

## MINUTES OF REGULAR MEETING JULY 30, 2018

AT 7:00 P.M. AT THE FRANKLIN ELEMENTARY SCHOOL

PRESENT: Kevin Blondina, Kathleen Clohessey  
Scott Davis, F. Cliff Graham, Shane Hrbek  
Ronald Neal, Jeanine Paszkiel, Suzanne Ross  
Sarah Zydon  
John R. Giacchi, Superintendent  
Barbara A. Decker, Business Administrator/Board Secretary

ABSENT: None

Mr. Graham, Board President, opened the meeting at 7:00 P.M., with the Flag Salute and Pledge of Allegiance, which was followed by the following statement:

The Board Secretary has advised me this meeting is being conducted in compliance with the "Open Public Meeting Act-Chapter 231-Public Laws of 1975." Advance written notice of at least 48 hours was given specifying the time, date, and to the extent known, the agenda and stating whether formal action may or may not be taken and has been properly posted at the school, sent to the Clerk/Administrator, sent to the N.J. Herald, the Sunday Herald, and the Star-Ledger. Said notice was undertaken by reason of publication of the annual notice.

### APPROVAL OF MINUTES

On motion by Mrs. Ross, seconded by Mr. Blondina, and carried unanimously by roll call vote, approved the Minutes of the 18 June 2018 Regular Meeting.

On motion by Mr. Hrbek, seconded by Mrs. Ross, and carried unanimously by roll call vote, approved the Executive Minutes of the 18 June 2018 Regular Meeting.

### PRESENTATION(S)

*No presentations.*

### CORRESPONDENCE

Mr. Graham summarized a letter from F & R Associates, LLC, regarding an application to the Planning Board of Franklin Borough to permit a Minor Subdivision.

Mr. Graham summarized a "Thank You" letter from Mr. William Sabo.

### OPEN TO THE PUBLIC – AGENDA ITEMS

On motion by Mrs. Ross, seconded by Mr. Davis, and carried unanimously by voice vote, opened the meeting to the public for agenda items at 7:02 p.m.

# MINUTES OF REGULAR MEETING JULY 30, 2018

Mr. Graham read the following statement:

At this time, members of the public are invited to address the Board. Please note that public comments on the agenda items will be made in accordance with Policy 0167 - Public Presentation at Board meetings. Each statement made by all participants may be limited to three minutes in duration. If you would like to address the Board, please raise your hand to be called upon. Once called, please come to the front and state your name, municipality of residence and/or group affiliation.

Please let the record reflect that the Board of Education does not endorse comments nor will the Board of Education be held liable for comments made by a member of the public about a staff member that the staff member may consider defamatory and/or libelous, as that staff member retains all rights to pursue any legal remedies against you.

*No one addressed the Board.*

On motion by Mr. Hrbek, seconded by Mr. Blondina, and carried unanimously by roll call vote, closed the meeting to the public for agenda items at 7:02 p.m.

## COMMITTEE REPORTS

### Finance Committee

Mrs. Zydon reviewed the committee notes from the 7/19/18 meeting.

Discussion: NA

On motion by Mrs. Ross, seconded by Mr. Hrbek, and carried unanimously by roll call vote, approved/accepted the following:

- a. Approved the vendor payments dated June 1, 2018 through June 30, 2018. [Financial Document A]:

Fund 10	Charter School/ER FICA Share	\$41,670.27
Fund 11	General Expense	\$905,662.51
Fund 12	Capital Outlay	\$0
Fund 20	Special Revenue	\$13,190.71
Fund 60	Cafeteria	\$185.00
Fund 70	Shared Services	\$13,848.13
	Total	\$974,556.62

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- b. Approved the vendor payments dated July 1, 2018 through July 30, 2018. [Financial Document B]

Fund 10	Charter School/ER FICA Share	\$84,620.04
Fund 11	General Expense	\$460,728.22
Fund 12	Capital Outlay	\$36,576.66
Fund 20	Special Revenue	\$0
Fund 60	Cafeteria	\$11,111.61
	Total	\$593,036.53

