

MINUTES OF REGULAR MEETING MAY 20, 2019

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

PRESENT: Kevin Blondina, Kathleen Clohessey, Scott Davis, Shane Hrbek
Ronald Neal, Jeanine Paszkiel, Suzanne Ross, Sarah Zydon
John R. Giacchi, Superintendent
Barbara A. Decker, Business Administrator/Board Secretary

ABSENT: F. Cliff Graham

Mrs. Zydon, Board Vice-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 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.

APPROVAL OF REGULAR BOARD MINUTES

On motion by Mr. Hrbek, seconded by Mr. Davis, and carried by the following roll call vote, approved 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
3. April 29, 2019 – Regular Meeting – Minutes **(Attachment 2)**
4. April 29, 2019 – Executive Session Meeting – Minutes

| | | | |
|---------|---------|---|----------------|
| Item #1 | Yes | - | 7 |
| | Abstain | - | Mrs. Clohessey |
| | No | - | 0 |
| Item #3 | Yes | - | 7 |
| | Abstain | - | Mrs. Ross |
| | No | - | 0 |

PRESENTATION(S)

- A. Winston Hennings, Franklin student, provided an update on school activities.
- B. Presentation of Caring Award – Makayla Snyder – not present.

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- C. Mr. Giacchi recognized Robert Baumgartner, who was not present, in appreciation for being named the Franklin Borough School Governor's Educator of the Year.
- D. Mr. Giacchi recognized Eve Soares in appreciation for being named the Franklin Borough School Governor's Educational Services Professional of the Year.
- E. Michelle Minimi and Lisa Vallacchi facilitated a presentation on School Self-assessment/HIB.

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 agenda items at 7:26 p.m.

Mrs. Zydon 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.

Jodi Rizzo, Ogdensburg resident, addressed the Board asking that her son be able to attend Franklin School as an 8th grade student in September 2019.

On motion by Mr. Davis, seconded by Mrs. Ross, and carried unanimously by roll call vote, closed the meeting to the public for comment on agenda items at 7:29 p.m.

COMMITTEE REPORTS

Personnel Committee – Kevin Blondina, Chair – Committee Report

Discussion: NA

Non-Agenda Items Discussed at Committee Meeting:

1. Mr. Blondina and Mr. Giacchi discussed the hiring of a security officer.

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2. Mr. Blondina reminded the Board to complete the Chief School Administrator evaluations as soon as possible.

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

- A. Resolved that the Board of Education accepts the following part-time paraprofessional resignation:

| Employee | Resignation Effective Date |
|---------------|----------------------------|
| Regina Norris | June 30, 2019 |

- B. Resolved that the Board of Education approves the following unpaid leaves of absence:

| Employee | Dates |
|----------|----------------------------|
| #535 | May 13, 14, 15, 2019 |
| #7930 | May 30, 2019 |
| #8016 | May 8, 9, 10, 15, 17, 2019 |

- C. Resolved that the Board of Education authorizes the Chief School Administrator to approve summer hours to be compensated upon submission of time sheets at the contracted hourly rate as follows:

| Staff Member | Hours | Compensation |
|-----------------------------|---|------------------------|
| Computer/Technology Teacher | Not-to-exceed 150 hours | \$41.60 per hour |
| Guidance Counselor | Not-to-exceed 10 days or 70 hours | \$41.60 per hour |
| CST Staff | Not-to-exceed 10 days each or 70 hours each | 1/200 of annual salary |

- D. Resolved that the Board of Education approves the following substitute for the 2018-19 school year at the rates listed below:

| Substitute Name | Substitute Position | Compensation | Effective Date |
|-----------------|---------------------|---------------|--|
| Pamela Blauvelt | Substitute Teacher | \$100 per day | TBD; pending completion of required paperwork; not eligible for benefits |

- E. Resolved that the Board of Education approves the following 2019-2020 annual appointments for tenured and non-tenured certificated staff with effective dates of September 1, 2019 until June 30, 2020:

