

FRANKLIN TOWNSHIP BOARD OF EDUCATION
226 QUAKERTOWN ROAD, P.O. BOX 368
QUAKERTOWN, NEW JERSEY 08868
908-735-7929



REGULAR MEETING MINUTES
January 23, 2023

For the Regular Meeting of the Franklin Township Board of Education
Monday, January 23, 2023 at 6:30 p.m. in the Franklin School Multipurpose Room

I. CALL TO ORDER

President Sutton called the meeting to order at 6:32 p.m.

II. PLEDGE OF ALLEGIANCE

III. STATEMENT OF ADEQUATE NOTICE:

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.

IV. ROLL CALL

<i>Mrs. Karen Sutton, Pres.</i>	<i>Present</i>	<i>Mrs. Allison Luciano, V. Pres.</i>	<i>Left at 8:44pm</i>	<i>Mr. Ronald Falcon</i>	<i>Present</i>
<i>Mrs. Shana Frondorf</i>	<i>Present</i>	<i>Mr. James Giordano</i>	<i>Present</i>	<i>Mrs. Caroline Licwinko</i>	<i>Present</i>
<i>Mrs. Erin Tomasini</i>	<i>Present</i>	<i>Dr. Nicholas Diaz, CSA</i>	<i>Present</i>	<i>Mrs. Lori Tirone</i>	<i>Present</i>

V. PRESENTATIONS

1. Student BOE Delegates Report
 - a. Presentation on why the students need a study hall.
 - b. Next year potential 3 day a week teacher to teach sign language. Share with Bloomsbury per Dr. Diaz.
2. Laura Atwell from BKC Certified Public Accountants will present the June 30, 2022 Audit.
 - a. Presented the budget and the audit hasn't been issued due to GASB 68 & 75.

VI. MINUTES

MOTION by Mrs. Luciano, seconded by Mr. Falcon to approve the November 14, 2022 and January 3, 2023 meeting minutes.

BE IT RESOLVED that the minutes of the Board of Education meeting, held on the dates indicated as transcribed, be approved and filed.

November 14, 2022 - Regular Meeting
January 3, 2023 - Reorganization Meeting

On a roll call vote, all present were in favor and the motion carried.

VII. CORRESPONDENCE - None

VIII. SCHOOL BUSINESS ADMINISTRATOR REPORT

Mrs. Tirone discussed:

Fire Violation on the Theater/Basement Multipurpose Room - Window Proposal:

DeSapio has begun work on the project. We still do not have the full permit from Franklin Township. Joe Flynn and myself will be meeting with the sub code officials tomorrow evening to discuss and further questions they have so that the full permit may be issued.

Security:

Earlier this year the board expressed concerns about our security moving forward and we began the process of hiring an Officer through the Franklin Township Police Department. We were told this process would take a few months. We continue to address security issues at our school but are unable to discuss them in detail in an open public forum for the safety of our students. Examples you may have seen include the additions of the painted hallways and gate at the main entrance.

Budget Calendar for 2023 -2024

**IX. SUPERINTENDENT REPORT
2022-23 State of the District Report:**

Dr. Diaz presented his annual comprehensive "State of the District Report". The report has been posted on the website.

1. Security and Fire Drills – 2022-2023

Type of Drill	Date
Fire Drill	8/26/22
Shelter-in-Place (security)	9/1/22
Fire Drill	9/16/22
Fire Drill	10/6/22
Lockdown (security)	10/17/22
Fire Drill	11/4/22
Bus evacuation	11/4/22
Shelter-in-Place (security)	11/30/22
Fire Drill	12/14/22
Active Shooter (security)	12/22/22
Fire Drill	1/17/23

X. PUBLIC COMMENTS - Privilege of the Floor (3 minutes) – Agenda Items Only

Lori Vail discussed Spanish class and our student test scores compared with the rest of the county.
Kelsey Marsh discussed school security.
Brett Palmer discussed school security.

XI. AD HOC (Board Goals, Supt Goals/Personnel)/STRATEGIC PLANNING – Mrs. Luciano, Mrs. Tomasini, Mrs. Frondorf
No update

XII. FINANCE AND FACILITIES- Mrs. Sutton, Mr. Giordano, Mr. Falcon
MOTION by Mrs. Luciano, seconded by Mr. Falcon to approve Finance and Facilities items A through H.

