000.00 that may be allotted for travel and expense reimbursement. The School Business Administrator shall track and record these costs ensuring the maximum amount is not exceeded.

The 2022-2023 budget includes the use of all automatic adjustments (i.e. enrollment and pre budget year tax levy), if applicable.

The 2022-2023 budget includes a withdrawal from the Capital Reserve in the amount of \$760,000. The use of these funds is for the UST replacement, Fire Violation, and LENS II Project, including architect and engineering fees. If all funds are not used by the end of the 2022-23 budget year, they must be returned to the Capital Reserve Fund by June 30, 2023.

The 2022-2023 budget includes a withdrawal from the Maintenance Reserve in the amount of \$100,000.00. These funds will be used to offset the cost of Required Maintenance; do not exceed the total of Required Maintenance; and cannot be transferred out of Required Maintenance during the budget year. Any unused funds will be returned to the Maintenance Reserve Fund by June 30, 2023.

Motion by: Luciano

Seconded by: Evans

Discussion:

Roll Call Vote:

Name	Yes	No	Abstain	Absent
Mrs. Evans	X			
Mr. Falcon	X			
Ms. Gilpin	X			
Mr. Giordano	X			
Mrs. Luciano	X			
Mrs. Tomasini	X			
Mrs. Sutton	X			
Totals:	7	0	0	0

Motion Carried

**3.06 Approval of Tax Levy Payment Schedule for the 2022-2023 Budget Year**

BE IT RESOLVED, that the Franklin Township Board of Education approves the following tax levy payment schedule to be presented to the Township of Franklin for the period July 1, 2022 through June 30, 2023:

Due Date	Amount
July 28, 2022	\$1,144,112.00
September 22, 2022	\$1,144,112.00
November 10, 2022	\$1,144,112.00
January 26, 2023	\$1,144,112.00
March 23, 2023	\$1,144,112.00
May 25, 2023	\$1,144,111.00
<b>TOTAL LOCAL TAX LEVY:</b>	<b>\$6,864,671.00</b>

Motion by: Luciano                      Seconded by: Evans

Discussion:

Roll Call Vote:

Name	Yes	No	Abstain	Absent
Mrs. Evans	X			
Mr. Falcon	X			
Ms. Gilpin	X			
Mr. Giordano	X			
Mrs. Luciano	X			
Mrs. Tomasini	X			
Mrs. Sutton	X			
Totals:	7	0	0	0

**THIS CONCLUDES THE PUBLIC HEARING ON THE 2022-2023 SCHOOL DISTRICT BUDGET**

4. **Minutes**

- 4.01 March 21, 2022 – Regular Meeting
- 4.02 March 21, 2022 – Executive Session

(attachment)

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

Motion Luciano Second Evans By Voice Vote

Yes	No	Abstain	Absent
7	0	0	0

5. **Business Administrator Report – Lori Tirone**  
**Nothing at this time.**

6. **Superintendent’s Report - Nicholas Diaz**

6.01 Board Delegates- Due to Covid we were delayed with the BOE delegates. I am pleased to announce that Vivian Evans and Emily Sutton have been selected as the 2022 BOE delegates. Congratulations to both of them.

6.02 Wellness Room- Congratulations to Ms. Gooditis and the Positive Behavior Support Committee on the official grand opening of the wellness room. This was part of our strategic plan. The wellness room is a dedicated space where students can self-regulate, refocus, and reinforce skills learned within the Zones of Regulation.

6.03 Elizabeth Town Gas- Will be visiting FTS and the 5th grade empowered school team to discuss green careers.

6.04 8th Grade Basketball- This Friday is the staff v. student basketball game. Doors open at 6pm, tip-off is at 7pm.

6.05 Covid Update- Only one positive case since last month’s meeting and it was a staff member. No close contacts.

6.06 Discussion of social distancing protocols. Moving to less than 3 feet distance.

**Resolution - Reopening Plan Modification**

**Resolved**, to approve the amendment to the Reopening Plan to no longer require 3 feet separation of students.

Motion Luciano Second Giordano By Voice Vote

Yes	No	Abstain	Absent
7	0	0	0

6.07 Discussion to hold off on the Health Curriculum revisions until more information is available from the Governor.

6.08 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 (see form attached)	3/8/22
Security Drill (Active Shooter)	3/30/22
Fire Drill	4/2/22

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

There were no comments from the public.

8. **Correspondence**

**There was no correspondence.**

9. **Subcommittee Discussion and Action Items**

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

9.01 **Ad Hoc** (Board Goals, Supt Goals/Personnel)/**Strategic Plan** – Mr. Falcon, Mrs. Luciano, Mrs. Tomasini  
Committee did not meet.

9.02 **Facilities and Finance** - Mrs. Evans, Mr. Giordano, Mrs. Sutton  
**Resolved**, to approve items 9.02.1 - 9.02.10.

**9.02.1 Tuition Contract Agreement – Pillar Care Continuum**

**Resolved** to approve the tuition contract agreement between Franklin Township BOE (sending) and Pillar Care Continuum – Pillar Elementary School (receiving) for SID# 1821266702 in the amount of \$26,139.96 commencing on April 11, 2022 through June 30, 2022.

