

MINUTES OF REGULAR MEETING OCTOBER 16, 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 7:00 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.

On motion by Mr. Graham, seconded by Mrs. Zydon, and carried by the following roll call vote, **approved the Minutes of the 25 September 2017 Regular Meeting.**

Yes	-	7
No	-	0
Abstain	-	Mrs. Murphy, Mr. Neal

On motion by Mrs. Zydon, seconded by Mr. Graham, and carried by the following roll call vote, **approved the Executive Minutes of the 25 September 2017 Regular Meeting.**

Yes	-	6
No	-	0
Abstain	-	Mrs. Murphy, Mr. Neal, Mr. Payton

PRESENTATION ON STRATEGIC PLANNING

Ms. Kathy Helewa, New Jersey School Boards Association Field Service Representative, gave a presentation [and a proposal] to assist the Board with developing a Strategic Plan. Considerable discussion occurred among various board members and Mrs. Helewa.

Mrs. Helewa left the meeting at 7:22 p.m.

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PRESENTATION OF THE AUDIT

Mrs. Valerie Dolan, Mrs. Jenna Bauer, Nisivoccia, LLP and the Board Secretary presented the FY 2016-17 Comprehensive Annual Financial Report [CAFR] and the Auditor's Management Report to the Board. A brief discussion ensued.

OPEN TO THE PUBLIC

On motion by Mr. Graham, seconded by Mrs. Zydon, 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 7:38 p.m.**

No one addressed the Board.

On motion by Mrs. Murphy, seconded by Mrs. Paszkiel, 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 7:58 p.m.**

On motion by Mrs. Murphy, seconded by Mrs. Paszkiel, and carried unanimously by roll call vote, **accepted the FY 2016-17 Comprehensive Annual Financial Report and the Auditor's Management Report as presented. No Recommendations were cited.**

Mrs. Dolan and Mrs. Bauer left the meeting at 7:58 p.m.

PRESENTATION OF PARCC SCORES

Mrs. Carolyn Ryder, Supervisor of Instruction, gave a presentation of the FY 2016-17 PARCC scores to the Board **[attached to the minutes]**. A discussion ensued.

CORRESPONDENCE

Mr. Blondina summarized a letter from Mr. Virgil R. Rome, Jr., Sussex County Fire Marshal, informing the Board that effective 1 January 2018 any outside individuals, agencies and organizations that make an application to host an event at the Franklin School must also make an application to the Sussex County Fire Marshal for a Fire Safety Permit. A brief discussion ensued.

Mr. Blondina summarized a letter from the Wallkill Valley Regional Board of Education inviting the Board to a retreat on Saturday 4 November 2017 at 9 a.m. Mr. Blondina requested that board members let him know if they are planning on attending.

Mr. Blondina summarized a letter from Lt. Herbert Hentschel, Wallkill Valley Youth Wrestling, requesting the use of the main gym for wrestling matches from 30 November 2017 through 8 February 2018.

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On motion by Mrs. Ross, seconded by Mrs. Zydon, and carried unanimously by roll call vote, after some discussion, **approved the request from Lt. Herbert Hentschel, Wallkill Valley Youth Wrestling, for the use of the main gym for wrestling matches every Thursday from 30 November 2017 through 8 February 2018 contingent on them collaborating with Wallkill Valley Youth Basketball and St. Jude's Basketball on use of the facility.**

Mr. Blondina summarized a letter from Brigid Falk, St. Jude's Basketball, requesting the use of the main gym on Wednesdays from 14 November 2017 through 28 March 2018 from 6:00 - 9:00 p.m.

On motion by Mrs. Paszkiel, seconded by Mrs. Murphy, and carried unanimously by roll call vote, **approved the request from Brigid Falk, St. Jude's Basketball, for the use of the main gym on Wednesdays from 14 November 2017 through 28 March 2018 from 6:00 - 9:00 p.m.**

Mr. Blondina summarized a letter from Jorge Cuevas, Wallkill Valley Youth Basketball League, requesting the use of the main gym from 1 November 2017 through 7 April 2018 on Monday, Tuesday, Thursday, and Friday evenings from 6:00 - 9:00 p.m.