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| 2019-2020 Tenured Certificated Staff | | | | | | |
|--------------------------------------|----------|------|------|--------|-----------|--------|
| Name | Track | Step | FTE | Salary | Longevity | TOTAL |
| Bargiel, Sandy | MA+30 | 18 | 1 | 92,271 | 1,500 | 93,771 |
| Bartholomew, Elaine | MA | 18 | 1 | 88,551 | 1,500 | 90,051 |
| Baumgartner, Robert | MA | 9 | 1 | 63,921 | | 63,921 |
| Black, Laurie | MA | 12 | 1 | 70,636 | | 70,636 |
| Campana, Bridget | BA | 18 | 1 | 85,751 | 1,500 | 87,251 |
| Cervino, Carol | BA | 18 | 1 | 85,751 | 1,500 | 87,251 |
| Crosby, Karen | MA | 14 | 1 | 78,108 | 1,500 | 79,608 |
| Daly, Melissa | BA+30 | 6 | 1 | 59,156 | | 59,156 |
| Davies, Lauren | MA+30 | 14 | 1 | 78,818 | 1,500 | 80,318 |
| Diaz-Rojas, Ariadne | MA/BA+45 | 18 | 1 | 90,051 | 1,500 | 91,551 |
| Dippel, Jaime | BA | 13 | 1 | 69,322 | | 69,322 |
| Ellis, Ryan | BA | 14 | 1 | 72,308 | | 72,308 |
| Emery, Danielle | MA | 6 | 1 | 61,306 | | 61,306 |
| Fanuel, Melissa | BA+45 | 17 | 1 | 87,066 | 1,500 | 88,566 |
| Fedynich, Kelly | MA/BA+45 | 6 | 1 | 61,306 | | 61,306 |
| Fuzia, Michele | MA/BA+45 | 14 | 1 | 78,108 | 1,500 | 79,608 |
| Grillo, Lisa | MA | 11 | 1 | 67,781 | | 67,781 |
| Gummere, Margaret | MA | 18 | 1 | 90,051 | 1,500 | 91,551 |
| Helmstetter, Jill | BA | 17 | 0.71 | 57,699 | | 57,699 |
| Hendershot, Alison | BA | 17 | 1 | 82,766 | 1,500 | 84,266 |
| Huffman, Amanda | MA | 13 | 1 | 73,622 | 1,500 | 75,122 |
| Kilmat, Kelly | MA/BA+45 | 14 | 1 | 78,108 | 1,500 | 79,608 |
| Kota, Christy | MA | 13 | 1 | 70,636 | | 70,636 |
| Labance, Heather | BA | 10 | 1 | 61,226 | | 61,226 |
| LoPorto, Karen | MA+30 | 18 | 1 | 92,271 | | 92,271 |
| MacDonald, Patricia | BA+30 | 18 | 1 | 85,684 | 2,000 | 87,684 |
| Molla-Saracco, Sandra | MA+60 | 18 | 1 | 95,626 | 2,000 | 97,626 |
| Panaite, Kimberly | MA+30 | 14 | 1 | 80,318 | 1,500 | 81,818 |
| Pisauro, Alyssa | MA | 6 | 1 | 61,306 | | 61,306 |
| Samiljan, Jason | MA | 18 | 1 | 90,051 | 1,500 | 91,551 |
| Sapio, Stephanie | BA | 15 | 1 | 76,794 | 1,500 | 78,294 |
| Savino, Courtney | MA | 6 | 1 | 61,306 | | 61,306 |
| Siegert, Jason | BA+30 | 13 | 1 | 71,603 | 1,500 | 73,103 |
| Snyder, Kelly | MA | 14 | 1 | 76,608 | | 76,608 |
| Speer, Nicholas | BA | 10 | 1 | 61,226 | | 61,226 |
| Street, Frederic | BA | 8 | 1 | 58,441 | | 58,441 |
| Symons, Cassandra | BA | 11 | 1 | 63,481 | | 63,481 |
| Tizzano, Elaine | BA | 18 | 1 | 85,751 | 1,500 | 87,251 |
| Winters, Amanda | MA | 13 | 1 | 73,622 | 1,500 | 75,122 |
| Zaremba, Shannon | BA+30 | 7 | 1 | 59,821 | | 59,821 |

