

# MINUTES OF REGULAR MEETING AUGUST 27, 2018

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

PRESENT: Kevin Blondina, Kathleen Clohessey  
Scott Davis, F. Cliff Graham, Shane Hrbek  
Ronald Neal, Jeanine Paszkiel, Suzanne Ross  
Sarah Zydon  
John R. Giacchi, Superintendent  
Barbara A. Decker, Business Administrator/Board Secretary  
Lisa Vallacchi, Vice-Principal  
8 Staff Members

ABSENT: None

Mr. Graham, Board President, opened the meeting at 7:04 P.M., with the Flag Salute and Pledge of Allegiance, which was followed by the following statement:

The Board Secretary has advised me 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, sent to the Clerk/Administrator, sent to the N.J. Herald, the Sunday Herald, and the Star-Ledger. Said notice was undertaken by reason of publication of the annual notice.

## APPROVAL OF MINUTES

On motion by Mr. Hrbek, seconded by Mrs. Zydon, and carried unanimously by roll call vote, approved the Minutes of the 30 July 2018 Regular Meeting. **(Attachment 1)**

On motion by Mrs. Ross, seconded by Mr. Davis, and carried unanimously by roll call vote, approved the Executive Minutes of the 30 July 2018 Regular Meeting.

## PRESENTATION(S)

Mr. Giacchi provided a presentation on setting District and Board Goals.

CORRESPONDENCE: NA

## OPEN TO THE PUBLIC – AGENDA ITEMS

On motion by Mrs. Ross, seconded by Mrs. Zydon, and carried unanimously by voice vote, opened the meeting to the public for agenda items at 7:25 p.m.

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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.

Mr. Ryan Ellis, FEA President, addressed the Board.

On motion by Mr. Davis, seconded by Mrs. Ross, and carried unanimously by roll call vote, closed the meeting to the public for agenda items at 7:35 p.m.

### COMMITTEE REPORTS

**Personnel Committee** – Jeanine Paszkiel, Chair

Mrs. Paszkiel reviewed the committee notes from the 8/21/18 meeting.

Discussion: NA

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

- A. Resolved that the Board of Education amends the hourly compensation rate for substitute aides previously approved at the July 30, 2018 BOE meeting from \$8.44 to \$8.60 (minimum wage).
- B. Resolved that the Board of Education approves a 2.7% increase for Treasurer, Pamela J. Crum, effective July 1, 2018 – June 30, 2019.
- C. Resolved that the Board of Education approves guide movement for Alyssa Pisauro beginning September 1, 2018 from BA Step 6 to MA Step 6 at \$60,589 per FEA contract.
- D. Resolved that the Board of Education approves the following part-time paraprofessionals as listed below pending completion of required paperwork:

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Name	Hours	Rate	Effective Date
Rivera, Kimberly	3.5 hours/day, 5 days/week (not to exceed 183)	\$13.74/hour (\$8,800 annually) Not eligible for benefits	9/1/18 – 6/30/19
Sheldon, Ashley	4.5 hours/day, 5 days/week (not to exceed 183)	\$13.74/hour (\$11,315 annually) Not eligible for benefits	9/1/18 – 6/30/19

E. Resolved that the Board of Education approves Alyxx Mangine as substitute teacher for the Extended School Year (ESY) program at the substitute teacher rate of \$80 per day.

F. Resolved that the Board of Education approves the following staff members to be compensated for summer hours at a rate of \$41.60 per hour per FEA contract:

Name	Date		Hours
Campana, Bridget	8/30/18	Kindergarten orientation	Not to exceed 5 hours
Dippel, Jamie	8/8/18 8/30/18	Kindergarten screening Kindergarten orientation	3 hours Not to exceed 5 hours
Grillo, Lisa	8/8/18 8/30/18	Kindergarten screening Kindergarten orientation	3 hours Not to exceed 5 hours
Kilmat, Kelly	8/8/18 8/30/18	Kindergarten screening Kindergarten orientation	3 hours Not to exceed 5 hours
MacDonald, Patricia	7/31/18	3 CST meetings	1.5 hours
McGlone, Brianne	7/19/18	2 CST meetings	1 hour
Siegert, Jason	7/19/18	CST meeting	1 hour
Street, Fred	7/19/18	CST meeting	1 hour

G. Resolved that the Board of Education approves Linda Gaston as a substitute teacher for the 2018-2019 school year at the substitute teacher rate of rate of \$80 per day.

