

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



REGULAR MEETING MINUTES
June 19, 2023

For the Regular Meeting of the Franklin Township Board of Education
 Monday, June 19, 2023 at 6:30 p.m. in the Franklin School Media Center

I. CALL TO ORDER - Mrs. Sutton, President, called the meeting to order at 6:30pm.

II. PLEDGE OF ALLEGIANCE - Mrs. Sutton, led all assembled in the Flag Salute.

III. STATEMENT OF ADEQUATE NOTICE - Mrs. Sutton read the following statement:
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 12, 2023.

IV. ROLL CALL - Ms. Martucci, Secretary called the roll and declared a quorum was present.

Present Mrs. Karen Sutton, President	Absent: Mrs. Shana Frondorf
Mrs. Allison Luciano, VP	Mr. James Giordano
Mr. Ronald Falcon (arrived at 6:38pm)	
Mrs. Carolyn Licwinko (via Zoom)	
Mrs. Erin Tomasini	

V. PRESENTATION - there were no presentations at this time.

VI. MINUTES

MOTION by Mrs. Tomasini, seconded by Mrs. Licwinko that the minutes of the Board of Education meeting, held on the dates indicated as transcribed, be accepted and filed.

- May 22, 2023 - Regular Meeting Minutes
- May 22, 2023 - Executive Meeting Minutes

Voice Vote:

Yes	No	Abstain	Absent
4	0	0	3

VII. CORRESPONDENCE - the following pieces of correspondence was shared with the Board:

- Parent email
- Student email

VIII. SCHOOL BUSINESS ADMINISTRATOR'S REPORT- Ms. Martucci reported the following:

- APR Window Project Update - met with H2M and DeSapio Construction. Anticipate having the CO prior to the start of school so students may use the room downstairs.
- Facilities Report, as presented by Mr. Schwar.

IX. SUPERINTENDENT'S REPORT - Dr. Nicholas Diaz

- Report of Violence and Vandalism Incidents - September 1 - December 31, 2022
- Report of Violence and Vandalism Incidents - January 1, 2023 -June 30, 2023
- Report of HIB Incidents - September 1 - December 31, 2022
- Report of HIB Incidents - January 1, 2023 -June 30, 2023
- HIB Grade Report – 2021-2022 School Year

- **Inaugural Cross-District Committee Meeting:** Our first cross-district committee gathering proved incredibly fruitful. The team from The Folke Institute gave a thorough presentation of the survey results, fostered an interactive question and answer session, and projected the potential timeline for this committee. We've captured the meeting on record and will soon distribute it among the committee members. Thank you to Mrs. Frondorf for representing the BOE!
- **Regarding Class III Officer Position:** Our search for a suitable candidate for the Class III officer continues. We have an interview with a potential finalist on Wednesday of this week with Chief Snyder of the Franklin Township PD.
- **Transgender Policy:** Our attorney, Marc Zitomer, recently presented to the UTS Policy Committee, with a specific focus on Marlboro School District's approach to parental notification under the Transgender policy. The key points of Marc's recommendations include:
 - Participation in sports: He suggested the UTS Board hold off on making changes to this policy at this time.
 - Bathroom usage: Similarly, no immediate changes to this policy are advised.
 - Parental Notification: The current guidance discourages schools from notifying parents if their child opts for a change in their gender identity. However, Marc guided Marlboro to create a "family centric" policy, which obliges schools to inform parents of such changes unless it would result in harm to the child.
- **2023-24 Calendar Discussion** - the Board discussed a revision to the school calendar. The Superintendent presented two versions. Action, if any, will be taken during the Other Business portion of the meeting.

● **Security/Fire Drill Report:**

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
Evacuation (security)	1/30/23
Fire Drill	2/10/23
System Test	2/23/23
Active Shooter (security)	2/23/23
Lockdown (security)	2/28/23
Evacuation (security)	3/22/23
Fire Drill	3/31/23
Bus Evacuation	3/31/23
Hold-in-place	4/20/23
Hold-in-place	4/21/23
Fire Drill	4/28/23
Hold-in-place	5/16/23

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

Mrs. Sherry Mahoney spoke regarding her daughter who read a statement at the last BOE meeting regarding an alleged HIB incident. Mrs. Mahoney stated that her child is suffering and asked the Board what they were going to do about it.

XI. AD HOC (Board Goals, Supt Goals/Personnel)/STRATEGIC PLANNING – Mrs. Luciano, Mrs. Tomasini, Mrs. Frondorf

There were no motions put forth at this time.

XII. FINANCE AND FACILITIES- Mrs. Sutton, Mr. Falcon, Mr. Giordano

MOTION by Mr. Falcon, seconded by Mrs. Luciano to approve items A through T:

A. Acceptance and Approval of Board Secretary’s Report for the month of April 2023.

BE IT RESOLVED that upon review of the Board Secretary’s report for the month of April 2023 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 April 2023

BE IT RESOLVED that upon review of the Treasurer’s report for the month of April 2023 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 April 1, 2023 through April 30, 2023.