**9.02.2 Coordinated Transportation Services - Hunterdon County ESC**

**Resolved** to approve a Resolution for Participation in Coordinated Transportation Services between Franklin Township School District and the Hunterdon County Educational Services Commission to provide coordinated transportation services for the period of July 1, 2022 - June 30, 2023, on an as needed basis, at contract cost, plus an administration fee of 5.5%.

**9.02.3 Paraprofessionals - Hunterdon County ESC**

**Resolved** to approve an Agreement between Franklin Township School District and the Hunterdon County Educational Services Commission to provide Paraprofessional services to the district for the period of July 1, 2022 - June 30, 2023, on an as needed basis, at the rate of \$27.75 per hour. HCESC shall bill the School District the actual benefit and/or opt-out costs on a monthly basis.

**9.02.4 Public School Services - Hunterdon County ESC**

**Resolved** to approve an Agreement between Franklin Township School District and the Hunterdon County Educational Services Commission to provide Public School Services to the district for the period of July 1, 2022 - June 30, 2023, on an as needed basis, at the published service rate.

**9.02.5 Professional Services -BKC, CPAs, PC**

**Resolved** to approve an agreement between Franklin Township School District and BKC, CPAs, PC to provide accounting and auditing services for the period of July 1, 2022 - June 30, 2023 for a fee of \$18,900.00; such fee not to exceed a 2% increase for the period ending June 30, 2023.

**9.02.6 Professional Services Proposal - School Physician**

**Resolved** to approve a Professional Services proposal for School Physician Services with Dr. Ronald M. Frank, MD of Green Brook Family Medicine for July 1, 2022 to June 30, 2023 for \$1,500.00. Additional services, if needed, are offered on an individual basis, as stated in the proposal.

**9.02.7 Preschool Tuition Rate 2022-23 School Year**

**Resolved** to approve the 2022-2023 annual full-day Preschool Tuition Rate of \$7,500, payable in 10 monthly installments of \$750.00.

**9.02.8 Electronic Methods of Payment**

**WHEREAS**, Local Finance Notice #2018-13 was distributed on March 29, 2018 and specifically addressed electronic funds transfers of “EFT” and claimant certification changes and requirements; and

**WHEREAS**, the Board of Education wishes to comply with this LFN and formalize policies to do so; and

**WHEREAS**, the Board of Education chooses not to offer “EFT” payment method to our vendors at this time; and

**WHEREAS**, the Board of Education will continue to utilize EFT for pension, debt service, payroll, State of NJ payments, inter-fund transfers, and flexible spending accounts; and

**WHEREAS**, the Business Administrator is authorized to initiate those EFT transactions in accordance with N.J.S.A. 18A:19-1 et seq. and to make payment once authorization is granted; and

**WHEREAS**, these wire transfers are not required to be presented on the monthly bills list for approval because of their routine, non-controversial nature.

**9.02.9 Purchase of Proprietary Apple Products 2022-2023 School Year**

**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 are 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 unstopable level of training, support and maintenance services that would utterly defeat the purpose of the public contracting laws; and

**WHEREAS**, the Apple technology products 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; now

**THEREFORE, BE IT RESOLVED** that the Franklin Township Board of Education hereby authorizes the purchase of proprietary Apple technology products directly from Apple Inc. for the period of July 1, 2022 through June 30, 2023.

**9.02.10 Legal Services Proposal - Independent Affirmative Action/Employment Investigation**

**Resolved** to approve the legal services proposal from Peter B. Fallon, Esq. to conduct an independent affirmative action/employment investigation.

Motion by: Luciano                      Seconded by: Evans

Discussion:

Roll Call Vote:

Name	Yes	No	Abstain	Absent
Mrs. Evans	X			
Mr. Falcon	X			
Ms. Gilpin	X			
Mr. Giordano	X			
Mrs. Luciano	X			
Mrs. Tomasini	X			
Mrs. Sutton	X			
Totals:	7	0	0	0
Motion Carried				

9.03     **Curriculum & Education** – Ms. Gilpin, Mrs. Luciano, Mrs. Tomasini Committee did not meet.

- 9.04 **Policy** - Mrs. Evans, Ms. Gilpin, Mrs. Tomasini  
Committee did not meet.
- 9.05 **Negotiations** – Mr. Falcon, Mr. Giordano, Mrs. Sutton  
Committee did not meet.

10. **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.

10.01 **Budget and Finance**

**10.01.1 Secretary and Treasurer Report**

**Approve** the Secretary and Treasurer Reports submitted for the months ending March 2022, which agree with each other and the bank.

**10.01.2 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 March 2022 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.

