



REGULAR MEETING MINUTES

April 14, 2025

**For the Regular Meeting of the Franklin Township Board of Education Monday, April 14, 2025
at 6:30 p.m. in the Franklin Township Elementary School Multipurpose Room**

- I. **CALL TO ORDER** – Mrs. Licwinko called the meeting to order at 6:30 PM.
- II. **PLEDGE OF ALLEGIANCE** – Mrs. Licwinko led all assembled in the Flag Salute.
- III. **STATEMENT OF ADEQUATE NOTICE:** Mrs. Licwinko read the following statements:
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 Express Times, has 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 9, 2025.
- IV. **ROLL CALL** – Mr. Kramer called the roll and declared a quorum was present.

Present:	Mrs. Colleen Cummins - Arrived at 6:35 PM	Absent:
	Mrs. Shana Frondorf	
	Mr. James Giordano	
	Mrs. Caroline Licwinko	
	Mrs. Allison Luciano	
	Mr. Craig Metz	Also Present: Mrs. Jennifer Aquino
	Mr. Matt Naughton	Mr. Mark Kramer

V. **EXECUTIVE SESSION**

WHEREAS, while the Sen. Byron M. Baer Open Public Meetings Act (N.J.S.A. 10:4-6 et seq.) requires all meetings of the Franklin Township Board of Education to be held in public, N.J.S.A. 10:4-12(b) sets forth nine (9) types of matters that lawfully be discussed in “Executive Session,” i.e. without the public being permitted to attend; and

WHEREAS, the Franklin Township Board of Education has determined that the following issues are permitted by N.J.S.A. 10: 4-12(b) to be discussed without the public in attendance and shall be discussed during an Executive Session; and

WHEREAS, the nature of the matter(s) to be discussed, reviewed, or heard before the Franklin Township Board of Education, detailed as specifically as possible without undermining the need for confidentiality pursuant to N.J.S.A. 18A:37-13.2 et. seq., shall include legal, personnel, and student matters; and

WHEREAS, the length of the executive session is expected to be approximately 20 minutes, after which the meeting shall reconvene and proceed with business wherein action may be taken;

NOW, THEREFORE, BE IT RESOLVED, that the Franklin Township Board of Education will go into Executive Session for the above-stated reasons; and

BE IT FURTHER RESOLVED, that the Franklin Township Board of Education hereby declares that its discussion of the subject will be made public at such time as the reason for confidentiality no longer exists.

Motion to approve the above executive session resolution for the Franklin Township Board of Education adjourning to closed session to discuss legal, personnel, contractual and negotiation matters; wherein the length of time for the executive session is expected to be approximately 20 minutes, after which the meeting shall reconvene and proceed with business wherein action may be taken.

- Motioned by Mrs. Luciano, seconded by Mr. Metz, to approve action item V at 6:31 PM.

**Voice Vote on
Action Item V:**

Yes	No	Abstain	Absent
7	0	0	0

Motion Passes

- Motioned by Mrs. Luciano, seconded by Mrs. Frondorf for the board to reconvene into public session at 7:03 PM.

**Voice Vote on
Action Item V:**

Yes	No	Abstain	Absent
7	0	0	0

Motion Passes

VI. BOARD ACTION

- Motioned by Mrs. Luciano, seconded by Mrs. Frondorf to approve action item VI A.

A. Approval of Minutes

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

- March 10, 2025 Regular Meeting Minutes Regular Meeting Minutes
- March 10, 2025 Executive Meeting Minutes Executive Meeting. Minutes
- March 17, 2025 Special Meeting Minutes Special Meeting Minutes
- March 31, 2025 Special Meeting Minutes Special Meeting Minutes
- March 31, 2025 Executive Meeting Minutes Executive Meeting Minutes

**Voice Vote on
Action Item VI. A.**

Yes	No	Abstain	Absent
7	0	0	0

Motion Passes

VII. CORRESPONDENCE - None

VIII. SCHOOL BUSINESS ADMINISTRATOR REPORT– Mr. Mark Kramer

- Personal disclosure forms
- Board member training
- Finance and facilities committee
- Review of finance resolutions
- Revenue and expenditure projections for June 30, 2025
- County approval on tentative budget
- Presentation for the public hearing on May 5

