

# MINUTES OF REGULAR MEETING NOVEMBER 27, 2017

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

PRESENT: Kevin Blondina, Kathleen Clohessey  
F. Cliff Graham, Louise Murphy  
Ronald Neal, Jeanine Paszkiel  
Michael Payton, Suzanne Ross  
Sarah Zydon  
J. R. Giacchi, Superintendent  
9 Members of the Public

ABSENT: None

Mr. Blondina, Board President, **opened the meeting at 7:05 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.

On motion by Mr. Payton, seconded by Mrs. Zydon, and carried unanimously by roll call vote, **approved the Minutes of the 16 October 2017 Regular Meeting.**

## PRESENTATION TO THE BOARD

Ms. Sophia Clohessey [student] and Ms. Melanie Salerno [student] addressed the Board on the activities that have occurred at the Franklin School.

## CORRESPONDENCE

Mr. Blondina summarized a letter from Ms. Lisa Werdann [aide], rescinding her letter of resignation that was dated 10 November 2017.

On motion by Mr. Graham, seconded by Mrs. Zydon, and carried unanimously by roll call vote, **approved the request from Ms. Lisa Werdann [aide], rescinding her letter of resignation that was dated 10 November 2017.**

Mr. Blondina read letters from Ms. Marie Kowalenko (aide) as follows:

- Letter of resignation dated 20 November 2017 from Marie Kowalenko [aide], with her last day being 18 February 2018.

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- Letter dated 21 November 2017 from Marie Kowalenko [aide], requesting early release from her contract.

Mr. Blondina stated that this request would be discussed in Executive Session and that he would not be able to participate in this discussion due to a potential conflict of interest.

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

On motion by Mr. Graham, seconded by Mr. Neal, and carried unanimously by roll call vote, **opened the meeting to the public for non-agenda items at 7:10 p.m.**

Mr. Blondina 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 microphone 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.

Ms. Kowalenko (aide) addressed the Board regarding her request for an early release from her contract due to being hired to a full-time position.

On motion by Mr. Graham, seconded by Mr. Neal, and carried unanimously by roll call vote, **closed the meeting to the public for non-agenda items at 7:12 p.m.**

### COMMITTEE REPORTS

#### Finance/Building & Grounds Committee

On motion by Mr. Graham, seconded by Mr. Neal, and carried unanimously by roll call vote, **approved, accepted, announced and/or certified the following:**

- Approved the bills for October 2017 in the amount of \$897,502.92.**
- Approved the bills for the Cafeteria Account in the amount of \$31,567.22.**
- Accepted the Board Secretary's and Treasurer's Reports as of 31 October 2017.**

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- d. Approved the Transfers made by the Chief School Administrator, after the 16 October 2017 Regular Meeting, with Fund 10 debits totaling \$7,000 [DOCUMENT A] and the Board acknowledges that this/these transfer(s) may increase/decrease the maximum dollar limit established as part of the 2017-18 budget process for various professional services.
- e. Pursuant to N.J.A.C. 6A:23A-16.10, the Board Secretary certifies that no line item account has encumbrances and expenditures, which in total exceed the line item appropriation in violation of N.J.A.C. 6A:23A-16.10.

\_\_\_\_\_  
Business Administrator/Board Secretary

31 October 2017  
Date

- f. Pursuant to N.J.A.C. 6A:23A-16:10, the Franklin Board of Education certifies that no major account or fund has been overexpended in violation of N.J.A.C. 6A:23A-16.10.
- g. Approved the following miscellaneous payments, as follows:
  - Referees: one referee for JV and Varsity games at \$130; two referees \$65 each.
  - Basketball time keeper: \$65 for JV and Varsity games.