A. Acceptance and Approval of Board Secretary’s Report for the month of November 2022 and December 2022
BE IT RESOLVED that upon review of the Board Secretary’s report for the month of November 2022 in consultation with appropriate district officials, the Board of Education certifies that no fund had been over expended in violation of NJAC 6A:23A-16:10(b); and the Board of Education further certifies, based on the Board Secretary’s certification, that the total of encumbrances for each line item account does not exceed the line item appropriation in violation of NJAC 6A:23A-16:10(a).

B. Acceptance and Approval of Treasurer’s Report for the month of November 2022 and December 2022
BE IT RESOLVED that upon review of the Treasurer’s report for the month of November 2022 in consultation with appropriate district officials, the Board of Education certifies that no fund had been over expended in violation of NJAC 6A:23A-16:10(b); and the Board of Education further certifies, based on the Board Secretary’s certification, that the total of encumbrances for each line item account does not exceed the line item appropriation in violation of NJAC 6A:23A-16:10(a).

The Board Secretary certifies, pursuant to N.J.A.C. 6A:23A-16:10(c)(3), that the total of encumbrances for each line item account does not exceed the line item appropriation in violation of N.J.A.C. 6A:23A-16:10(a).

C. Approval of Transfers

BE IT RESOLVED that the Board approve the attached list of budget transfers as presented by the School Business Administrator for the period of November 1, 2022 through November 30, 2022 and December 1, 2022 through December 31, 2022.

D. Approval of Bills

BE IT RESOLVED that the Board approve the attached list of district bills for payment as presented by the School Business Administrator for the period of November 1, 2022 through November 30, 2022 in the amount of \$1,090,874.65 and for the period of December 1, 2022 through December 31, 2022 in the amount of 828,453.41 .

E. Approve the Use of Facilities

BE IT RESOLVED that the Board, upon the recommendation of the Superintendent, approve the following use of facilities requests.

Name of Group	Purpose	Location	Days/Dates	Time
Franklin Township School	Family Literacy Night	Library	Thursday March 2, 2023	3:30pm - 7:30pm
Kimberly Ennico Smith	NASA Science presentation	Theater	Friday December 9, 2022	1:40pm - 3:10pm
Franklin Township School	Hour of Code	Library & Makerspace	Thursday December 8, 2022	3:30pm - 5:30pm
Franklin Township School	Dance Club	Gym	Wed., Thurs., Fri. February - May	8:00am - 8:35am
Franklin Township School	Linking with Leadership meeting	Library	January 12, 2023 March 9, 2023 May 18, 2023	9:00am - 10:00am

F. Professional Services - CDK Accounting and Personnel Software and Licenses

BE IT RESOLVED that the Board, upon the recommendation of the Superintendent, approve a professional services contract with CDK Systems, Inc. (Accounting & Personnel Systems Licenses) in the amount of \$11,915.00, for the 2023-2024 School Year.

- CDK Accounting: \$4,755
- CDK Personnel: \$5,460
- CDK Anywhere: \$1,700

G. Participation in Coordinated Transportation Services with Warren County Special Services District

BE IT RESOLVED that the Board, upon the recommendation of the Superintendent, approve a resolution for the Participation in Coordinated Transportation Services between Union Township Board of Education and Warren County Special Services School District for July 1, 2023 to June 30, 2024.

H. Waiver of Requirements for Special Education Medicaid Initiative (SEMI)

BE IT RESOLVED that the Board, upon the recommendation of the Superintendent, approve in accordance with N.J.A.C. 6A:23A-5.3(b), the Franklin Township Board of Education approves the filing of a waiver of participation in the Special Education Medicaid Initiative (SEMI) for the 2023-2024 school year, due to the district projecting an enrollment of less than 40 Medicaid eligible students per the October 15, 2022 ASSA report.

Roll Call Vote:

Name	Yes	No	Abstain	Absent
Mr. Falcon	x			
Mrs. Frondorf	x			
Mr. Giordano	x			
Mrs. Licwinko	x			
Mrs. Luciano	x			
Mrs. Tomasini	x			
Mrs. Sutton	x			
Totals:	7	0	0	0
The Motion Carried.				

XIII. CURRICULUM AND EDUCATION - Mrs. Tomasini, Mrs. Luciano, Mrs. Licwinko
MOTION by Mrs. Luciano, seconded by Mrs. Licwinko to approve Curriculum and Education item A.

