

# **MINUTES OF REGULAR MEETING JUNE 8, 2020**

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

PRESENT: Wayne Bartron, John Friend, F. Cliff Graham  
Shane Hrbek, Stephen Koger, Ronald Neal  
Suzanne Ross, Sarah Zydon  
John R. Giacchi, Superintendent  
Barbara A. Decker, Business Administrator/Board Secretary

ABSENT: Kathleen Clohessey

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

Due to New Jersey Governor Phil Murphy's recommendations and guidance from the Centers for Disease and Prevention (CDC) regarding social distancing, the board of education and the public will participate in this meeting using the digital platform *Zoom*.

## **Approval of Regular Board Minutes**

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

1. May 4, 2020 – Regular Meeting – Minutes

**Attachment 1**

**PRESENTATIONS: NA**

**CORRESPONDENCE: NA**

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

On motion by Mr. Neal, seconded by Mr. Hrbek, and carried unanimously by voice vote, opened the meeting to the public for comment on 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 on the agenda items will be made in accordance with Policy 0167 - Public

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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 click the "Manage Participants" tab at the bottom of your screen, then click the "Raise Your Hand" tab in the bottom right of the participants screen. Once called upon, 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.

*No one addressed the Board.*

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

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

The Board Secretary reported the following to the Board:

1. Election update – The deadline for school board candidate petitions is 7/27/2020 at 4 p.m. Traditional paper petitions are being used and are available on the Sussex County Board of Elections website.
2. The Department of the Treasury announced that the public school bid threshold amount for school districts with a Qualified Purchasing Agent has been increased from \$40,000 to \$44,000, effective 7/1/2020.

### **CHIEF SCHOOL ADMINISTRATOR'S REPORT**

Mr. Giacchi reported the following to the Board:

- A. School updates.
- B. Kaylyn Bowden is the recipient of the Caring Award.
- C. No fire or security drills were held during the month of May 2020 because school closed beginning March 16, 2020 as a result of the executive order given by New Jersey Governor Phil Murphy to minimize exposure to the coronavirus (COVID-19).

**Personnel Committee** – Kathleen Clohessey, Chair

Discussion: NA

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

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- A. Resolved that the Board of Education, upon recommendation of the Chief School Administrator, accepts the resignation from the following part-time paraprofessional:  
(Note that this is pending receipt of a memorandum of agreement from the Franklin Education Association stating the paraprofessional's release before 60 days' notice as provided in the contract is not precedent setting.) **Attachment 2**

Employee	Resignation Effective Date
Jill Miladinovich	May 22, 2020

- B. Resolved that the Board of Education, upon recommendation of the Chief School Administrator, approves the following appointment for the 2020-2021 school year:

Name/Position	Compensation	Effective Date
Dolores Voegelé full-time paraprofessional New position funded by PEEA grant	\$14.49 per hour, plus benefits 6.5 hours a day 183 days	8/31/2020

- C. Resolved that the Board of Education approves compensation for NJ Earned Sick Leave to substitute teachers, aides, custodians, and secretaries commencing July 1, 2019 through May 31, 2020 per New Jersey law, not to exceed \$2,900.
- D. Resolved that the Board of Education, upon recommendation of the Chief School Administrator, approves the personnel as listed below for the extended school year (ESY) program which runs virtually Monday through Thursday from 9:00 a.m. - 11:30 a.m. commencing June 22, 2020 and ending July 30, 2020, compensation upon submission of timesheets at the contracted hourly rate as follows:

Program	Staff Member	ESY Position	Compensation
Preschool Disabilities Program	Ashley Sheldon	Special Education Teacher	\$41.60 per hour
	Amy McCann	Aide	\$14.49 per hour
Autistic Program	Michele Fuzia	Special Education Teacher	\$41.60 per hour
	Eve Zierold-Soares	Aide	\$14.49 per hour
BD Program	Jennifer Sisco	Special Education Teacher	\$41.60 per hour
	Fred Street	Special Education Teacher	\$41.60 per hour
LLD Program	Brianne McGlone	Special Education Teacher	\$41.60 per hour
	Christine Gaydos	Aide	\$14.49 per hour
Speech Language Services	Janice Fried	Speech Language Spec.	\$41.60 per hour
	Alyssa Icolari	Speech Language Spec.	\$41.60 per hour
OT Services	J&B Therapy	OT or Certified OT Assist.	\$90 per hour
PT Services	Mary Ellen Diffily	PT	\$87 per hour

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- E. Resolved that the Board of Education, upon recommendation of the Chief School Administrator, approves the substitute teachers and aides as listed below for the ESY program which runs virtually Monday through Thursday from 9:00 a.m. - 11:30 a.m. commencing June 22, 2020 and ending July 30, 2020 to be compensated upon submission of timesheets:

ESY Position	Staff Member	Compensation
Substitute Teacher	<ul style="list-style-type: none"> <li>Deborah Ball</li> <li>Jessica Garris</li> <li>Erin Garrity</li> </ul>	\$41.60 per hour
Substitute Aide	<ul style="list-style-type: none"> <li>Trisha Furman-Leve</li> <li>Angela Vitrano</li> </ul>	\$14.49 per hour

- F. Resolved that the Board of Education approves the attached sidebar agreement between the Franklin Board of Education and the Franklin Education Association (FEA) as it pertains to Basic Skills Instructor(s) for the 2020-2021 school year. **Attachment 3**

- G. Resolved that the Board of Education approves the attached sidebar agreement between the Franklin Board of Education and the Franklin Education Association (FEA) as it pertains to the 2020-2021 school calendar regarding professional development days. **Attachment 4**

### Education Committee – Suzanne Ross, Chair

Discussion:

Mrs. Ross provided an update on the Education Committee Meeting.

On motion by Mr. Bartron, 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 Extended School Year tuition:

Student ID	School	Dates	Rate
*****4660	Northern Hills Academy 10 Gail Court Sparta, NJ 07871 (Sussex County Educational Services Commission)	July 1 - Aug. 12, 2020 <i>Note that this program is being conducted remotely.</i>	Tuition \$9,727.00 Paraprofessional \$5,291.00 <i>Plus transportation, if applicable</i>

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- B. Resolved that the Board of Education approves the FY 2021 Ancillary Agreement with the Sussex County Educational Services Commission per attached rate sheet.

**Attachment 5**

- C. Resolved that the Board of Education approves up to \$1,000 for 8th grade graduation awards.

**Attachment 6**

- D. Resolved that the Board of Education amends the 2020-2021 School Calendar to include the bell schedule.

**Attachment 7**

- E. Resolved that the Board of Education approves the Child Assault Prevention (CAP) Program for the 2020-2021 school year as follows:

<b>Program</b>	<b>Cost</b>
CAP for grades 1, 3, and 5	\$663.60
Teen CAP for grade 8	\$385.00

## **FINANCE/BUILDINGS & GROUNDS – John Friend, Chair**

Discussion: NA

Mr. Friend provided an update on the Finance & Buildings & Grounds Committee meeting.

On motion by Mr. Bartron, 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 May 5, 2020 - June 8, 2020.

**Attachment 8**

Fund 10	Charter School/ER FICA Share	39,667.34
Fund 11	General Expense	950,993.73
Fund 12	Capital Outlay	0
Fund 20	Special Revenue	52,241.91
Fund 60	Cafeteria	5,070.62
Fund 95	Student Activities	190.05
	<b>Total</b>	<b>1,048,163.65</b>

- B. Resolved that the Board of Education accepts the attached Board Secretary's Report and Treasurer of School Monies report for April 2020.

Resolved pursuant to N.J.A.C. 6A:23A-16.10 (c)3, the Board Secretary does certify that as of April 30, 2020, 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;

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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, 2020, 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 9**

- C. Resolved that the Board of Education accepts the attached Board Secretary's Report and Treasurer of School Monies report for May 2020.

Resolved pursuant to N.J.A.C. 6A:23A-16.10 (c)3, the Board Secretary does certify that as of May 31, 2020, 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 May 31, 2020, 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 10**

- D. Resolved that the Board of Education approves between line item transfers as required by State rules and regulations for the month of May 2020.

**Attachment 11**

- E. Resolved that the Board of Education approves the following resolution for the end of the 2019-2020 school year;

**WHEREAS**, NJAC 6A:23-14.3 and 6A:23A-14.4, permit a Board of Education to establish and/or deposit into certain reserve accounts at year end, and

**WHEREAS**, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a board of education to transfer unanticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution, and

**WHEREAS**, the Franklin Borough Board of Education wishes to transfer unanticipated excess current year revenue or unexpended appropriations from the general fund into Capital Reserve account at year end, and

**WHEREAS**, the Franklin Borough Board of Education has determined that an amount not to exceed \$1,500,000 is available for such purpose of transfer;

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**NOW THEREFORE BE IT RESOLVED** by the Franklin Borough Board of Education that it hereby authorizes the district's School Business Administrator to make this transfer consistent with all applicable laws and regulations.

- F. Resolved that the Board of Education approves the following resolution for the end of the 2019-2020 school year;

**WHEREAS**, NJAC 6A:23-14.3 and 6A:23A-14.4, permit a Board of Education to establish and/or deposit into certain reserve accounts at year end, and

**WHEREAS**, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a board of education to transfer unanticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution, and

**WHEREAS**, the Franklin Borough Board of Education wishes to transfer unanticipated excess current year revenue or unexpended appropriations from the general fund into Maintenance Reserve account at year end, and

**WHEREAS**, the Franklin Borough Board of Education has determined that an amount not to exceed \$400,000 is available for such purpose of transfer;

**NOW THEREFORE BE IT RESOLVED** by the Franklin Borough Board of Education that it hereby authorizes the district's School Business Administrator to make this transfer consistent with all applicable laws and regulations.

