

# MINUTES OF REGULAR MEETING APRIL 29, 2019

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

PRESENT: Scott Davis, F. Cliff Graham, Shane Hrbek  
Jeanine Paszkiel, Sarah Zydon  
John R. Giacchi, Superintendent  
Barbara A. Decker, Business Administrator/Board Secretary

ABSENT: Kevin Blondina, Kathleen Clohessey, Ronald Neal, Suzanne Ross

Mr. Graham, 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 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.

## **Public Hearing on the Proposed FY 2019-20 Budget**

Mr. Giacchi and Mrs. Decker presented the proposed FY 2019-20 Budget.

On motion by Mr. Hrbek, seconded by Mr. Davis, and carried unanimously by roll call vote, opened the meeting to public comment regarding the Proposed FY 2019-20 Budget.

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 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 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.

*No one addressed the Board.*

On motion by Mr. Davis, seconded by Mr. Hrbek, and carried unanimously by roll call vote, closed the meeting to public comment regarding the Proposed FY 2019-20 Budget.

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## ADOPTION OF THE 2019-2020 FINAL BUDGET

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

RESOLVED that the Board of Education adopts the 2019-2020 School Year budget using 2019-2020 state aid allocations and that the Secretary to the Board of Education be authorized to submit the following final budget to the Executive County Superintendent of Schools for certification in accordance with statutory deadline:

	General Fund	Special Revenue	Total
2019-2020 Budget	\$10,703,708	\$1,061,500	\$11,765,208
Less: Anticipated Revenue	\$4,893,174	\$1,061,500	\$5,954,674
Taxes to be Raised	\$5,810,534	\$0	\$5,810,534

Be it further Resolved; that the district place a "user-friendly" summary of the budget on the district's website per N.J.A.C. 6A:23A-8.1(c) within 48 hours after the public hearing on the budget.

## CAPITAL RESERVE WITHDRAWAL

Resolved that the Franklin Board of Education requests approval of capital reserve withdrawal in the amount of \$953,700 within the 2019-2020 final budget.

Project	Projected Costs
Boiler Replacement	\$578,700
Fire Alarm System	\$325,000
Underground Storage Tank	\$50,000

## PROFESSIONAL SERVICES 2019-2020

WHEREAS, pursuant to N.J.A.C. 6A:23A-5.2, a board of education must establish a maximum dollar limit for professional services and public relations, as defined in N.J.A.C. 6A:23A-9.3

NOW, THEREFORE, BE IT RESOLVED, that the Franklin Borough Board of Education here establishes the following maximums for the 2019-2020 fiscal year as follows:

PROFESSIONAL SERVICE	AMOUNT
Legal	\$22,500
Audit	\$22,500
Physician	\$6,000
Architect/Engineer	\$5,000

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BE IT FURTHER RESOLVED, that the School Business Administrator shall track and record these costs.

## SCHOOL DISTRICT TRAVEL MAXIMUM 2019-2020

WHEREAS, school district policy and N.J.A.C 6A:23a-7.1 et seq. provides that the Board of Education shall establish in the annual school budget a maximum expenditure amount that may be allotted for such travel and expense reimbursement for the 2019-2020 school year; and

WHEREAS, travel and expense reimbursement has reached a total amount of \$31,165 as of March 29, 2019 NOW, THEREFORE, BE IT RESOLVED, that the Franklin Borough Board of Education, in the County of Sussex, New Jersey, hereby establishes the school district maximum for the 2019-2020 school year at the sum of \$38,550; and

BE IT FURTHER RESOLVED, that the School Business Administrator shall track and record these costs to insure that the maximum amount is not exceeded.

## APPROVAL OF REGULAR BOARD MINUTES

On motion by Mr. Davis, seconded by Mr. Hrbek, and **not carried** by the following roll call vote, did not approve the minutes of the following meetings as presented:

1. March 11, 2019 – Regular Meeting – Minutes **(Attachment 1)**
2. March 11, 2019 – Executive Session Meeting – Minutes

Yes	-	4
No	-	0
Abstain	-	Mr. Graham

On motion by Mrs. Zydon, seconded by Mr. Hrbek, and carried unanimously by roll call vote, tabled the approval of the minutes.

## PRESENTATION(S)

- A. Ryder Darvalics, Franklin student, provided an update on school activities.
- B. Mrs. Kathleen Helewa, New Jersey School Boards Association Representative, provided a presentation on Board Evaluations to the Board.