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 May 1, 2023 through May 31, 2023 in the amount of \$790,926.18.

E. Food Service Contract Award (Base Year)

Be It Resolved, That the Franklin Township Board of Education upon the recommendation of the School Business Administrator approves the Contract Award (Base Year) of the Food service Management Services to Maschio's Food Services, Inc.for the 2023-2024 school year with an annual management fee of \$9,000.00 annually payable in 10 (ten) monthly installments of \$900.00 per month commencing Sept 1, 2023 through June 30, 2024. There is a guarantee loss not to exceed **-\$10,000.00**. In the event the actual bottom line of the operational report (total revenue from all sources less program costs, including administrative/management fee) is below this amount, Maschio’s FSMC shall be responsible for any shortfall.

Be It Further Resolved, That the total cost of the contract is \$77,825.94

F. Capital Reserve

WHEREAS, N.J.S.A. 18A:21-2 and N.J.S.A. 18A:7G-13 permit a Board of Education to establish and/or deposit into certain reserve accounts at year end, and

WHEREAS, the aforementioned Statutes authorize procedures, under the authority of the Commissioner of Education, which permit a Board of Education to transfer anticipated current revenue or unexpected appropriations into reserve accounts during the month of June by resolution, and

WHEREAS, the Franklin Township Board of Education wishes to deposit anticipated current year surplus into a Current Expense Capital Reserve account at year end, and

WHEREAS, the Franklin Township Board of Education has determined that an amount, not to exceed \$500,000.00 MAY be available for such purpose of transfer

NOW THEREFORE BE IT RESOLVED by the Franklin Township Board of Education that it hereby authorizes the Business Administrator to make this transfer consistent with all applicable laws and regulations.

G. Maintenance Reserve

WHEREAS, N.J.S.A. 18A:21-2 and N.J.S.A. 18A:7G-13 permit a Board of Education to establish and/or deposit into certain reserve accounts at year end, and

WHEREAS, the aforementioned Statutes authorize procedures, under the authority of the Commissioner of Education, which permit a Board of Education to transfer anticipated current revenue or unexpected appropriations into reserve accounts during the month of June by resolution, and

WHEREAS, the Franklin Township Board of Education wishes to deposit anticipated current year surplus into a Current Expense Maintenance Reserve account at year end, and

WHEREAS, the Franklin Township Board of Education has determined that an amount, not to exceed \$250,000.00 MAY be available for such purpose of transfer,

NOW THEREFORE BE IT RESOLVED by the Franklin Township Board of Education that it hereby authorizes the Business Administrator to make this transfer consistent with all applicable laws and regulations.

H. Contracted Services Agreement - Media Specialist Consultant

Be It Resolved to approve a Contracted Services Agreement for the 2023-2024 school year between 4M Consulting, LLC. and the Franklin Township Board of Education for Media Specialist Consulting Services at an hourly rate of \$100.00, total contract not to exceed \$4,000.00.

I. Contracted Services Agreement - Data Backup Services

Be It Resolved to approve a Contracted Services Agreement for the 2023-2024 school year between GAM Information Systems, Inc. and the Franklin Township Board of Education for Data Backup Services at the monthly rate of \$504.00, total contract not to exceed \$6,048.00.

J. Shared Services Agreement - Communication Services (Consortium)

Be It Resolved to approve a Shared Services Agreement (Consortium Participation) for the 2023-2024 school year between the Haddon Township Board of Education (Lead Administrator) and the Franklin Township Board of Education for Communication Services/Public Information Officer for an annual contracted rate of \$5,000.00. (Mileage, if applicable, to be reimbursed at \$0.47 per mile in accordance with OMB Circular 08-19).

K. Shared Service Agreement - Transportation Administration Services

Be It Resolved to approve a Shared Services Agreement for the 2023-2024 school year between the Delaware Valley Regional High School District Board of Education and the Franklin Township Board of Education for Transportation Administration Services for an annual fee of \$2,954.00.

L. Tuition Contract (Approved Private School) - The Eden School

Be It Resolved to approve a NJDOE Tuition Contract for Student #2278935589, between The Eden School, an approved private school for students with disabilities, and the Franklin Township Board of Education for the 2023-2024 school year (218 days) at a tentative tuition rate of \$115,250.66 and extraordinary services at the tentative rate of \$51,230.00.

M. Contracted Services Agreement - Board Certified Behavior Analyst (BCBA)

Be It Resolved to approve a Contracted Services Agreement for the 2023-2024 school year between Catherine Taylor-Santa. and the Franklin Township Board of Education for BCBA Services at the hourly rate of \$115.00, total contract not to exceed \$50,000.00, including ESY.

