

MINUTES OF REGULAR MEETING OCTOBER 29, 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
Valerie Dolan, Board Auditor

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 Law 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 Mr. Hrbek, seconded by Mrs. Zydon, and carried by the following roll call vote, approved the Minutes of the 24 September 2018 Regular Meeting. **(Attachment 1)**

Yes	-	8
No	-	0
Abstain	-	Mr. Neal

PRESENTATION

Winston Hennings and Ryder Darvalics, Franklin students, provided an update on sports, field trips, band and choir.

PRESENTATION OF THE AUDIT

Mrs. Valerie Dolan, Nisivoccia, LLP presented the FY 2017-18 Comprehensive Annual Financial Report [CAFR] and the Auditor's Management Report to the Board.

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OPEN TO THE PUBLIC

On motion by Mrs. Zydon, seconded by Mr. Davis, and carried unanimously by roll call vote, opened the meeting to the public for comment on the Comprehensive Annual Financial Report [CAFR] and Auditor's Report at p.m.

No one addressed the Board.

On motion by Mr. Hrbek, seconded by Mr. Davis, and carried unanimously by roll call vote, closed the meeting to the public for comment on the Comprehensive Annual Financial Report [CAFR] and Auditor's Report at p.m.

On motion by Mrs. Ross, seconded by Mr. Davis, and carried unanimously by roll call vote, accepted the FY 2017-18 Comprehensive Annual Financial Report and the Auditor's Management Report as presented. No Recommendations were cited.

CORRESPONDENCE:

- A. Letter from Hardyston Board of Education Ad Hoc Committee received October 22, 2018.

OPEN TO THE PUBLIC – AGENDA ITEMS

On motion by Mr. Hrbek, seconded by Mrs. Ross, and carried unanimously by voice vote, opened the meeting to the public for agenda items at 7:17 p.m.

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. Davis, and carried unanimously by roll call vote, closed the meeting to the public for agenda items at 7:19 p.m.

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COMMITTEE REPORTS

Personnel Committee – Jeanine Paszkiel, Chair

Discussion: NA

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

- A. Resolved that the Board of Education approves the following changes to the salary for full-time paraprofessional, Anita Delihassani:

Staff Member	Corrected Salary	2018-2019 Stipend	2018-2019 Total Compensation
Anita Delihassani	\$16,343.74	\$3,000	\$19,343.74

- B. Resolved that the Board of Education approves the start date for the part-time paraprofessional(s) as listed below:

Name	Start Date
Tammy Drake	10/5/2018
Trisha Furman-Leve	10/5/2018

- C. Resolved that the Board of Education approves the FY 2018-2019 Staff List (**Attachment 2**)

- D. Resolved that the Board of Education approves professional development as listed below:

Staff Member	Professional Development	Cost	Date
B. McKay	Early Intervention for Autism, Parsippany, NJ	\$229.99 plus related travel	11/7/2018
L. Davies	Guided Math Conference (Grades K-6), New Brunswick, NJ	\$269 plus related travel	11/27/2018
S. Bargiel	NJ Association of School Librarians Conference, Long Branch, NJ	\$215 reg. \$218 hotel plus related travel	12/2/2018 – 12/4/2018
D. Emery	Making the Best of Google Classroom to Strengthen Science Instruction; West Orange, NJ	\$259 plus related travel	12/7/2018
S. Sienkiewicz	Enhance Effective Medical Emergency Response Teams at School Sites, Fairfield, NJ	\$295 plus related travel	12/10/2018
K. Kilmat	Students Who Start School Behind: Powerful Strategies to Promote and	\$259 plus related travel	12/11/2018

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	Accelerate Academic Success (Preschool – Kindergarten, Fairfield, NJ)		
S. Molla-Saracco	School Mental Health Workshop: Treating Students K-12, Boston, MA	\$310* *S. Molla-Saracco will not request reimbursement for related travel	1/25/2019 – 1/26/2019