End – Tenured Certificated Staff table

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| 2019-2020 Non-tenured Certificated Staff | | | | | | | |
|---|--------------------|--------------|-------------|------------|---------------|------------------|--------------|
| Name | Tenure Date | Track | Step | FTE | Salary | Longevity | TOTAL |
| Clancy-Muller, Joann | 9/2/2021 | MA+30 | 13 | 1 | 75,832 | | 75,832 |
| Fried, Janice | 10/2/2022 | MA+30 | 13 | 1 | 75,832 | | 75,832 |
| Garris, Jessica | 9/2/2020 | BA | 4 | 1 | 56,141 | | 56,141 |
| Garrity, Erin | 9/2/2021 | MA | 3 | 1 | 60,141 | | 60,141 |
| Gay, Sarah | 9/2/2020 | BA | 4 | 0.8 | 44,913 | | 44,913 |
| Maurin, Amy | 9/2/2019 | MA | 5 | 1 | 60,766 | | 60,766 |
| McGlone, Brianne | 9/2/2019 | BA | 5 | 1 | 56,466 | | 56,466 |
| Minimi, Michelle | 9/2/2020 | MA | 4 | 1 | 60,441 | | 60,441 |
| O'Connor, Suzanne | 2/4/2021 | MA | 5 | 0.71 | 42,536 | | 42,536 |
| Sienkiewicz, Sabrina | 9/26/2021 | BA | 6 | 1 | 57,006 | | 57,006 |
| Roccisano, Karen | 9/2/2020 | MA | 5 | 1 | 60,766 | | 60,766 |
| Schulmann, Rebecca | 9/2/2021 | MA | 3 | 1 | 60,141 | | 60,141 |
| Sheldon, Ashley | 9/6/2022 | BA | 2 | 1 | 55,541 | | 55,541 |
| Storch, Melissa | 9/2/2020 | BA | 4 | 0.71 | 39,860 | | 39,860 |
| Sisco, Jennifer | 3/13/2022 | BA | 2 | 1 | 55,541 | | 55,541 |

End – Non-tenured Certificated Staff table

- F. Resolved that the Board of Education approves the following 2019-2020 annual appointments for paraprofessionals with effective dates of September 1, 2019 until June 30, 2020:

| 2019-2020 Paraprofessionals | | | | |
|------------------------------------|------------|----------------|---------------|--------------|
| Name | FTE | Stipend | Salary | TOTAL |
| Alemy, Beth | 0.7 | | 13,030 | 13,030 |
| Colfax, Alexandria | 0.7 | | 12,911 | 12,911 |
| Conte, Lisa | 0.7 | | 12,911 | 12,911 |
| Delihassani, Anita | 1 | 3,000 | 16,785 | 19,785 |
| DiNapoli, Lisa | 0.7 | | 12,911 | 12,911 |
| Drake, Tammy | 0.1 | | 2,582 | 2,582 |
| Dylewski, Lisa | 0.7 | | 12,911 | 12,911 |
| Faria, Laura | 0.7 | | 12,911 | 12,911 |
| Formica, Barbara | 0.7 | | 12,911 | 12,911 |
| Furman-Leve, Trisha | 0.2 | | 3,873 | 3,873 |
| Gallagher, Lisa | 0.7 | | 12,911 | 12,911 |
| Gamutan, Jane | 0.6 | | 10,329 | 10,329 |
| Grabkowski, Ann | 0.7 | | 12,911 | 12,911 |
| Kent, Dorothy | 0.7 | | 13,258 | 13,258 |
| Lippincott, Valerie | 0.7 | | 12,911 | 12,911 |
| Mazzei, Johanna | 0.7 | | 13,030 | 13,030 |
| McCann, Amy | 1 | | 16,785 | 16,785 |
| Miladinovich, Jill | 0.7 | | 13,030 | 13,030 |