IX. SUPERINTENDENT REPORT - Jennifer Aquino

Type of Drill	Date
Fire Drill	July 15, 2024
Security Drill - Reverse Evacuation	July 24, 2024
Fire Drill	August 1, 2024
Security Drill - Shelter in Place	August 1, 2024
Fire Drill	September 12, 2024
Evacuation Drill	September 17, 2024
Bus Drill/Evacuation	October 28, 2024
Fire Drill	October 29, 2024
Security Drill - Shelter in Place	October 31, 2024
Security Drill - Hold	November 22, 2024
Fire Drill	November 27, 2024
Lock-down Drill	December, 12, 2024
Fire Drill	December 13, 2024
Lock-down Drill	January 28, 2025
Fire Drill	January 30, 2025
Secure Lock-Out	February 18, 2025
Fire Drill	February 26, 2025
Security Drill	March 18, 2025
Fire Drill	March 26, 2025

X. PRESIDENT’S REPORT - Caroline Licwinko

- Budget, courtesy transportation, subscription bussing

XI. PUBLIC COMMENTS - Agenda Items Only

- Elizabeth Basile, 16 Upper Kingstown Road, Pittstown – Resolution XII I; HIB; budget presentation.

XII. FINANCE AND FACILITIES– Mrs. Licwinko*, Mr. Metz, Mr. Naughton

Mrs. Licwinko made comments on the following items regarding the Finance and Facilities committee meeting:

- H2M is reviewing DEP permit information regarding the site work.
 - The bid opening regarding the bathrooms and nurse’s suite is April 29 and expecting the board to award the contract at the May 5 board meeting.
 - The bid advertisement for the generator is expected early in the summer with the board awarding the contract by the end of summer.
 - Mr. Kramer is following up on the solar system and will be reporting back to the finance committee.
 - The district is still awaiting a report from JCP&L regarding the energy audit.
 - The committee is requesting the policy committee to review the policy on use of facilities.
- Motioned by Mrs. Luciano, seconded by Mrs. Frondorf to approve action XII. A through I.

A. Acceptance of the March 2025 Financial Report

B. Approval of Budget Transfers March 2025

C. Approval of March 2025 Bills List

D. Approval of Use of Facilities

E. Approval to Enter into a 50 Month Lease/Purchase for Copiers

F. Participation in Coordinated Transportation Services with Hunterdon County Educational Services Commission

G. Approval of the 2025/2026 Lunch Prices

H. Increasing Legal Maximum

I. Approval to Utilize the New Jersey School Board Association’s Cooperative program to Purchased Goods and Services for a New Server System

A. Acceptance of the March 2025 Financial Reports

WHEREAS, N.J.A.C. 6A:23A-16.10 requires the Board Secretary and the Franklin Township Board of Education to certify that no budgetary line-item account has been over-expended and that the sufficient funds are available to meet the district's financial obligation, and

WHEREAS, N.J.A.C.6A:23A-16.10 further requires the Franklin Township Board of Education receive and accept the monthly financial statements, the Board Secretary's, and Treasurer's reports; and

WHEREAS, the Board Secretary's and Treasurer's reports for the month ending March 31, 2025 are presented for the Board to accept and are on file in the Office of the School Business Administrator;

NOW, THEREFORE BE IT RESOLVED, the Franklin Township Board of Education acknowledges receipt of and accepts the Board Secretary's and Treasurer's Report for the month ending March 31, 2025; and

BE IT FURTHER RESOLVED, that the Board Secretary and Franklin Township Board of Education certify that no budgetary line-item account has been over-expended and that there are sufficient funds available to meet the district's financial obligation.

B. Approval of Budget Transfers for March 2025

WHEREAS, N.J.A.C.6A:23A-16.10-(c)1 states that a report shall be presented to the Board showing all transfers between line-item accounts for each line-item account shown on the budget prepared in accordance with N.J.S.A.18A:22-8; and

WHEREAS, Board Policy #3160 designates the Superintendent of Schools to approve transfers as necessary between meetings of the Board and be reported to the Board, ratified, and duly recorded in the minutes at a subsequent Board meeting; and

WHEREAS, transfers in the report "Budget Transfers" for the time period of March 2025 were necessary to maintain the needs of the district and are on file in the Office of the School Business Administrator,

NOW, THEREFORE BE IT RESOLVED, upon the recommendation of the Superintendent, that Franklin Township Board of Education ratifies and approves the transfers in the report "Budget Transfers" for March 2025, approved by the Superintendent, so that no budgetary line-item account has been over-expended and that sufficient funds would be available to meet the district's financial obligations, as requested by various district administrators.

