

# MINUTES OF ORGANIZATION MEETING January 5, 2026

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

PRESENT: Kathleen Clohessey, Wayne Bartron, John J. Friend  
Erin Henry, Rachel Kabbash, Stephen Koger (Arrived 7:01pm),  
Christopher Patterson, Stephanie Perna  
John R. Giacchi, Superintendent  
Carlos Sarmiento, Business Administrator/Board Secretary

ABSENT: John VanKampen

Mr. Sarmiento, Business Administrator/Board Secretary, opened the meeting at 7:00 P.M., with the Flag Salute and Pledge of Allegiance, which was followed by the following statement:

In compliance with the Open Public Meetings Act, Public Law 1975, Chapter 231, notice of this meeting has been properly advertised in the NJ Herald and the Star Ledger, its agenda has been posted at the appropriate locations, and a copy has been filed with the Franklin Borough Clerk.

Mr. Sarmiento, Business Administrator/Board Secretary, reported the results of the November 4, 2025, Annual School Board Election.

| CANDIDATE                              | VOTES RECEIVED |
|--|----------------|
| <b>Three (3) Three-Year Full Terms</b> |                |
| John J. Friend                         | 1,105          |
| Stephen Koger                          | 1,177          |
| Stephanie Perna                        | 1,143          |
| <b>TOTAL</b>                           | <b>3,425</b>   |

## ADMINISTRATION OF OATH OF OFFICE

Mr. Sarmiento administers the Oath of Office to newly elected Board members:

- Mr. John J. Friend
- Mr. Stephen Koger
- Mrs. Stephanie Perna

## ROLL CALL

Roll call vote was taken.

Mrs. Clohessey

Ms. Henry

Mr. Patterson

Mr. Bartron

Mrs. Kabbash

Mrs. Perna

Mr. Friend

Mr. Koger

**Terms of Office:**

| <b>Board Member</b>   | <b>Term Expires</b> |
|-----------------------|---------------------|
| Wayne Bartron         | 2026                |
| Kathleen Clohessey    | 2026                |
| Rachel Kabbash        | 2026                |
|                       |                     |
| Erin Henry            | 2027                |
| Christopher Patterson | 2027                |
| John VanKampen        | 2027                |
|                       |                     |
| John Friend           | 2028                |
| Stephen Koger         | 2028                |
| Stephanie Perna       | 2028                |

**Organization Action**

**ELECTION OF BOARD PRESIDENT:**

The Board Secretary opens the floor for nominations for Board President:

Mr. Koger nominated Mrs. Clohessey for Board President.

The Board Secretary closed the floor for nominations for Board President.

Discussion: N/A

Mrs. Clohessey was elected Board President by the following roll call vote.

|         |   |   |
|---------|---|---|
| Yes     | - | 8 |
| No      | - | 0 |
| Abstain | - | 0 |

The Board Secretary turned the meeting over to Mrs. Clohessey, President of the Board.

**ELECTION OF BOARD VICE PRESIDENT:**

The Board President opened the floor for nominations for Board Vice President.

Mr. Koger nominated Ms. Henry for Board Vice-President.

The Board President closed the floor for nominations for Board Vice President.

Discussion: NA

Ms. Henry was elected Vice-President of the Board by the following roll call vote:

|         |   |   |
|---------|---|---|
| Yes     | - | 8 |
| No      | - | 0 |
| Abstain | - | 0 |

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

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

Mr. Sarmiento 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 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.

*No one addressed the Board.*

On motion by Ms. Henry, seconded by Mrs. Kabbash, and carried unanimously by voice vote, closed the meeting to the public to comment on agenda items.

### **Approval of action items:**

#### **ORGANIZATION – Items A – J**

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

- A. Resolved that the Board of Education adopts the existing bylaws and policies of the Franklin Borough Board of Education through the next organization meeting in January 2026.
- B. Resolved that the Board of Education approves the Superintendent to serve as alternate Custodian of Records.
- C. Resolved that the Board of Education approves the Vice President of the Franklin Borough Board of Education to serve as alternate board secretary when necessary.

- D. Resolved that the Board of Education adopts the Code of Ethics for School Board Members to include:

**CODE OF ETHICS FOR SCHOOL BOARD MEMBERS**

*N.J.S.A.18A:12-24.1*

I will uphold and enforce all laws, rules and regulations of the State Board of Education, and court orders pertaining to schools. Desired changes shall be brought about only through legal and ethical procedures.

I will make decisions in terms of the educational welfare of children and will seek to develop and maintain public schools that meet the individual needs of all children regardless of their ability, race, creed, sex, or social standing.

I will confine my board action to policy making, planning, and appraisal, and I will help to frame policies and plans only after the board has consulted those who will be affected by them.

I will carry out my responsibility, not to administer the schools, but, together with my fellow board members, to see that they are well run.

I will recognize that authority rests with the board of education and will make no personal promises nor take any private action that may compromise the board.

I will refuse to surrender my independent judgment to special interest or partisan political groups or to use the schools for personal gain or for the gain of friends.

