

MINUTES OF REGULAR MEETING DECEMBER 18, 2017

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

PRESENT: Kevin Blondina, Kathleen Clohessey
F. Cliff Graham, Louise Murphy
Ronald Neal, Jeanine Paszkiel
Michael Payton, Sarah Zydon
Suzanne Ross [arrived at 7:03 p.m.]
J. R. Giacchi, Superintendent
Kathleen Helewa, NJSBA Field Service Representative
6 Members of the Public

ABSENT: None

Mr. Blondina, 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:

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.

On motion by Mr. Graham, seconded by Mrs. Zydon, and carried unanimously by roll call vote, **approved the Minutes of the 27 November 2017 Regular Meeting.**

On motion by Mrs. Paszkiel, seconded by Mrs. Murphy, and carried by the following roll call vote, **approved the Executive Minutes of the 27 November 2017 Regular Meeting.**

Yes	-	7
No	-	0
Abstain	-	Mr. Payton

PRESENTATION TO THE BOARD

Mr. Blondina presented a plaque to Mr. Michael Payton and thanked him for his thirteen years of service on the Board.

Mrs. Ross arrived at 7:03 p.m.

Ms. Sophia Clohessey [student] and Mr. Dharmil Bhausar [student] addressed the Board on the activities that have occurred at the Franklin School.

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Mrs. Kathleen Helewa, New Jersey School Boards Association Field Service Representative, gave a presentation to the Board regarding the Strategic Planning Process. After some discussion, the Board agreed to the following public meeting dates that will be held on 8 February 2018 [snow date: 9 February 2018], 6 March 2018 [snow date: 8 March 2018] and 10 April 2018 [snow date: 11 April 2018].

Mrs. Helewa left the meeting at 7:27 p.m.

CORRESPONDENCE

No correspondence.

OPEN TO THE PUBLIC – NON-AGENDA ITEMS

On motion by Mr. Graham, seconded by Mrs. Paszkiel, and carried unanimously by roll call vote, **opened the meeting to the public for non-agenda items at 7:27 p.m.**

Mr. Blondina 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 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 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 Mrs. Ross, seconded by Mr. Payton, and carried unanimously by roll call vote, **closed the meeting to the public for non-agenda items at 7:27 p.m.**

COMMITTEE REPORTS

Finance/Building & Grounds Committee

On motion by Mr. Graham, seconded by Mrs. Ross, and carried unanimously by roll call vote, **approved, accepted, announced and/or certified the following:**

- a. **Approved the bills for November 2017 in the amount of \$761,348.92.**

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- b. **Approved the bills for the Cafeteria Account in the amount of \$0.**
- c. **Accepted the Board Secretary's and Treasurer's Reports as of *30 November 2017*.**
- d. **Approved the 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:23A-16.10, the Board Secretary certifies that no line item account has encumbrances and expenditures, which in total exceed the line item appropriation in violation of N.J.A.C. 6A:23A-16.10.**

_____ 30 November 2017
Business Administrator/Board Secretary Date

- f. **Pursuant to N.J.A.C. 6A:23A-16:10, the Franklin Board of Education certifies that no major account or fund has been overexpended in violation of N.J.A.C. 6A:23A-16.10.**

On motion by Mr. Graham, seconded by Mrs. Ross, and carried unanimously by roll call vote, after some discussion, **approved the Phase #2 proposal from Parette Somjen Architects for the Classroom #202 Restroom Project in the amount of \$3,250.00 as depicted in DOCUMENT B.**

Mr. Graham reviewed 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]**. A discussion ensued.

Personnel Committee

On motion by Mrs. Paszkiel, seconded by Mr. Graham, and carried unanimously by roll call vote, **approved/appointed the following:**

- **Appointed 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.**

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- Appointed 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.
- Approved the following degree change effective 1 January 2018:
 - Danielle Emery from BA Step 4 to MA Step 4 (\$58,795)

EDUCATION COMMITTEE

Mrs. Ross addressed the Board on the Sustainable New Jersey Program and the recent STEAM Competition held at the Wallkill Valley Regional High School where the Wallkill Valley elementary students competed.