- c. Accepted the Board Secretary's Report and Treasurer of School Monies report for June 30, 2018. [Financial Document C]

Pursuant to N.J.A.C. 6A:23A-16.10 (c)3, the Board Secretary does certify that as of June 30, 2018, no budgetary line item account has encumbrances and expenditures which in total exceed the amount appropriated by the district Board of Education pursuant to N.J.S.A. 18A:22-8.1;

Pursuant to N.J.A.C. 6A:23A-16.10(c)4 the Board of Education does certify that as of June 30, 2018, the Board Secretary Monthly Financial Report, did not reflect an over expenditure in any Major Account for Fund, and based on the Appropriation Balances reflected on this report and on the advice of District Officials, that sufficient funds are available to meet the District's financial obligations for the remainder of the fiscal year.

- d. Approved between line item transfers as required by State rules and regulations for the month of June 2018. [Financial Document D]
- e. Approved the submission of the Individuals with Disabilities Education Act (IDEA-B) grant application and accept the IDEA grant entitlement for fiscal year 2019:

IDEA	
Basic	\$165,151
Preschool	\$9,744
Total	\$174,895

- f. Approved the submission of the ESEA Consolidated (Elementary and Secondary Education) grant application and accept the ESEA Consolidated grant entitlement for fiscal year 2019:

ESEA	
Title I-A	\$94,141
Title II-A	\$13,864
Title IV Part A	\$10,000
Total	\$118,005

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## Education Committee

Mrs. Ross reviewed the committee notes from the 7/19/18 meeting and reported on the following items that were discussed at the Committee Meeting:

- New Jersey Department of Education (NJDOE) School Self-Assessment for Determining Grades under the Anti-Bullying Bill of Rights Act (ABR) District and School Grade Report for the 2016-2017 school year. [DOCUMENT A]
- Quality Single Accountability Continuum (QSAC) improvement plan results. [DOCUMENT B]
- Technology updates
- Additional marketing that is being conducted via school social media to encourage Franklin families to register online for kindergarten.
- There is not a summer school program as there were no students required to attend summer school after the 2017-2018 school year.

Discussion: NA

On motion by Mr. Hrbek, seconded by Mrs. Clohessey, and carried unanimously by roll call vote, approved/accepted the following:

- a. Approved 6th grade student #102 who is currently placed at an out-of-district public school (Park Lake School in Rockaway, New Jersey) as listed below:
  - Extended School Year (ESY) Program from July 2, 2018 to August 9, 2018 at a cost of \$4,665.
  - 2018-2019 School year from September 6, 2018 to June 30, 2019 at a cost per tuition contract.
  - Other related services such as transportation, Speech Language Services, and Occupational Therapy Services as necessary.
- b. Accepted 7th grade tuition student T 18-19.1 to attend Franklin Borough School in the Behavioral Disabilities Program at an anticipated cost of \$18,318 per year beginning September 6, 2018.
- c. Approved home instruction for student 17-18.1 of up to five (5) hours a week, per week, between July 1, 2018 and August 31, 2018.

## NOTES:

- *Five (5) hours per week of home instruction were approved for student 17-18.1 at the September BOE meeting. However, the student participated in fewer than ten (10) hours of home instruction due to illness.*

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- *Hourly compensation remains the same as in fiscal year 2017-2018. The fiscal year 2018-2019 hourly compensation will be determined once contract negotiations are complete.*
- d. Approved up to a total of five (5) hours of summer tutoring between July 9, 2018 and August 9, 2018.

### NOTES:

- *Per IEP, a total of five (5) hours for one fourth grade student is needed.*
  - *Hourly compensation remains the same as in fiscal year 2017-2018. The fiscal year 2018-2019 hourly compensation will be determined once contract negotiations are complete.*
- e. Approved the new programs listed below which will be implemented at Franklin Borough School during the 2018-2019 school year:
- Olweus – School-wide bullying prevention program sponsored by The Center for Prevention (this is a three-year program)
  - Second Step – Character Ed Program for grades K - 5

### Personnel Committee

Mrs. Paszkiel reviewed the committee notes from the 7/19/18 meeting.

