

MINUTES OF REGULAR MEETING

January 23, 2023

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

PRESENT: Wayne Bartron, Kathleen Clohessey
John J. Friend, Erin Henry, Shane Hrbek
Stephen Koger, Stephanie Perna, James Saltzman
John R. Giacchi, Chief School Administrator
Barbara A. Decker, Business Administrator/Board Secretary

ABSENT: Christopher Patterson

The 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 read by the Board Secretary:

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, mailed to the Clerk/Administrator, and mailed to the New Jersey Herald and the Star Ledger.

Approval of Regular Board Minutes

On motion by Mr. Koger, seconded by Mrs. Perna, and carried by the following roll call vote, approved the minutes of the following meetings as presented:

1. December 12, 2022 – Regular Meeting Minutes **ATTACHMENT 1**
2. December 12, 2022 – Executive Session Minutes
3. January 4, 2023 – Organization Meeting Minutes **ATTACHMENT 2**

Regular Meeting Minutes:	Yes	-	7
	No	-	0
	Abstain	-	Mrs. Clohessey

Executive Session Minutes:	Yes	-	6
	No	-	0
	Abstain	-	Mrs. Clohessey, Mr. Hrbek

Organization Meeting Minutes:	Yes	-	8
	No	-	0
	Abstain	-	0

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PRESENTATIONS:

A. Student presentations

- Isabella Lorenc and Addison Smith, 8th grade students, provided school updates.

B. Staff presentations

- Governor's Educator of the Year – Erin Garrity
- Governor's Educational Services Professional of the Year – Amy McCann

CORRESPONDENCE: NA

OPEN TO THE PUBLIC – AGENDA ITEMS

On motion by Mr. Friend, seconded by Mrs. Clohessey, and carried unanimously by voice vote, opened the meeting to the public for comment on the agenda items:

The Board Secretary 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, group affiliation, and the agenda item you will address.

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 or any other individual that may be considered defamatory and/or libelous, as that individual retains all rights to pursue any legal remedies against you.

This public session is designed for members of the public to speak on issues for Board consideration. By law, the Board of Education is under no obligation to respond to public comment. Issues raised by members of the public may or may not be responded to by the Board at the conclusion of public participation. This portion of the meeting is meant to hear public comment, not to have a dialogue between the Board and the person speaking.

No one addressed the Board.

On motion by Ms. Henry, seconded by Mr. Hrbek, and carried unanimously by voice vote, closed the meeting to the public for comment on the agenda items.

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BOARD SECRETARY’S REPORT:

- Mrs. Decker reported that the bid opening for Phase II of the Window Project will be held on Wednesday, January 25, 2023.
- Budget Updates:
 1. Mrs. Decker and Mr. Giacchi are beginning the review process for the 2024 budget.
 2. The Finance Committee meets again on February 7, 2023 and will review the budget at that time.
 3. State Aid to be released on or about February 23, 2023.
 4. Preliminary budget to be presented at the March 13th Board of Education Meeting.

CHIEF SCHOOL ADMINISTRATOR’S REPORT

A. Mr. Giacchi provided an update on school events:

- Custodians are doing a great job with snow removal
- PTO donation of a color poster printer

B. Mr. Giacchi reported the following clinical experience placements:

CLINICAL EXPERIENCE (PRACTICUM STUDENTS)

Teacher Candidate	College/ University	Grade	Placement Requested	Special Consideration
Riley Cunniffe	William Paterson University (WPU)	Preschool	Preschool – K. M’jahad	One (1) day per week from 1/23/23 - 5/8/23
Collin Lagarde	WPU	5	Phys. Ed./Health – N. Speer, E. Tizzano, J. Helmstetter	One (1) day per week from 1/23/23 - 5/8/23
Katelyn Mac-Lean	WPU	K-6 Elementary with Special Education	K-6 Elementary with Special Education - L. Davies, A. Maurin	One (1) day per week from 1/23/23 - 5/8/23
Stephanie McCormick	WPU	Preschool	Preschool – K. Gori	One (1) day per week from 1/23/23 - 5/8/23

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C. Mr. Giacchi reported that the fire and security drills held during the month of December 2022 were as follows:

- December 8, 2022 at 1:49 p.m. - Fire Drill
- December 20, 2022 at 8:31 a.m. - Bomb Threat Shelter-in-Place Drill

Personnel Committee – Kathleen Clohessey, Chair

Committee Update: NA

Discussion: NA

On motion by Ms. Henry, seconded by Mr. Hrbek, and carried unanimously by roll call vote, approved the following resolutions:

A. Resolved that the Board of Education, upon recommendation of the Chief School Administrator, accepts the following resignation:

Staff Member	Position	Last Day of Employment
Holly Sollitto	Part-time Paraprofessional	January 13, 2023 <i>(Pending notice from the Franklin Education Association stating early release is not precedent setting.)</i>

B. Resolved that the Board of Education, upon recommendation of the Chief School Administrator, amends the following staff member’s last day of employment, which was originally approved at the December 12, 2022 Board of Education meeting:

Staff Member	Position	Last Day of Employment
Danielle Emery	Teacher	January 31, 2023 <i>(Previously approved as January 16, 2023.)</i>