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| 2019-2020 Paraprofessionals | | | | |
|-----------------------------|------|--|--------|--------|
| Norcia, Alyssa | 0.7 | | 12,911 | 12,911 |
| O'Brien, Denise | 0.36 | | 6,455 | 6,455 |
| Payton, Mary | 0.7 | | 13,981 | 13,981 |
| Post, Carolee | 0.7 | | 13,258 | 13,258 |
| Powell-Hicks, Shelby | 0.7 | | 12,911 | 12,911 |
| Reyes, Ivonne | 0.7 | | 12,395 | 12,395 |
| Riso, Rosalba | 0.7 | | 12,911 | 12,911 |
| Rivera, Kimberly | 0.5 | | 9,037 | 9,037 |
| Schumacher, Kayla | 0.7 | | 12,911 | 12,911 |
| Sollitto, Holly | 0.7 | | 12,911 | 12,911 |
| Stoffels, Anne Marie | 0.7 | | 12,911 | 12,911 |
| Vitrano, Angela | 0.7 | | 12,911 | 12,911 |
| Voegele, Dolores | 0.6 | | 10,329 | 10,329 |
| Werdann, Lisa | 1 | | 16,785 | 16,785 |
| Winkler, Kathleen | 0.7 | | 12,911 | 12,911 |
| Young, Nitosha | 0.7 | | 12,911 | 12,911 |
| Zierold-Soares, Eve | 1 | | 16,785 | 16,785 |

End – 2019-2020 Paraprofessionals table

- G. Resolved that the Board of Education approves the following 2019-2020 annual appointments for secretaries with effective dates of July 1, 2019 until June 30, 2020:

| Name | FTE | Salary |
|--------------------|-----|--------|
| Carr, Joyce | 1 | 37,543 |
| Panagakis, Harriet | 1 | 37,916 |
| Wylie, Sharon | 1 | 37,543 |

- H. Resolved that the Board of Education approves the following 2019-2020 annual appointments for confidential secretaries with effective dates of July 1, 2019 until June 30, 2020:

| Name | FTE | Longevity | Salary | TOTAL |
|------------------------|-----|-----------|--------|--------|
| Crum, Pamela | 0.1 | | 6,329 | 6,329 |
| Mangine, Donna | 1 | | 54,573 | 54,573 |
| Houdershieldt, Suzette | 1 | 800 | 51,855 | 52,655 |
| Rose, Cecilia | 1 | 800 | 56,167 | 56,967 |

- I. Resolved that the Board of Education approves the following 2019-2020 annual appointments for custodian with effective dates of July 1, 2019 until June 30, 2020:

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| Name | FTE | Longevity | Salary |
|--------------------------------------|------|-----------|--------|
| Cahill, Robert | 0.63 | | 19,670 |
| Clint, Michael | 1 | | 39,804 |
| Higgins, Michael (10-month employee) | 0.63 | | 13,367 |
| Mc Dole, Harry | 1 | 1,000 | 46,567 |
| McDole, David | 1 | 1,000 | 49,175 |
| McDole, Sheri | 0.63 | 1,000 | 21,180 |
| Savely, Joshua | 1 | 1,000 | 44,501 |

Education Committee – Jeanine Paszkiel – Committee Report

Mrs. Paszkiel echoed Mr. Blondina’s comments noting that today marks the deadline to complete the Chief School Administrator evaluations.

Discussion: NA

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

- A. Resolved that the Board of Education approves the following assembly, pending completion of required paperwork:

| Assembly/Demonstration | Grades | Cost | Date |
|------------------------|---------------------|------|--------------|
| The Seeing Eye | Preschool through 8 | N/A | May 16, 2019 |

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

| Student | Provider/Services | Cost |
|------------|--|----------|
| HI 18-19.1 | LearnWell Education 2.66 hours of home instruction services in the hospital setting on or about 3/18/19 <i>(Note: This is over the 10 hours approved at the April 29, 2019 Board of Education meeting.)</i> | \$117.04 |

- C. Resolved that the Board of Education approves up to \$1,000 for graduation awards.
(Attachment 3)

- D. Resolved that the Board of Education approves the Child Assault Prevention (CAP) Program for the 2019-2020 school year as follows:

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| Program | Cost |
|---------------------------|----------|
| CAP for grades 1, 3 and 5 | \$323.40 |
| Teen CAP for grade 8 | \$165.00 |