N. Joint Transportation Agreement - Delaware Valley Regional High School BOE

Be It Resolved, to approve a Joint Transportation Agreement for the 2023-2024 school year between the Delaware Valley Regional High School Board of Education (Host) and the Franklin Township Board of Education (Joiner) for transportation for School Related Activities at the rate of \$285.00 for the first 3 hours and \$85.00 per hour (billed in 1/4 hour increments). for additional hours. Mileage and tolls are not included, and will be billed separately.

O. Contracted Services Agreement - School Counselor (ESY 2023)

Be It Resolved to approve a Contracted Services Agreement for the ESY Summer 2023 between Karin Stumpf and the Franklin Township Board of Education for School Counselor Services at the hourly rate of \$30.00, total contract not to exceed \$2,400.00.

P. P.L. 2015, Chapter 47 - Report to the Board

Be It Resolved, Pursuant to P.L. 2015, Chapter 47, An Act concerning school district contracts and supplementing N.J.S.A.18A:18A-1 et seq. enacted by the Senate and General Assembly of the State of New Jersey on May 7, 2015, C.18A:18A-42.2 Report to board on school district contracts:

- a. By July 1 of each school year, the school business administrator shall submit a written report to the board of education on school district contracts. The report shall include: a list of all district contracts that will be awarded, subject to renewal, or expire during the school year; and an explanation of all applicable federal and State laws, rules, and regulations relating to those contracts.
- b. Prior to the execution, extension, or renewal of any school district contract that was not included in the report prepared pursuant to subsection a. of this section, the school business administrator shall notify the board of education in writing of all applicable federal and State laws, rules, and regulations relating to the contract.

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

- Accurate Language Services
- Advancing Opportunities
- Atlas Elevator
- Audiopedics
- Bedard, Kurowicki & Co, CPA, PC
- Behavioral Consultants, LLC
- Bollinger Insurance
- Brown & Brown Metro
- Brown & Brown Benefit Advisors

CDK Systems, Inc.
Children's Therapy, Inc.
Comcast Business
Delaware Valley Regional Board of Education
DeLage Landen Public Finance
Delta-T
Discovery Benefits
East Amwell Township Board of Education
Eastern DataComm, Inc.
Educational Consortium for Telecommunications
Educational Services Commission of New Jersey
Education Data Services, Inc.
F.A.S.T.
Franklin Township BoE (Warren)
Frontline Technologies, Inc.
GAM Info Systems
Green Brook Family Medicine (Dr. Ronald Frank)
G2A/Melick-Tully Associates
H2M Architects & Engineers
Haddon Township Board of Education
Hampton Borough School District
Hazar, MaryAnn
Hunterdon County Educational Services Commission
Industrial Appraisal
Integrated Speech Pathology
Investors
J&B Therapy
Kid Therapy, LLC
Lebanon Township Board of Education
Machado Law Group
Maschio's Food Services, Inc.
McGowan LLC
Mechanical Preservation Associates, Inc.
Mt. Salem Electric
NJSBA
NJR Clean Energy Ventures Corporation
New Jersey Educational Services Commission
North Hunterdon Regional Board of Education
Oxford Consulting Services, Inc.
PaySchools
Pereira, Karen
Phoenix Advisors
PlanConnect
Raptor Technologies
Republic Services, Inc.
R&L Payroll Systems, Inc.
Roseberry, Richard (Maser Consulting)

Richard Yard Plumbing, Inc.
 School Alliance Insurance Fund
 School Health Insurance Fund
 Senkow, Kathleen
 Sharp Business Services
 Shifrin, Joshua
 Social Spectrum
 SSP Architects
 Strober-Wright Roofing
 Therapeutic Intervention, Inc.
 T-Mobile
 Trane U.S. Inc.
 Tri-County Termite & Pest Control
 Union Township Board of Education
 Viscel, Stacey
 Walker, Dale
 Warren County Special Services School District
 Wells Fargo Insurance Services USA, Inc.
 YMCA

Q. Extended School Year

Be It Resolved, to approve the following Extended School Year staff for the 2023-2024 school year

R. Contracted Services - Public School Services

Be It Resolved, to approve an Agreement between the Hunterdon County Educational Services Commission Board of Education and the Franklin Township Board of Education for Public School Services for the 2023-2024 school year.

S. Contracted Services - Professional Services

Be It Resolved to approve an Agreement to Provide Professional Services between J and B Therapy, LLC and the Franklin Township Board of Education for Professional Services for the 2023-24 school year.

T. Indemnity and Trust Agreement - S.H.I.F. Membership

Be It Resolved to approve an Indemnity and Trust Agreement between the Schools Health Insurance Fund (SHIF) and the Franklin Township Board of Education for the period of July 1, 2023 through June 30, 2026.

