

# MINUTES OF REGULAR MEETING

## February 10, 2025

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

**PRESENT:** Kathleen Clohessey, Wayne Bartron, Erin Henry,  
Rachel Kabbash, Christopher Patterson, Stephanie Perna  
John R. Giacchi, Superintendent  
Carlos Sarmiento, Business Administrator/Board Secretary

**ABSENT:** John J. Friend, Stephen Koger, John VanKampen

The 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 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. Kabbash, and carried by the following roll call vote, approved the minutes of the following meetings as presented:

1. January 13, 2025 – Regular Meeting Minutes
2. January 13, 2025 – Executive Session Minutes

**ATTACHMENT 1**

Yes	-	6
Abstain	-	Mrs. Perna
No	-	0

### PRESENTATIONS

- A. School Updates – National Junior Honor Society Students
- B. District Goals Update – John Giacchi, Superintendent

**CORRESPONDENCE:** The Boy Scouts asked about using the school lot. The Boy Scouts thanked the Board of Education for the usage of the school lot.

### OPEN TO THE PUBLIC - AGENDA ITEMS

On motion by Mr. Bartron, 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:

At this time, members of the public are invited to address the Board. Please note that public comments 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.

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

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

- A. Board of Education Financial Disclosure Statement due April 1, 2025.
- B. Results of lead testing-Mr. Sarmiento updated the Board of Education with the results of lead testing.
- C. Budget Overview-The 25/26 budget is being built with a 2% increase to the local tax levy, with a 25% reduction in federal funding and all other funding being flat. Current staffing is being rolled over with a 3.25% increase per the contract. Department heads have provided a budget for consideration. Mr. Sarmiento expressed concern with the increase in our budget with regards to the need for aides and the increase in State Health Benefits. The Board has the option of using banked cap. Mr. Sarmiento will work with Dr. Giacchi to balance the budget based on revenues and anticipated expenses. Mr. Sarmiento applied for a grant to update the playground. The Board of Education may receive funding of up to \$100,000.

#### **SUPERINTENDENT'S REPORT**

- A. School updates: 100<sup>th</sup> day of school took place on February 10. Dr. Giacchi referred to resolution B.
- B. To report that field placement for the following William Paterson University student will take place one day per week as listed below:

<b>Student</b>	<b>Teacher</b>	<b>Placement</b>	<b>Dates</b>
Nicolas Nolan	Mr. Samiljan	Math Grades 6 - 8	January 23, 2025 through May 14, 2025

C. To report that the fire and security drills held during the month of January 2025 were as follows:

- January 13, 2025 at 11:00 a.m. – Bomb Threat Drill
- January 13, 2025 at 1:16 p.m. – Fire Drill
- January 23, 2025 at 8:10 a.m. – Gym Lockdown Drill
- January 24, 2025 at 10:40 a.m. – Shelter in Place Drill

**Personnel Committee – Stephanie Perna, Chair**

**Discussion: NA**

On motion by Ms. Henry, seconded by Mr. Bartron and carried by the following roll call vote, approved the following resolutions:

***Approve Items A – L***

A. Resolved that the Board of Education, upon recommendation of the Superintendent, rescinds the following appointment made at the January 13, 2025 Board of Education meeting:

<b>Rescinded Staff Member</b>	<b>Rescinded Start Date</b>	<b>Rescinded Compensation</b>
Jennifer Carrelo – (.71 FTE) Part-time Paraprofessional	On or about January 21, 2025	\$19.00 per hour, not benefit eligible, pending completion of required documentation

B. Resolved that the Board of Education, upon recommendation of the Superintendent, accepts the following resignation:

<b>Staff Member</b>	<b>Position</b>	<b>Effective Date</b>
Rebecca Szymansky	Full-time Teacher	March 31, 2025

C. Resolved that the Board of Education, upon recommendation of the Superintendent, approves the following mentor for the 2024-2025 school year:

<b>Mentor</b>	<b>Provisional Teacher</b>	<b>Date</b>	<b>Mentor Fee</b>
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Shannon Zaremba	Deanna Masucci	A total of 30 weeks of mentoring beginning on January 15, 2025	\$550
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- D. Resolved that the Board of Education approves the following certified staff for before-school and after-school tutoring for the 2024-2025 school year. This is funded by the High Impact Tutoring Grant, compensation upon submission of timesheets:

Staff Member
Erin Garrity

- E. Resolved that the Board of Education, upon recommendation of the Superintendent, approves the following unpaid days:

Employee	Unpaid Day
#8170	2 Days: 1/13/2025, 1/16/2025, 1/27/2025
#8240	1 Day: 2/7/2025
#8247	1 Day: 2/14/2025