H. Resolved that the Board of Education approves the following extra-curricular appointments for the 2018-2019 school year:

Ellis, Ryan	Co-Chair Student Council	\$1,845
Fanuel, Melissa	Co-Chair Student Council	\$1,845

### Education Committee – Suzanne Ross, Chair

Mrs. Ross reviewed the committee notes from the 8/21/18 meeting.

Discussion: NA

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

- A. Resolved that the Board of Education accepts the HIB reports as shared at the July 30, 2018 regular meeting in Executive Session:

HIB 17-18.07	Substantiated	Affirmed/Rejected/Modified
HIB 17-18.08	Unsubstantiated	Affirmed/Rejected/Modified
HIB 17-18.09	Unsubstantiated	Affirmed/Rejected/Modified

- B. Resolved that the Board of Education approves the school calendar update. **(Attachment 3)**

- C. Resolved that the Board of Education approves the amendments to the agreement between the Franklin Board of Education and the Franklin Education Association dated July 1, 2018 through June 30, 2021 for the 2018-2019 School Year only contingent on FEA approval:

ARTICLE	LANGUAGE	ACTION
Article VIII Section A-4	The Basic Skills instructors shall be placed on the 2018-2021 Teachers' salary guide steps at .71 proration	Delete language entirely For the 2018-2019 school year only contingent on FEA approval

- D. Resolved that the Board of Education approves the following policies and regulations: **(Attachment 4)**

Policy 5512	Harassment, Intimidation and Bullying (HIB)
Policy 5561	Use of Physical Restraint and Seclusion Techniques for Students with Disabilities
Regulation 5561	Use of Physical Restraint and Seclusion Techniques for Students with Disabilities
Bylaw 0131	

- E. Resolved that the Board of Education abolishes the following regulation: **(Attachment 5)**

Regulation 5512	Harassment, Intimidation and Bullying (HIB)
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- F. Resolved that the Board of Education accepts the Student Safety Report for September 2018 – June 2018. **(Attachment 6)**

**Finance/Building & Grounds** – Kathleen Clohessey, Chair

Mrs. Clohessey reviewed the committee notes from the 8/21/18 meeting.

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Discussion:

Mr. Giacchi explained that the fire alarm system is safe but the heads are old and need to be tested individually. The Board plans to obtain quotes to replace them. The County Fire Marshall is on board with the plan.

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

- A. Resolved that the Board of Education approves the vendor payments dated July 31, 2018 through August 27, 2018. **(Attachment 7)**

Fund 10	Charter School/ER FICA Share	\$21,667.46
Fund 11	General Expense	\$153,420.20
Fund 12	Capital Outlay	\$0.00
Fund 20	Special Revenue	\$46,468.17
Fund 60	Cafeteria	\$0.00
	<b>Total</b>	<b>\$221,555.83</b>

- B. Resolved that the Board of Education accepts the attached Board Secretary's Report and Treasurer of School Monies report for July 31, 2018.

Resolved pursuant to N.J.A.C. 6A:23A-16.10 (c)3, the Board Secretary does certify that as of July 31, 2018, 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 July 31, 2018, 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 July 2018. **(Attachment 9)**
- D. Resolved that the Board of Education approves the following reduction in the amount of \$45,303 to fiscal year 2019 general fund budget due to reduction of state aid reported July 13, 2018:

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	Approved 4.25.2018	7.13.2018 Reduction	Revised FY 2019 Budget
REVENUE - Total Operating Budget	\$9,846,737	<i>Adjustment Aid 10-3178</i> -\$45,303	\$9,801,434
APPROPRIATIONS - Total General Fund	\$9,846,737	<i>Health Benefits 11.000.291.270</i> -\$45,303	\$9,801,434

- E. 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 200.3017 et.seq.
- Miller & Chitty Co, Inc.
  - Johnson Controls, Inc.
- F. Resolved that the Board of Education approves the organization chart for fiscal year 2018 and 2019 as discussed in committee meetings. **(Attachment 10)**
- G. Resolved that the Board of Education approves the following policy:
- Policy 8561 – Procurement Procedures for School Nutrition Programs **(Attachment 11)**
- H. Resolved that the Board of Education approves Miller & Chitty Co, Inc. of Kenilworth, New Jersey to complete welding repair work on the boilers at a cost not to exceed \$3,270. All work completed by NJ Certified Welders under ASME codes and report to be supplied to insurance company.
- I. Resolved that the Board of Education approves the revised school facility use request from Girls Scout Troop #95328 for troop meetings to be held in the cafeteria on the 1<sup>st</sup> and 3<sup>rd</sup> Tuesday of each month from 6:30 p.m. to 8:00 p.m. provided there are no conflicts with school events and contingent upon appropriate paperwork being completed.
- J. Resolved that the Board of Education approves the school facility use request from Franklin Cub Scout, Pack 90 as listed below provided there are no conflicts with school events and contingent upon all paperwork being completed.