C. Approval of March 2025 Bill List

WHEREAS, N.J.S.A. 18A:19, Expenditure of Funds; Audit and Payment of Claims, provides Boards of Education to make payments on claims for goods received and services rendered payable to the order of the person entitled to receive the amount after approval by the board; or in accordance with payrolls duly certified; or debt service or when provided by resolution approval by a person designated by the board; and

WHEREAS, a list of bills for the month and year of March 2025 are being presented to the board with the recommendation that they be ratified, approved and paid; and

WHEREAS, each claim or demand has been fully itemized, verified and audited as required by law in accordance with N.J.S.A. 18A:19-2;

NOW, THEREFORE BE IT RESOLVED, that the Franklin Township Board of Education, upon the recommendation of the Superintendent, ratifies and approves the list of bills for payment in the grand sum of \$900,456.96 for March 2025; and

BE IT FURTHER RESOLVED, the list of bills is on file in the Office of the School Business Administrator, and

BE IT FURTHER RESOLVED, that the Franklin Township Board of Education authorizes the School Business Administrator to pay bills if it is determined that a need arises prior to the next board meeting.

D. Use of Facilities

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

Name of Group	Purpose	Location	Days/Dates	Time
PTA	Afterschool Science Club	Theatre	May 6, 2025, May 13, 2025, May 20, 2025 and May 27, 2025	3:30 p.m. - 4:30 p.m.
PTA	BINGO Family Night Out	Cafeteria	June 6, 2025	5:00 p.m. - 8:30 pm
Quakertown Fire Co.	Memorial Day Observance	Front Lawn	May 26, 2025	8:30 a.m. - 11:00 a.m.
National Honor Junior Society	Induction Ceremony	Gymnasium	May 7, 2025	3:30 p.m. - 7:30 p.m.
Preschool Program	Preschool Graduation	Gymnasium/Theatre	June 18, 2025	1:30 p.m.
Preschool Program	Mother’s Day Tea	Cafeteria	May 9, 2025	9:30 a.m.
Preschool Program	Preschool Parent Workshop	Cafeteria	May 13, 2025	6:00 p.m. - 7:00 p.m.
National Honor Junior Society and Student Council	Talent Show	Theater	May 16, 2025	3:30 p.m. - 10:00 p.m.

E. Approval to Enter into a 50 Month Lease/Purchase for Copiers

WHEREAS, the Franklin Township Board of Education’s copier lease ends April 30, 2025; and
WHEREAS, Sharp Electronics Corporation has been the district’s vendor for copier and maintenance needs; and
WHEREAS, the current lease costs on the current copier lease agreement is currently \$975.52 a month; and

WHEREAS, Sharp Electronics Corporation current pricing for a 50-month lease to replace all current district copiers at a cost of \$0.00 for the first 2 months and \$915.00 per month for remaining 48 months at a total cost of \$43,920 over the 50-month lease agreement; and

NOW, THEREFORE BE IT RESOLVED, upon the recommendation of the superintendent of schools, that the Franklin Township Board of Education approves the award of the contract for the purchase of digital copiers and digital multifunctional units which will include per copy cost for maintenance and supplies as detailed below to Sharp Electronics Corporation located at 100 Paragon Drive, Montvale, NJ 07645, at \$0.00 for the first two months and \$915 monthly for 48 months in accordance with the lease terms to be financed through the district’s current leasing company De Lage Landen Financial Services located at 111 Old Eagle School Road, Wayne, PA 19087 to be consistent in compliance with the terms of the agreement:

Description	Quantity	Model	Cost Per Copy B/W	Cost Per Copy Color
75/PPM Mono/Color Network Digital MFP	2	MX7081	0.00450	0.03900
Paper Pass Unit	2	MXRB12N		
Paper Pass Unit	1	MXRB26		
3K Finisher	3	MXFN34		
Fax Expansion Kit	1	MXFX15		
MFP 75 PPM Mono	1	BP70M75	0.00450	0.03900
45 PPM B/W Workgroup Document System	2	BP70M45	0.00450	0.03900
50 Sheet Staple Inner Finisher	2	BPFN11		
Stand/3 X 550 Sheet Paper Drawers	2	BPDE14		
42 PPM B/W Desktop Printer	1	MXB427PW	0.02520	

