

# MINUTES OF REGULAR MEETING

## July 15, 2024

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

PRESENT: Wayne Bartron, Erin Henry, Rachel Kabbash  
Stephen Koger, Christopher Patterson, Stephanie Perna  
James Saltzman  
John R. Giacchi, Superintendent  
Carlos Sarmiento, Business Administrator/Board Secretary

ABSENT: Kathleen Clohessey, John J. Friend

The 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 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, and mailed to the New Jersey Herald and the Star Ledger.

### **Approval of Regular Board Minutes**

On motion by Ms. Henry, seconded by Mrs. Perna, and carried unanimously by roll call vote, approved the minutes of the following meetings as presented:

1. June 17, 2024 – Regular Meeting Minutes **ATTACHMENT 1**
2. June 17, 2024 – Executive Session Minutes
3. June 26, 2024 – Special Meeting Minutes **ATTACHMENT 2**

**PRESENTATIONS: NA**

**CORRESPONDENCE: NA**

### **OPEN TO THE PUBLIC - AGENDA ITEMS**

On motion by Dr. Saltzman, seconded by Ms. Henry, and carried unanimously by voice vote, opened the meeting to the public for comment on the agenda items.

The Board Secretary read the following statement:

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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, and the agenda item you will address.

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.

This public session is designed for members of the public to speak on issues for Board consideration. By law, the Board of Education is under no obligation to respond to public comment. Issues raised by members of the public may or may not be responded to by the Board at the conclusion of public participation. This portion of the meeting is meant to hear public comment, not to have a dialogue between the Board and the person speaking.

*Mr. Robert Ernst addressed the Board and spoke about the remote learning policy.*

On motion by Dr. Saltzman, seconded by Mr. Patterson, and carried unanimously by voice vote, closed the meeting to the public for comment on the agenda items.

### **BOARD SECRETARY'S REPORT:**

#### A. School Board Elections

- November 5, 2024
- Three, three-year seats are open
- Deadline to file petitions for BOE election is before 4:00 p.m. on Monday, July 29, 2024.

### **SUPERINTENDENT'S REPORT**

#### A. Dr. Giacchi provided an update on school events:

- Two students participated in different competitions, one participated in the American Ninja Competition and the other student participated in America's Got Talent.

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B. Dr. Giacchi reported that Lisa Harootunian, currently a full-time Doctorate of Physical Therapy student at Rutgers University, will be doing clinical rotations at Franklin Borough School with Shauna Menzella of Performance Pediatrics from August 16, 2024 through November 1, 2024.

C. Dr. Giacchi reported that the fire and security drills held during the month of June were as follows:

- June 5, 2024 at 9:42 a.m. - Fire Drill
- June 10, 2024 at 1:00 p.m. - Security Roundtable Briefing

**Personnel Committee – Wayne Bartron, Chair**

**Discussion: NA**

On motion by Mrs. Perna, seconded by Mr. Patterson, and carried by the following roll call vote, approved the following resolutions:

**Approve Items A – E Motion:** \_\_\_\_\_ **Second:**  
\_\_\_\_\_

A. Resolved that the Board of Education, upon recommendation of the Superintendent, appoints the following personnel for the 2024-2025 school year, pending receipt of required paperwork where applicable:

Staff Member/Appointment	Start Date	Compensation
Kristen Bauer - Long-term Substitute Teacher	On or about August 27, 2024	BA Step 1 at \$60,637 per year, benefit eligible
Matthew Cardenas - (.71 FTE) Part-time Paraprofessional	On or about August 28, 2024	\$19.00 per hour, not benefit eligible, pending completion of required paperwork
Michelle Maher - (.71 FTE) Part- time Paraprofessional	On or about August 28, 2024	\$19.00 per hour, not benefit eligible, pending completion of required paperwork
Veronica Mora Morales - (.71 FTE) Part-time Paraprofessional	On or about August 28, 2024	\$19.00 per hour, not benefit eligible, pending completion of required paperwork