### Discussion:

1. Note "K" FEA Contract
2. Open Enrollments Benefits

On motion by Mrs. Zydon, seconded by Mr. Davis, and carried unanimously by roll call vote, approved/accepted the following:

- a. Accepted resignation letters from the following paraprofessionals:
- Lorraine Demarest effective June 30, 2018 [DOCUMENT C]
  - Dawn Ebisch effective June 30, 2018 [DOCUMENT D]
  - Carley Mangine effective June 30, 2018 [DOCUMENT E]
- b. Approved staff for the extended school year (ESY) program as follows:
- Lisa Gallagher as ESY substitute aide at a rate per contract. (*Hourly compensation remains the same as in fiscal year 2017-2018. The fiscal year 2018-2019 hourly compensation will be determined once contract negotiations are complete.*)

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- c. Approved up to an additional 100 hours of summer work for the computer teacher at the contracted hourly rate as needed and as approved by the Chief School Administrator. *(Hourly compensation remains the same as in fiscal year 2017-2018. The fiscal year 2018-2019 hourly compensation will be determined once the contract negotiations are complete.)*
- d. Approved Lauren Davies to provide home instruction for student 17-18.1 up to 5 hours a week, per week, between July 1, 2018 and August 31, 2018. *(Hourly compensation remains the same as in fiscal year 2017-2018. The fiscal year 2018-2019 hourly compensation will be determined once the contract negotiations are complete.)*
- e. Approved Brianne McGlone to provide up to a total of five (5) hours of summer tutoring between July 9, 2018 and August 9, 2018. *(Hourly compensation remains the same as in fiscal year 2017-2018. The fiscal year 2018-2019 hourly compensation will be determined once the contract negotiations are complete.)*
- f. Approved the following as part-time instructional aides for 25 hours per week at a salary per contract, with no medical benefits and pending completion of all required paperwork. *(Salaried compensation remains the same as in fiscal year 2017-2018. The fiscal year 2018-2019 salaried compensation will be determined once contract negotiations are complete.)*
- Barbara Formica
  - Anne-Marie Stoffels
- g. Approved the following individuals as substitutes for the 2018-19 school year at the rate of \$80 per day for substitute teachers, \$8.44 per hour for substitute aides, and \$200 per day for substitute nurses. Note: All substitute approvals are pending receipt of required and/or updated paperwork/credentials where necessary:

## SUBSTITUTE TEACHERS

Michael Altmann	Christopher Bell	Vanessa Bodossian
Kristy Bodle	Bonnie Brown	Kathleen Cahill
Karen Carne	Taylor Carr	Barbara Castiglione
Anthony Columbo	Kathy DePietri	Yolando DeStefano
Elisabeth Endrikat	Sandra Erbs	Kodie Hilbert
Stephanie Leitner	Emily Lindquist	Olga Majewski
Alyxx Mangine	Patricia Mascone	Jim McGrath
Hope Miladinovich	Maria Moskonas	Kathleen Pattin
John Pinner	Frances Schneider	Lisa Scott
Amanda Shahin	Kira Shellowsky	Tabitha Simm
Karen Stecher	Michele VanAllen	Daniel Walz
Denise Yadvish	Kelly Zaremski	

## SUBSTITUTE AIDES

Charlotte Drum	Zina Matlub	Anthony Columbo
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**SUBSTITUTE NURSES**

Joyce DiGoia

Jennan Gallanthen

Carol Lee Spages

- h. Approved a degree change for Melissa Daly beginning September 1, 2018 at BA Step 30 at a rate per contract. *(Note: Salaried compensation remains the same as in fiscal year 2017-2018. The fiscal year 2018-2019 salaried compensation will be determined once contract negotiations are complete.)*
- i. Approved a Floating Holiday for the Chief School Administrator for Dr. Martin Luther King, Jr. day on Monday, January 21, 2019.
- j. Approved 2018-2019 contracts for central office staff:
  - Suzette Houdershielt [DOCUMENT F]
  - Donna Mangine [DOCUMENT G]
  - Cecilia Rose [DOCUMENT H]
- k. Approved the July 1, 2018 - June 30, 2021 collective bargaining agreement between the Franklin Education Association (FEA) and the Franklin Board of Education (BOE). [DOCUMENT I]
- l. Approved the following policy and regulation: [DOCUMENT J]
  - Policy - 1613 Disclosure and Review of Applicant's Employment History
  - Regulation - 1613 Disclosure and Review of Applicant's Employment History