C. Resolved that the Board of Education, upon recommendation of the Chief School Administrator, amends the following professional development cost previously approved at the December 12, 2022 meeting:

Staff Member	Professional Development	Cost	Date
Sarah Gay	NJMEA State Conference, Atlantic City, NJ	<i>Hotel: \$98/night (Previously approved at \$119/night.)</i>	February 23 -25, 2023

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D. Resolved that the Board of Education, upon recommendation of the Chief School Administrator, approves the following unpaid leaves of absence:

Employee	Dates
Daltiza Cordero	1 day: 12/23/2023
Johanna Ferrari	1 day: 1/5/2023

E. Resolved that the Board of Education, upon recommendation of the Chief School Administrator, approves the following maternity leave of absence request:

Employee	Dates
Analee Felix	<p style="text-align: center;">Due date July 17, 2023</p> <ul style="list-style-type: none"> • <i>Plans to utilize NJFLI starting at about the end of August 2023</i> • <i>Anticipated return to work is on or about the last week in November 2023</i>

F. Resolved that the Board of Education, upon recommendation of the Chief School Administrator, approves the stipend for the following paraprofessional for the 2022 - 2023 school year, per contract:

Employee/Position	Appointment	Start Date	Annual Stipend
Angela Vitrano - Part-time Paraprofessional	Substitute Teacher	December 16, 2022	\$3,000, prorated

G. Resolved that the Board of Education, upon recommendation of the Chief School Administrator, approves the following staff members' movement on guide pending receipt of required documents:

Staff Member	New Guide Placement	Old Guide Placement	Effective Date
Kailee Gori	BA +30, Step 3 - \$61,006	BA, Step 3 -\$58,856	February 2023
Sabrina Mohammed	MA, Step 9 - \$66,156	BA +30, Step 9 - \$64,006	February 2023

H. Resolved that the Board of Education, upon recommendation of the Chief School Administrator, rescinds the following appointment originally approved at the November 14, 2022 Board of Education meeting:

Staff Member/Appointment	Start Date	Compensation
Meghan Putnam – Long-term Substitute Middle School Math Teacher (1 FTE)	On or about February 27, 2023	\$170 per day for 60 days then on guide at BA Step 1 beginning day 61 retroactive to February 27, 2023 or actual start date. Benefit eligible beginning day 61 from start date.

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- I. Resolved that the Board of Education, upon recommendation of the Chief School Administrator, appoints the following personnel for the 2022-2023 school year, pending receipt of required paperwork:

Staff Member/Appointment	Start Date	Compensation
Daniel Engelhardt- Part-time Paraprofessional (.71 FTE)	On or about February 6, 2023	\$15.67 per hour, no benefits, pending completion of required paperwork. <i>Plus \$1.00 per hour for providing a higher level of care, per contract.</i>
Meghan Putnam – Full-time Teacher (1 FTE)	On or about February 1, 2023	BA Step 4 at \$59,356 per year, prorated, benefit eligible
Aaron Street- Part-time Paraprofessional (.71 FTE)	On or about February 6, 2023	\$15.67 per hour, no benefits, pending completion of required paperwork. <i>Plus \$1.00 per hour for providing a higher level of care, per contract.</i>

- J. Resolved that the Board of Education, upon recommendation of the Chief School Administrator, approves the following substitutes for the 2022-2023 school year: *(Note that benefits are not included for any substitute position listed below, and all approvals are pending receipt of required paperwork, where necessary.)*

Name	Position	Compensation
Michael Majewski	Substitute Teacher	\$150 per day, pending completion of required documents, no benefits
Lindsay Murrin	Substitute Teacher	\$150 per day, pending completion of required documents, no benefits
Nicole Saft	Substitute Teacher	\$150 per day, pending completion of required documents, no benefits
Tchaka Shipp	Substitute Teacher	\$150 per day, pending completion of required documents, no benefits
Victoria Thompson	Substitute Teacher	\$150 per day, pending completion of required documents, no benefits

- K. Resolved that the Board of Education, upon recommendation of the Chief School Administrator, approves the following professional development:

Staff Member	Professional Development	Cost	Date
Lisa Grillo	Live Online Seminar – Powerful, Practical Strategies for Working with “I Don’t Care” and Underperforming Students to Increase their School Success	<i>Registration: \$279</i>	February 1, 2023

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Staff Member	Professional Development	Cost	Date
Kelly Kilmat	Online Workshop: Helping Students Who Start School Behind: Proven Strategies to Close the Readiness Gap and Accelerate Academic Success	<i>Registration: \$279</i>	March 23, 2023
Christina Lash-Lain	Virtual Workshop, Legal One – Legal Duty of Care to Address Mental Health in Elementary School	<i>Registration: \$150</i>	May 5, 2023

