

# MINUTES OF REGULAR MEETING FEBRUARY 25, 2019

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 [arrived at 7:01 p.m.], 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 that 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, mailed to the New Jersey Herald, the Sunday Herald and the Star Ledger.

## APPROVAL OF REGULAR BOARD MINUTES

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

1. January 3, 2019 – Organization Meeting – Minutes **(Attachment 1)**
2. January 28, 2019 – Regular Meeting – Minutes **(Attachment 2)**

Yes	-	7
No	-	0
Abstain	-	Mrs. Clohessey

## PRESENTATION(S)

- A. Winston Hennings and Ryder Darvalics, Franklin students, provided an update on school activities.
- B. Superintendent Roundtable Winner of the Year – Winston Hennings
- C. Strategic Plan Update

**CORRESPONDENCE: NA**

# MINUTES OF REGULAR MEETING FEBRUARY 25, 2019

## OPEN TO THE PUBLIC – AGENDA ITEMS

On motion by Mrs. Zydon, seconded by Mr. Hrbek, and carried unanimously by voice vote, opened the meeting to the public for agenda items at 7:20 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 Mrs. Ross, seconded by Mr. Hrbek, and carried unanimously by roll call vote, closed the meeting to the public for agenda items at 7:21 p.m.

## COMMITTEE REPORTS

### Personnel Committee – Kevin Blondina, Chair – Committee Report

Discussion:

Mr. Blondina provided an update on the Personnel Committee meeting and asked board members to recognize the importance of increasing substitute rate of compensation.

Mr. Blondina informed the Board of the following:

- A. Resolved to report to the Board of Education that employee #747 returned Wednesday, February 13, 2019 from a medical absence.
- B. Resolved to report to the Board of Education that long-term substitute, Caroline Carty, will work in the newly created BD program until the new teacher's start date which is on or about April 1, 2019.
- C. Resolved to report to the Board of Education that February 8, 2019 was the last day of employment for part-time paraprofessional Elise Ehlberg.
- F. Resolved to report to the Board of Education that the start date for the following paraprofessionals is listed below:

## MINUTES OF REGULAR MEETING FEBRUARY 25, 2019

Name	Position	Program	Start Date
Jane Gamutan	Part-time paraprofessional	BD	2/11/19
Dolores Voegele	Part-time paraprofessional	Preschool	2/11/19

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

D. Resolved that the Board of Education accepts the following letter of resignation:

Staff Member	Position	Resignation Letter Dated	Last Date of Employment
Jill Pergola	Part-time paraprofessional	2/8/19	4/9/19 ( <i>60 days' notice given; letter requests earlier release date, if possible</i> )

E. Resolved that the Board of Education approves increasing part-time paraprofessional Rosalba Riso's hours to 25 per week at \$13.74 per hour, effective January 7, 2019. Note that no benefits are included with this increase in hours.

G. Resolved that the Board of Education approves the following part-time paraprofessionals, pending completion of required paperwork:

Name	Hours	Compensation	Start Date
Alexandria Colfax	25 hours per week	\$13.74 per hour, no benefits	2/20/19
Shelby Powell-Hicks	25 hours per week	\$13.74 per hour, no benefits	2/20/19

H. Resolved that the Board of Education approves the following substitutes for the 2018-2019 school year at the rates listed below, pending completion of required paperwork:

Substitute Name	Substitute Position	Compensation
Michael Donovan	Teacher	\$80 per day, no benefits
Megan Astor	Teacher	\$80 per day, no benefits
Laura Faria	Aide	\$8.85 per hour

I. Resolved that the Board of Education approves raising substitute teacher pay to \$100 per day effective March 1, 2019.

J. Resolved that the Board of Education approves the second reading and adoption of the following policy and regulation updates:

Number	Title	Attachment #
Policy and Regulation 7440	School District Security	Attachments 3A & 3B

## MINUTES OF REGULAR MEETING FEBRUARY 25, 2019

- K. Resolved that the Board of Education approves the first reading of the following policy update:

Number	Title	Attachment #
Policy 4219	Commercial Driver's License Controlled Substance and Alcohol Use Testing	<b>Attachment 4</b>

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

Staff Member	Professional Development	Cost	Date
Grillo, Lisa	Practical Strategies for Teaching the Hard-to-Reach Student, Newark, NJ	\$259 plus related travel	3/18/19
Grillo, Lisa	Restorative Discipline: Help Your Students Improve Their Behavior and Strengthen Their Learning, Newark, NJ	\$259 plus related travel	4/30/19

### Education Committee – Jeanine Paszkiel – Committee Report

Discussion:

Mrs. Zydon provided an update on non-agenda items discussed at the committee meeting.

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

- A. Resolved that the Board of Education amends the out-of-district placement approved at the January 28, 2019 regular board meeting:

Student Number	School	Amount	Account
#103	Terranova Group, Inc. t/a Chapel Hill Academy, Lincoln Park, NJ	\$339/per diem Commencing 1/8/19 and ending 2/14/19	11.000.100.566.000.000 <i>Tuition - Private</i>

- B. Resolved that the Board of Education approves the following service provider for the 2018-2019 school year:

Provider	Services	Cost
Behavior Therapy Associates Somerset, NJ	Functional Behavioral Assessment	\$3,600

- C. Resolved that the Board of Education approves the following services:

Student	Provider/Services	Cost
FBA 18-19.1	Behavior Therapy Associates Functional Behavioral Assessment	\$3,600

## MINUTES OF REGULAR MEETING FEBRUARY 25, 2019

D. Resolved that the Board of Education approves the second reading and adoption of the following policy and regulation updates:

Number	Title	Attachment #
Policy 2422	Health and Physical Education	<b>Attachment 5</b>
Policy 2610	Educational Program Evaluation	<b>Attachment 6</b>
Policy 5337	Service Animals	<b>Attachment 7</b>
<b>Policy and Regulation Guide Updates – Student Safety Data System (SSDS) Replacing Electronic Violence and Vandalism Reporting System (EVVRS)</b>		
Policy 2415.06	Unsafe School Choice Option	<b>Attachment 8</b>
Regulation 2460.8	Special Education - Free and Appropriate Public Education	<b>Attachment 9</b>
Regulation 5530	Substance Abuse	<b>Attachment 10</b>
Policy and Regulation 5600	Student Discipline/Code of Conduct	<b>Attachments 11A &amp; 11B</b>
Policy and Regulation 5611	Removal of Students for Firearms Offenses	<b>Attachments 12A &amp; 12B</b>
Policy and Regulation 5612	Assaults on District Board of Education Members or Employees	<b>Attachments 13A &amp; 13B</b>
Policy and Regulation 5613	Removal of Students for Assaults with Weapons Offenses	<b>Attachments 14A &amp; 14B</b>
Policy and Regulation 8461	Reporting Violence, Vandalism, Harassment, Intimidation, Bullying, Alcohol, and Other Drug Offenses	<b>Attachments 15A &amp; 15B</b>

### Finance/Building & Grounds – Ronald Neal, Chair – Committee Report

Discussion:

Mr. Neal provided an update on the Finance/Building & Grounds Committee Meeting.

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

A. Resolved that the Board of Education approves the vendor payments dated January 29, 2019 through February 25, 2019. **(Attachment 16)**

Fund 10	Charter School/ER FICA Share	49,006.85
Fund 11	General Expense	780,793.11
Fund 12	Capital Outlay	
Fund 20	Special Revenue	40,222.12
Fund 60	Cafeteria	15,120.58
Fund 95	Student Activities	620.00
	<b>Total</b>	<b>885,762.66</b>

# MINUTES OF REGULAR MEETING FEBRUARY 25, 2019

- B. Resolved that the Board of Education accepts the attached Board Secretary's Report and Treasurer of School Monies report for January 31, 2019.

Resolved pursuant to N.J.A.C. 6A:23A-16.10 (c)3, the Board Secretary does certify that as of January 31, 2019, 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 January 31, 2019, 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. **(Attachments 17A and 17B)**

- C. Resolved that the Board of Education approves between line item transfers as required by State rules and regulations for the month of January 2019. **(Attachment 18)**
- D. Resolved that the Board of Education authorizes Parette Somjen Architects, of Rockaway, New Jersey, to prepare specifications for the following other capital project to be included in the fiscal year 2020 budget utilizing capital reserve funds in preparation of the required bidding process at a cost not to exceed \$31,350:

Other Capital Project	Funding	Fee	
Replace existing steam boiler	Capital Reserve Account – Fiscal year 2020 budget	Professional Fees	\$31,350
		Reimbursable Expenses	<u>\$ 1,500</u>
		Total	\$32,850

- E. Resolved that the Board of Education approves the Boy Scouts use of the gymnasium on Monday, April 1, 2019 from 7:00 p.m. to 8:30 p.m.
- F. Resolved that the Board of Education approves the second reading and adoption of the following policy update:

Number	Title	Attachment #
Policy 8561	Procurement Procedures for School Nutrition Programs	<b>Attachment 19</b>

**OLD BUSINESS: NA**

**NEW BUSINESS:**

- Mrs. Zydon informed the Board that there is a New Jersey School Boards Association Meeting scheduled at Kittatinny Regional High School on Thursday, February 28, 2019.

## **MINUTES OF REGULAR MEETING FEBRUARY 25, 2019**

- Mrs. Clohessey reminded the Board about the PTO Tricky Tray.
- Mrs. Ross provided an update on the Sussex County Educational Services Commission meeting.
- Mr. Blondina provided an update on the sending districts meeting he attended and that the next meeting is in April.
- Mr. Hrbek reported that there is an after school bowling program at Sparta Lanes which is in line with Board goals regarding school/community events.

### **BOARD SECRETARY'S REPORT**

- A. Mrs. Decker congratulated Mrs. Zydon for qualifying for the NJSBA Board Member Academy's Master Board Member (MBM) award.
- B. Mrs. Decker provided an update on the FY 2020 Budget.

### **CHIEF SCHOOL ADMINISTRATOR'S REPORT**

- A. Mr. Giacchi reported fire and security drills held during the month of January 2019 are as follows:
  - January 4, 2019 – Fire Drill from 12:45 - 12:59 p.m.
  - January 9, 2019 – Lockdown Drill from 1:30 - 1:34 p.m.
- B. Mr. Giacchi reported on the Student Safety Report dated January 28, 2018 for the months of September 2018 through December 2018. **(Attachment 20)**

### **OPEN TO THE PUBLIC – VISITORS ADDRESS THE BOARD**

On motion by Mr. Davis, seconded by Mrs. Paszkiel, and carried unanimously by voice vote, opened the meeting to the public at 7:48 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.

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# MINUTES OF REGULAR MEETING FEBRUARY 25, 2019

Tamara Contreras addressed the Board regarding the Forward Franklin Alliance Poster Contest.

On motion by Mrs. Ross, seconded by Mr. Davis, and carried unanimously by voice vote, closed the meeting to the public at 7:49 p.m.

## **EXECUTIVE SESSION:**

On motion by Mrs. Ross, seconded by Mr. Neal, 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;

**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
- Personnel – Chief School Administrator
- 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 8:13 p.m.*

On motion by Mr. Davis, seconded by Mrs. Ross, and carried unanimously by voice vote, adjourned the meeting at 8:13 p.m.

Respectfully submitted,

Barbara A. Decker  
Business Administrator/  
Board Secretary