- E. Resolved that the Board of Education authorizes the Chief School Administrator (CSA) to extend aide hours when necessary to attend a scheduled field trip beyond their regularly scheduled hours and to be compensated at their hourly rate contingent upon the submission of a timesheet.
- F. Resolved that the Board of Education authorizes the CSA to extend the working day for aides when sufficient staffing is not available and to be compensated at their hourly rate contingent upon the submission of a timesheet.
- G. Resolved that the Board of Education approves Caroline Carty as a long-term substitute for employee #747 at a daily rate of \$110 per day for 60 days retroactive to September 12, 2018 and ending on or about December 11, 2018.
- H. Resolved that the Board of Education approves the practicum students listed below from William Paterson University to observe at Franklin Borough School for one (1) semester, one (1) day a week, from January 22, 2019 through April 29, 2019 as follows:

Name	Area of Study	Staff Member(s)
Pamela Blauvelt	K-6 TSD	Mrs. Savino
Nicole Mileto	8 th Grade Math	Mr. Samiljan
Rose Wolthoff	K-5 Music	Ms. Gay

- I. Resolved that the Board of Education amends the resolution approved September 24, 2018:

Staff Member	Position	Cost
Mary Alison Lewis	Co-Play Advisors	\$2,617 Director \$1,298 Assistant Director <i>At advisors' request and with FEA consent, stipends are to be combined and split equally among the three advisors.</i>

- J. Resolved that the Board of Education approves the following additional professional development:

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Staff Member	Professional Development	Cost	Date
S. Zaremba	Guided Math Conference, New Brunswick, NJ	\$269.00 plus related travel	11/27/2018

- K. Resolved that the Board of Education approves the following personnel changes/additions pending necessary paperwork where applicable:

Staff Member	Job Title	Salary	Anticipated Start Date
Ashley Sheldon	Full-time Preschool Teacher <i>(currently a part-time aide)</i>	BA Step 1 at \$54,524 per year (prorated) plus benefits	1/2/2019
Chandler Howard	Full-time Preschool Aide <i>(currently a part-time aide)</i>	\$13.74 per hour per contract plus benefits	1/2/2019
Amy McCann	Full-time Preschool Aide	\$13.74 per hour per contract plus benefits	1/2/2019
Eve Zierold-Soares	Full-time Preschool Aide <i>(currently a part-time aide)</i>	\$13.74 per hour per contract plus benefits	1/2/2019

- L. Resolved that the Board of Education approves benefits (or waiver) for Caroline Carty beginning November 12, 2018 *(60 days from date of employment which was September 12, 2018)*.

Education Committee – Suzanne Ross, Chair

Mrs. Ross reviewed the committee notes from the 10/18/18 meeting.

Discussion: NA

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

- A. Resolved that the Board of Education approves the 2017-2018 Harassment, Intimidation and Bullying (HIB) Self-Assessment. **(Attachment 3)**

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

- B. Resolved that the Board of Education approves the following field trips:

Location	Grade	Date of Trip	Cost
Lake Hopatcong Foundation, Lake	5	5/20/2018	\$960

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Hopatcong, NJ			plus transportation
Beuhler Challenger and Science Center, Paramus, NJ	4	6/3/2019	\$1,360 plus transportation

Finance/Building & Grounds – Kathleen Clohessey, Chair

Discussion: NA

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

- A. Resolved that the Board of Education approves the vendor payments dated September 25, 2018 through October 29, 2018. **(Attachment 4)**

Fund 10	Charter School/ER FICA Share	\$47,247.87
Fund 11	General Expense	\$846,449.34
Fund 12	Capital Outlay	\$0
Fund 20	Special Revenue	\$43,012.54
Fund 60	Cafeteria	\$13,916.31
Fund 95	Student Activities	\$5,838.00
	Total	\$956,464.06

- B. Resolved that the Board of Education accepts the attached Board Secretary's Report and Treasurer of School Monies report for September 30, 2018.

Resolved pursuant to N.J.A.C. 6A:23A-16.10 (c)3, the Board Secretary does certify that as of September 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;

Therefore be it resolved that pursuant to N.J.A.C. 6A:23A-16.10(c)4 the Board of Education does certify that as of September 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. **(Attachment 5)**

- C. Resolved that the Board of Education approves between line item transfers as required by State rules and regulations for the month of September 2018. **(Attachment 6)**
- D. Resolved that the Board of Education accepts the Final Expenditure Reports for fiscal year 2018 ESEA grants with no carryover for Title I, Title II-A or Title IV.