**CORRESPONDENCE: NA**

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## OPEN TO THE PUBLIC – AGENDA ITEMS

On motion by Mrs. Zydou, seconded by Mr. Davis, and carried unanimously by voice vote, opened the meeting to the public for comment on agenda items at 7:50 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. Davis, seconded by Mr. Hrbek, and carried unanimously by roll call vote, closed the meeting to the public for comment on agenda items at 7:50 p.m.

## COMMITTEE REPORTS

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

Discussion: NA

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

- A. Resolved that the Board of Education approves a medical leave of absence for employee #476 beginning April 9, 2018. Employee #476 will use sick days during this absence and anticipates returning on or about May 1, 2019.
- B. Resolved that the Board of Education rescinds the offer of employment made to Christi Leggour for a part-time paraprofessional position approved at the March 11, 2019 Board of Education meeting.
- C. Resolved that the Board of Education approves the following part-time paraprofessional, pending completion of required paperwork:

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Name	Hours	Compensation	Start Date
Nitasha Young	25 hours per week	\$13.74 per hour, no benefits	On or about May 1, 2019

D. Resolved that the Board of Education approves the following substitute teachers for the 2018-19 school year at the pay rate of \$100 per day pending completion of required paperwork. None of the substitute teachers listed below are eligible for benefits:

- Cordero, Itzel
- Courtright, Trevor
- DeSantis, Joanne
- Galdi, Jamie
- Herrera, Jeannisse
- Lehman, Trudie
- Linsalata, Amy
- Simmins, Bryant

F. Resolved that the Board of Education approves changing the date of the June 17, 2019 Board of Education meeting to June 19, 2019 at 7:00 p.m. in the library.

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

Staff Member	Professional Development	Cost	Date
Lisa Grillo	Strengthening Your Students' Success in Math, West Orange, NJ	\$259 plus related travel	5/2/19
Michelle Minimi	Section 504 Explained, Monroe, NJ	\$150 plus related travel	5/3/19
Danielle Emery	Workplace Literacy, West Orange, NJ	\$259 plus related travel	5/8/19
John Giacchi	NJASA Spring Conference, Atlantic City, NJ	\$550 plus hotel and related travel	5/15/19 5/17/19
Barbara Decker	NJASBO Annual Conference, Atlantic City, NJ	\$259 plus hotel and related travel	6/5/19 6/7/19

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

Resolved that the Board of Education approves the following annual Board appointments, effective April 29, 2019 through the 2020 Board of Education reorganization meeting:

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- Sussex County School Boards Association delegate – Scott Davis
- New Jersey School Boards Association delegate – Sarah Zydon
- Sussex County Educational Services Commission delegate – Suzanne Ross

### Education Committee – Jeanine Paszkiel – Committee Report

Discussion: NA

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

- A. Resolved that the Board of Education approves the following 2018-2019 school calendar changes:
- **NEW:** Eighth graders may dismiss at 12:30 p.m. on Friday June 7, 2019. (*Note: The bus will arrive at the regular 2:30 p.m. dismissal time. Parents/guardians must arrange transportation at 12:30 p.m. for any 8th grader who leaves early.*)
  - **CHANGE:** The following are now 12:30 p.m. dismissal days:
    - Friday, June 14, 2019
    - Monday, June 17, 2019 (*Graduation at 7:00 p.m.*)
    - Tuesday, June 18, 2019
- B. Resolved that the Board of Education approves the 2019-2020 school calendar (**Attachment 2**)
- C. Resolved that the Board of Education approves the following service providers:

Provider	Services
Dr. Bryan Fennelly, MD, Madison NJ	Psychiatric Evaluations
LearnWell, Plymouth, MA	Home Instruction in a Hospital Setting

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

Student	Provider/Services	Cost
PSY 18-19.2	Dr. Fennelly Psychiatric Evaluation on or about 3/19/19	\$725
PSY 18-19.3	Dr. Fennelly Psychiatric Evaluation on or about 3/19/19	\$725
HI 18-19.1	LearnWell Education 10 hours of home instruction services in the hospital setting for one week commencing on or about 3/12/19	\$468.16

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- E. Resolved that the Board of Education approves implementing the STOPit App offered by STOPit Solutions at no cost.
- F. Resolved that the Board of Education approves the following after-school clubs to run during the 2018-2019 school year:
- Girls on the Run
  - Hero Boys
- G. Resolved that the Board of Education approves the following assemblies/demonstrations, pending completion of required paperwork:

Assembly/Demonstration	Grades	Cost	Date
Kira Willey: Mindfulness for Kids Assembly	Preschool through 5	N/A - <i>The PTO is paying the fee for this assembly.</i>	May 8, 2019

- H. Resolved that the Board of Education approves the following additional dates to the Morning Star Farms field trip. Note that all dates are Sunday:

Destination	Grades	Cost	Sunday Dates
Morning Star Farm, Newton, NJ	2, 3, 4, 6 (select students)	<i>N/A – These field trips are being paid for by grant money from the Franklin Education Foundation. Parents/guardians will provide transportation.</i>	5/5/19 5/19/19 6/2/19

- J. Resolved that the Board of Education approves the following service provider:

Provider	Services
Lake Drive Program	Itinerant Services

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

Student	Provider/Services	Cost
• LDIS #1	Lake Drive Program	\$160 per hour
• LDIS #2	Itinerant Services	<i>(up to 16 hours)</i>

On motion by Mrs. Zydon, seconded by Mr. Davis, and carried unanimously by roll call vote, **tabled** the following resolution:

- I. Resolved that the Board of Education approves the first reading and adoption of the following policy update:

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Number	Title	Attachment #
Policy 5756	Transgender Students	Attachment 3

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

Discussion: NA

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

- A. Resolved that the Board of Education approves the vendor payments dated March 12, 2019 through April 29, 2019. **(Attachment 4)**

Fund 10	Charter School/ER FICA Share	61,465.54
Fund 11	General Expense	1,014,619.45
Fund 12	Capital Outlay	12,605.29
Fund 20	Special Revenue	93,536.11
Fund 60	Cafeteria	27,491.70
Fund 95	Student Activities	4,942.15
	<b>Total</b>	<b>1,214,660.24</b>

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

Resolved pursuant to N.J.A.C. 6A:23A-16.10 (c)3, the Board Secretary does certify that as of March 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 March 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. **(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 March 2019. **(Attachment 6)**

- D. Resolved that the Board of Education approves Optical Academy's use of the zoom room on Friday, June 7, 2019 pending completion of required paperwork (times are to be determined).

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



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Donation by	Purpose	Amount
Franklin Forward Alliance & North Jersey Health Collaborative	Outdoor Classroom	\$23,800

- F. Resolved that the Board of Education approves the donation of a dental chair to the Franklin Historical Society for their use with the understanding that the dental chair is to be returned to the District if there comes a time the Historical Society no longer wants the chair.
- G. Resolved that the Board of Education approves ABCODE Security, Inc. of Newton, NJ, to complete the following security upgrades utilizing current fiscal year funds:

Project	Work to be Completed	Cost
Foyer Project	5 color door stations and 2 direct video masters	\$9,300
Auditorium Doors and Inside Front Door	Install door controllers	\$2,384

- H. Resolved that the Board of Education approves Nickerson Corporation of Union Beach, NJ, to replace gymnasium wall pads, with logo, utilizing The Education Services of New Jersey Cooperative Pricing System BID # ESCNJ 17/18-31:

Total Cost	13,830.00
LESS Donation from PTO	-11,454.00
District Cost	\$2,376.00

- I. Resolved that the Board of Education approves Whirl Construction of Port Monmouth, NJ, to install playground equipment and poured in place flooring utilizing ESCNJ 17/18-18 pricing as follows:

Modular Unit & Cave	1,824 sq. ft. compacted stone and poured in place surfacing	\$21,532.08
	160 linear ft. of 6"x6" concrete curbs	\$3,268.00
	Installation of equipment	\$12,100.00
<b>Total</b>	PEEA Funding	<b>\$36,900.08</b>

- J. Resolved that the Board of Education approves Change Order #4 from the General Allowance for the Classroom 202 Restroom project to reinstate the remaining balance as of September 24, 2018:

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General Allowance Remaining	\$ 0.00	Contract Sum AFTER Change Order #3	\$83,644.49
<b>Change Order #4</b> – Provide and install two (2) electrified mortise locks with exit switch, power supply, and new wiring; provide (1) push button, disconnect existing door lock wiring.	\$5,816.26	Add Previously deducted Remaining General Allowance	\$5,816.26
Amount to Add Back to Contract Sum	\$5,816.26	New Contract Sum	\$89,460.75