BE IT FURTHER RESOLVED, that this resolution shall take effect immediately, and the Franklin Township Board of Education authorizes the superintendent, board president and school business administrator/Board Secretary to sign any documents on behalf of the Franklin Township Board of Education with regard to exercising the intent of this resolution. (11.XXX.XXX.5XX.081.000)

F. Participation in Coordinated Transportation Services with Hunterdon County Educational Services Commission

BE IT RESOLVED, that the Franklin Township Board of Education, upon the recommendation of the Superintendent, approves the school district's participation in Coordinated Transportation Services in consideration of prorated contract costs, plus a 5.5% administrative fee between Franklin Township Board of Education and Hunterdon County Educational Services Commission for July 1, 2025 to June 30, 2026. (11.000.270.5XX.081.000)

G. Approval of the 2025/2026 Lunch Prices

BE IT RESOLVED, that the Franklin Township Board of Education, upon the recommendation of the Superintendent, approves the 2025/2026 student and adult lunch and breakfast prices as follows:

Building	Lunch Price	Breakfast Price
Franklin Township Elementary School	\$4.25	\$2.75
Adult Price	\$4.75	\$3.25

H. Increasing Legal Maximum

WHEREAS, pursuant to N.J.A.C. 6A:23A:5.2(a), the board establishes for travel, public relations and each type of professional service, a maximum level of spending for the ensuing school year; and

WHEREAS, during the 2024/2025 budget process, the board established, in part, the following maximums:

- Legal \$28,000

WHEREAS, administration has determined that there is a need to increase these maximums based on current budget projections;

NOW THEREFORE BE IT RESOLVED, that pursuant to N.J.A.C. 6A:23A:5.2(a), the board adjusts the previously approved maximums for legal services to the following maximum level of spending for the 2024/2025 school year:

- Legal \$75,000

BE IT FURTHER RESOLVED, that the Administration needs to notify the Board if there arises a need to exceed these said maximums, upon which the Board may adopt a dollar increase in the maximum amount through formal Board action.

I. Approval to Utilize the New Jersey School Board Association’s Cooperative program to Purchased Goods and Services for a New Server System

WHEREAS, the Franklin Township Board of Education, pursuant to N.J.S.A. 18A:18A-11 & 12 may, by resolution, without advertising for bids, award contracts for the purchase of any goods or services that were produced through cooperative purchasing agreements; and

WHEREAS, the Franklin Township Board of Education authorizes participation in the New Jersey School Board Association’s cooperative program; and

WHEREAS, the Franklin Township Board of Education will be replacing its server system and has a desire to purchase these goods and services utilizing this cooperative program; and

WHEREAS, the Franklin Township Board of Education intends to enter into a contract with SHI International Corporation,

located at 290 Davidson Ave., Somerset, NJ 08873 which shall be subject to all the conditions applicable to the current cooperative contract;

NOW, THEREFORE BE IT RESOLVED, that the Franklin Township Board of Education, upon the recommendation of the Superintendent of Schools authorizes administration to purchase goods and services for replacing its server system for the Franklin Township Elementary School from SHI International Corporation, located at 290 Davidson Ave., Somerset, NJ 08873 pursuant to all conditions of the individual contracts through the New Jersey School Board Association’s cooperative program utilizing HCESC Co-Op contract #E-8801-NJSBA ACES-CPS in an amount not to exceed \$55,000; and (Account Number 12.000.400.450.083.000)

BE IT FURTHER RESOLVED, that this resolution shall take effect immediately, and the Franklin Township Board of Education authorizes the superintendent, board president and school business administrator/Board Secretary to sign any documents on behalf of the Franklin Township Board of Education with regard to exercising the intent of this resolution.

Roll Call Vote on Action Item XII. A through I:

Name	Yes	No	Abstain	Absent
Mrs. Cummins	X			
Mrs. Frondorf	X			
Mr. Giordano	X			
Mrs. Luciano	X			
Mr. Metz	X			
Mr. Naughton	X			
Mrs. Licwinko	X			
Totals:	7	0	0	0

Motion Passes

XIII. CURRICULUM AND EDUCATION – Mr. Giordano*, Mrs. Cummins, Mrs. Luciano

Mr. Giordano and Mrs. Aquino made comments on the following items regarding the Curriculum and Education committee meeting:

- Reviewed the agenda items A through M below.
 - Motioned by Mrs. Luciano, seconded by Mr. Giordano to approve action items XIII. A through M.
- A. Approval of Affirmative Action Team and Comprehensive Equity Plan Needs Assessment
 - B. Approval YMCA Afterschool Program Contract for 2025-2026
 - C. Approval of School Physician Services for the 2025-2026 school year
 - D. Approval of Special Education Services for the 2025-2026 school year
 - E. Acceptance of Donation of Backpacks
 - F. Acceptance of Food and Beverage Items from Shoprite
 - G. Approval of revision to the 2024-2025 school calendar
 - H. Approval of Field Trips
 - I. Approval of Frontline Human Resources Software
 - J. Superintendent’s Harassment, Intimidation and Bullying Report
 - K. Approval for Home School to Participate in school sports and extracurricular activities
 - L. Approval of Staff Development Workshop
 - M. Approval of Staff Travel

A. Approve Affirmative Action Team and Comprehensive Equity Plan Needs Assessment

BE IT RESOLVED that the Franklin Township Board of Education, upon the recommendation of the Superintendent, approves the following staff members as the district’s affirmative action team

1. Jennifer Aquino, Acting Superintendent/Interim Principal
2. Amelia Lamonde, Supervisor of Curriculum and Instruction
3. Cheryl Balletto, Human Resources

BE IT FURTHER RESOLVED that the Franklin Township Board of Education, upon the recommendation of the Superintendent, approves of the district’s affirmative action team to complete the Comprehensive Equity Plan Needs Assessment and develop the three-year Comprehensive Equity Plan, as required by the New Jersey Department of Education.

B. Approve YMCA Before and After School Program Contract for 2025-2026

BE IT RESOLVED that the Franklin Township Board of Education, upon the recommendation of the Superintendent, the Franklin Township Board of Education approves a contract with YMCA River Crossing to provide a before and after school program for grades Preschool through Grade 8 at no cost to the district.

C. Approve School Physician Services Contract for 2025-2026

BE IT RESOLVED that the Franklin Township Board of Education, upon the recommendation of the Superintendent, the Franklin Township Board of Education approves a contract with Green Brook Family Medicine for the 2025-2026 to provide School Physician Services at an annual cost of \$1600.00 budgeted in code 11-000-213-300-050-000.

D. Approve Special Services Contracts for 2025-2026

BE IT RESOLVED that the Franklin Township Board of Education, upon the recommendation of the Superintendent, the Franklin Township Board of Education approves the following Special Services Contracts for the 2025-2026 school per below:

VENDOR	SERVICE	RATE	ACCOUNT NUMBER
Learning Tree Multicultural/Multilingual Evaluation and Consulting, Inc	Child Study Team Evaluations to include Learning Evaluation, Speech/Language, Psychological and Social History	Spanish Language - \$830.00 Other Language - \$880.00 Translation/Meeting Learning Evaluation - \$150 per hour Translation Meeting Speech/Language Evaluation - \$150 per page	11-000-219-320-084-000
Dearey Therapy Services, LLC	Occupational Therapy for the 2025-2026 School Year including Extended School Year July 2025	Therapy Services - \$100 per hour Evaluations \$100 per hour (minimum of three hour)	11-000-216-320-084-000
Catherine Taylor-Santa, Ph.D.. BCBA-D	Behavioral Consulting Services for the 2025-2026 School Year including Extended School Year Program July 2025	\$115.00 per hour	11-000-216-320-084-000

E. Approve Donation of Backpacks

BE IT RESOLVED that the Franklin Township Board of Education, upon the recommendation of the Superintendent, the Franklin Township Board of Education accepts a donation from United Way of thirteen Beautiful Backpacks.

F. Approve Donation from Shoprite

BE IT RESOLVED that the Franklin Township Board of Education, upon the recommendation of the Superintendent, the Franklin Township Board of Education accepts a donation of food and beverage items for Preschool Graduation and Mother’s Day Tea Event from Shoprite in Clinton, New Jersey.

G. Approve Revised 2024-2025 School Calendar

BE IT RESOLVED that the Franklin Township Board of Education, upon the recommendation of the Superintendent, the Franklin Township Board of Education approves the revised 2025-2026 school calendar due to unused snow/emergency days. The district will now be closed Friday May 23, 2025 and Tuesday May 27, 2025. In addition, 8th Grade graduation will be on June 19, 2025.