On motion by Mr. Hrbek, seconded by Mrs. Zydon, and carried unanimously by roll call vote, approved the following appointments for the 2018-2019 school year:

Name	Position	Track/Step	Amount
Fried, Janice	Speech Teacher (full time)	MA+30/Step 12	\$66,090 (to be adjusted once contract negotiations are complete)
Howard, Chandler	Paraprofessional (part time)	NA	\$13.38/hour (to be adjusted once contract negotiations are complete) 2.5 hours/day 7:30 am – 10:00 am
Lippincott, Valerie	Paraprofessional (part time)	NA	\$13.38/hour (to be adjusted once contract negotiations are complete) 2 hours/day 7:45 am – 10:00 am

**OLD BUSINESS**

*No old business.*

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## NEW BUSINESS

Mr. Hrbek reported that the Franklin Forward Alliance has grant applications available and that a Family Game Night will be held at the Littell Center at 6 p.m. on August 13, 2018.

Mr. Blondina suggested the Board present at the 2019 NJSBA Annual Conference to showcase accomplishments.

## BOARD SECRETARY'S REPORT

Mrs. Decker discussed attendance at Board workshops, reminding board members that attendance at workshops that cost \$150 or more require prior board approval.

Discussion: NA

On motion by Mr. Blondina, seconded by Mr. Davis, and carried unanimously by roll call vote, approved/adopted the following:

- Approved the following change order for Soil Piping work now complete for the Classroom 202 Restroom Project:

Soil Piping Allowance	\$10,000.00	Original Contract Price	\$98,000.00
Change Order #1	\$1,460.75	LESS Remaining Allowance	-\$8,539.25
Remaining Allowance	\$8,539.25	New Contract Sum	<b>\$89,460.75</b>

- Approved the following change order to be deducted from General Allowance for the Classroom 202 Restroom Project:

General Allowance	\$10,000.00	Contract Sum AFTER CO #1	\$89,460.75
Change Order #2	\$903.00	PLUS Change Order #2	0.00
Remaining Allowance	\$9,097.00	New Contract Sum	<b>\$89,460.75</b>

- Adopted the following Resolution:

WHEREAS, there exists a need for various professional services, and

WHEREAS, the Public School Contracts Laws (N.J.S.A. 18A:18A-5) requires that a resolution authorizing the contracting of Professional Services without competitive bids be adopted:

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of the Borough of



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Franklin that Bayada Home Health Care, Inc. be contracted by the Franklin Borough Board of Education for the 2018-19 school year [DOCUMENT K] without competitive bidding as a Professional Service in accordance with 18A:18A-5 of the Public School Contracts Law, not to exceed a contractual amount of \$200,000.

### CHIEF SCHOOL ADMINISTRATOR'S REPORT

Discussion: NA

On motion by Mrs. Ross, seconded by Mr. Davis, and carried unanimously by roll call vote, approved the professional visitations and related travel for professional staff as listed below:

- Shannon Zaremba to attend Comprehensive Online Refresher (Orton Gillingham) in August 2018 at a cost of \$150.
- Alyssa Pisauro to attend Demystifying Dyslexia: The Keys to Identification and Intervention in Somerset, NJ, on September 21, 2018 at a cost of \$235, plus related mileage and travel expenses.

Mr. Giacchi provided a safety and security update including:

- Double buzzer system in entrance quote
- Share 911 Program – Increase communication with Police and staff for quicker response times

Mr. Giacchi provided a tech update:

- Replace interactive TV's
- Use Title IV funds to purchase 3D Printers, Chromebooks, and tablets for Kindergarten

Mr. Giacchi reported the following emergency drills were held:

- June 14, 2018 – Lock down Drill began at 9:30 a.m. and ended at 9:33 a.m.
- June 14, 2018 – Fire Drill began at 8:30 a.m. and ended at 8:45 a.m.
- June 21, 2018 – Non-Fire Evacuation Drill began at 8:02 a.m. and ended at 8:28 a.m.

