

**FRANKLIN BOARD OF EDUCATION
REGULAR MEETING
AGENDA
18 DECEMBER 2017
7:00 p.m.**

PRESIDENT’S STATEMENT – OPEN PUBLIC MEETING

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.

ROLL CALL:

	Mr. Blondina	Mrs. Clohessey	Mr. Graham	Mrs. Murphy	Mr. Neal	Mrs. Paszkiel	Mr. Payton	Mrs. Ross	Mrs. Zydon
PRESENT									
ABSENT									

A. Flag Salute & Pledge of Allegiance

B. APPROVAL OF MINUTES

1. To approve the 27 November 2017 Regular Meeting minutes.
2. To approve the 27 November 2017 Executive Session Meeting minutes.

C. PRESENTATIONS

1. Board of Education presentation
2. Student Report
3. Kathleen Helewa - Strategic Planning Process

D. CORRESPONDENCE

1. Letter from Sandy Bargiel [Executive Session]

E. OPEN TO THE PUBLIC – NON-AGENDA ITEMS

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.

F. COMMITTEE REPORTS

1. Finance/Building & Grounds Committee **-To approve A-G**
 - a. To approve the bills.
 - b. To approve bills for the Cafeteria Account in the amount of **\$0**.
 - c. To accept the Board Secretary's and Treasurer's reports for **30 November 2017**.
 - d. To approve Transfers made by the Chief School Administrator after the **27 November 2017** regular meeting, with fund 10 debits totaling **\$4,700 [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.

- e. Pursuant to N.J.A.C. 6A:23-2-12, the Business Administrator/ Board Secretary certifies that as of **30 November 2017**, no budgetary line item account has been over expended violating N.J.A.C. 6A:23A-16.10.
- f. The Board of Education certifies that no major account has been over expended and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year (roll call vote).
- g. To approve the Phase #2 proposal from Parette Somjen Architects for the Classroom #202 Restroom Project in the amount of \$3,250 as depicted in **[DOCUMENT B]**.
- h. To review the Capital Projects Estimate letter from Parette Somjen Architects for new fire alarm, new windows, new domestic water tank and water softener, new boilers and the demolition of the Old Girls' Gymnasium **[DOCUMENT C]**.

2. Education Committee-

3. Personnel Committee-

- a. To appoint Linda Gaston as a long-term substitute teacher [maternity leave for Shannon Zaremba] on guide at BA Step 1, \$53,595, prorated beginning 18 December 2017 (retroactive) with a tentative end date of 4 May 2018 pending completion of required paperwork. No medical benefits are provided as this is a temporary position.
- b. To appoint Kathleen Winkler as a part-time instructional aide for 25 hours per week prorated at a salary of \$12,243 per annum, with no medical benefits. The first day of employment is pending completion of all required paperwork.
- c. To approve the following degree change effective 1 January 2018:
 - i. Danielle Emery from BA Step 4 to MA Step 4 (\$58,795)

G. OLD BUSINESS

1. To discuss and approve the strategic planning proposal from the New Jersey School Boards Association [**DOCUMENT D**].

BE IT RESOLVED that upon recommendation of the Chief School Administrator, the Franklin Borough Board of Education approves the contract with New Jersey School Boards Association for a fee not to exceed \$4,000.00 to facilitate the 3D Strategic Planning Process during the 2017-2018 School Year.

H. NEW BUSINESS

1. To approve loaning the auditorium podium to the Center for Prevention on Saturday, 20 January 2018.

I. BOARD SECRETARY'S REPORT

1. To report that the Reorganizational meeting is scheduled for Wednesday, 3 January 2018 at 7:00 p.m. in the Library.
2. To approve the Business Administrator to attend the March 12-14, 2018 NJ Building & Grounds Association Conference [registration fee \$200, with reimbursement of lodging at \$120 per night plus applicable fees, meals & incidentals as per Board policy].
3. To approve the revised FY 2016/17 and FY 2017/18 Substitute Custodian Listing [**DOCUMENT E**] - This is the result of the minimum wage increasing as of 1 January 2018.
4. To report the status of the Energy Audit.
5. To provide an update on Insurance.

J. CHIEF SCHOOL ADMINISTRATOR'S REPORT

1. To act on the following HIB reports (shared at the 27 November 2017 Board of Education meeting in Executive Session):

- HIB 17-18.1 Unsubstantiated Affirmed/Rejected/Modified
 - HIB 17-18.2 Unsubstantiated Affirmed/Rejected/Modified
 - HIB 17-18.3 Unsubstantiated Affirmed/Rejected/Modified
2. To approve professional visitations and related travel for professional staff as depicted on **[DOCUMENT F]**.
 3. To accept the tuition students listed below at the 2017-2018 tuition rates, plus related services if applicable:
 - H.T. 17-18.10 - \$7,481.64 prorated beginning 7 September 2017 and ending 27 February 2018
 - H.T. 17-18.11 - \$7,471.61 prorated beginning 7 September 2017 and ending 27 February 2018
 4. To report that a fire drill was held on 17 November 2017 at 1:00 p.m. It took 2 minutes and 7 seconds to evacuate the building.
 5. To report that a table-top lockdown security drill was held on 21 November 2017 between 8:05 and 9:05 a.m. Students practiced recess/lunch time lockdown procedures.

K. OPEN TO THE PUBLIC –VISITORS ADDRESS THE BOARD

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L. EXECUTIVE SESSION

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
 - **HIB 17.18.04, HIB 17.18.05**
- Personnel - **Letter from Sandy Bargiel**
- Appointment of a public official
- Matters covered by the attorney-client privilege
- Pending or anticipated litigation
- Pending or anticipated contract negotiations
 - **Proposed FY 2018-23 Inter-local with the Hamburg Borough BOE**
- 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.

M. MOTION TO ADJOURN MEETING