H. Approval of Field Trips

Grade	Destination	Date
5	Washington Crossing Historic Park	June 6, 2025
8	iplay America	June 5, 2025
6-8	Hunterdon Art Museum	May 1, 2025
K	Bonacorsi Farm	June 9, 2025, June 10, 2025 rain date

I. Approval of Frontline Human Resources Software

BE IT RESOLVED, that the Franklin Township Board of Education, upon the recommendation of the Superintendent, the Franklin Township Board of Education approved the purchase of Human Resources Software to include Absence & Time, Recruiting & Hiring and Evaluation Platform from Frontline per the following modules and costs budgeted 11-000-222-300-084-000

- 1. One Time Implementation Fee - \$12,441.00
- 2. Year 1 Subscription - \$28,187.34

J. Approval of Superintendent’s Harassment, Intimidation and Bullying Report

BE IT RESOLVED that the Franklin Township Board of Education approves the Superintendent’s determination and actions taken for all reported incidents of Harassment, Intimidation and Bullying as discussed at the April 14, 2025 Executive session.

HIBS MARCH 2025	FOUNDED	UNFOUNDED	PRELIMINARY DETERMINATION CONDUCTED: (Y/N)	TOTAL # OF INCIDENTS
FRANKLIN TOWNSHIP SCHOOL DISTRICT	3	2	Y	5

K. Approval of Home School Students to Participate in School Sports and Extra-Curricular Activities

BE IT RESOLVED that the Franklin Township Board of Education, upon the recommendation of the Superintendent, approves home school students to participate in the Franklin Township School District’s school sports and extra-curricular activities.

L. Approval of Staff Development Workshop

BE IT RESOLVED that the Franklin Township Board of Education, upon the recommendation of the Superintendent, approves Ms. Jennifer Aquino to attend the online professional development course, Brick by Brick: A Leader’s guide to Building SEL in Schools on Wednesday, May 7, 2025 at no cost to the district.

M. Approval of Staff Mileage Reimbursement for Student Testing

BE IT RESOLVED that the Franklin Township Board of Education, upon the recommendation of the Superintendent, approves mileage reimbursement in the amount of \$ 42.48 for Melody Groben to travel to New Grange School for student testing services.

Roll Call Vote on Action Item XIII. A through M.

Name	Yes	No	Abstain	Absent
Mrs. Cummins	X			
Mrs. Frondorf	X			
Mr. Giordano	X			
Mrs. Luciano	X			
Mr. Metz	X			
Mr. Naughton	A though M excluding J & K		J & K	
Mrs. Licwinko	X			
Totals:	7 A though M excluding J & K 6 A though M	0	1 J & K	0

Motion Passes

XIV. POLICY AND PERSONNEL- Mrs. Cummins*, Mrs. Frondorf, Mr. Naughton

Mrs. Cummins made comments on the following items regarding the Policy and Personnel committee meeting:

- NJSBA policy review update.
- In-house paraprofessionals.
- Motioned by Mrs. Luciano, seconded by Mrs. Frondorf to approve action items XIV. A through I.
 - A. Approve Elementary School Teacher
 - B. Approve Revised Start Date Supervisor of Special Services
 - C. Approve Substitute Teachers
 - D. Approve Job Descriptions
 - E. Revised Leave for Employee #10277
 - F. Revised Leave for Employee #10169
 - G. Accept Resignation Kristin Aranjó
 - H. Approve Unpaid Leave of Absence for Employee #10197
 - I. Approve Paid Leave of Absence for Employee #10074

A. Approve Elementary School Teacher

BE IT RESOLVED that the Franklin Township Board of Education, upon the recommendation of the Superintendent, approves Jessica Huber as an elementary school teacher effective April 1, 2025 through June 30, 2025 at a salary of \$58,555.06 to be prorated for the remainder of the 2024-2025 school year.

B. Approve Revised Start Date for the Supervisor of Special Services

BE IT RESOLVED that the Franklin Township Board of Education, upon the recommendation of the Superintendent, approve the following a revised start date of Monday, May 12, 2025 for Larry Abramowitz, Director of Special Services.

C. Approve Substitute Teachers

BE IT RESOLVED that the Franklin Township Board of Education, upon the recommendation of the Superintendent, approves the following substitute teachers at a rate of \$165.00 per day for the remainder of the 2024-2025 school year.

