

MINUTES OF REGULAR MEETING SEPTEMBER 14, 2020

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

PRESENT: Wayne Bartron, Kathleen Clohessey, John J. Friend
F. Cliff Graham, Shane Hrbek, Stephen Koger
Ronald Neal, Suzanne Ross, Sarah Zydon
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.

Due to New Jersey Governor Phil Murphy's recommendations and guidance from the Centers for Disease and Prevention (CDC) regarding social distancing, the board of education and the public will participate in this meeting using the digital platform Zoom.

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 meetings as presented:

1. August 17, 2020 – Regular Meeting – Minutes

Attachment 1

Yes	-	8
No	-	0
Abstain	-	Mrs. Clohessey

PRESENTATIONS: NA

CORRESPONDENCE: NA

OPEN TO THE PUBLIC – AGENDA ITEMS

On motion by Mrs. Zydon, seconded by Mr. Hrbek, and carried unanimously by roll call vote, opened the meeting to the public for comment on agenda items.

The Board Secretary read the following statement:

MINUTES OF REGULAR MEETING SEPTEMBER 14, 2020

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 click the "Manage Participants" tab at the bottom of your screen, then click the "Raise Your Hand" tab in the bottom right of the participants screen. Once called upon, 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. Hrbek, seconded by Mr. Bartron, and carried unanimously by roll call vote, closed the meeting to the public for comment on agenda items.

BOARD SECRETARY'S REPORT:

- A. School Updates: NA
- B. October Board of Education meeting date change to October 19, 2020 from October 12, 2020.

CHIEF SCHOOL ADMINISTRATOR'S REPORT

- A. School updates provided by Mr. Giacchi.
- B. Mr. Giacchi reported to the Board of Education the enrollment of four (4) additional children of staff members who live out of district.
- C. Mr. Giacchi reported that no fire or security drills were held during the month of August 2020 as no students were present.

Personnel Committee – Kathleen Clohessey, Chair

Discussion: NA

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

MINUTES OF REGULAR MEETING SEPTEMBER 14, 2020

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

Employee	Position	Effective Date
Kimberly Rivera	Part-time Paraprofessional	June 30, 2020

- B. Resolved that the Board of Education, upon recommendation of the Chief School Administrator, amends the following resignation date:

Employee	Position	Effective Date
Michelle Minimi	Guidance Counselor	August 30, 2020

- C. Resolved that the Board of Education, upon recommendation of the Chief School Administrator, approves the leave requests for the following staff members:

Staff Member	Type of Leave Requested	Dates Requested
JoAnn Clancy-Muller	<p>FFCRA:</p> <ul style="list-style-type: none"> • EPSLA 8/31/2020 - 9/14/2020 • Accrued time per contract 9/15/2020 - 9/23/2020: <ul style="list-style-type: none"> ○ 3 Personal ○ 2 Personal Less Sub Pay ○ 2 Family Illness • NJFLA 12 weeks beginning 9/24/2020 	August 31, 2020 - December 23, 2020
Johanna Mazzei	<p>Request for unpaid leave for approximately 44 days to be used intermittently and notice of intent to file claim with NJ Family Leave Insurance. (Note: Approval is pending receipt of a sidebar agreement from the Franklin Education Association stating this request is not precedent-setting.)</p>	Beginning August 31, 2020
Joshua Savely	<p>AMENDED: Request for New Jersey Family Leave Act (NJFLA) to bond with newborn. (Note: Requested leave was initially approved at the August 17, 2020 BOE meeting.)</p>	October 9, 2020 for 12 consecutive weeks
Courtney Savino	<p>FFCRA:</p> <ul style="list-style-type: none"> • EPSLA 8/31/2020 - 9/14/2020 • Sick leave 9/15/2020 - 10/13/2020 	August 31, 2020 - October 13, 2020

- D. Resolved that the Board of Education, upon recommendation of the Chief School Administrator, approves the following appointments for the 2020-2021 school year, pending completion of required paperwork where necessary:

MINUTES OF REGULAR MEETING SEPTEMBER 14, 2020

Name/Position	Compensation	Effective Date
Najia Mjihad, Long-term Substitute	BA Step 2, \$56,375, benefit eligible	8/31/2020 – on or about 11/30/2020
Regina Norris, Long-term Substitute	\$120 per day, no benefits through the 60 th work day. Beginning the 61 st work day, on guide at BA Step 1 at \$56,075 retroactive to 8/31/2020, benefit eligible	8/31/2020 – 6/30/2020
Elda Gamella, Part-time Paraprofessional 5 hours per day (.71)	\$14.49 per hour, no benefits	8/31/2020
Cheyenne McDole, Part-time Paraprofessional 5 hours per day (.71)	\$14.49 per hour, no benefits	On or about 9/15/2020
LeAnn Tozzi, Part-time Paraprofessional 5.25 hours per day (.71)	\$14.49 per hour, no benefits	8/31/2020
Madison Rosko, Part-time Custodian, 12 months, 5 hours per day, 5 days per week (.63)	\$13.50 per hour, no benefits	8/31/2020

- E. Resolved that the Board of Education, upon recommendation of the Chief School Administrator, amends the hours for the following part-time aides for the 2020-2021 school year:

Name	Amended Hours	Effective Date
<ul style="list-style-type: none"> • Donna Cross • Lisa Davis • Lauren DeVore • Elise Ehlberg • Barbara Formica • Christine Gaydos • Valerie Lippincott • Johanna Mazzei • Carolee Post • Shelby Powell-Hicks • Kathleen Winkler 	5.25 hours per day, \$14.49 per hour, no benefits	9/3/2020