**10.01.3 Transfer of Funds**

**Approve** the transfer of uncommitted funds within the 2021-2022 school year budget as per the attached list.

**10.01.4 Bill List**

**Approve** the March, 2022 bill list in the amount of \$735,203.26.

10.02 **Education**

10.02.1 **Approve** the following field trips:

Grade	Destination	Date
7/8	Kingwood Twp. School	May 2022
Art Club	Hunterdon Art Museum	May 2022
5	Hunterdon County Arboretum	June 2022
6	Crystal Cave	June 2022

10.03 **Personnel**

10.03.1 **Approve** the following substitute personnel:

- Christine Stoffers (Nurse)
- Heather Paiva (Nurse)
- Ava Perricone (Teacher)

10.03.2 **Approve** the following former FTS theater students to help with the FTS theater production:

- Emma Murry
- Annabelle Thompson
- Emma Hall
- Kaitlyn Meyer

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

Date	Employee	Name of Professional Development Program	Registration Cost	Mileage Exp.
May 11, 2022	Elisabeth Alexander	Maker Education: Paper and Cardboard Engineering for Grades K-12	\$95.00	.35/mile
June 7-10, 2022	Lori Tirone	NJASBO 60th Annual Convention	\$275.00 \$398.00 (Hotel)	\$94.50 \$25.00 (Tolls) \$10.00 (Parking)

10.04 **Facilities**

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

Name of Group	Purpose	Location	Days/Dates	Time
PTA	Middle School Dance	Theater	Friday, May 20, 2022	4:00 - 10:00 pm.
PTA	Spring Elem. Dance "Snowflake Ball"	Gym	Friday, May 6, 2022	4:00 - 9:00 p.m.
PTA/Class of 2022	Basketball Practice for Staff/Student BB Game	Gym	Tuesday, April 26, 2022	4:45 – 6:15 p.m.
PTA	Tricky Tray "Snowflake Ball"	Cafeteria	Friday, May 6, 2022	5:00 – 10:00 p.m

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

Motion by: Evans

Seconded by: Gilpin

Discussion: None

Roll Call Vote:

Name	Yes	No	Abstain	Absent
Mrs. Evans	X			
Mr. Falcon	X			
Ms. Gilpin	X			
Mr. Giordano	X			
Mrs. Luciano	X			
Mrs. Tomasini	X			
Mrs. Sutton	X			
Totals:	7	0	0	0
Motion Carried				

11. **Board Matters/New Business**

Nothing at this time.

12. **Public Comments- Privilege of the Floor (3 minutes)**

Mr. Witkowski made an amusing comment about the staff/student basketball game.

13. **Personnel - All resolutions are upon the recommendation of the Superintendent.**

**13.01 Resolved**, to approve the revised employment contract for Michele Scricco, bus aide, at the per diem rate of \$100.00 for the period of March 22 – April 8, 2022.

Motion Luciano      Second Gilpin      By Voice Vote

Yes	No	Abstain	Absent
7	0	0	0

**13.02 Resolved**, to approve the employment contract for Michelle Scricco, Non-Instructional Paraprofessional, commencing on April 11, 2022 through June 24, 2022.

Motion Luciano      Second Gilpin      By Voice Vote

Yes	No	Abstain	Absent
7	0	0	0

**13.03 Resolved**, to approve Niquole Allen to be the substitute bus aide as needed for the remainder of the 2021-2022 school year.

Motion Luciano      Second Tomasini      By Voice Vote

Yes	No	Abstain	Absent
7	0	0	0

**13.04 Resolved**, to approve payment to the following staff members for required professional development beyond the contractual work day as follows:

Staff Member	Number of hours	Rate	Total
Harmony Stryker	2.5	\$30/hr	\$75.00
Katherine Matassa	1.25	\$30/hr	\$37.50
Kristen Andreychak	5	\$30/hr	\$150

Motion Luciano      Second Gilpin      By Voice Vote

Yes	No	Abstain	Absent
7	0	0	0

**13.05 Resolved**, to approve payment to Elisabeth Alexander for 3 hours of Technology Curriculum Writing at the hourly rate of \$35.00.

Motion Luciano      Second Gilpin      By Voice Vote

Yes	No	Abstain	Absent
7	0	0	0

14. **Executive Session – 8:57 p.m.**

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 April 25, 2022 for the purpose of discussing personnel and legal matter. It is expected that the results of the discussion undertaken in closed session will be made public at the time official action is taken. The board expects to reconvene into public session in approximately 20 minutes. Action may be taken.

Motion Luciano Second Gilpin By Voice Vote

Yes	No	Abstain	Absent
7	0	0	0

14.02 **Resolved, to return to Open Public Session at 9:11 pm.**

Motion Falcon Second Luciano By Voice Vote

Yes	No	Abstain	Absent
7	0	0	0

15. **Other Business**

15.01 Discussion – Girl Scout Project Approval

15.02 Architect Discussion

Motion to approve H2M as the Architect of Record.

Motion Luciano Second Evans By Voice Vote

Yes	No	Abstain	Absent
7	0	0	0

16. **Adjournment**

16.01 **Resolved to** Adjourn from the Public Meeting at 9:26 p.m.

Motion Evans Second Gilpin By Voice Vote

Yes	No	Abstain	Absent
7	0	0	0

Respectfully submitted,

Lori Tirone, Business Administrator/Bd. Secretary