1. Ashlee Miller
2. Kathleen Harvey
3. Christine Gregor
4. Gino Colucci

D. Approve Job Descriptions

BE IT RESOLVED that the Franklin Township Board of Education, upon the recommendation of the Superintendent, approve the following job descriptions

1. Paraprofessional
2. Affirmative Action Officer
3. Preschool Relief Teacher
4. Learning Disabilities Teaching Consultant
5. Preschool Instructional Coach

E. Revised Leave of Absence (Non-Tenured) Employee ID #10277

BE IT RESOLVED, upon recommendation of the Superintendent, to approve a revised request for 20 days of paid Child Rearing Leave under the Family Leave act commencing on March 31, 2025. **BE IT FURTHER RESOLVED**, to approve a request for unpaid leave under Family Medical Leave Act (FMLA) commencing on or about June 9, 2025, pausing for the summer break, resuming on August 27, 2025, and terminating on or about October 6, 2025.

F. Revised Leave of Absence Tenure Staff Employee ID#10169 - Care for Spouse Leave (Amended dates)

BE IT RESOLVED, that the Franklin Township Board of Education, upon the recommendation of the Superintendent, approve a request for FMLA leave for staff member, ID# 10169 to care for a spouse, beginning February 12, 2025 and ending April 28, 2025, using sick days(paid)

G. Acceptance of Resignation

BE IT RESOLVED, that the Franklin Township Board of Education, upon the recommendation of the Superintendent, accepts the resignation of Kristin Arango effective April 14, 2025.

H. Leave of Absence Tenured Staff Employee ID#10197

BE IT RESOLVED, that the Franklin Township Board of Education, upon the recommendation of the Superintendent, approved the unpaid leave of absence for employee #10197 for the 2025-2026 school year.

I. Leave of Absence Tenured Staff Employee ID#10074

BE IT RESOLVED, that the Franklin Township Board of Education, upon the recommendation of the Superintendent, approved the paid leave of absence for employee #10074 beginning April 28, 2025 through June 30, 2025.

Roll Call Vote on Action Item XIV. A through I.

Name	Yes	No	Abstain	Absent
Mrs. Cummins	X			
Mrs. Frondorf	X			
Mr. Giordano	X			
Mrs. Luciano	X			
Mr. Metz	X			
Mr. Naughton	X			
Mrs. Licwinko	X			
Totals:	7	0	0	0

Motion Passes

XV. NEGOTIATIONS- Mrs. Luciano*, Mr. Giordano, Mrs. Frondorf

Mrs. Luciano made comments on the following items:

- We continue to meet with QEA and are making progress. Next meeting will be April 28.

XVI. COMMUNICATIONS - Mrs. Licwinko; Mrs. Cummins; Mr. Naughton

Mrs. Licwinko made comments on the following items:

- Committee met for one hour on March 12, 2025
- Ongoing Board and District communication regarding personnel changes this month
- Livestream meeting feedback
- Budget presentation by administration scheduled for public hearing on May 5, 2025
- Student Board representatives
- Next meeting is scheduled for April 16, 2025

XVII. TOWNSHIP COMMITTEE LIAISON - Mr. Metz; Mr. Naughton

Mr. Naughton made comments on the following items:

- Board liaisons will attend all Franklin Township Committee meetings in 2025 to ensure collaboration and communication between the Township and the Board of Education
- Next Township Committee meetings is scheduled for April 10, 2025
- Township taxes
- A new walking/hiking trail

XVIII. BOARD MATTERS/NEW BUSINESS

- Motioned by Mrs. Cummins, seconded by Mrs. Luciano to have Mr. Naughton, Mrs. Cummins and Mr. Giordano on an ad hoc committee for the superintendent search.

Voice Vote on Ad Hoc Committee:

Yes	No	Abstain	Absent
7	0	0	0

XIX. HUNTERDON COUNTY EDUCATIONAL SERVICES DELEGATE – Mr. Giordano

- HCESC provides a broad range of services that could be beneficial to Franklin Township School
- HCESC is a fee-based organization
- Emergency staffing services are available
- Transportation co-op

XX. PUBLIC COMMENTS

- Elizabeth Basile, 16 Upper Kingstown Road, Pittstown - Town committee; bussing; parking lot.

XXI. OTHER BUSINESS - None

XXII. NOTEWORTHY DATES

- Rescheduled meeting from May 12, 2025 to May 5, 2025

XXII. ADJOURNMENT

- Motioned by Mrs. Luciano, seconded by Mr. Naughton to adjourn the meeting at 8:30 PM.

**Voice Vote on
Action Item XXII:**

Yes	No	Abstain	Absent
7	0	0	0

Motion Passes

Respectfully submitted,

Mark Kramer
Board Secretary