E. Resolved that the Board of Education approves the following extended school year programs and related services for select students (IEP driven), Monday through Thursday from 9:00 a.m. - 11:30 a.m. commencing July 8, 2019 and ending August 8, 2019:

- Preschool Disabilities Program
- Autistic Program
- Behavior Disabilities Program
- Learning and Language Disabilities Programs
- Speech Languages Services
- Occupational Therapy Services
- Physical Therapy Services
- Nurse

F. Resolved that the Board of Education approves summer curriculum writers for K - 8 English Language Arts as follows to be compensated upon submission of time sheets:

| Grade Level | Staff Member | Compensation |
|-------------|----------------|--|
| K | McGlone, B. | Up to 25 hours at \$41.60 per hour <i>(Total compensation per grade level is not to exceed \$1,040)</i> |
| 1 | Black, L. | Up to 25 hours at \$41.60 per hour <i>(Total compensation per grade level is not to exceed \$1,040)</i> |
| 2 | Kota, C. | Up to 25 hours at \$41.60 per hour <i>(Total compensation per grade level is not to exceed \$1,040)</i> |
| 3 | Hendershot, A. | Up to 25 hours at \$41.60 per hour <i>(Total compensation per grade level is not to exceed \$1,040)</i> |
| 4 | Labance, H. | Up to 25 hours at \$41.60 per hour <i>(Total compensation per grade level is not to exceed \$1,040)</i> |
| 5 | Panaite, K. | Up to 25 hours at \$41.60 per hour <i>(Total compensation per grade level is not to exceed \$1,040)</i> |
| 6 | Garris, J. | Up to 25 hours at \$41.60 per hour <i>(Total compensation per grade level is not to exceed \$1,040)</i> |

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| Grade Level | Staff Member | Compensation |
|-------------|--------------|--|
| 7 | Emery, D. | Up to 25 hours at \$41.60 per hour <i>(Total compensation per grade level is not to exceed \$1,040)</i> |
| 8 | Symons, C. | Up to 25 hours at \$41.60 per hour <i>(Total compensation per grade level is not to exceed \$1,040)</i> |

- G. Resolved that the Board of Education approves the operation of summer school, if necessary, from July 1 - 30, 2019, Monday through Friday, times to be determined based on student needs. *(Note that no summer school will take place July 4 - 5, 2019 due to the July 4th holiday.)*
- H. Resolved that the Board of Education approves the Blanket Approval for Field Trips Pending authorization of the administration for the 2019-20 school year.
(Attachment 4)
- I. Resolved that the Board of Education approves the Sussex County Educational Services Commission Agreement rates for the 2019-2020 school year per the attached rate sheet.
(Attachment 5)
- J. Resolved that the Board of Education approves the application for dual use classroom for the 2019-2020 school year to be submitted to the County Office for approval.
- K. Resolved that the Board of Education approves the first reading and adoption of the following policy update:

| Number | Title | Attachment # |
|-------------|----------------------|---------------------|
| Policy 5756 | Transgender Students | Attachment 6 |

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

Discussion: NA

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

- A. Resolved that the Board of Education approves the vendor payments dated April 30, 2019 through May 20, 2019.
(Attachment 7)

| | | |
|---------|------------------------------|------------|
| Fund 10 | Charter School/ER FICA Share | 41,800.32 |
| Fund 11 | General Expense | 802,346.54 |
| Fund 12 | Capital Outlay | 0 |
| Fund 20 | Special Revenue | 55,134.17 |

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| | | |
|---------|--------------------|------------|
| Fund 60 | Cafeteria | 15,002.84 |
| Fund 95 | Student Activities | 2,647.00 |
| | Total | 916,930.87 |

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

Resolved pursuant to N.J.A.C. 6A:23A-16.10 (c)3, the Board Secretary does certify that as of April 30, 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 April 30, 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 8)**

- C. Resolved that the Board of Education approves between line item transfers as required by State rules and regulations for the month of April 2019. **(Attachment 9)**

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

| Donation by | Purpose | Amount |
|-------------|---------------------|----------|
| PTO | Gymnasium wall mats | \$11,454 |