### Education Committee

On motion by Mrs. Zydor, seconded by Mrs. Murphy, and carried unanimously by roll call vote, **accepted/reported the following:**

- **Accepted out of state tuition Students as listed below:**
  - H.T. 17-18.7 at out-of-state tuition rates as determined by the NJDOE.
  - H.T. 17-18.8 at out-of-state tuition rates as determined by the NJDOE.
  - H.T. 17-18.9 at out-of-state tuition rates as determined by the NJDOE.
- **Accepted tuition student T 17-18.1 to attend Franklin Borough School in the 8<sup>th</sup> grade/resource program at a cost of \$2,698.42 per month plus related services.**
- **Reported that homeless student H.T. 17-18.6 is no longer homeless as of 5 October 2017.**

### Personnel Committee

On motion by Mrs. Paszkiel, seconded by Mrs. Murphy, and carried unanimously by roll call vote, **approved/adopted/reported the following:**



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- **Reported the employment start date for:**
  - **Michael Higgins, Part-time Custodian, 30 October 2017**
  - **Joyce Carr, Secretary to the Vice Principal, 6 November 2017**
- **Appointed Elayna Hall as part-time instructional aide for 25 hours per week at a salary of \$12,243 per annum prorated, with no medical benefits, starting date contingent upon completion of required paperwork.**
- **Approved Kelly Fedynich as time-keeper for basketball games at \$65 per day for the 2017-2018 season.**
- **Approved Maryann Rose as a substitute teacher for the 2017-18 school year at the rate of \$80 per day.**
- **Approved a floating holiday for John Giacchi [Chief School Administrator] due to Veteran's Day falling on a weekend. [DOCUMENT - CSA CONTRACT PAGE]**
- **Adopted the following Resolution:**

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

**WHEREAS, the Public School Contracts Law (NJSA 18A:18A-5) requires that a resolution authorizing the contracting of professional services without competitive bids as adopted:**

**NOW, THEREFORE, BE IT RESOLVED, by the Board of Education of the Borough of Franklin that the following professional service be contracted by the Franklin Borough Board of Education for the 2017-18 school year without competitive bidding as a professional service in accordance with 18A:18A-15 of the Public School Contracts Law, not to exceed a contractual amount of \$200,000, as follows:**

- **Bayada Home Health Care, Inc., \$60 per hour for RN Services and \$50 for LPN Services, plus reimbursable expenses as depicted in DOCUMENT C.**

### **OLD BUSINESS**

A discussion was held regarding future capital improvements and how they will be funded. It was the consensus of the Board to go forward with the Local Government Energy Audit in hopes of replacing the boilers and lighting utilizing the Energy Savings Improvement Program [ESIP].

Mr. Giacchi demonstrated the newly released Franklin School App. A discussion ensued.

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Mr. Blondina discussed his recent meeting with Mrs. Kathy Helewa, Field Service Representative from the New Jersey School Boards Association, on a proposal to assist the Board with a Strategic Plan. Some discussion ensued.

Mrs. Ross reported that the Central Office at the Sussex County Educational Services Commission has moved out of the Northern Hills Academy. The office moved to an adjacent building.

A report was given by the board members who recently attended the October 2017 New Jersey School Boards Association Conference.

### NEW BUSINESS

A discussion was held regarding soliciting quotes for medical and dental insurance.

On motion by Mr. Graham, seconded by Mrs. Ross, and carried unanimously by roll call vote, **approved to utilize the Board's insurance agent, Arthur J. Gallagher & Company, to obtain quotes for the Franklin Board of Education to join a Joint Insurance Fund for its medical and dental programs and to request the necessary claim experience reports from the New Jersey School Employees' Health Benefit Program.**

A discussion was held on attendance at Techspo 2018 to be held at Harrah's Resort in Atlantic City January 25-26, 2018.

### BOARD SECRETARY'S REPORT

The Board Secretary reviewed the Statement of Determination for the 7 November 2017 Annual School Election **[DOCUMENT D]**.

A discussion was held regarding scheduling the Annual Reorganizational meeting between January 1st and 7th, 2018. It was the consensus of the Board to schedule the Annual Reorganizational meeting for Wednesday, 3 January 2018 at 7:00 p.m.

A discussion was held regarding the 2018 Board meeting calendar and it was the consensus of the Board to keep the same format that has been in place for the last several years.

