

MINUTES OF REGULAR MEETING August 11, 2025

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

PRESENT: Kathleen Clohessey, John J. Friend, Erin Henry,
Rachel Kabbash, Stephen Koger, Stephanie Perna,
Christopher Patterson, John VanKampen
John R. Giacchi, Superintendent
Carlos Sarmiento, Business Administrator/Board Secretary

ABSENT: Wayne Bartron

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

- | | | |
|------------------|-----------------------------|---------------------|
| 1. July 14, 2025 | – Regular Meeting Minutes | ATTACHMENT 1 |
| 2. July 14, 2025 | – Executive Session Minutes | |
| | Yes - 8 | |
| | Abstain - 0 | |
| | No - 0 | |

PRESENTATIONS

- A. Kelly Mitchell presented to the Board of Education the new board self-evaluation tool and how it aligns with the Board of Education’s goals.

CORRESPONDENCE – N/A

OPEN TO THE PUBLIC – Agenda Items

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

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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 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.

No one addressed the Board

On motion by Mr. Friend, seconded by Mrs. Perna, and carried unanimously by voice vote, closed the meeting to the public for comment on the Agenda items.

BOARD SECRETARY'S REPORT

- A. New Jersey School Boards Association (NJSBA) Annual Workshop from Monday, October 20, 2025 through Thursday, October 23, 2025.

SUPERINTENDENT'S REPORT

Dr. Giacchi provided the following information:

- A. School updates on Bathroom project and staffing.
- B. To report that the fire and security drills held during the month of June 2025 were as follows:
 - July 9, 2025 at 9:45 a.m. – Shelter-in-Place Drill
 - July 10, 2025 at 10:55 a.m. – Fire Drill

PERSONNEL COMMITTEE – Stephanie Perna, Chair – Committee Report

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Discussion N/A

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

- A. Resolved that the Board of Education, upon recommendation of the Superintendent, accepts the following resignations:

Staff Member	Position	Effective Date
Megan Fazzio	Preschool Master Teacher	Last Day Worked September 29, 2025
Angela Maione	Part-time Paraprofessional	Last Day Worked July 14, 2025
Mary Pacenka	Part-time Paraprofessional	June 30, 2025

- B. Resolved that the Board of Education, upon recommendation of the Superintendent, amends the annual appointment for the confidential secretary listed below for the 2025-2026 school year. This change is effective on or about September 4, 2025: *(Note that this appointment was originally made at the May 5, 2025 Board of Education meeting. Also, note that benefits per the Collective Bargaining Agreement (CBA) effective July 1, 2024 - June 30, 2028 will be prorated for the 2025-2026 school year.)*

Name	FTE	Salary	TOTAL
Babler, Tracey	.5	\$27,727.50	\$27,727.50

- C. Resolved that the Board of Education, upon recommendation of the Superintendent, approves the following unpaid days for the 2024-2025 school year, pending a memorandum from the FEA stating the approval of unpaid days is not precedent setting:

Employee	Unpaid Days
#8170	6/2/2025
#8200	6/4/2025
#8252	5/15/2025

- D. Resolved that the Board of Education, upon recommendation of the Superintendent, acknowledges the death of Employee #7808 on July 7, 2025, and as a result, Employee #7808's employment with the District ended on the date of their passing. A total of \$16,170 (\$84 per day x 192.5 days) for unused sick leave will be paid on Employee #7808's behalf per the CBA effective July 1, 2024 - June 30, 2028.

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- E. Resolved that the Board of Education, upon recommendation of the Superintendent, appoints the following personnel for the 2025-2026 school year, pending receipt of required paperwork where applicable:

Staff Member/Appointment	Start Date	Compensation
Sara Blondina (1 FTE) – Long-term Substitute Special Education Teacher	On or about August 26, 2025	\$170 per day, benefit eligible, compensation upon completion of timesheets
Denise Clarke (.71 FTE) – Part-time Paraprofessional	On or about August 27, 2025	\$19.62 per hour, not benefit eligible, pending completion of required paperwork
Christa Constantinacos (.71 FTE) – Part-time Paraprofessional	On or about August 27, 2025	\$19.62 per hour, not benefit eligible, pending completion of required paperwork
Kristina Fedor (.71 FTE) – Part-time Paraprofessional	On or about August 27, 2025	\$19.62 per hour, not benefit eligible, pending completion of required paperwork
Elizabeth Gannon (1 FTE) – Special Education Teacher	On or about August 26, 2025	BA Step 3-6 at \$63,410 per year, benefit eligible, pending completion of required documentation
Kristina Garnett (1 FTE) – Special Education Teacher	On or about August 26, 2025	MA/BA+45 Step 18 at \$95,510 per year, benefit eligible, pending completion of required documentation
Alexandria Lefkovits (1FTE) – Middle School Math Teacher	On or about August 26, 2025	MA/BA+45 Step 14 at \$80,086 per year, benefit eligible, pending completion of required documentation
Nancy Madera (.71 FTE) – Part-time Paraprofessional	On or about August 27, 2025	\$19.62 per hour, not benefit eligible, pending completion of required paperwork
Mary Ann Montaperto (.71 FTE) – Part-time Paraprofessional	On or about August 27, 2025	\$19.62 per hour, not benefit eligible, pending completion of required paperwork
Jeff Salerno (.71 FTE) – Part-time Paraprofessional	On or about August 27, 2025	\$19.62 per hour, not benefit eligible, pending completion of required paperwork