- F. Resolved that the Board of Education, upon recommendation of the Superintendent, amends the hourly rate for the paraprofessional listed below for the 2024-2025 school year:

2024-25 Paraprofessional				
Name	NEW FTE	Hours Per Day	Hourly Rate	Start Date
Yesenia Taylor	.75	5.25	\$19.00 Plus \$2.00 per hour for providing a higher level of care	February 6, 2025

- G. Resolved that the Board of Education, upon recommendation of the Superintendent, rescinds the \$2.00 per hour compensation differential for the paraprofessional listed below: *(Note that the \$2.00 per hour compensation differential was originally approved at the August 12, 2024 Board of Education meeting.)*

Rescind \$2 Differential for Higher Level of Care	Last Day of \$2 Differential
Angelica Muniz	On or about February 11, 2025

- H. 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
Christine Villegas – (.71 FTE) Part-time Paraprofessional	On or about February 11, 2025	\$19.00 per hour, not benefit eligible, pending completion of required documentation  <i>Plus \$2.00 per hour compensation differential for providing a higher level of care</i>
Amanda Pait – Long-term Substitute Teacher	On or about January 21, 2025 through on or about February 14, 2025	\$170 per day, not benefit eligible, compensation upon submission of timesheets

- I. Resolved that the Board of Education, upon recommendation of the Superintendent, approves the following substitute for the 2024-2025 school year pending completion of required paperwork, where applicable. Compensation upon submission of timesheets. *(Note that benefits are not included for the substitute listed below.)*

Name	Position	Compensation
Tchaka Shipp	Substitute Teacher	\$150 per day, not benefit eligible, pending completion of required paperwork

- J. Resolved that the Board of Education, upon recommendation of the Superintendent, amends the following professional development costs which were originally approved at the October 14, 2024 Board of Education meeting:

Staff Member	Professional Development	Cost	Dates
Chelsea Lange	School Mental Health Workshop: <i>Treating Students K-12</i> in Boston, MA	<b>Registration: \$425.00</b> Hotel: \$359.00 (for 2/7/2025 only) Meals: \$68.00 Mileage: \$223.91 Parking/Tolls: \$50.00  <b>TOTAL: \$1,125.91</b>	February 7-8, 2025
Sandra Molla-Saracco	School Mental Health Workshop: <i>Treating Students K-12</i> in Boston, MA	<b>Registration: \$425.00</b> Meals: \$68.00  <b>TOTAL: \$493.00</b>	February 7-8, 2025

- K. Resolved that the Board of Education, upon recommendation of the Superintendent, approves the following professional development:



Staff Member	Professional Development	Cost	Dates
Sabrina Mohammed	NJ School Nurses' Spring Conference, East Brunswick, NJ	Registration: \$249.00 Hotel: \$122.00 Meals: \$60.00 Mileage: \$62.60 Parking/Tolls: N/A <b>TOTAL: \$493.60</b>	March 28-29, 2025
Amy Maurin	Online Recorded Event: Strengthening the Executive Function Skills of your Students with Special Needs	Registration: \$295.00	Online recording

- L. Resolved that the Board of Education, upon recommendation of the Superintendent, approves three (3) professional development hours for each of the following staff members, compensation upon submission of timesheets:

Non-Violent Crisis Intervention (CPI Training)		
January 23, 2025		
Staff Member	Position	Cost Per Hour
Adam Alvarado	Paraprofessional	\$21.00 per hour for 3 hours
Yackelin Barrientos	Paraprofessional	\$21.00 per hour for 3 hours
Jordan Cross	Paraprofessional	\$21.00 per hour for 3 hours
Lisa Davis	Paraprofessional	\$21.25 per hour for 3 hours
Johanna Ferrari	Paraprofessional	\$21.00 per hour for 3 hours
Katie Ghaleb	Paraprofessional	\$21.00 per hour for 3 hours
Deanna Masucci	Teacher	\$45.00 per hour for 3 hours
Justin Neal	Paraprofessional	\$21.00 per hour for 3 hours
Mary Pacenka	Paraprofessional	\$21.00 per hour for 3 hours
Paige Riker	Teacher	\$45.00 per hour for 3 hours
Kiara Rodriguez	Paraprofessional	\$21.00 per hour for 3 hours
Jessica Ross	Paraprofessional	\$21.00 per hour for 3 hours
Chelsea Smith	Social Worker	\$45.00 per hour for 3 hours

**Education Committee – Stephen Koger, Chair**-due to Mr. Koger's absence, Mrs. Kabbash asked for a motion to be passed.

**Discussion: NA**

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

***Approve Items A – I***

- A. Resolved that the Board of Education approves the submission of the Student Safety Data System (SSDS) report to the New Jersey Department of Education (NJ DOE) for the period of July 1, 2024 through December 31, 2024.
- B. Resolved that the Board of Education approves Board of Education Member training with Kathleen Helewa, Educational Consultants, as listed below for the 2024-2025 school year:

Provider	Services/Cost
Kathleen Helewa, Educational Consultants	<ul style="list-style-type: none"> <li>• \$100 per hour for Consultant's time and work, including research and preparation for the following Board of Education Meetings: <ul style="list-style-type: none"> <li>○ March 10, 2025, not to exceed 3 hours</li> <li>○ April 14, 2025, not to exceed 3 hours</li> </ul> </li> </ul>

- C. Resolved that the Board of Education approves or amends the following transportation for the 2024-2025 school year:

Approve or Amend	Student(s)	Bus Run	Dates	Cost
Approve	#*****9249	Q-392	Beginning January 30, 2025	\$182 per day
Amend	#*****5685 #*****8815	E-24157	Beginning February 4, 2025 <i>a second bus will be added to the run</i>	A total of \$700.43 per day for both busses

- D. Resolved that the Board of Education approves the following out-of-district placement for the 2024-2025 school year:

Student	Provider	Start Date	Costs
#*****8649	Northern Hills Academy 10 Gail Court Sparta NJ 07871	January 15, 2025	\$84,660 plus transportation
#*****5706	Lakeland Andover 20 Jefferson Street Newton, NJ	January 17, 2025	\$340 per day (90 days) for a total tuition cost of \$30,600, plus transportation

- E. Resolved that the Board of Education approves the following services for the 2024-2025 school year:

Student	Provider/Service	Date of Service	Costs
#*****4147	Lake Drive Program - Itinerant Services	Once a month for six months from January 29, 2025 through June 30, 2025	\$180 per session for a total cost of \$1,080
<ul style="list-style-type: none"> <li>• #*****8243</li> <li>• #*****9498</li> <li>• #*****6028</li> </ul>	Performance Pediatrics - Speech and Language Evaluation	January 27, 2025	\$475.00 per student
<ul style="list-style-type: none"> <li>• #*****1782</li> <li>• #*****7246</li> <li>• #*****6355</li> </ul>	Performance Pediatrics - Speech and Language Evaluation	February 3, 2025	\$475.00 per student

- F. Resolved that the Board of Education approves the 2025-2026 School Year Calendar.

**ATTACHMENT 2**

- G. Resolved that the Board of Education approves the Sussex County Educational Services Commission (SCESC) 2025-2026 Tuition rates.

**ATTACHMENT 3**

- H. Resolved that the Board of Education approves the following field trip:

Grade	Destination	Date	Cost
Second	Growing Stage Theater, Netcong, NJ	May 22, 2025	\$600 plus transportation

- I. Resolved that the Board of Education approves the second reading and adoption of the following policies and regulations:

Number	Title	Attachment
P 5512	Harassment, Intimidation, or Bullying	ATTACHMENT 4
P & R 5516	Use of Electronic Communication Devices	ATTACHMENTS 5 & 6
P & R 5533	Student Smoking	ATTACHMENTS 7 & 8
P 5701	Academic Integrity	ATTACHMENT 9
P 5710	Student Grievance	ATTACHMENT 10
P & R 7441	Electronic Surveillance In School Buildings and On School Grounds	ATTACHMENTS 11 & 12
P & R 9320	Cooperation with Law Enforcement Agencies	ATTACHMENTS 13 & 14

**Finance/Buildings & Grounds – Erin Henry, Chair**

**Discussion: NA**



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

***Approve Items A –N***

- A. Resolved that the Board of Education approves the vendor payments dated January 11, 2025 - February 7, 2025. **ATTACHMENT 15**

Fund 10	Charter School/ER FICA Share	38,837.44
Fund 11	General Expense	883,854.77
Fund 12	Capital Outlay	0
Fund 20	Special Revenue	77,078.74
Fund 60	Cafeteria	0
Fund 95	Student Activities	665.00
	<b>Total</b>	<b>1,000,435.95</b>

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

Resolved pursuant to N.J.A.C. 6A:23A-16.10 (c) 3, the Board Secretary does certify that as of December 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 December 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 16**

- C. Resolved that the Board of Education approves between line-item transfers as required by State rules and regulations for the month of December 2024. **ATTACHMENT 17**
- D. Resolve that the Board of Education approves the 2025-2026 Budget Timeline. **ATTACHMENT 18**
- E. To approve the following vendor to provide services as listed below for students failing courses for the 2024-2025 school year:

<b>Vendor</b>	<b>Services/Cost</b>
Educere, LLC, 455 Pennsylvania Avenue Suite 140, Fort Washington PA, 19034	\$245 per course, per student

- F. To approve the following vendor to provide professional development to Board of Education members for the 2024-2025 school year:

<b>Vendor</b>	<b>Services/Cost</b>
Kathleen Helewa Educational Consultants	<ul style="list-style-type: none"> <li>• \$100 per hour for Consultant's time and work, including research and preparation</li> </ul>

- G. Resolved that the Board of Education accepts a donation of 11 vape sensors from the Sussex County Department of Health and Human Services.