On motion by Mr. Graham, seconded by Mr. Neal, and carried unanimously by roll call vote, **approved the FY 2017-18 Federal Grants-ESSA/IDEA Carryover expenditures as depicted on DOCUMENT E.**

The Board Secretary reported that he has been asked to serve on the School Alliance Insurance Fund as the Chairperson.



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## CHIEF SCHOOL ADMINISTRATOR'S REPORT

Mr. Giacchi reported that a fire drill was held on 23 October 2017 at 9:33 a.m. It took 2 minutes and 7 seconds to evacuate the building.

Mr. Giacchi reported that a Shelter-in Place security drill was held on 12 October 2017. It took 30 seconds to lock down.

Mr. Giacchi reported that the college students listed below from William Paterson University will be here one day per week beginning the week of January 29, 2018 and ending the week of April 30, 2018 to do their clinical experience (practicum):

- Kailyn Hess                      K-6 Phys Ed    Mr. Speer/Mrs. Tizzano
- Elyssa Wottring                K-6 Phys Ed    Mr. Speer/Mrs. Tizzano

On motion by Mr. Neal, seconded by Mr. Graham, and carried unanimously by roll call vote, after some discussion, **approved professional visitations and related travel for professional staff as depicted on DOCUMENT F.**

On motion by Mr. Graham, seconded by Mrs. Ross, and carried unanimously by roll call vote, **approved the field trip requests as depicted on DOCUMENT G.**

On motion by Mrs. Ross, seconded by Mr. Graham, and carried unanimously by roll call vote, **approved the Memorandum of Agreement between the Franklin Board of Education and the Franklin Police Department [DOCUMENT H].**

## OPEN TO THE PUBLIC – VISITORS ADDRESS THE BOARD

On motion by Mr. Graham, seconded by Mr. Neal, and carried unanimously by roll call vote, **opened the meeting to the public at 7:59 p.m.**

Mr. Blondina 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 microphone and state your name, municipality of residence and/or group affiliation.

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*No one addressed the Board.*

On motion by Mrs. Ross, seconded by Mr. Neal, and carried unanimously by roll call vote, **closed the meeting to the public at 7:59 p.m.**

### EXECUTIVE SESSION

*Mr. Payton left the meeting at 7:59 p.m.*

On motion by Mrs. Ross, seconded by Mrs. Murphy, and carried unanimously by voice 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:

**[X] Matters rendered confidential by state or federal law – HIB 17.18.01, HIB 17.18.02, HIB 17.18.03**

**[X] Personnel – Aide early release request**

- ☐ 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

**[X] Matters concerning collective negotiations and/or the negotiation of terms and conditions of employment of employees of the Board of Education – Proposed FY 2018-19 Business Administrator Contract [DOCUMENT I]**

☐ Possible imposition of a civil penalty or suspension

**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 8:51 p.m.*

On motion by Mr. Graham, seconded by Mrs. Murphy, and carried by the following roll call vote, **accepted the resignation of Ms. Marie Kowalenko [aide] and to release her early from her contract with her last day of employment being 22 December 2017 (last day of school before winter break), contingent on the Franklin Education Association submitting a letter that this is not precedent setting.**

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<b>Yes</b>	<b>-</b>	<b>7</b>
<b>No</b>	<b>-</b>	<b>0</b>
<b>Abstain</b>	<b>-</b>	<b>Mr. Blondina, Mrs. Ross</b>

On motion by Mr. Neal, seconded by Mrs. Ross, and carried unanimously by roll call vote, **approved Mrs. Louise Murphy to attend Techspo 2018 to be held January 25-26, 2018 at Harrah's Resort in Atlantic City, NJ., with registration fees of \$425 which includes 2-day admission and access to all food events (lodging is approved for Thursday 25 January 2018 at a cost of \$99 per room), and reimbursement of mileage, in accordance with Board policy.**

On motion by Mr. Neal, seconded by Mr. Graham, and carried unanimously by voice vote, **adjourned the meeting at 8:53 p.m.**

Respectfully submitted,

William J. Sabo  
Business Administrator/  
Board Secretary