A. Approval of Field Trips

BE IT RESOLVED that the Board, upon the recommendation of the Superintendent, approve the following field trips:

Group	Location	Date
8th grade	Free Fall Trampoline Park	June 2023
8th grade	iFly & Steam	June 2023
7th & 8th grade	Kingwood School	May 2023
7th grade	Clinton Township Middle School	February 2023
1st grade	Raritan Valley Community College	March 2023
7th grade	Museum of Natural History	May 2023
5th grade	New Jersey State Museum	March 2023
Kindergarten	Oak Grove Plantation	May 2023
Student Council	TCNJ	January 2023
6th grade	Camp Bernie	May 2023
3rd grade	Adventure Aquarium	May 2023
4th grade	Turtle Back Zoo	June 2023

Discussion: Second grade field trip. Mrs. Sutton suggested using teacher and parent chaperones.

Roll Call Vote:

Name	Yes	No	Abstain	Absent
Mr. Falcon	x			
Mrs. Frondorf	x			
Mr. Giordano	x			
Mrs. Licwinko	x			
Mrs. Luciano	x			
Mrs. Tomasini	x			
Mrs. Sutton	x			
Totals:	7	0	0	0
The Motion Carried.				

XIV. POLICY - Mrs. Tomasini, Mr. Falcon, Mr. Giordano

No update.

XV. NEGOTIATIONS – Mrs. Luciano, Mr. Giordano, Mrs. Licwinko
No update.

XVI. EXECUTIVE SESSION

MOTION by Mrs. Luciano, seconded by Mrs. Tomasini for the Board to enter into Executive Session.

WHEREAS, the New Jersey Open Public Meetings Act authorizes a public body to exclude the public from that portion of a meeting at which the Board of Education discusses topics falling within certain specified exceptions to the requirement for open public meetings; (N.J.S.A. 10:4-13) and;

WHEREAS, the Board of Education wishes to discuss matters that fall within one or more of the statutory exceptions to open public meetings;

BE IT RESOLVED pursuant to Section 7 of the Open Public Meetings Act (N.J.S.A. 10:4-12), that the Board adjourn from public session and enter into executive session at this time to discuss confidential matters pertaining to Personnel, including recommendations for appointments; termination of employment; terms and conditions of employment; evaluation of the performance of, promotion, or discipline of board employees or prospective employees; changes in salary; changes in assignment; and leaves of absence.

BE IT FURTHER RESOLVED that the matters discussed in executive session should be made public as soon as the need for confidentiality no longer exists, but it is not known at this time when that may be. The Board expects to reconvene into public session in approximately 45 minutes. Action may be taken.

On a voice vote, all present were in favor. The motion carried. The Board adjourned into Executive Session at 7:52 p.m.

MOTION by Mr. Falcon, seconded by Mr. Giordano for the Board to reconvene the public session.

On a voice vote, all present were in favor. The motion carried. The Board convened into open session at 8:44 p.m.

XVII. PERSONNEL

MOTION by Mrs. Tomasini, seconded by Mr. Falcon to approve Personnel items A through H.

A. Approve Professional Day Requests

BE IT RESOLVED that the Board, upon the recommendation of the Superintendent, approve the following professional day requests:

Date	Employee	Name of Professional Development Program	Registration Cost	Mileage Exp.
12/14/22	Harmony Stryker	Preschool Articulation	\$0	.47/mile
1/25/23 - 1/27/23	Elisabeth Alexander	Techspo	\$515.00 \$194.00 (hotel, \$97 per night	.47/mile
2/1/23	Trina Lahman	Dyslexia Workshop	\$279.00	Virtual
2/21/23 - 2/24/23	Kristin Andreychak Katherine Matassa	Linda Mood-Bell workshop	\$850.00 per person	Virtual

5/9/23 - 5/12/23	Kristin Andreychak Katherine Matassa	Visualizing and Verbalizing	\$850.00 per person	Virtual
12/14/22	Harmony Stryker	Preschool Articulation	\$0	.47/mile
3/25/23	Dana Roberts	NJ State School Nurse Association Spring Conference	\$224.00	.47/mile
3/9/23 - 3/10/23	Karin Stumpf	ASAP - NJ Conference 2023	\$250.00	.47/mile
2/3/23	Karin Stumpf	Where Mental Health, Immigration, and Trauma Intersect	\$0	.47/mile
5/2/23	Harmony Stryker	PreK Foundations	\$299.00	Virtual
4/5/23	Elizabeth Getty	Preventing Problem Behavior - An Emotional Regulation-Based Approach	\$165.00	Virtual
3/22/23	Vicki Marcine	Helping Students Who Start School Behind	\$279.00	Virtual
3/7/23 - 3/8/23	Elizabeth Getty Meredith Bruce Millie Wingler	Eden Autism - ABA Teaching Strategies	\$750.00 (\$250 per person)	Virtual
2/23/23 - 2/24/23	Emily Kastner	NJ Music Educators Association State Conference	\$180.00	.47/mile