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:	5	0	0	2

XIII. CURRICULUM AND EDUCATION - Ms. Tomasini, Mrs. Luciano, Mrs. Licwinko
 There were no motions put forth at this time.

XIV. POLICY - Mrs. Tomasini, Mr. Falcon, Mrs. Frondorf
There were no motions put forth at this time.

XV. NEGOTIATIONS – Mrs. Luciano, Mr. Giordano, Mrs. Licwinko
There were no motions put forth at this time.

XVI. EXECUTIVE SESSION
MOTION by Mrs. Luciano, seconded by Mr. Falcon for the Board to enter into Executive Session at 6:50pm.

Voice Vote:

Yes	No	Abstain	Absent
5	0	0	2

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 55 minutes. Action may be taken.

BE IT RESOLVED to return to Open Public Session at 7:56pm.

MOTION by Mrs. Luciano, seconded by M. Falcon for the Board to reconvene into public session.

Voice Vote:

Yes	No	Abstain	Absent
5	0	0	2

XVII. PERSONNEL
MOTION by Mrs. Luciano, seconded by Mrs. Tomasini to approve items A through H:

A. Middle School Math Teacher

BE IT RESOLVED that the Board, upon recommendation of the Superintendent, approves the 2023-2024 employment contract for Kristin Aranjo, Middle School Math Teacher, at \$60,646.27/MA.

B. Professional Development Prep

BE IT RESOLVED that the Board, upon recommendation of the Superintendent, approves Amelia Lamonde for the preparation of Professional Development for Union Township School District on August 22, 2023, at the rate of \$30.00 per hour for up to 4 hours, to be billed to Union Township.

C. School Counselor - Resignation

BE IT RESOLVED that the Board, upon recommendation of the Superintendent, accepts with regret, the resignation of Karin Stumpf, School Counselor, effective June 30, 2023.

D. School Counselor - Appointment

BE IT RESOLVED that the Board, upon recommendation of the Superintendent, approves the 2023-2024 employment contract for Austin VanSpanje, School Counselor, at \$60,646.27/MA.

E. School Treasurer - Appointment

BE IT RESOLVED that the Board, upon recommendation of the Superintendent, approves the 2023-2024 employment contract for Patricia Martucci, School Treasurer, at the annual rate of \$4,500.

F. Substitutes

BE IT RESOLVED that the Board, upon recommendation of the Superintendent, approves the following substitutes for the 2022-2023 and 2023-2024 school year:

<u>Name</u>	<u>Position/Certification</u>	<u>Hourly Rate</u>
Houser, Jack	Custodian / Black Seal	\$20.00
Kasperkoski, Rose	Executive Assistant / N/A	\$45.00

G. Teacher - Resignation

BE IT RESOLVED that the Board, upon recommendation of the Superintendent, accept, with regret, the resignation of Christina Kocsi, Teacher, effective June 30, 2023.

H. Qualitative Merit Goal

BE IT RESOLVED to approve submission to the County Superintendent for approval for payment to Nicholas Diaz for completion of the 2022 - 2023 Qualitative Merit Goal, "Science Improvement Plan" at 2.5% of salary (\$4,335), to be reimbursed by Franklin to Union.

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:	5	0	0	2

XVIII. BOARD MATTERS/NEW BUSINESS

The Board briefly discussed the following and directed Dr. Diaz to move forward with drafting of the following policy:

- Considering a "Family Centric" approach to policy 5145.7 Gender Identity and Expression

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

Mrs. Kelsey Marsh urged the Board to take into consideration working families and no childcare or camp availability in June when voting on the school calendar proposed changes. Mrs. Marsh also mentioned that most summer camps are in August and into September which provides child care for working parents.

XX. OTHER BUSINESS

MOTION by Mrs. Tomasini, seconded by Mrs. Licwinko to approve items A through E:

- Resolved to amend the 2023-24 calendar to reflect Version A for the 2023-24 school year.
- BE IT RESOLVED** that the Board, upon recommendation of the Superintendent, to affirm the Superintendent's decision on unfounded HIB Case #136.
- BE IT RESOLVED** that the Board, upon recommendation of the Superintendent, to affirm the Superintendent's decision on founded HIB Case #137.
- BE IT RESOLVED** that the Board, upon recommendation of the Superintendent, to affirm the Superintendent's decision on founded HIB Case #138.
- BE IT RESOLVED** that the Board, upon recommendation of the Superintendent, to affirm the Superintendent's decision on unfounded HIB Case #139.

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:	4	0	1	2

XXI. NOTEWORTHY DATES

Nothing at this time.

XXII. ADJOURNMENT

MOTION TO ADJOURN by Mrs. Luciano, seconded by Mrs. Tomasini at 8:05pm.

Voice Vote:

Yes	No	Abstain	Absent
5	0	0	2

Respectfully submitted,

Patricia A. Martucci
Interim Board Secretary