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Brittney Osorio - (.71 FTE) Part-time Paraprofessional	On or about August 28, 2024	\$19.00 per hour, not benefit eligible, pending completion of required paperwork
Lorraine Paugh - (.71 FTE) Part-time Paraprofessional	On or about August 28, 2024	\$19.00 per hour, not benefit eligible, pending completion of required paperwork
Megan Vanatta - (.71 FTE) Part-time Paraprofessional	On or about August 28, 2024	\$19.00 per hour, not benefit eligible, pending completion of required paperwork

B. Resolved that the Board of Education, upon recommendation of the Superintendent, approves or amends the following extra summer hours:

Staff Member	Extra Summer Hours/Dates	Compensation
Stephen Untisz - School Counselor	<b>AMEND:</b> <i>(Originally approved at the June 17, 2024 BOE Meeting)</i> <b>Not to exceed 2.5 days or 17.5 hours from July 1, 2024 - August 26, 2024</b>	\$45.00/hour
Nicole Charpentier - School Counselor	<b>APPROVE:</b> Not to exceed 2.5 days or 17.5 hours from July 1, 2024 - August 26, 2024	\$45.00/hour
Janel Edwards - Reading Specialist	<b>APPROVE:</b> Not to exceed 5 days or 35 hours July 1, 2024 - August 26, 2024	\$45.00/hour

C. Resolved that the Board of Education, upon recommendation of the Superintendent, approves the following substitutes for the 2024-2025 school year, compensation upon submission of timesheets. Approval is pending completion of required paperwork where applicable: *(Note that benefits are not included for any of the substitutes listed below.):*

Name	Position	Dates	Compensation
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<ul style="list-style-type: none"> <li>• James Abboud</li> <li>• Beth Alemy</li> <li>• Jose Barrientos</li> <li>• Kristina Bauer</li> <li>• Sara Blondina</li> <li>• Jenna Bronstein</li> <li>• Kathleen Cahill</li> <li>• Meagan Carr</li> <li>• John Christiano</li> <li>• Anthony Colombo</li> <li>• Florence Composto</li> <li>• Roger DeGroat</li> <li>• Anita Delihasani</li> <li>• Joanne DeSantis</li> <li>• Delaney Forziati</li> <li>• Saige Frederick</li> <li>• Carey Anne Gluck</li> <li>• Nicole Hammond</li> <li>• Mark Harrison</li> <li>• Alexa Henry</li> </ul>	<ul style="list-style-type: none"> <li>• Dorothy Kent</li> <li>• Gail Kopko Frieling</li> <li>• Sandra Lamborn</li> <li>• Trudie Lehman</li> <li>• Valentina Malanga</li> <li>• Barry McBriar</li> <li>• James McGrath</li> <li>• Silvestre Mercado</li> <li>• Mitchell Morrison</li> <li>• Maria Moskonas</li> <li>• Christian Recca, <i>pending completion of required paperwork</i></li> <li>• Angela Jo Setteducato</li> <li>• Kira Shellowsky</li> <li>• Kenneth Silverman</li> <li>• Abel Soares</li> <li>• Karen Stecher</li> <li>• Joseph Tizzano</li> <li>• Denise Yadvish</li> </ul>	Substitute Teacher	2024-2025 School Year	\$150/day
<ul style="list-style-type: none"> <li>☐ Brian Kaminski</li> <li>• Jared Babler</li> <li>• Celeste Baxter</li> <li>• Cassie Luttko</li> <li>• Carolyn Morris</li> <li>• Patricia Foote-Lovett</li> <li>• Sarah Joyce</li> <li>• Christine Larco</li> <li>• Justyna Ogrodnik</li> </ul>	<ul style="list-style-type: none"> <li>☐ Jack Zierold</li> </ul>	Substitute Paraprofessional	2024-2025 School Year	\$110 per day
		Substitute Nurse	2024-2025 School Year	\$250 per day

D. Resolved that the Board of Education approves the following extra-curricular appointments for the 2024-2025 school year:

**2024-2025 Extra-Curricular Appointments**



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Provider	Services
Highland Psychiatric Associates 70 Sparta Avenue, Suite 208 Sparta NJ 07871	Neuropsych Evaluations