EDUCATION COMMITTEE – James Saltzman – Chair

Committee Update: NA

Discussion: NA

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

A. Resolved that the Board of Education approves the first reading of the following policy and regulation updates:

Number	Title	Attachment #
P & R 2423	Bilingual and ESL Education (M) (Revised)	ATTACHMENTS 3 & 4
P 2425	Emergency Virtual or Remote Instruction Program (M) (Revised)	ATTACHMENT 5
R 2425	Emergency Virtual or Remote Instruction Program (M) (New)	ATTACHMENT 6
P 8140	Student Enrollments (M) (Revised)	ATTACHMENT 7
R 8140	Enrollment Accounting (M) (Revised)	ATTACHMENT 8
P & R 8330	Student Records (M) (Revised)	ATTACHMENTS 9 & 10
R 8420.2	Bomb Threats (M) (Revised)	ATTACHMENT 11
R 8420.7	Lockdown Procedures (M) (Revised)	ATTACHMENT 12
R 8420.10	Active Shooter (M) (Revised)	ATTACHMENT 13

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B. Resolved that the Board of Education abolishes the following policies:

Number	Title	Attachment #
P 1648.11	ABOLISH - Road Forward COVID-19 - Health & Safety	ATTACHMENT 14
P 1648.13	ABOLISH - School Employee Vaccination Requirements	ATTACHMENT 15

C. Resolved that the Board of Education approves the Franklin Borough School Plan for Safe Return to In-Person Instruction and Continuity of Services. **ATTACHMENT 16**

FINANCE/BUILDINGS & GROUNDS – John J. Friend, Chair

Discussion/Comment: NA

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

A. Resolved that the Board of Education approves the vendor payments dated December 13, 2022 - January 23, 2023. **Attachment 17**

Fund 10	Charter School/ER FICA Share	154,243.79
Fund 11	General Expense	1,206,611.53
Fund 12	Capital Outlay	28,546.80
Fund 20	Special Revenue	147,535.40
Fund 60	Cafeteria	42,872.06
Fund 95	Student Activities	780.00
	Total	1,580,589.58

B. Resolved that the Board of Education accepts the attached Board Secretary's Report and Treasurer of School Monies report for December 2022.

Resolved pursuant to N.J.A.C. 6A:23A-16.10 (c)3, the Board Secretary does certify that as of December 31, 2022, 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 December 31, 2022, 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 18

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- C. Resolved that the Board of Education approves between line-item transfers as required by State rules and regulations for the month of December 2022. **ATTACHMENT 19**
- D. Resolved that the Board of Education approves tuition payment in the amount of \$7,713.08 to YCS George Washington School for FY 2022 based on Certified Tuition Rates. (151 days * \$51.08).
- E. Resolved that the Board of Education approves \$12,000 professional fees to Parette Somjen Architects related to submission of three (3) Regular Operating Districts (ROD) grant applications.
- F. Resolved that the Board of Education approves Tri-State Folding Partitions, Inc. to replace the existing gymnasium curtain system at a cost not to exceed \$29,000 utilizing HCESC-Cat/Ser-21-12.
- G. Resolved that the Board of Education approves \$29,000 withdrawal from Maintenance Reserve account to cover the replacement cost of gymnasium curtain system.
- H. Resolved that the Board of Education authorizes the Board Secretary to complete the membership application to OMNIA Partners national cooperative at no cost to the district.
- I. Resolved that the Board of Education approves the first reading of the following policy and regulation updates:

Number	Title	Attachment #
P 0152	Board Officers (Revised)	ATTACHMENT 20
P 0161	Call, Adjournment, and Cancellation (Revised)	ATTACHMENT 21
P 0162	Notice of Board Meetings (Revised)	ATTACHMENT 22

- J. Resolved that the Board of Education approves the disposition of various outdated library books.
- K. Resolved that the Board of Education approves the following facility use request pending receipt of required paperwork:

Group/Organization	Dates/Times	Space
The Franklin Band	Saturday, May 6, 2023 from 12:30 p.m. to 4:30 p.m. inclusive of set-up and clean-up	<ul style="list-style-type: none"> ● Auditorium – <i>fee waived</i> ● Cost: <i>Custodial overtime fees TBD</i>

OLD BUSINESS: NA

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NEW BUSINESS:

Mrs. Clohessey reported that the annual donation to the PTA Tricky Tray is \$15.00 and that an expresso machine has been requested.

OPEN TO THE PUBLIC – VISITORS ADDRESS THE BOARD

On motion by Mrs. Clohessey, seconded by Ms. Henry, and carried unanimously by voice vote, opened the meeting to the public for visitors to address the board.

The Board Secretary read the following statement:

At this time, members of the public are invited to address the Board. Please note that public comments not 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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Jim Bradley, President of the Franklin Band, addressed the Board.

Judy Bobiak, Band Conductor, addressed the Board.

On motion by Mr. Koger, seconded by Mrs. Perna, and carried unanimously by voice vote, closed the meeting to the public for visitors to address the board.

EXECUTIVE SESSION:

On motion by Mrs. Clohessey, seconded by Mr. Hrbek, 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 the 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;

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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 22-23.02
- 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

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 7:40 p.m.

On motion by Mrs. Clohessey, seconded by Mr. Hrbek, and carried unanimously by voice vote, adjourned the meeting at 7:40 p.m.

Respectfully submitted,

Barbara A. Decker
Business Administrator/
Board Secretary