- K. Resolved that the Board of Education approves the purchase of three (3) Stairwell lifts from Garaventa Evacu-Trac of Blaine, Washington at a cost of \$2,735 each not to exceed \$8,205 plus adjustments for shipping expenses.
- L. Resolved that the Board of Education approves the purchase of a floor scrubber machine not to exceed \$5,850 from Atra Janitorial Supply Co., Inc. utilizing Ed-Data Bid #8578.
- M. Resolved that the Board of Education approves the purchase and installation of a Mitel VoIP phone system from Eastern Datacomm, Inc. of Hackensack, NJ, utilizing NASPO ValuePoint Cooperative Purchasing Organization Contract #87720 not to exceed \$46,000.
- N. Resolved that the Board of Education approves the purchase of LENS Emergency Alert Notification system from Eastern Datacomm, Inc. of Hackensack, NJ, utilizing cooperative purchasing from ESCNJ 18/19-16 not to exceed \$28,000.
- O. RESOLUTION AWARDING A CONTRACT FOR BOILER REPLACEMENT AT THE FRANKLIN BOROUGH SCHOOL

**WHEREAS**, pursuant to N.J.S.A. 18A:18A-1, et seq. the Franklin Borough Board of Education ("Board") advertised and solicited bids for the replacement of a boiler at the Franklin Borough School; and

**WHEREAS**, the Board received base bids as follows:

DeSesa Engineering Co., Inc.	\$578,700
DuMont Mechanical, Inc.	\$594,860
Central Pack Engineering Corp.	\$624,000
Liberty Mechanical Contractors, Inc.	\$624,850

**WHEREAS**, the lowest bid received was from DeSesa Engineering Co, Inc. in the amount of \$578,700; and

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**WHEREAS**, the Board Attorney has reviewed the bids for legal sufficiency and has determined that DeSesa Engineering Co., Inc. has submitted all of the required documents and materials and is therefore the lowest responsible and responsive bidder.

**NOW, THEREFORE BE IT RESOLVED**, by the Franklin Borough Board of Education that a contract is hereby awarded to DeSesa Engineering Co., Inc. in the amount of \$578,700 for a boiler replacement at Franklin Borough School.

**BE IT FURTHER RESOLVED** that Board staff and professionals are directed and empowered to take any actions necessary to effectuate the provisions of this resolution.

**BE IT FURTHER RESOLVED** that Barbara A. Decker, School Business Administrator, is hereby authorized to execute all change orders and such other documents as may be required to effectuate the provisions of this resolution and the contract to be entered into between the Board and DeSesa Engineering Co., Inc.

### **OLD BUSINESS:**

Mr. Giacchi and Mr. Graham updated the Board on the Ad Hoc Committee and on the upcoming July Board Retreat and said that more information to follow.

### **NEW BUSINESS:**

Mrs. Zydon reported that she and Mrs. Clohessey attended the New Jersey School Boards Association School Mental Health Conference.

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

Mrs. Decker reported that the deadline to submit a petition for the November 5, 2019 General Election is July 29, 2019 at 4:00 p.m.

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

- A. Mr. Giacchi reported fire and security drills held during the month of March 2019 are as follows:
- March 13, 2019 - Lockdown/Active Shooter Drill from 1:30 - 1:36 p.m.
  - March 20, 2019 - Fire Drill from 1:30 - 1:45 p.m.
- B. Mr. Giacchi congratulated Dr. Vallacchi for receiving her doctoral degree.
- C. Mr. Giacchi reported that he received a request by students to create a mural. Miguel Nunez, eighth grade student, was present to provide board members with details of concept. Board members supported the project.

# MINUTES OF REGULAR MEETING

## APRIL 29, 2019

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

On motion by Mr. Davis, seconded by Mr. Hrbek, and carried unanimously by voice vote, opened the meeting to the public for visitors to address the board at 8:08 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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*No one addressed the Board.*

On motion by Mr. Davis, seconded by Mrs. Paszkiel, and carried unanimously by voice vote, closed the meeting to the public for visitors to address the board at 8:08 p.m.

### EXECUTIVE SESSION:

On motion by Mrs. Zydon, seconded by Mr. Davis, 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 Evaluation
- 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

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- [ ] 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 8:23 p.m.*

On motion by Mr. Davis, seconded by Mrs. Zydon, and carried unanimously by voice vote, adjourned the meeting at 8:23 p.m.

Respectfully submitted,

Barbara A. Decker  
Business Administrator/  
Board Secretary