

# MINUTES OF REGULAR MEETING SEPTEMBER 13, 2021

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

PRESENT: Michelle Babcock, Wayne Bartron, Kathleen Clohessey  
John J. Friend, F. Cliff Graham, Shane Hrbek  
Stephen Koger, Ronald Neal, Suzanne Ross  
John R. Giacchi, Chief School Administrator  
Barbara A. Decker, Business Administrator/Board Secretary

ABSENT: None

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, mailed to the New Jersey Herald and the Star Ledger.

In accordance with current State guidelines, the Franklin Borough Board of Education is going back into full compliance with its Bylaw #0164 - Conduct of Board Meetings and will continue to follow social distancing guidelines.

## Approval of Regular Board Minutes

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

1. August 16, 2021 – Regular Meeting Minutes **Attachment 1**

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

**PRESENTATIONS: NA**

**CORRESPONDENCE: NA**

## OPEN TO THE PUBLIC – AGENDA ITEMS

On motion by Mrs. Ross, seconded by Mr. Hrbek, 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:

## **MINUTES OF REGULAR MEETING SEPTEMBER 13, 2021**

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 Mrs. Ross, seconded by Mrs. Clohessey, and carried unanimously by voice vote, closed the meeting to the public for comment on the agenda items.

### **BOARD SECRETARY'S REPORT: NA**

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

- A. Mr. Giacchi provided an update on the opening of school as well as other events that are occurring.

### **Personnel Committee – Shane Hrbek, Chair**

#### **Discussion: NA**

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

- A. Resolved that the Board of Education, upon recommendation of the Chief School Administrator, approves updated rates for ESY earnings to reflect current contract language.
- B. Resolved that the Board of Education, upon recommendation of the Chief School Administrator, amends the end date of the following summer custodian previously approved at the June 7, 2021 Board of Education meeting:

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### Extended School Year (ESY) Related Services

Program Type	Dates	Schedule/Time	Staff	Compensation
Summer Custodian	6/21/21 - <b>9/3/21</b>	Monday - Friday 7:00 a.m. - 3:00 p.m.	Alexa Henry	\$12.00/hour

- C. Resolved that the Board of Education, upon recommendation of the Chief School Administrator, amends supplemental pay previously approved at the August 16, 2021 Board of Education meeting upon submission of timesheets:

Staff Member	Date/Event	Hours Worked	Compensation
<b>7 Teachers</b> - TBD	August 24, 2021 - New Student Orientation	Up to 3 hours each	\$43 per hour

- D. Resolved that the Board of Education, upon recommendation of the Chief School Administrator, approves a longevity stipend for the following teacher for the 2021-2022 school year, per contract:

Employee	Position	Annual Longevity Stipend Amount
Cassandra Symons	Teacher	\$1,500

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

Staff Member	Dates
Melissa Daly	On or about February 7, 2022 - June 30, 2022

- F. Resolved that the Board of Education, upon recommendation of the Chief School Administrator, appoints the following personnel as listed below, pending receipt of required paperwork where applicable:

Staff Member/Appointment	Start Date	Compensation
Jocelyn Davis (.71) Part-time Paraprofessional	9/1/2021, no benefits, pending completion of required paperwork	\$13,789.05 per year
Amanda Shahin Long-term Substitute	On or about 2/7/2022 - 6/30/2022, at BA Step 1, benefit eligible	\$57,622 per year prorated

- G. Resolved that the Board of Education, upon recommendation of the Chief School Administrator, amends compensation terms and the start date for the following appointments previously approved at the August 16, 2021 BOE meeting:

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<b>Staff Member/Appointment</b>	<b>Start Date</b>	<b>Compensation</b>
Dareen Hassan (.71) Part-time Paraprofessional	9/1/2021, no benefits, pending completion of required paperwork	\$13,789.05 per <b>year</b>
Tahni Mangino (.71) Part-time Paraprofessional	<b>9/7/2021</b> , no benefits, pending completion of required paperwork	\$13,789.05 per <b>year</b>
Nicole Paragh (.71) Part-time Paraprofessional	9/1/2021, no benefits, pending completion of required paperwork	\$13,789.05 per <b>year</b>
Courtney Talmadge (.71) Part-time Paraprofessional	9/1/2021, no benefits, pending completion of required paperwork	\$13,789.05 per <b>year</b>
Kathleen Winkler (.71) Part-time Paraprofessional	9/1/2021, no benefits, pending completion of required paperwork	\$13,789.05 per <b>year</b>

H. Resolved that the Board of Education, upon recommendation of the Chief School Administrator, approves the following professional development CEFM Courses through Rutgers Center for Government Services for the staff member listed:

<b>Staff Member</b>	<b>Course</b>	<b>Dates</b>	<b>Cost</b>
Kristoffer Moser, Head Custodian	1. Management Supervision & Human Resources	9/7/2021 - 10/5/2021	\$853
	2. Information Systems	10/12/2021 - 10/26/2021	\$483
	3. Structural Mechanical Systems	11/2/2021 - 11/16/2021	\$483
	4. Energy Management	12/7/2021 & 12/9/2021	\$205

I. Resolved that the Board of Education, upon recommendation of the Chief School Administrator, approves the following extra-curricular appointments for the 2021-2022 school year:

<b>Activity</b>	<b>Staff Member</b>	<b>Annual Stipend</b>
Field Hockey - Assistant Coach	Kailee Gori	\$2,696
Band Director	Sarah Gay	\$3,690

J. Resolved that the Board of Education, upon recommendation of the Chief School Administrator, appoints the following personnel as listed below, pending receipt of required paperwork where applicable:

<b>Staff Member/Appointment</b>	<b>Start Date</b>	<b>Compensation</b>
Kristen Sesko (.71) Part-time Paraprofessional	On or about September 29, 2021, no benefits, pending completion of required paperwork	\$13,789.05 per year

**EDUCATION COMMITTEE – Suzanne Ross – Chair**

**Discussion: NA**

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

- A. Resolved that the Board of Education approves the submission of the Full-time Principal Waiver Request.
- B. Resolved that the Board of Education approves the submission of the Uniform State Memorandum of Agreement (MOA) Between the Franklin Board of Education and the Franklin Police Department.
- C. Resolved that the Board of Education approves the 2021-2022 District Goals. **Attachment 2**
- D. Resolved that the Board of Education approves the following subscription renewals for the 2021-2022 school year:

Subscription Service	Cost
NewsELA	\$6,995
Renaissance Learning, Inc.	\$2,925.60
School Wide, Inc.	\$5,070

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

Number	Title	Attachment #
P 2422	Comprehensive Health and Physical Education (M) (Revised)	<b>Attachment 3</b>
P 2467	Surrogate Parents and Resource Family Parents (M) (Revised)	<b>Attachment 4</b>
P 5111	Eligibility of Resident/Nonresident Students (M) (Revised)	<b>Attachment 5</b>
P 5116	Education of Homeless Children (Revised)	<b>Attachment 6</b>
P & R 7432	Eye Protection (M) (Revised)	<b>Attachments 7 &amp; 8</b>
P 8540	School Nutrition Programs (M) (Revised)	<b>Attachment 9</b>
P 8550	Meal Charges/Outstanding Food Service Bill (M) (Revised)	<b>Attachment 10</b>
P 8600	Student Transportation (M) (Revised)	<b>Attachment 11</b>
P 1648.11	The Road Forward COVID-19 – Health and Safety (M) (New)	<b>Attachment 12</b>
P 1648.13	School Employee Vaccination Requirements	<b>Attachment 13</b>

<b>ABOLISHED POLICIES</b>		
Number	Title	Attachment #
P 1648	<b>ABOLISHED</b> - Restart and Recovery Plan (M)	<b>Attachment 14</b>
P 1648.02	<b>ABOLISHED</b> - Remote Learning Options for Families (M)	<b>Attachment 15</b>

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P 1648.03	<b>ABOLISHED</b> - Restart and Recovery Plan–Full-Time Remote Instruction(M)	<b>Attachment 16</b>
P 5114	<b>ABOLISHED</b> - Children Displaced by Domestic Violence	<b>Attachment 17</b>
P 8810	<b>ABOLISHED</b> - Religious Holidays	<b>Attachment 18</b>

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

#### Discussion: NA

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

- A. Resolved that the Board of Education approves the vendor payments dated August 17, 2021 - September 13, 2021. **Attachment 19**

Fund 10	Charter School/ER FICA Share	24,651.43
Fund 11	General Expense	603,091.22
Fund 12	Capital Outlay	60,210.15
Fund 20	Special Revenue	53,234.08
Fund 60	Cafeteria	0
Fund 95	Student Activities	0
	<b>Total</b>	<b>741,186.88</b>

- B. Resolved that the Board of Education accepts the attached Board Secretary's Report and Treasurer of School Monies report for August 2021.

Resolved pursuant to N.J.A.C. 6A:23A-16.10 (c)3, the Board Secretary does certify that as of August 31, 2021, 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 August 31, 2021, 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 20**

- C. Resolved that the Board of Education approves between line item transfers as required by State rules and regulations for the month of August 2021. **Attachment 21**
- D. Resolved that the Board of Education rescinds the approval of Challenger Fence, Inc. to complete fence replacement and install new fence at a cost of \$9,135 previously approved on August 16, 2021.