C. Resolved that the Board of Education approves the first reading of the following policies and regulations:

Number	Title	Attachments
P 0141	Board Member Number and Term	<b>ATTACHMENT 7</b>
P 2200	Curriculum Content	<b>ATTACHMENT 8</b>
R 5200	Attendance	<b>ATTACHMENT 9</b>
P 5337	Service Animals	<b>ATTACHMENT 10</b>
P 5350	Student Suicide Prevention	<b>ATTACHMENT 11</b>
P & R 5440	Honoring Student Achievement	<b>ATTACHMENTS 12 &amp; 13</b>
P & R 7610	Vandalism	<b>ATTACHMENTS 14 &amp; 15</b>
P 8420	Emergency and Crisis Situations	<b>ATTACHMENT 16</b>
P & R 8467	Firearms and Weapons	<b>ATTACHMENTS 17 &amp; 18</b>

D. Resolved that the Board of Education abolishes the following policy:

Number	Title	Attachment
P 0164.6	<b>ABOLISH</b> - Remote Public Board Meetings During a Declared Emergency	<b>ATTACHMENT 19</b>

Items A-D:    **Yes**    -    **7**                      **Abstain**    -    **0**                      **No**    -    **0**

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

**Discussion: NA**

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On motion by Mr. Patterson, seconded by Mrs. Kabbash, and carried by the following roll call vote, approved the following resolutions:

### *Approve Items A – L*

**Motion:** \_\_\_\_\_ **Second:** \_\_\_\_\_

- A. Resolved that the Board of Education approves the vendor payments dated June 15, 2024 - July 12, 2024.

**ATTACHMENT 20**

Fund 10	Charter School/ER FICA Share	59,657.89
Fund 11	General Expense	298,617.52
Fund 12	Capital Outlay	2,700
Fund 20	Special Revenue	3,281.25
Fund 60	Cafeteria	129.79
Fund 95	Student Activities	371.80
	<b>Total</b>	<b>364,758.25</b>

- B. Resolved that the Board of Education accepts the attached Board Secretary’s Report and Treasurer of School Monies report for June 2024.

Resolved pursuant to N.J.A.C. 6A:23A-16.10 (c) 3, the Board Secretary does certify that as of June 30, 2024, 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 June 30, 2024, the Board Secretary Monthly Financial Report, did not reflect an over expenditure in any Major Account or 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 21**

- C. Resolved that the Board of Education approves between line-item transfers as required by State rules and regulations for the month of June 2024. **ATTACHMENT 22**



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- D. Resolved that the Board of Education approves the submission of and accepts the Elementary and Secondary Education Act (ESEA) Consolidated grant application/entitlement for the project period July 1, 2024 - September 30 2025 with the following allocations:

Grant	Allocation
Title I	\$119,760
Title II	\$15,990
Title IV	\$10,000
<b>TOTAL:</b>	<b>\$145,750</b>

- E. Resolved that the Board of Education refuses the ESEA grant entitlement for the project period July 1, 2024 - September 30, 2025 with the following allocations:

Grant	Allocation
Title III	\$2,388

- F. Resolved that the Board of Education approves the submission of and accepts the IDEA Consolidated grant application/entitlement for the project period July 1, 2024 - September 30, 2025 with the following allocations:

Grant	Allocation
Basic	\$191,196
Preschool	\$10,513
<b>TOTAL:</b>	<b>\$207,771</b>

- G. Resolved that the Board of Education amends the following resolution from the June 17, 2024 Board of Education meeting to include total costs per the State of New Jersey. The amended resolution appears below:

*Resolved that the Board of Education accepts the Food Service Management Company (FSMC) proposal from Maschio's Food Services, Inc. for the food service operation for 2024-2025 school year.*

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*The FSMC shall receive, in addition to the costs of operation, an administrative/management fee of \$15,000 to compensate the FSMC for administrative and management costs. This fee shall be billed in 10 monthly installments of \$1,500 per month as a cost of operation. The costs of operation and the administrative/ management fee shall not be paid during periods of time when normal school operations are disrupted and shall be subject to renegotiation in the event that normal school operations are disrupted.*