OLD BUSINESS

On motion by Mrs. Zydon, seconded by Mr. Graham, and carried unanimously by roll call vote, **approved the strategic planning proposal from the New Jersey School Boards Association [DOCUMENT D] and adopted the following:**

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.

Mrs. Ross and Mrs. Paszkiel updated the Board on the recent/third Board retreat hosted by the Wallkill Valley Regional Board of Education.

Mrs. Ross updated the Board on the new location to the administration office of the Sussex County Educational Services Commission/Northern Hills Academy and the professional development opportunities that are being planned.

NEW BUSINESS

On motion by Mrs. Ross, seconded by Mr. Graham, and carried unanimously by roll call vote, after some discussion, **approved loaning the auditorium podium to the Center for Prevention on Saturday, 20 January 2018.**

BOARD SECRETARY'S REPORT

The Board Secretary reported that the Reorganizational meeting is scheduled for Wednesday, 3 January 2018 at 7:00 p.m. in the Library.

On motion by Mrs. Murphy, seconded by Mrs. Ross, and carried unanimously by roll call vote, **approved the Business Administrator to attend the March 12-14, 2018 NJ Building &**

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Grounds Association Conference [registration fee \$200, with reimbursement of lodging at \$120 per night plus applicable fees, meals & incidentals as per Board policy].

On motion by Mrs. Zydon, seconded by Mrs. Murphy, and carried by the following roll call vote, **approved 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.**

Yes	-	8
No	-	0
Abstain	-	Mrs. Ross

The Board Secretary updated the Board on the status of the Energy Audit, stating that it was submitted on Friday 15 December 2017.

The Board Secretary reported that he and Mr. Giacchi had a meeting with Mr. Joe Columbo, Arthur J. Gallagher & Company, on December 13, 2017, regarding the Franklin Board of Education becoming a member of a Joint Insurance Fund for its medical and dental programs. Right now the District is waiting on the claims history from the New Jersey School Employees State Health Benefits Program.

CHIEF SCHOOL ADMINISTRATOR'S REPORT

On motion by Mrs. Ross, seconded by Mr. Graham, and carried unanimously by roll call vote, **acted on the following HIB reports (shared at the 27 November 2017 Board of Education meeting in Executive Session):**

- **HIB 17-18.1 Unsubstantiated Affirmed**
- **HIB 17-18.2 Unsubstantiated Affirmed**
- **HIB 17-18.3 Unsubstantiated Affirmed**

On motion by Mrs. Zydon, seconded by Mr. Payton, and carried unanimously by roll call vote, **approved professional visitations and related travel for professional staff as depicted on [DOCUMENT F].**

On motion by Mrs. Ross, seconded by Mrs. Paszkiel, and carried unanimously by roll call vote, **accepted 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**

Mr. Giacchi reported 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.

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Mr. Giacchi reported 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.

Mr. Giacchi reported on the 11 January 2018 Future Cities presentation by Ms. Fedynich's class, which will start at 6:30 p.m.

OPEN TO THE PUBLIC – VISITORS ADDRESS THE BOARD

On motion by Mrs. Zydon, seconded by Mrs. Murphy, and carried unanimously by roll call vote, **opened the meeting to the public at 7:59 p.m.**

Mr. Blondina 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 microphone and state your name, municipality of residence and/or group affiliation.

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No one addressed the Board.

On motion by Mrs. Zydon, seconded by Mr. Graham, and carried unanimously by roll call vote, **closed the meeting to the public at 7:59 p.m.**

EXECUTIVE SESSION

Mr. Payton left the meeting at 8:00 p.m.

On motion by Mrs. Ross, seconded by Mrs. Paszkiel, and carried unanimously by voice 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 that 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:

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- 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.

The Board returned to regular session at 8:32 p.m.

On motion by Mr. Graham, seconded by Mrs. Murphy, and carried unanimously by voice vote, **adjourned the meeting at 8:32 p.m.**

Respectfully submitted,

William J. Sabo
Business Administrator/
Board Secretary