Mr. Giacchi reported that the Franklin Recreation Department will use 80 folding chairs and 5 tables from Thursday, July 26, 2018 through Friday, August 3, 2018.

Mr. Giacchi thanked Mrs. Decker for being a part of the administrative team at the Franklin Board of Education.

### OPEN TO THE PUBLIC – NON-AGENDA ITEMS

On motion by Mrs. Ross, seconded by Mr. Davis, and carried unanimously by voice vote, opened the meeting to the public at 7:30 p.m.

# MINUTES OF REGULAR MEETING JULY 30, 2018

Mr. Graham read the following statement:

At this time, members of the public are invited to address the Board. Please note that public comments on the agenda items will be made in accordance with Policy 0167 - Public Presentation at Board meetings. Each statement made by all participants may be limited to three minutes in duration. If you would like to address the Board, please raise your hand to be called upon. Once called, please come to the front and state your name, municipality of residence and/or group affiliation.

Please let the record reflect that the Board of Education does not endorse comments nor will the Board of Education be held liable for comments made by a member of the public about a staff member that the staff member may consider defamatory and/or libelous, as that staff member retains all rights to pursue any legal remedies against you.

*No one addressed the Board.*

On motion by Mr. Blondina, seconded by Mr. Davis, and carried unanimously by voice vote, **closed the meeting to the public at 7:30 p.m.**

## EXECUTIVE SESSION

On motion by Mrs. Ross, seconded by Mr. Davis, and carried unanimously by roll call vote, the following resolution was adopted:

WHEREAS, pursuant to N.J.S.A. 10:4-12(b), the Board of Education may exclude the public from that portion of a public meeting at which the Board discusses any of the matters described at N.J.S.A. 10:4-12(b)(1)-9;

NOW THEREFORE BE IT RESOLVED, that the Board of Education shall forthwith enter into closed session to discuss the following matter(s) concerning:

- Matters rendered confidential by state or federal law – HIB 17.18-08, HIB 17.18-09
- Personnel
- Appointment of a public official
- Matters covered by the attorney-client privilege
- Pending or anticipated litigation
- Pending or anticipated contract negotiations
- Protection of the safety or property of the public
- Matters which would constitute an unwarranted invasion of privacy
- Matters in which the release of information would impair a right to receive funds from the United States Government
- Matters concerning collective negotiations and/or the negotiation of terms and conditions of employment of employees of the Board of Education
- Possible imposition of a civil penalty or suspension

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BE IT FURTHER RESOLVED that said discussion may be disclosed to the public when the reasons for discussing and acting upon it in closed session no longer exist.

*The Board returned to regular session at 7:39 p.m.*

On motion by Mrs. Ross, seconded by Mr. Davis, and carried unanimously by voice vote, adjourned the meeting at 7:39 p.m.

On motion by Mrs. Zydon, seconded by Mr. Davis, and carried unanimously by roll call vote, reopened the meeting at 8:00 p.m.

On motion by Mrs. Zydon, seconded by Mr. Davis, and carried unanimously by roll call vote, approved the following resolution:

Resolved that the Board of Education approves the following reduction in the amount of \$45,303 to fiscal year 2019 general fund budget due to reduction of state aid reported July 13, 2018:

	<b>Approved 4.25.2018</b>	<b>7.13.2018 Reduction</b>	<b>Revised FY 2019 Budget</b>
REVENUE – Total Operating Budget	\$9,846,737	<i>Adjustment Aid 10-3178</i> -\$45,303	\$9,801,434
APPROPRIATIONS – Total General Fund	\$9,846,737	<i>Health Benefits 11-000-291-270</i> -45,303	\$9,801,434

On motion by Mrs. Ross, seconded by Mrs. Clohessey, and carried unanimously by voice vote, closed the meeting at 8:03 p.m.

Respectfully submitted,

Barbara A. Decker  
Business Administrator/  
Board Secretary