***The total cost of the contract is \$251,258.21.***

- H. Resolved that the Board of Education amends compensation for NJ Earned Sick Leave to substitute teachers, aides, custodians, and secretaries commencing July 1, 2023 through June 13, 2024 per New Jersey law, not to exceed **\$8,000**. (Note that this was originally approved at the June 17, 2024 BOE meeting not to exceed \$5,000.)
- I. Resolved that the Board of Education approves a \$115,140 withdrawal from Capital Reserve to cover half the cost of the remodeling of the annex bathroom. The remaining \$115,140 is to be covered by the PEEA Budget. (Budgeted)
- J. Resolved that the Board of Education approves utilizing Cooperative HCESC-SER-20F and approves vendor Northeastern Interior Services LLC in the amount of \$224,653.20 for the remodeling of the Annex Bathrooms.
- K. Resolved that the Board of Education approves Hannon Floor Covering Corporation to complete the cafeteria floor replacement at a cost not to exceed \$20,600. This project was originally budgeted with Maintenance Reserve funds but will now be paid through Fund 60. (Budgeted)
- L. Resolved that the Board of Education approves the following facility use requests pending receipt of required paperwork and provided there are no conflicts with school activities:

Organization	Time/Date	Space/Cost
Girls on the Run	Two days per week from 2:30 p.m. - 4:30 p.m.	<input type="checkbox"/> Outdoors and some indoor areas of the school as needed <input type="checkbox"/> <b>Cost: N/A</b>

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Let Me Run	Two days per week from 2:30 p.m. - 4:30 p.m.	☐ Outdoors and some indoor areas of the school as needed ☐ <b>Cost: N/A</b>
YMCA	Before Care and After Care - Monday - Friday from 6:00 a.m. to 6:00 p.m.	<ul style="list-style-type: none"> <li>• Various indoor and outdoor areas as needed</li> <li>• <b>Cost: N/A</b></li> </ul>

Train Show - Hosted by the Sussex County Railroad Club and the Franklin Historical Society	<p>Friday, May 2, 2025 from 4:00 p.m. to 10:00 p.m.</p> <p>Saturday, May 3, 2025 from 7:00 a.m. to 6:00 p.m. inclusive of set-up and clean-up</p>	<ul style="list-style-type: none"> <li>• Main Gymnasium and Lobby Area Restrooms</li> <li>• <b>Costs:</b> <ul style="list-style-type: none"> <li>- Gymnasium usage fee: No charge per Policy and Regulation 7510 - Use of School Facilities. <i>(Note that Policy and Regulation 7510 - Use of School Facilities are currently under review and subject to change. The Train Show Hosts will be notified of any changes once they are approved by the Board of Education.)</i></li> <li>- Custodial overtime fees: To be determined</li> </ul> </li> </ul>
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Items A-L:                      Yes   -      7                                      Abstain   -      0  
    No   -      0

**OLD BUSINESS: NA**

**NEW BUSINESS:**

- A. District Goals – Dr. Giacchi mentioned that we are in discussion of the goals, which will be discussed in committee meetings. He asked the Board if anyone had any thoughts or feedback. Ms. Henry stated that she believed it was a good starting point.
  
- B. Mr. Bartron acknowledged a social media post made by a staff member on their own time and personal phone.

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### OPEN TO THE PUBLIC – VISITORS ADDRESS THE BOARD

On motion by Mr. Koger, seconded by Mrs. Perna, and carried unanimously by voice 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 on non-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.

This public session is designed for members of the public to speak on issues for Board consideration. By law, the Board of Education is under no obligation to respond to public comment. Issues raised by members of the public may or may not be responded to by the Board at the conclusion of public participation. This portion of the meeting is meant to hear public comment, not to have a dialogue between the Board and the person speaking.

*Bobbi Formica addressed concerns of a social media post by a staff member.*

*Gail Just addressed concerns of a social media post by a staff member.*

*Barbara Wettstein addressed concerns of a social media post by a staff member.*

*Robert Ernst addressed concerns about of a social media post by a staff member.*

On motion by Dr. Saltzman, seconded by Mrs. Perna, and carried unanimously by voice vote, closed the meeting to the public for visitors to address the board.

**EXECUTIVE SESSION: NA**

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On motion by Ms. Henry, seconded by Mrs. Kabbash, and carried unanimously by voice vote, adjourned the meeting at 7:29 p.m.

Respectfully submitted,

Carlos Sarmiento  
Business Administrator/  
Board Secretary