- G. Resolved that the Board of Education approves the following resolution effective July 1, 2020:

**WHEREAS**, Barbara A. Decker, School Business Administrator/Board Secretary possesses a Qualified Purchasing Agent (QPA) certificate;

**WHEREAS**, the State Treasurer, in consultation with the Governor and pursuant to N.J.S.A. 52:34-7, and N.J.S.A. 18A:18A-3 (b), has increased the bid threshold amount for school districts with a Qualified Purchasing Agent, from \$40,000 to \$44,000, effective July 1, 2020;

**NOW, THEREFORE BE IT RESOLVED** that the Franklin Borough Board of Education, pursuant to N.J.S.A. 18A:18A-3 (a) and N.J.A.C. 5:34-5.4, establishes and sets the bid threshold amount of \$44,000 for the Board of Education, and further authorizes Barbara A. Decker, the Qualified Purchasing Agent, to award contracts, in full accordance with N.J.S.A. 18A:18A-3 (a), for those purchases that do not exceed in the aggregate of the newly established bid threshold amount.

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- H. Resolved that the Board of Education approves the ShoreTel/Mitel Maintenance Renewal plan with Eastern DataComm commencing July 2, 2020 - July 1, 2021 at a cost not to exceed \$4,785 utilizing NASPO contract pricing.
- I. Resolved that the Board of Education approves the Annual Maintenance and Support Plan - LENS2 with Eastern DataComm commencing July 2, 2020 - July 1, 2021 at a cost not to exceed \$1,800 utilizing ESCNJ contract pricing.
- J. Resolved that the Board of Education amends the current Flexible Spending Account guidelines to include the purchase of over the counter (OTC) and feminine hygiene products and extend the claims run-out period three (3) months to December 15, 2020.
- K. Resolved that the Board of Education approves the Time & Material/Maintenance Bid with Education Data Services, Inc. commencing May 1, 2020 - March 31, 2021 at a cost of \$2,000.
- L. Resolved that the Board of Education approves reducing the FY 2020 guarantee with the District's Food Service Management Company (FSMC), Maschio's Food Services, Inc., from \$25,000 to \$15,000.
- M. Resolved that the Board of Education accepts the following donation:

Donation From	Purpose	Amount
Franklin Education Foundation, Inc.	Various Mini Grants	\$5,695.06

- N. Resolved that the Board of Education approves the submission of and accepts the ESEA Consolidated grant application/entitlement for the project period July 1, 2020 - September 30, 2021 with the following allocations:

GRANT	ALLOCATION
Title I-A	\$88,721
Title II-A	\$10,577
Title IV Part A	\$10,000
<b>TOTAL</b>	<b>\$109,298</b>

- O. Resolved that the Board of Education approves the submission of and accepts the IDEA Consolidated grant application/entitlement for the project period July 1, 2020 - September 30, 2021 with the following allocations:

GRANT	ALLOCATION
Basic	\$179,166
Preschool	\$9,912
<b>TOTAL</b>	<b>\$189,078</b>



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- P. Resolved that the Board of Education approves the submission of the Extraordinary Aid application for fiscal year 2020.
- Q. Resolved that the Board of Education approves existing curriculum for the 2020-2021 school year.
- R. Resolved that the Board of Education approves existing policies and by-laws for the 2020-2021 school year.

### **OLD BUSINESS:**

Mrs. Ross provided an update on the Sussex County Educational Services Commission Reorganization Meeting.

### **NEW BUSINESS: NA**

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

On motion by Mrs. Ross, 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 not 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 click the "Manage Participants" tab at the bottom of your screen, then click the "Raise Your Hand" tab in the bottom right of the participants screen. Once called upon, 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.

*Mr. Bill Van Tassel addressed the Board regarding graduation.*

*The Board President responded.*

On motion by Mr. Neal, seconded by Mrs. Ross, and carried unanimously by voice vote, closed the meeting to the public for visitors to address the board.

### **EXECUTIVE SESSION:**

On motion by Mrs. Zydon, seconded by Mrs. Ross, and carried unanimously by voice vote, the following resolution was adopted:

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**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 – CSA Evaluation
- ☐ 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 7:39 p.m.*

On motion by Mr. Graham, seconded by Mr. Bartron, and carried unanimously by roll call vote, approved the following resolution:

- Resolved that the Board of Education approves the 2019-2020 Chief School Administrator Evaluation.

On motion by Mrs. Ross, seconded by Mr. Bartron, and carried unanimously by voice vote, adjourned the meeting at 7:41 p.m.

Respectfully submitted,

Barbara A. Decker  
Business Administrator/  
Board Secretary