On motion by Mr. Payton, seconded by Mrs. Ross, and carried unanimously by roll call vote, **approved the request from Jorge Cuevas, Wallkill Valley Youth Basketball League, for the use of the main gym from 1 November 2017 through 7 April 2018 on Monday, Tuesday, and Friday [not Thursday] evenings from 6:00 - 9:00 p.m.**

Mr. Blondina summarized a letter from the Franklin Cub Scouts requesting the use of the school cafeteria and faculty dining room on the following dates:

- November 3, 2017 7:00 p.m. - 8:30 p.m.
- December 8, 2017 7:00 p.m. - 8:30 p.m.

On motion by Mrs. Zydon, seconded by Mrs. Paszkiel, and carried by the following roll call vote, **approved the request from the Franklin Cub Scouts for the use of the school cafeteria and faculty dining room on the following dates:**

- November 3, 2017 7:00 p.m. - 8:30 p.m.
- December 8, 2017 7:00 p.m. - 8:30 p.m.

Yes	-	8
No	-	0
Abstain	-	Mr. Graham

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OPEN TO THE PUBLIC – NON-AGENDA ITEMS

On motion by Mrs. Zydon, seconded by Mr. Graham, and carried unanimously by roll call vote, **opened the meeting to the public for non-agenda items at 8:10 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.

No one addressed the Board.

On motion by Mrs. Ross, seconded by Mr. Graham, and carried unanimously by roll call vote, **closed the meeting to the public for non-agenda items at 8:10 p.m.**

COMMITTEE REPORTS

Finance/Building & Grounds Committee

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

- a. **Approved the bills for September 2017 in the amount of \$880,260.67.**
- b. **Approved the bills for the Cafeteria Account in the amount of \$0.**
- c. **Accepted the Board Secretary's and Treasurer's Reports as of 30 September 2017.**
- d. **Approved the Transfers made by the Superintendent, after the 25 September 2017 Regular Meeting, with Fund 10 debits totaling \$197,100 [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.**

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- 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.

<hr style="border: none; border-top: 1px solid black; margin-bottom: 5px;"/>	<u>30 September 2017</u>
Business Administrator/Board Secretary	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.

On motion by Mr. Graham, seconded by Mrs. Paszkiel, and carried unanimously by roll call vote, **adopted/accepted revisions to the following policies and regulations [DOCUMENT B]:**

- Policy and Regulation 7100 - Long-Range Facilities Planning [New]
- Policy and Regulation 7101 - Educational Adequacy of Capital Projects
- Policy 7300 - Disposition of Property
- Regulation 7300.3 - Disposition of Personal Property
- Regulation 7300.4 - Disposition of Federal Property

Education Committee

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

- To abolish Policy 2700 - Services to Nonpublic School Students [DOCUMENT B].
- Home instruction for student 17-18.2 from 3 October 2017 through 11 October 2017 at Saint Clare's Hospital at a rate of \$55 per hour.
- Home instruction for student 17-18.3 from 12 October 2017 through 20 October 2017 at Saint Clare's Hospital at a rate of \$55 per hour.
- Out of district tuition for student #101, to the Hamburg School at an annual rate of \$24,302, plus the cost of related services.

Yes	-	8
No	-	0
Abstain	-	Mrs. Murphy

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Personnel Committee

On motion by Mrs. Paszkiel, seconded by Mr. Graham, and carried unanimously by roll call vote, **approved/appointed the following:**

- **Lauren Davies for the position of home instructor for student # H.I. 17-18.1 from 12 September 2018 through 30 June 2018 at the contracted rate.**
- **Ms. Kelly Fedynich as the Assistant Play Director for the 2017-18 school year at a contractual stipend of \$1,298 per annum.**
- **FY 2017-18 contract for Joyce Carr, Secretary to the Vice Principal, at a contractual salary of \$35,595 [pro-rated] and other benefits as per the Franklin Education Association Contract, starting date contingent on the completion of all necessary new-hire paperwork, effective on or about November 1, 2017.**

OLD BUSINESS

Mr. Blondina stated that he will be speaking with Mr. Bob Jones, President of the Hamburg Borough Board of Education, regarding a three (3) year Interlocal Agreement for FY 2018-2021 as opposed to renewing for five (5) years for Business Services.