I will hold confidential all matters pertaining to the schools which, if disclosed, would needlessly injure individuals or the schools. In all other matters, I will provide accurate information and, in concert with my fellow board members, interpret to the staff the aspirations of the community for its school.

I will vote to appoint the best qualified personnel available after consideration of the recommendations of the superintendent.

I will support and protect school personnel in proper performance of their duties.

I will refer all complaints to the superintendent and will act on the complaints at public meetings only after failure of an administrative solution.

- E. Resolved that the Board of Education approves the evaluation instrument established by the New Jersey School Boards Association for their annual self-evaluation.
- F. Resolved that the Board of Education approves the evaluation instrument established by the New Jersey School Boards Association for the superintendent's annual evaluation.

- G. Resolved that the Board of Education approves the notice of annual meetings of the Board of Education through the next organization meeting in January 2027 and directs the School Business Administrator/Board Secretary to advertise and post the notice in accordance with policy. The meetings will be held in the auditorium of Franklin Borough School.

| <b>Regular Monthly Meetings</b> |   |
|---------------------------------|---|
| January 12, 2026                | Regular Meeting                                   |
| February 9, 2026                | Regular Meeting                                   |
| March 23, 2026                  | Regular Meeting, <i>SNOW DATE: March 26, 2026</i> |
| April 13, 2026                  | Regular Meeting                                   |
| May 4, 2026                     | Regular Meeting - Public Hearing 2026-2027 Budget |
| June 8, 2026                    | Regular Meeting                                   |
| July 13, 2026                   | Regular Meeting                                   |
| August 10, 2026                 | Regular Meeting                                   |
| September 14, 2026              | Regular Meeting                                   |
| October 12, 2026                | Regular Meeting                                   |
| November 16, 2026               | Regular Meeting                                   |
| December 7, 2026                | Regular Meeting                                   |
| January 4, 2027                 | Re-Organization Meeting                           |

- H. Resolved that the Board of Education approves the following banks to be designated as official depositories with the signatories for all accounts in accordance with the following summary:

| <b>PROVIDENT BANK ACCOUNT</b> | <b>SIGNATORIES</b>  |
|-------------------------------|---|
| General Fund                  | Board President, Vice President, Treasurer, Board Secretary |
| Payroll                       | Treasurer, Board Secretary                                  |
| Agency                        | Board President, Vice President, Treasurer, Board Secretary |
| FSA                           | Board President, Vice President, Treasurer, Board Secretary |
| Student Activities            | Board Secretary, Superintendent                             |
| Food Service                  | Treasurer, Board Secretary                                  |
| Summer Savings                | Board Secretary, Superintendent                             |
| <b>TD BANK ACCOUNT</b>        | <b>SIGNATORIES</b>  |
| General Fund                  | Board President, Vice President, Treasurer, Board Secretary |
| Payroll                       | Treasurer, Board Secretary                                  |
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| Student Activities            | Board Secretary, Superintendent                             |
| Food Service                  | Treasurer, Board Secretary                                  |
| Summer Savings                | Board Secretary, Superintendent                             |

- I. Resolved that the Board of Education adopts any existing contracts and agreements to which the Board is a party and where continuation is not authorized by law.
- J. Resolved that the Board of Education approves the annual appointments listed below effective January 5, 2026 through December 31, 2026:

| <b>ORGANIZATION</b>                           | <b>DELEGATE</b>           |
|---|---------------------------|
| Sussex County School Boards Association       | Mrs. Kabbash              |
| New Jersey School Boards Association          | Mr. Bartron               |
| Sussex County Educational Services Commission | Mrs. Perna/Mrs. Clohessey |

**PRESENTATIONS**

- A. School Boards Ethics Presentation by Kelly Mitchell, New Jersey School Boards Association.

**OLD BUSINESS: NA**

**NEW BUSINESS-** Discussion by Dr. Giacchi, regarding a request to make changes to our Calendar. Surveys have been completed and a second survey is to be taken.

- A. Discuss Board committee assignments
- B. Discuss Board committee availability

**BOARD SECRETARY’S REPORT:** Mr. Sarmiento congratulated the winning Board members.

**SUPERINTENDENT’S REPORT:**

- The Library has been updated with new furniture.
- New swing sets have been installed up top

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

On motion by Mr. Patterson, seconded by Mrs. Perna, and carried unanimously by voice vote, opened the meeting to the public for comment on non-agenda items.

Mr. Sarmiento 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.

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- *Thomas Tiseo, Cub Scout Leader of Pack 90, addressed the board, requesting Saturday, May 9<sup>th</sup> for an all day wrestling event. – To be discussed at the next meeting*

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

#### **EXECUTIVE SESSION: NA**

On motion by Mr. Patterson, seconded by Mr. Bartron, and carried unanimously by voice vote, adjourned the meeting at 8:07 p.m.

Respectfully submitted,

Carlos Sarmiento  
Business Administrator/Board Secretary