

# **MINUTES OF REGULAR MEETING NOVEMBER 25, 2019**

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

**PRESENT:** Wayne Bartron, Kevin Blondina, Kathleen Clohessey  
F. Cliff Graham, Shane Hrbek, Jeanine Paszkiel,  
Suzanne Ross  
John R. Giacchi, Superintendent  
Barbara A. Decker, Business Administrator/Board Secretary

**ABSENT:** Ronald Neal, Sarah Zydon

Mr. Graham, 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 that 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, the Sunday Herald and the Star Ledger.

## **Approval of Regular Board Minutes**

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

1. October 14, 2019 – Regular Meeting – Minutes

**Attachment 1**

## **PRESENTATIONS:**

A. Student presentation: NA

## **CORRESPONDENCE: NA**

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

On motion by Mr. Blondina, seconded by Mr. Hrbek, and carried unanimously by roll call vote, opened the meeting to the public for comment on agenda items at 7:03 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

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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.

*Bill Fell addressed the Board regarding the Facility Use Request by the Northstar Theater Co.*

*The Board proposed that the Northstar Theater pay the cost of staff and split the revenue from the ticket sales 60% to Northstar Theater and 40% to the Board of Education.*

On motion by Mrs. Ross, seconded by Mr. Hrbek, and carried unanimously by roll call vote, closed the meeting to the public for comment on agenda items at 7:07 p.m.

### BOARD SECRETARY'S REPORT

Mrs. Decker reported the following:

#### A. School updates:

- The boiler project is nearly finalized
- Budget season has begun

### CHIEF SCHOOL ADMINISTRATOR'S REPORT

Mr. Giacchi reported the following:

#### A. School updates:

- Stuff the Bus
- Pre-K bread making
- Various other recent events

#### B. Fire and security drills held during the month of October 2019 were as follows:

- October 16, 2019 - Table-top Lockdown Drill from 10:16 a.m. – 10:23 a.m.
- October 28, 2019 - Fire Drill from 9:44 a.m. – 10:10 a.m.

### COMMITTEE REPORTS

**Personnel Committee** – Kevin Blondina, Chair

Mr. Blondina provided summary of the Committee Meeting.

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Discussion: NA

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

- A. Resolved that the Board of Education approves maternity leave for Melissa Daly which is anticipated to begin on Wednesday, March 11, 2020 and end on Monday, June 15, 2020. Melissa Daly plans to use a combination of accumulated sick days and time afforded via the NJ Family Leave Act.
- B. Resolved that the Board of Education approves disability leave not to exceed two (2) months time, as allowed by law, for part-time paraprofessional Alyssa Norcia effective December 1, 2019 with an expected return date of January 30, 2020.
- C. Resolved that the Board of Education approves Samantha Henry to donate her time to the Child Study Team from December 14, 2019 through January 28, 2020 pending completion of required paperwork.
- D. Resolved that the Board of Education approves the following appointments for the 2019-2020 school year pending receipt of required documentation:

Name/Position	Compensation	Effective Date
<b>Elise Ehlberg</b> Part-time Paraprofessional (.71 FTE) 11.204.100.106.000.000	\$14.11 per hour, no benefits 5 hours per day, 5 days per week	On or about 12/2/2019
<b>Crystal Talmadge</b> Part-time Paraprofessional (.71 FTE) 11.204.100.106.000.000	\$14.11 per hour, no benefits 5 hours per day, 5 days per week	On or about 12/9/19
<b>April Stearns</b> Part-time Paraprofessional (.71 FTE) 11.213.100.106.000.000	\$14.11 per hour, no benefits 5 hours per day, 5 days per week	On or about 12/17/19
<b>Donna Cross</b> Part-time Paraprofessional (.71 FTE) 11.209.100.106.000.000	\$14.11 per hour, no benefits 5 hours per day, 5 days per week	On or about 1/13/20

- E. Resolved that the Board of Education approves the following substitutes for the 2019-2020 school year to be compensated upon submission of time sheets: *(Note that benefits are not included for any substitute position listed below, and all approvals are pending receipt of required paperwork, where necessary.)*

Position	Name	Compensation
Substitute Teacher	<ul style="list-style-type: none"> <li>• Najia Mjahad</li> <li>• Ryan Myslinski</li> </ul>	\$100 per day No benefits
Substitute Nurse	<ul style="list-style-type: none"> <li>• Carol Lee Spages</li> </ul>	\$200 per day No benefits

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- F. Resolved that the Board of Education approves supplemental pay for the staff members listed below upon submission of timesheets:

<b>Date/Event</b>	<b>Staff Members</b>	<b>Hours Worked</b>	<b>Compensation</b>
October 14, 2019 School In-service	Robert Hennessy	5 hours	\$27.50 per hour
October 16, 2019 Kindergarten Field Trip	Trisha Furman-Leve	.5 hour	\$14.11 per hour
November 4, 2019 Parent/Teacher Conferences	Meredith Eger	4.5 hours	\$39.23 per hour

- G. Resolved that the Board of Education approves professional development listed below:

<b>Staff Member</b>	<b>Professional Development</b>	<b>Cost</b>	<b>Date</b>
Lisa Grillo	Developing Students' Initiative, Ownership and Follow-Through to Create Responsible, Independent and Successful Learners, West Orange, NJ	<i>Registration: \$279 Plus related travel</i>	December 16, 2019
Kelly Kilmat	Decrease Attention-Getting and Tantrum Behaviors: Practical Solutions (Preschool-Second Grade, Newark, NJ	<i>Registration: \$279 Plus related travel</i>	January 8, 2020
<ul style="list-style-type: none"> <li>• Laurie Black</li> <li>• Lisa Grillo</li> </ul>	Dyslexia: Help Children who Struggle to Successfully Read, Write and Spell (Grades K - 6), West Orange, NJ	<i>Registration: \$279 Plus related travel</i>	January 9, 2020
Meg Gummere	Distracted Kids/Digital Generation, Nanuet, NY	<i>Registration: \$219 Plus related travel</i>	January 29, 2020
Sandy Molla-Saracco	Distracted Kids/Digital Generation, Parsippany, NJ	<i>Registration: \$219 Plus related travel</i>	January 30, 2020
Karen LoPorto	Techspo, Atlantic City, NJ	<i>Registration: \$475 Hotel: \$96 Plus related travel</i>	January 30, 2020 January 31, 2020
Michele Fuzia	Advanced Topics in Behavior,	<i>Registration: \$950</i>	January 2020 –

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Staff Member	Professional Development	Cost	Date
	Online course		March 2020
Kelly Kilmat	Kindergarten Conference, Atlantic City, NJ	<i>Registration: \$419 Plus related travel</i>	February 24, 2020 February 25, 2020
Lisa Grillo	Powerful Strategies to Boost the Success of Your Struggling Readers, West Orange, NJ	<i>Registration: \$279 Plus related travel</i>	February 28, 2020
Carolyn Ryder	Maximizing Your Effectiveness as an Instructional Coach, West Orange, NJ	<i>Registration: \$279 Plus related travel</i>	March 19, 2020 March 20, 2020

### Education Committee – Jeanine Paszkiel, Chair

Discussion: NA

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

- A. Resolved that the Board of Education approves the submission of the Preschool Expansion Aide (PEA) grant proposal for FY2021 in the amount of \$1,278,018.
- B. Resolved that the Board of Education approves the amended out-of-district costs listed below for the 2019-2020 school year:

Student ID	School	Dates	Rate
*****0643	Lord Stirling School 99 Stirling Road Basking Ridge, NJ 07920	September 2019 – June 2020	<i>Transportation: \$237 per day</i>

- C. Resolved that the Board of Education approves the following service provider for the 2019-2020 school year:

Provider	Services
PG Chambers 15 Halko Drive Cedar Knolls, NJ 07927	AT/AAC Consultation and Services \$89 per hour plus travel <i>Not to exceed 12 hours</i>

- D. Resolved that the Board of Education approves the following services:

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Student	Provider/Services	Cost
*****4660	AT/AAC Consultation and Services	\$89 per hour plus travel <i>Not to exceed 12 hours</i>

- E. Resolved that the Board of Education approves home instruction for student \*\*\*\*\*4499 for 10 hours per week in a hospital setting, beginning Monday, October 21, 2019 at a rate of \$55.00 per hour. *Note that the actual home instruction hospital dates were October 21, 2019 through October 23, 2019.*

- F. Resolved that the Board of Education accepts the following homeless tuition students:

Student #	In-State	Out-of-State	Beginning Date
*****6727		X	9/6/2019
*****6432		X	9/6/2019
*****2929		X	9/6/2019

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

Destination	Grade	Date	Cost
Montclair State NJ School of Conservation 1 Wapalanne Road Branchville, NJ 07826	3	April 6, 2020 from 8:00 a.m. – approximately 2:15 p.m.	\$590 plus transportation

### Finance/Building & Grounds – Ronald Neal, Chair

Mrs. Ross provided a summary of the Committee Meeting.

Discussion: Facility Use Requests

On motion by Mr. Hrbek, seconded by Mr. Blondina, and carried by the following roll call vote, approved resolutions A-G except D:

- A. Resolved that the Board of Education approves the vendor payments dated October 15, 2019 through November 25, 2019.