- H. Resolved that the Board of Education approves the submission of the FY2025 Local Recreation Improvement Grant (LRIG) with a possible award amount of \$100,000.

- I. Resolved that the Board of Education approves disposal of obsolete/surplus/disposable equipment/materials as listed below:

<b>Disposal Materials</b>	<b>Attachment</b>
Library Materials – December 2024	<b>ATTACHMENT 19</b>
Library Materials – January 2025	<b>ATTACHMENT 20</b>
Music Materials – February 2025	<b>ATTACHMENT 21</b>

- J. Resolved that the Board of Education approves the second reading and adoption of the following policy and regulation:

<b>Number</b>	<b>Title</b>	<b>Attachment</b>
P 8500	Food Services	<b>ATTACHMENT 22</b>

- K. Resolved that the Board of Education authorizes Carlos Sarmiento, School Business Administrator/Board Secretary, to run an additional vendor payments list prior to the March 10, 2025, regular Board of Education meeting.

- L. Resolved that the Board of Education approves the following Facilities Use requests in accordance with Policy and Regulation 7510, Use of School Facilities:

<b>Organization</b>	<b>Time/Date</b>	<b>Space/Cost</b>
The Franklin Band - Tier II	Sunday, May 18, 2025 from 12:00 to 4:00 p.m. inclusive of set-up and clean-up	<ul style="list-style-type: none"> <li>• Auditorium and main gymnasium</li> <li>• Facility Use costs for each four hours' use: <ul style="list-style-type: none"> <li>○ Auditorium <i>Waived - \$1,500.00</i></li> <li>○ Main Gymnasium <i>Waived - \$1,500.00</i></li> <li>○ Service Fee \$300.00</li> </ul> </li> <li>• Custodial Costs: Direct cost of employee (TBD)</li> </ul> <p style="text-align: right;"><b>TOTAL COSTS: \$300.00, plus custodial costs (TBD)</b></p>

Pizazz! Dance Academy - Tier III	Saturday, June 7, 2025 From 11:00 a.m. to 8:00 p.m. inclusive of set-up and clean-up	<ul style="list-style-type: none"> <li>Auditorium and main gymnasium locker rooms</li> <li>Facility Use costs for each four hours' use: <ul style="list-style-type: none"> <li>Auditorium \$1,500.00</li> <li>Main Gym locker rooms \$1,500.00</li> <li>Service Fee \$300.00</li> </ul> </li> <li>Custodial Costs: Direct cost of employee (TBD)</li> </ul> <p><b>TOTAL COSTS: \$6,300.00, plus custodial costs (TBD)</b></p>
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M. Resolved that the Board of Education approves Northeastern Interior Services, LLC of Little Falls, New Jersey, to renovate Pre-K Annex restrooms per Estimate #14735 dated February 4, 2025 at a cost of \$374,675 utilizing HCESC-SER-20F. District will be responsible for 60% of the cost and will be reimbursed 40% through the Preschool Expansion Grant. (Capital Reserve Funds).

N. Resolved that the Board of Education approves a withdrawal from Capital Reserve in the amount of \$374, 675 to renovate the Pre-K Annex restrooms.

#### **OLD BUSINESS: NA**

**NEW BUSINESS:** Mrs. Kabbash attended the County Meeting. The due date is March 1. March 3 is the Unsung Hero nominations. Dues will increase by 1.5%.

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

On motion by Ms. Henry, seconded by Mr. Bartron, 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

comments. 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 comments, not to have a dialogue between the Board and the person speaking.

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

**EXECUTIVE SESSION:** Entered Executive Session at 7:30 pm.

On motion by Mr. Patterson, seconded by Mrs. Perna, 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 closed session to discuss the following matter(s) concerning:

- ☒ [ X ] Matters rendered confidential by state or federal law – HIB 24-25-03
- ☒ [ X ] Personnel
- ☐ [ ] Appointment of a public official
- ☐ [ ] 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
- ☐ [ ] 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 7:37 p.m.

On motion by Ms. Henry, seconded by Mrs. Perna, and carried unanimously by voice vote, adjourned the meeting at 7:38 p.m.

Respectfully submitted,

Carlos Sarmiento  
Business Administrator/  
Board Secretary