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	Date(s)	Time
Cafeteria and/or faculty dining room	September 19, 2018 – June 5, 2019 Wednesdays only	6:30 pm – 7:30 pm
Cafeteria and faculty dining room	11/16/18 12/7/18 03/22/19 04/12/19 05/17/19	7:00 pm – 8:00 pm
Gymnasium	01/18/19 Set up 01/19/19 Pinewood Derby	6:00 pm – 9:00 pm 8:00 am – 5:00 pm

<b>Items A-H</b>	<b>Yes</b>	-	<b>9</b>
	<b>No</b>	-	<b>0</b>
	<b>Abstain</b>	-	<b>0</b>
<b>Item I</b>	<b>Yes</b>	-	<b>7</b>
	<b>No</b>	-	<b>0</b>
	<b>Abstain</b>	-	<b>Mr. Davis, Mr. Hrbek</b>
<b>Item J</b>	<b>Yes</b>	-	<b>7</b>
	<b>No</b>	-	<b>0</b>
	<b>Abstain</b>	-	<b>Mr. Hrbek, Mr. Graham</b>

### OLD BUSINESS

Discussion regarding Strategic Plan: Mrs. Zydon suggested emailing people that sharing will take place at the September board meeting.

Mrs. Ross reported on the following:

- Sussex County Educational Services Commission ran the ESY program and SKIP [Special Kids Inclusion Program] and it was very successful.
- Nonpublic staffing needs not fulfilled yet.
- Dance program and other great resources available.

**NEW BUSINESS: NA**

**BOARD SECRETARY'S REPORT: NA**

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## CHIEF SCHOOL ADMINISTRATOR'S REPORT

Discussion: Mrs. Paszkiel asked if there is a follow-up to regional professional development. Mr. Giacchi stated that Columbus Day will serve as a joint professional development to encourage working together.

- A. On motion by Mrs. Ross, seconded by Mr. Davis, and carried unanimously by roll call vote, resolved that the Board of Education approves professional development:

Name	Date	Workshop	Cost
Garris, Jessica	9/21/2018	Demystifying Dyslexia	\$235 plus mileage and travel expenses
Molla-Saracco, Sandy	10/11/2018	Special Education Law	\$199.99 plus mileage and travel expenses

- B. Resolved that the Board of Education approves the Principal Waiver Request for the 2018-19 school year to be submitted to Executive County Superintendent of Schools.
- C. Resolved that the Board of Education approves the 2018-2020 Transition Collaboration Agreement between NORWESCAP Head Start and Franklin Borough School.
- D. Resolved that the Board of Education approves the practicum students listed below who will be at Franklin Borough School for one (1) semester, one (1) day a week from September 17, 2018 through December 10, 2018 as follows:

Name	Area of Study	Staff Member(s)
Arthur, Cody	Physical Education/Health	Mr. Speer and Mrs. Tizzano
Craven, Kimberly	Physical Education/Health	Mr. Speer and Mrs. Tizzano
Doumanis, Paul	Social Studies Grades 6 -8	Mr. Baumgartner
Mantione, Michelle	Math Grades 5- 8	Mr. Samiljan

Mr. Giacchi reported on the following items:

- A. Fire drill(s) and security drill(s) held during the month of July 2018 are as follows:

July 25, 2018, Fire drill: Drill began 10:15 am and ended at 10:24 am – 9 minutes  
July 31, 2018, Shelter in place: Drill began at 11:20 am and ended at 11:24 am

- B. Regional professional development opportunities  
C. Summer facilities projects  
D. Changes for the 2018-19 school year



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- E. History and the activities of the Franklin Education Foundation with the Board of Education

### OPEN TO THE PUBLIC – NON-AGENDA ITEMS

On motion by Mr. Blondina, seconded by Mr. Davis, and carried unanimously by voice vote, opened the meeting to the public at 7:57 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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Mr. Jason Siegert, FEA Vice-President, addressed the board.

Mr. Ryan Ellis, FEA President, addressed the board.

On motion by Mrs. Ross, seconded by Mr. Blondina, and carried unanimously by voice vote, **closed the meeting to the public at 7:58 p.m.**

### EXECUTIVE SESSION: NA

On motion by Mrs. Ross, seconded by Mr. Davis, and carried unanimously by voice vote, adjourned the meeting at 7:58 p.m.

Respectfully submitted,

Barbara A. Decker  
Business Administrator/  
Board Secretary