B. Approve Job Description

BE IT RESOLVED that the Board, upon the recommendation of the Superintendent, approve the job description for Student Assistant Coordinator.

C. BE IT RESOLVED that the Board, upon the recommendation of the Superintendent, approve the change in job title for Karin Stumpf from Guidance Counselor to Guidance Counselor/Student Assistance Coordinator at no additional remuneration.

D. Approve Substitute Teachers

BE IT RESOLVED that the Board, upon the recommendation of the Superintendent, approve Hayley DeBlicek as a substitute teacher for the 2022-2023 school year at the rate of \$135.00 per day.

E. Approve Substitute Teachers

BE IT RESOLVED that the Board, upon the recommendation of the Superintendent, approve Lauren Fratesi as a substitute teacher for the 2022-2023 school year at the rate of \$135.00 per day.

F. Approve Shared Facilities Manager

BE IT RESOLVED that the Board, upon the recommendation of the Superintendent, approve Jim Schwar as a shared employee with Union for the 2022-2023 school year.

G. Approve Information Technology Specialist

BE IT RESOLVED that the Board, upon the recommendation of the Superintendent, appoint Laura Sretenovic as an Information Technology Specialist, beginning on February 16, 2023 through June 30, 2023 at an annual salary of \$60,000.00 to be prorated from the start date.

H. Approve Chaperone for Snowflake Ball

BE IT RESOLVED that the Board, upon the recommendation of the Superintendent, approve Jordan Kipp as a Snowflake Ball chaperone, at \$30.00 per hour, not to exceed 3 hours

Discussion: Student Assistant Coordinator

Roll Call Vote:

Name	Yes	No	Abstain	Absent
Mr. Falcon	x			
Mrs. Frondorf	x			
Mr. Giordano	x			
Mrs. Licwinko	x			
Mrs. Luciano				x
Mrs. Tomasini	x			
Mrs. Sutton	x			
Totals:	6	0	0	1
The Motion carried.				

XVIII. BOARD MATTERS/NEW BUSINESS

- Preliminary discussion of the Policy Bylaw on AGENDA PREPARATION/ADVANCE DELIVERY OF MEETING MATERIAL
- Discussion on substitute nurse rate - \$150 to \$200
- Discussion on dates for future committee meetings:
 - Finance - Wednesday before board meeting at 6:30pm
 - Policy - Thursday before board meeting at 6:30pm
 - Curriculum - Thursday before the board meeting at 7:30pm

XIX. PUBLIC COMMENTS- Privilege of the Floor (3 minutes)

Stephanie Palmer discussed security issues.

XX. OTHER BUSINESS

Discussion to increase the substitute nurse rate to \$200.00 per day beginning February 1, 2023.

MOTION by Mrs. Tomasini, seconded by Mr. Falcon to approve Other Business item A.

A. Increase Substitute Nurse Rate

BE IT RESOLVED that the Board, upon the recommendation of the Superintendent, approve increasing the substitute nurse rate to \$200.00 per day beginning February 1, 2023.

Roll Call Vote:

Name	Yes	No	Abstain	Absent
Mr. Falcon	x			
Mrs. Frondorf	x			
Mr. Giordano	x			
Mrs. Licwinko	x			
Mrs. Luciano				x
Mrs. Tomasini	x			
Mrs. Sutton	x			
Totals:	6	0	0	1
The Motion Carried.				

XXI. NOTEWORTHY DATES

Tuesday, February 21, 2023 will be the next Board Meeting.

XXII. ADJOURNMENT

MOTION TO ADJOURN by Mr. Falcon, seconded by Mrs. Tomasini to adjourn the meeting at 9:04 p.m.

On a voice call vote, all present were in favor. The motion carried.

Respectfully submitted,

Lori A. Tirone
Board Secretary