- E. Resolved that the Board of Education amends the dollar amount of a donation previously approved April 29, 2019:

| Donation by | Purpose | Amount |
|---|-------------------|-----------------|
| Franklin Forward Alliance & North Jersey Health Collaborative | Outdoor Classroom | \$23,400 |

- F. Resolved that the Board of Education approves the following Annual Certification of Taxes for fiscal year 2019-2020:

ANNUAL CERTIFICATION OF TAXES JULY 1, 2019 TO JUNE 30, 2020

| Month | General Fund Tax Levy | Date Due to BOE |
|----------------|--------------------------|--------------------|
| JULY 2019 | \$ 484,211.00 | 7.15.2019 |
| AUGUST 2019 | \$ 484,211.00 | 8.15.2019 |
| SEPTEMBER 2019 | \$ 484,211.00 | 9.16.2019 |
| OCTOBER 2019 | \$ 484,211.00 | 10.15.2019 |

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| | | |
|---------------|------------------------|------------|
| NOVEMBER 2019 | \$ 484,211.00 | 11.15.2019 |
| DECEMBER 2019 | \$ 484,211.00 | 12.16.2019 |
| JANUARY 2020 | \$ 484,211.00 | 1.15.2020 |
| FEBRUARY 2020 | \$ 484,211.00 | 2.18.2020 |
| MARCH 2020 | \$ 484,211.00 | 3.16.2020 |
| APRIL 2020 | \$ 484,211.00 | 4.15.2020 |
| MAY 2020 | \$ 484,211.00 | 5.15.2020 |
| JUNE 2020 | \$ 484,213.00 | 6.15.2020 |
| TOTAL | \$ 5,810,534.00 | |

- G. Resolved that the Board of Education approves Elizabethtown Gas Non-Residential Gas Extension Contract for the installation of gas line to the school building at no cost to the district.
- H. Resolved that the Board of Education approves Tatbit Company of Pompton Plains, New Jersey, to provide the following updates to lighting and audio systems in the auditorium utilizing EDS Bid # 9176-Pkg 51:

| Category | Description | Cost |
|----------------------------------|---|-----------------|
| Theatrical Lighting and Controls | Furnish and install an LED theatrical lighting and control system in the auditorium | \$40,541 |
| Audio Sound System | Furnish and install new sound system for full rated dB coverage in the auditorium | \$28,700 |
| TOTAL COST | | \$69,241 |

- I. Resolved that the Board of Education approves the following Facility Use request:

| Organization/Event | Date | Facility Request | Cost |
|---|---|------------------------------|------|
| Franklin Fire Department – annual Sussex County Fireman’s Association Inspection Day and Parade | Saturday, October 5, 2019 <i>Rain Date:</i> Sunday, October 6, 2019 | Use of district parking lots | N/A |

- J. Resolved that the Board of Education approves the purchase of Nightlock security devices for interior doors at a cost not to exceed \$6,000.
- K. Resolved that the Board of Education approves BCW Builders LLC of Hamburg, NJ to construct the outdoor classroom per proposal dated May 1, 2019, Job Number 598 at a cost not to exceed \$23,599 using funds donated by North Jersey Health Collaborative and Forward Franklin Alliance.
- L. Resolved that the Board of Education approves mandatory direct deposit of net pay for all employees of the district effective July 1, 2019 per P.L. 2013, c.28.
- M. Resolved that the Board of Education approves the following service provider:

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Resolved that the Board of Education approves the Food Service Management Company (FSMC) base year contract with Maschio’s Food Service, Inc. for the 2019-2020 school year as follows:

Management Fee: School Food Authority (SFA) shall pay Maschio’s Food Service, Inc. a Management Fee in an amount equal to Eight Thousand Dollars and No Cents (\$8,000.00) payable in ten equal installments of Eight Hundred Dollars and No Cents (\$800.00) for the 2019-2020 school year.

Maschio’s Food Services, Inc. guarantees the SFA shall receive a surplus of Twenty-Five Thousand Dollars and No Cents (\$25,000.00) for the 2019-2020 school year.

OLD BUSINESS: NA

NEW BUSINESS:

1. Mr. Davis reported that the deadline to register for the May 29, 2019 Sussex County School Boards meeting is May 28, 2019.
2. Mrs. Zydon reported that she attended the New Jersey School Boards Association Delegate Assembly.