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- E. Resolved that the Board of Education accepts the Final Expenditure Reports for fiscal year 2018 IDEA grants with no carryover for Basic or Preschool.
- F. Resolved that the Board of Education approves the Three Year Comprehensive Maintenance Plan for the years 2017 – 2020. The Three Year Comprehensive Maintenance Plan is a guideline subject to budget constraints as required by NJQSAC. **(Attachment 7)**
- G. Resolved that the Board of Education approves the submission of Form M-1 (Annual Maintenance Reserve Worksheet) to the Executive County Superintendent of Schools on or before November 15, 2018. **(Attachment 8)**
- H. Resolved that the Board of Education has identified various projects in its FY 2005-2010 Five-Year Long Range Facility Plan (LRFP), approved by the Franklin Borough Board of Education on September 26, 2005.

Whereas, the estimated total cost over the five-year period for these projects is approximately \$8,803,350. Some of the project identified may not be eligible for state funding because the functional capacity of the proposed addition and the existing facility will exceed the projected enrollment. It is estimated the district may be eligible for state debt service or state grant funds for some of the projects.

Whereas the estimated local share amount (based upon full cost estimates presented in the LRFP) is \$8,803,350 and represents the maximum amount the Franklin Borough Board of Education may deposit in its capital reserve fund for the 2018-2019 school year.

- I. Resolved that the Board of Education approves the items listed below as obsolete materials for disposal:

DEPT/ GRADE	ARTICLE & DESCRIPTION (INCLUDE SERIAL # OR OTHER IDENTIFICATION)	QTY
Music	Kimball Upright Piano – no asset tags	2
Music	Baldwin Upright Piano – no asset tag	1
Technology	SMART Table – no asset tags	2

- J. Resolved that the Board of Education accepts the following donations:

Donation From	Purpose	Amount
Franklin PTO	Physical Education – Tizzano & Speer – Mileage Club	\$505.00
Franklin PTO	Art – Huffman – iPad	\$649.98

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OLD BUSINESS:

A. Workshop 2018 – New Jersey School Boards Association

Franklin School was recognized by NJSBA for “turning around the culture” of the Board. Mr. Blondina did an excellent job representing the district. Mr. Blondina stated enjoyed serving on the panel “Changing the Culture and Your Board” and considered it a great honor.

Mrs. Zydon – met a graduate of Franklin Elementary School while walking on the floor. She thought the workshop was exciting and an opportunity to come together and share great ideas. She also stated that at times the Board agrees to disagree; however, making decisions that are best for the kids is most important and what the Board always does.

Mrs. Paszkiel – agreed with Mrs. Zydon – music component included – very nice to see – pushed music with teachers cross curriculum.

Mrs. Ross – Noted Steven Van Zandt was keynote speaker – spoke well and advocates for kids. You can check out his website.

Mr. Hrbek – first time – commended fellow board members – well done and worthy workshop/conference.

Mr. Blondina – School Board Leadership – Kathleen Helewa – Leadership-Consensus/Majority Rule.

Mr. Davis – Newest board member – learned a lot and had a great experience.

NEW BUSINESS: NA

BOARD SECRETARY’S REPORT: NA

CHIEF SCHOOL ADMINISTRATOR’S REPORT

- A. Reported that fire and security drills held during the month of September 2018 are as follows:
- September 14, 2018, Fire Drill: it took 1 minute 57 seconds to evacuate the building; the drill began at 8:50 a.m. and ended at 9:05 a.m.
 - September 27, 2018, Lockdown: the drill began at 9:30 a.m. and ended at 9:43 a.m.

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- B. Reported that bus evacuation drills successfully took place on Thursday, September 20, 2018.
- C. Student Dayna Aley participated in Center for Prevention's poster contest and was chosen as a winner in the drug awareness contest.

OPEN TO THE PUBLIC – NON-AGENDA ITEMS

On motion by Mr. Davis, seconded by Mr. Hrbek, and carried unanimously by voice vote, opened the meeting to the public at p.m.

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.

No one addressed the Board.

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On motion by Mrs. Ross, seconded by Mr. Davis, and carried unanimously by voice vote, closed the meeting to the public at 7:36 p.m.

On motion by Mrs. Ross, seconded by Mr. Davis, and carried unanimously by voice vote, adjourned the meeting at 7:36 p.m.

Respectfully submitted,

Barbara A. Decker
Business Administrator/
Board Secretary