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- E. Resolved that the Board of Education approves the 2021-2022 Delivery Service Agreement with Maschio's Trucking, LLC.
- F. Resolved that the Board of Education approves the Corrective Action Plan (CAP) from the FY 2020 Food Service Procurement Review. **Attachment 22**
- G. Resolved that the Board of Education approves the use of fiscal year 2022 IDEA Preschool funds to fund a portion of the following individuals' annual earnings:

Name	Amount	Percentage
Davis, Lisa	\$3,355	24%
Mangino, Tahni	\$3,355	24%
Winkler, Kathleen	\$3,355	24%
TOTAL	10,065	

- H. Resolved that the Board of Education approves the use of fiscal year 2022 ESEA Title I-A funds to fund a portion of the following individuals' annual earnings:

Name	Amount	Percentage
Bartholomew, Elaine	\$10,000	11%
Conte, Lisa	\$8,941	65%
DeVore, Lauren	\$8,941	65%
Ehlberg, Elise	\$8,941	65%
Gallagher, Lisa	\$8,941	65%
Gaydos, Christine	\$8,941	65%
McDole, Cheyenne	\$8,941	65%
Riso, Rosalba	\$8,941	65%
TOTAL	72,587	

- I. Resolved that the Board of Education approves the use of Coronavirus Response & Relief Supplemental Appropriations Act (ESSER II – CCRSA) funds to fund a portion of the following individuals' annual earnings:

Name	Amount	Percentage	Program
Edwards, Janel	\$13,393	20%	Learning Acceleration
Lash-Lain, Christina	\$28,925	46%	Mental Health

- J. Resolved that the Board of Education accepts the initial \$4,000 installment for fiscal year 2022 of the Whole School, Whole Community, Whole Child (WSCC) grant.
- K. Resolved that the Board of Education approves the following annual contracts for fiscal year 2022:

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Vendor	Service	Annual Cost
OnScene Technologies, Inc.	Share911	\$3,120
T.A. Mountford Co.	Copy Machines and Printers	\$13,036

- L. Resolved that the Board of Education approves the following facility use requests at no cost pending receipt of required paperwork and providing there are no conflicts with school events:

Group/Organization	Time/Date	Space
4 H	6:00 p.m. - 7:00 p.m. Second Tuesday of the Month from September 2021 through June 2022	Cafeteria
Walkkill Valley Cheer and Football	5:30 p.m. - 7:30 p.m. Tuesdays, Wednesdays, and Thursdays From September 14, 2021 - December 3, 2021	Main Gymnasium

- M. Resolves that the Board of Education approves the first reading of the following policies and regulation updates:

Number	Title	Attachment #
Policy 6115.01	Federal Awards/Funds Internal Controls – Allowability of Costs	<b>Attachment 23</b>
Policy 6115.02	Federal Awards/Funds Internal Controls – Mandatory Disclosures	<b>Attachment 24</b>
Policy 6115.03	Federal Awards/Funds Internal Controls – Conflict of Interest	<b>Attachment 25</b>
Policy 6311	Contracts for Goods or Services Funded by Federal Grants	<b>Attachment 26</b>

Items A-J and L-M:

Yes	-	9
No	-	0
Abstain	-	0

Item K:

Yes	-	8
No	-	0
Abstain	-	Mr. Friend

### OLD BUSINESS:

Mrs. Ross provided an update from the Sussex County Educational Services Commission.

### NEW BUSINESS: NA



# MINUTES OF REGULAR MEETING SEPTEMBER 13, 2021

## OPEN TO THE PUBLIC – VISITORS ADDRESS THE BOARD

On motion by Mrs. Ross, seconded by Mr. Friend, 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.

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.

*Muriel Hrbek addressed the Board regarding the Girl Scouts Bronze Project.*

*Mr. Bartron thanked Mrs. Hrbek for her comments and explained the Board's concerns as well as alternatives.*

*Nancy Davis expressed her concerns regarding the Girl Scouts Bronze Project.*

*Nancy Davis read a statement from Betsy Morse regarding her concerns about the Girls Scouts Bronze Project.*

*Mr. Bartron responded to the comments regarding the Girl Scouts Bronze Project.*

*Mrs. Zydor expressed her concerns regarding the Girl Scouts Bronze Project. She also inquired about the vaccination process and required testing for staff not vaccinated.*

*Mr. Giacchi responded.*

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

**EXECUTIVE SESSION: NA**

**MINUTES OF REGULAR MEETING  
SEPTEMBER 13, 2021**

On motion by Mrs. Ross, seconded by Mrs. Babcock, and carried unanimously by voice vote, adjourned the meeting at 7:29 p.m.

Respectfully submitted,

Barbara A. Decker  
Business Administrator/  
Board Secretary