- F. Resolved that the Board of Education, upon recommendation of the Chief School Administrator, approves the staff members listed below to serve as home instructors for student *****0643. Staff members to be compensated upon submission of timesheets:

MINUTES OF REGULAR MEETING SEPTEMBER 14, 2020

Date	Staff Members	Home Instruction	Compensation
September 3, 2020 until further notice Home Instruction	Fred Street - Teacher	10 hours per week	\$41.60 per hour
September 3, 2020 until further notice Home Instruction	Elaine Tizzano - Teacher	10 hours per week	\$41.60 per hour
September 3, 2020 until further notice Home Instruction	Barbara Formica - Paraprofessional	10 hours per week	\$14.49 per hour, benefit eligible

- G. Resolved that the Board of Education, upon recommendation of the Chief School Administrator, approves the stipend for the following paraprofessionals for the 2020-2021 school year, per contract:

Employee/Position	Appointment	Annual Stipend
Lisa Dylewski - Full-time Paraprofessional	Substitute Teacher	\$3,000
Dorothy Kent - Part-time Professional (.71)	Substitute Teacher	\$2,130
Lisa Werdann - Full-time Paraprofessional	Substitute Teacher	\$3,000

- H. Resolved that the Board of Education, upon recommendation of the Chief School Administrator, approves supplemental pay for the following staff members upon submission of timesheet:

Staff Member	Date/Event	Hours Worked	Compensation
Sarah Gay	September 3, 2020 - Teacher Float	7 hours	\$286.50 per diem
Jill Helmstetter	August 31, 2020 and September 2, 2020 - In-service	4 hours	\$60.41 per hour
Melissa Storch	August 31, 2020 and September 2, 2020 - In-service	4 hours	\$40.11 per hour

- I. Resolved that the Board of Education, upon recommendation of the Chief School Administrator, approves the following appointment for the 2020-2021 school year, pending completion of required paperwork where necessary:

Name/Position	Compensation	Effective Date
Melissa Papadopoulos, Part-time Paraprofessional 5.25 hours per day	\$14.49 per hour, no benefits	On or about 9/15/2020

Education Committee – Suzanne Ross, Chair

Discussion: NA

MINUTES OF REGULAR MEETING SEPTEMBER 14, 2020

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

- A. Resolved that the Board of Education approves the updated 2020-2021 school calendar. **Attachment 2**
- B. Resolved that the Board of Education amends out-of-district costs for the 2020-2021 school year:

Student ID	School	Dates	Rate
*****4660	Northern Hills Academy 10 Gail Court Sparta, NJ 07871	September 2020 - June 2021	Tuition only: \$49,850

- C. Resolved that the Board of Education approves Go Guardian from ePlus Technology, Inc. for the school year 2020-2021 at a cost not to exceed \$5,470.
- D. Resolved that the Board of Education approves Reading Wonders Connect Ed online subscription from McGraw Hill, LLC for the school year 2020-2021 not to exceed \$2,650.00.
- E. Resolved that the Board of Education approves the registration fee of \$900 for board members and administrators to attend the NJSBA Virtual Workshop October 20-22, 2020.

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

Discussion:

Mr. Friend provided an update on the Finance & Buildings & Grounds Committee meeting.

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

- A. Resolved that the Board of Education approves the vendor payments dated August 18, 2020 - September 14, 2020. **Attachment 3**

Fund 10	Charter School/ER FICA Share	22,751.70
Fund 11	General Expense	607,371.68
Fund 12	Capital Outlay	22,290.00
Fund 20	Special Revenue	78,866.49
Fund 60	Cafeteria	314.75
Fund 95	Student Activities	0
	Total	731,594.62

MINUTES OF REGULAR MEETING SEPTEMBER 14, 2020

- B. Resolved that the Board of Education accepts the attached Board Secretary's Report and Treasurer of School Monies report for August 2020.

Resolved pursuant to N.J.A.C. 6A:23A-16.10 (c)3, the Board Secretary does certify that as of August 31, 2020, 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, 2020, 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 4**

- C. Resolved that the Board of Education approves between line item transfers as required by State rules and regulations for the month of August 2020. **Attachment 5**

- D. Resolved that the Board of Education authorizes Parette Somjen Architects LLC to prepare documents for Window Replacement Project including Information Gathering and Documentation of Existing Conditions, Schematic Design, Preliminary Budgeting and Application and Submission to the Department of Education at a cost not to exceed \$49,500.

OLD BUSINESS: NA

NEW BUSINESS:

Mrs. Zydon informed the Board that the Sussex County School Boards Association will hold a virtual meeting on September 24, 2020.

OPEN TO THE PUBLIC – VISITORS ADDRESS THE BOARD

On motion by Mrs. Ross, seconded by Mr. Bartron, and carried unanimously by roll call 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 click the "Manage Participants" tab at the bottom of your screen, then click the "Raise Your Hand" tab in the bottom right of the participants screen. Once called upon, state your name, municipality of residence, and/or group affiliation.

MINUTES OF REGULAR MEETING SEPTEMBER 14, 2020

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Erin Henry addressed the Board saying she couldn't be happier with the way things were handled with the opening of school.

On motion by Mr. Hrbek, seconded by Mr. Bartron, and carried unanimously by roll call vote, closed the meeting to the public for visitors to address the board.

EXECUTIVE SESSION: NA

On motion by Mrs. Ross, seconded by Mr. Bartron, and carried unanimously by voice vote, adjourned the meeting at 7:19 p.m.

Respectfully submitted,

Barbara A. Decker
Business Administrator/
Board Secretary