**Attachment 2**

Fund 10	Charter School/ER FICA Share	73,218.97
Fund 11	General Expense	1,265,421.78
Fund 12	Capital Outlay	56,171.31
Fund 20	Special Revenue	161,296.25
Fund 60	Cafeteria	19,162.98
Fund 95	Student Activities	1,229.88
	<b>Total</b>	<b>1,576,501.17</b>

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- B. Resolved that the Board of Education accepts the attached Board Secretary's Report and Treasurer of School Monies report for October 2019.

Resolved pursuant to N.J.A.C. 6A:23A-16.10 (c)3, the Board Secretary does certify that as of October 31, 2019, 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 October 31, 2019, 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 3**

- C. Resolved that the Board of Education approves between line item transfers as required by State rules and regulations for the month of October 2019. **Attachment 4**
- E. Resolved that the Board of Education authorizes purchases from Trinity 3 LLC utilizing TIPS national cooperative to exceed \$40,000.
- F. Resolved that the Board of Education approves the items listed below as obsolete materials for disposal:

DEPT/ GRADE	ARTICLE & DESCRIPTION (INCLUDE SERIAL # OR OTHER IDENTIFICATION)	QTY
Technology	Norstar phones	Approximately 30
Business Office	Damaged and rusted old filing cabinets	Not to Exceed 10

- G. Resolved that the Board of Education accepts the fiscal year 2018-2019 Comprehensive Annual Financial Report and the Auditor's Management Report with no recommendations cited.

**Item A [exceptions below\*], B, C, E-G**

Yes	-	7
No	-	0
Abstain	-	0

**\*Check #13385**

Yes	-	6
No	-	0
Abstain	-	Mrs. Ross

**\*Check #13375**

Yes	-	6
No	-	0

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	Abstain	-	Mr. Blondina
*Check #13369	Yes	-	6
	No	-	0
	Abstain	-	Mrs. Clohessey
*Check #13384	Yes	-	6
	No	-	0
	Abstain	-	Mr. Hrbek

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

Organization	Dates/Times	Facility Request
Sussex County YMCA	• Before-School Care and After-School Care from September 6, 2019 - June 30, 2019	• Cafeteria, lower faculty room, gym, outdoor play areas, and other areas inside and outside the school as necessary
	• November 8, 2019 from 9:30 a.m. - 12:45 p.m.	• Library
North Star Theater Company	<ul style="list-style-type: none"> <li>• Monday, 12/09/19; 7:00 p.m. - 9:00 p.m. (Dress Rehearsal)</li> <li>• Tuesday, 12/10/19; 7:00 p.m. - 9:00 p.m. (Dress Rehearsal)</li> <li>• Wednesday, 12/11/19; 7:00 p.m. - 9:00 p.m. (Dress Rehearsal)</li> <li>• Thursday 12/12/19; 8:00 p.m. - 10:00 p.m. (Dress Rehearsal – <b>After the School Concert</b>)</li> <li>• Friday, 12/13/19; 6:30 p.m. - 7:30 p.m. - Prep; 7:30 p.m. - 9:30 p.m. - Show</li> <li>• Saturday, 12/14/19; 6:30 p.m. - 7:30 p.m. - Prep; 7:30 p.m. - 9:30 p.m. - Show</li> <li>• Sunday, 12/15/19; 1:00 p.m. - 2:00 p.m. - Prep; 2:00 p.m. - 4:00 p.m. – Show</li> </ul> <i>Note that lighting and sound equipment is requested for all dates and times.</i>	<ul style="list-style-type: none"> <li>• Auditorium</li> </ul> <p><i>North Star Theater Company to cover fixed costs.</i></p> <p><i>The Theater will receive 60% of the door ticket sales and the Board of Education will receive 40%.</i></p>

## OLD BUSINESS:

- Mrs. Ross and Mr. Graham commented on the NJSBA Workshop.
- Mrs. Ross gave an update on the Sussex County Educational Services Commission.

## NEW BUSINESS:



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Mr. Hrbek reported that the Presbyterian Church is offering a free meal at 1 p.m. for anyone.

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

On motion by Mr. Blondina, seconded by Mr. Bartron, and carried unanimously by roll call vote, opened the meeting to the public for visitors to address the board.

Mr. Graham 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 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 Mr. Blondina, seconded by Mrs. Ross, and carried unanimously by roll call vote, closed the meeting to the public for visitors to address the board.

On motion by Mrs. Ross, seconded by Mr. Blondina, and carried unanimously by voice vote, adjourned the meeting at 7:27 p.m.

Respectfully submitted,

Barbara A. Decker  
Business Administrator/  
Board Secretary