Mr. Blondina discussed his recent involvement with being on the Strategic Planning Committee for the New Jersey School Boards Association.

Mrs. Ross updated the Board on the Sussex County Educational Services Commission's upcoming open house, stating the Commission is celebrating its 40th year.

Mrs. Zydon thanked Mr. Giacchi and Mrs. Vallacchi for helping at the recent Franklin Carnival. Additionally, Mrs. Zydon discussed her attendance at a New Jersey School Boards workshop at Jockey Hollow regarding team building.

NEW BUSINESS

Mrs. Clohessey stated the Trunk or Treat is scheduled for October 28th from 4-9 p.m. at the Franklin Pond.

Mrs. Murphy discussed a program whereby people who have a drug addiction can go to the Police Department and get help.

BOARD SECRETARY'S REPORT

The Board Secretary reviewed the expense logs and reporting requirements for the people attending the New Jersey School Boards Workshop 23-26 October 2017.

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The Board Secretary reported to the Board that \$1,000 was received from Atlantic Health System for participating in the Atlantic Health Schools 6 month "Challenge Pilot."

The Board Secretary reported to the Board that a check was received in the amount of \$55,292.47 from the School Alliance Insurance Fund for the March 2017 Library [HVAC unit leak] property insurance claim.

On motion by Mrs. Murphy, seconded by Mr. Payton, and carried unanimously by roll call vote, **approved the Comprehensive Maintenance Plan, the Annual Maintenance Budget Amount Worksheet (Form M-1), and the Maximum Capital Reserve Certification as depicted in DOCUMENT C.**

On motion by Mr. Payton, seconded by Mrs. Paszkiel, and carried by the following roll call vote, **approved the resolution from the New Jersey Association of School Business Officials regarding the change in Food Service Management Company contracts from a "Cost Reimbursement Basis" to a "Fixed Price Basis" as depicted in DOCUMENT D.**

Yes	-	5
No	-	Mrs. Clohessey, Mrs. Murphy, Mr. Neal, Mrs. Zydon
Abstain	-	0

CHIEF SCHOOL ADMINISTRATOR'S REPORT

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

The field trip request for 3rd grade to visit Castle Fun Center, Chester New York, on 23 April 2018 at an approximate cost of \$750.00 plus transportation was tabled.

On motion by Mrs. Murphy, seconded by Mrs. Ross, and carried unanimously by roll call vote, **approved reimbursement to Sandy Bargiel [School Librarian] for lodging for one night [11/16/17], in the amount of \$169.00, during the New Jersey Association of School Librarians Fall Conference at the Ocean Place Spa & Resort in Long Branch, New Jersey.**

Mr. Giacchi reported that a fire drill was held on 14 September 2017 at 8:39 a.m. It took 1 minute and 5 seconds to evacuate the building.

Mr. Giacchi reported that a Non-fire Evacuation security drill was held on 27 September 2017 at 1:02 p.m. It took 2 minutes and 17 seconds to evacuate the building.

Mr. Giacchi updated the Board on a group of our students who presented at a Passaic County School Boards Association meeting and this same group of students will be presenting at the New Jersey School Boards Conference next week.

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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 8:42 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. Murphy, seconded by Mr. Neal, and carried unanimously by roll call vote, **closed the meeting to the public at 8:42 p.m.**

On motion by Mrs. Ross, seconded by Mrs. Paszkiel, and carried unanimously by voice vote, **adjourned the meeting at 8:42 p.m.**

Respectfully submitted,

William J. Sabo
Business Administrator/
Board Secretary