ANNUAL APPOINTMENTS - FY 2019-2020

Discussion: Mr. Neal asked about the Master Teacher position.

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

- A. Resolved that the Board of Education approves the FY 2019-2020 Annual Personnel Appointments, Authorizations or Designations as listed below:

| 2019-2020 Appointments, Authorizations or Designations | Staff Member(s) | Annual Stipend |
|--|------------------------|-----------------------|
| Appoint Public Agency Compliance Officer (per Affirmative Action requirements), Contracting Agent, Qualified Purchasing Agent and the Custodian of Records | • Barbara Decker | N/A |
| Appoint Attendance Officer | • Karen Roccisano | N/A |
| Appoint School Examiner | • Sandra Molla-Saracco | N/A |
| Appoint Affirmative Action/504 Compliance Officer | • Michelle Minimi | N/A |
| Appoint Safety Compliance Office/Integrated Pest Management Coordinator/Indoor Air | • To be determined | \$2,500 |

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| 2019-2020 Appointments, Authorizations or Designations | Staff Member(s) | Annual Stipend |
|---|------------------------------------|----------------|
| Quality Designated Individual | | |
| Appoint School Safety Specialist | • Lisa Vallacchi | N/A |
| Authorize the Chief School Administrator and Business Administrator/Board Secretary to implement the 2019-20 budget pursuant to the policies and regulations of the NJ State Department of Education and the Franklin Board of Education | • John Giacchi • Barbara Decker | N/A |
| Authorize the Business Administrator to audit and approve any account and demand to be paid prior to presentation to the board. Any such approval shall be presented to the Board for ratification at its next meeting as per NJSA 18A:19-4.1. | • Barbara Decker | N/A |
| Authorize the Chief School Administrator to declare miscellaneous items no longer needed as surplus and dispose of these items. | • John Giacchi | N/A |
| Authorize the Business Administrator to make purchases up to the bid threshold utilizing the quotation process and/or purchases from New Jersey State Contract Vendors and/or from other qualified pricing cooperatives/consortiums approved/awarded vendors. | • Barbara Decker | N/A |
| Authorize the Business Administrator, on an as needed basis, to issue advance payment and/or partial payment to facilitate district requisitions. | • Barbara Decker | N/A |
| Authorize the Chief School Administrator and/or the Business Administrator to enter into inter-local agreement with other school districts, municipalities and/or county governments for miscellaneous services, supplies or equipment | • John Giacchi • Barbara Decker | N/A |

End – 2019-2020 Appointments, Authorizations or Designations table

B. To adopt the following Annual Professional & Service Provider Appointment Resolution:

WHEREAS, there exists a need for various professional services, and

WHEREAS, the Public School Contracts Laws (N.J.S.A. 18A:18A-5) requires that a resolution authorizing the contracting of Professional Services without competitive bids be adopted:

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of the Borough of Franklin that the following professionals and service providers be contracted as by

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the Franklin Board of Education for the 2019-20 school year without competitive bidding as a Professional Service in accordance with 18A:18A-5 of the Public School Contracts Law, not to exceed a contractual amount of \$200,000, as follows:

- 1) Cleary, Giacobbe, Alfieri & Jacobs, Matthew Giacobbe, Esq., Board Attorney & Negotiator, \$150 per hour, plus reimbursable expenses. *NOTE: this is FY 2018-19 contract price.*
 - 2) Nisivoccia LLP, Valerie A. Dolan, Board Auditor, not to exceed \$23,900.
 - 3) J and B Therapy, LLC, per attached rate sheet. **Attachment 10**
 - 4) Mary Ellen Diffily, Physical Therapist, \$85 per hour.
 - 5) Dr. David Markel, Hamburg Pediatrics Center, Inc., School Physicians, \$5,000 per annum. *NOTE: this is FY 2018-19 contract price.*
 - 6) Pam Brillante, Master Teacher, not to exceed \$58,500.
 - 7) CDK Systems, Inc. - Financial Software Provider.
 - 8) R&L Data, Inc. - Payroll Software Provider.
- C. Resolved that the Board of Education appoints Arthur J Gallagher Risk Management Services Inc. and George Morville, Broker, as Risk Management Consultant for the School Alliance Insurance Fund (S.A.I.F.).
- D. Resolved that the Board of Education approves the appropriate bonding of the School Business Administrator and the Treasurer of School Monies as required by statute.
- E. Resolved that the Board of Education designate Bollinger Insurance to provide voluntary Student Accident Policy Insurance for the 2019-2020 school year.
- F. Resolved that the Board of Education, pursuant to PL 2015, Chapter 47, intends to renew, award, or permit to expire the following contracts previously awarded by the board of education. These contracts are, have been, and will continue to be in full compliance with all state and federal statutes and regulations; in particular, New Jersey Title 18A:18. et.seq, NJAC Chapter 23, and Federal Procurement Regulations 2CFR Part 200.317 et. Seq. **Attachment 11**
- G. Resolved that the Board of Education approves the participation with Sussex County Regional Transportation Cooperative of Hopatcong, NJ, for the following transportation services for the 2019-2020 school year:

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| TRANSPORTATION SERVICES | SERVICE FEE |
|-------------------------------------|-------------|
| Special Education Transportation | 4% |
| Public Transportation | 2% |
| Athletics/Field Trip Transportation | 2% |

- H. Resolved that the Board of Education approves the renewal contract with Cologix as internet service provided for the 2019-2020 school year at a cost not to exceed \$26,760 utilizing Educational Consortium for Telecommunications Savings.
- I. Resolved that the Board of Education approves the following renewal contracts with Frontline Education for the 2019-2020 school year:

| Software/Service | Annual Cost |
|--|-------------|
| Absence & substitute management (formerly AESOP) | \$3,561.21 |
| Applicant Tracking (Applitrack) | \$2,100.00 |

- J. Resolved that the Board of Education approves Ameriflex as the Flexible Spending Account service provider at a cost of \$95.00 per month.
- K. Resolved that the Board of Education approves the following cooperative bidding entities to be utilized as needed:

Educational Data Services, Inc.
Middlesex Regional Ed. Service Commission
Hunterdon County Educational Services Commission

BOARD SECRETARY’S REPORT: NA

CHIEF SCHOOL ADMINISTRATOR’S REPORT

- A. Mr. Giacchi reported fire and security drills held during the month of April 2019 are as follows:
- April 8, 2019 - Lockdown Drill from 10:03 - 10:09 a.m.
 - April 17, 2019 - Fire Drill from 8:52 - 9:06 a.m.
- B. Mr. Giacchi recognized Miss Eve Soares for being named the Franklin Borough School Governor’s Educational Services Professional of the Year, as she was now present.
- C. Mr. Giacchi reported recent issues with the fire alarm system over the last two weeks, which required a custodian to be present on night watch overnight Sunday through Monday, May 20th. The system was repaired this morning and is due to be replaced this summer.
- D. Mr. Giacchi reported the following:

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- Walking Bus School Bus event will be held on Tuesday, May 21, 2019
- Red Nose Day for children in need is on May 23, 2019
- Spring Concert to be held on May 23, 2019
- Field Day to be held on May 24, 2019

OPEN TO THE PUBLIC – VISITORS ADDRESS THE BOARD

On motion by Mr. Hrbek, seconded by Mr. Davis, and carried unanimously by voice vote, opened the meeting to the public for visitors to address the board at 7:46 p.m.

Mrs. Zydon 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 voice vote, closed the meeting to the public for visitors to address the board at 7:46 p.m.

EXECUTIVE SESSION:

On motion by Mr. Davis, seconded by Mrs. Paszkiel, 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
- Appointment of a public official

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- [] 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
- X Matters which would constitute an unwarranted invasion of privacy – Discussion of non-resident student
- [] 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.

The Board returned to regular session at 7:56 p.m.

On motion by Mrs. Ross, seconded by Mr. Davis, and carried unanimously by voice vote, adjourned the meeting at 7:57 p.m.

Respectfully submitted,

Barbara A. Decker
Business Administrator/
Board Secretary