End 2025-2026 Staff Member Appointments Table

- F. Resolved that the Board of Education, upon recommendation of the Superintendent, approves the following additional summer hours for the personnel listed below, compensation upon submission of timesheets:

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Staff Member	Compensation
Chelsea Smith	\$48.80 per hour, not to exceed 5 additional days or 40 hours
Sandy Molla-Saracco, Child Study Team	\$71.73 per hour, not to exceed 5 additional days or 40 hours

G. Resolved that the Board of Education, upon recommendation of the Superintendent, authorizes the Superintendent to approve supplemental pay for staff members as needed for the 2025-2026 school year, compensation upon submission of timesheets.

H. Resolved that the Board of Education, upon recommendation of the Superintendent, approves supplemental pay for the following staff members for the 2025-2026 school year, compensation upon submission of timesheets:

Staff Member	Reason	Compensation
<ul style="list-style-type: none"> • Stephanie Correal • Lisa Dylewski • Emily Wynne 	New Student Orientation - August 21, 2025	<ul style="list-style-type: none"> • \$45.00 per hour • 3 hours for each staff member
<ul style="list-style-type: none"> • Robert Hennessy 	New Staff/Substitute Orientation - August 18, 2025	<ul style="list-style-type: none"> • \$32.29 per hour for up to 3 hours

I. Resolved that the Board of Education amends the following extra-curricular appointment for the 2025-2026 school year:

2025-2026 Extra-Curricular Appointments		
Activity	Staff Member	Annual Stipend
Student Council Advisor	<ul style="list-style-type: none"> • Kimberly Panaite • Tyler Zuccheri 	<p style="text-align: center;">\$3,690</p> <p><i>At the advisors' request and with Franklin Education Association (FEA) consent, the stipend will be split equally between the two advisors.</i></p>

J. Resolved that the Board of Education, upon recommendation of the Superintendent, approves the stipends for the paraprofessionals listed below for the 2025 - 2026 school year, per contract language:

Employee/Position	Appointment	Annual Stipend
Erika Alonso	Substitute Teacher as needed	\$3,000
Kelly Baldassano	Substitute Teacher as needed	\$3,000 (prorated to \$2,130)
Angela Gonzales	Substitute Teacher as needed	\$3,000 (prorated to \$2,130)
Diana Hetyei	Licensed Practical Nurse (LPN) Services as needed	<p>\$3,000 (prorated to \$2,130)</p> <p><i>Plus \$2.00 differential for providing a higher level of care when working as an LPN</i></p>

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		<i>outside of regular hours, payable upon submission of timesheets</i>
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K. Resolved that the Board of Education, upon recommendation of the Superintendent, approves the following professional development:

Staff Member	Professional Development	Cost	Dates
Carolyn Ryder	Crisis Prevention Trainer Certification, Sussex/Wantage NJ	\$4,950	August 18, 2025 – August 20, 2025

L. Resolved that the Board of Education, upon recommendation of the Superintendent, approves the first reading of the following policies:

Number	Title	Attachments
P 1620	Administrative Employment Contracts	ATTACHMENT 2
P 0143	Board Member Election and Appointment	ATTACHMENT 3
P 1636.01	Notification of Promotion, New Jobs, and Transfer Opportunities	ATTACHMENT 4

M. Resolved that the Board of Education, upon recommendation of the Superintendent, approves a \$2.00 per hour compensation differential for paraprofessionals who provide a higher level of care for the 2025-2026 school year, per contract language:

Paraprofessionals Receiving \$2 Differential for Higher Level of Care	Dates
<ul style="list-style-type: none"> • Erika Alonso • Meghan Arxer • Wendy Awuah • Kelly Baldassano • Samantha Becker • Yackelin Barrientos • Tyler Bauer • Aurora Brown • Denise Clark • Caitlin Collins • Christa Constantinacos • Ashley Counterman O’Leary • Jordyn Cross • Ivelisse Cuevas-Arce • Elizabeth Davenport • Lisa Davis • Lauren Devore • Daniel Engelhardt Kristina Fedor 	<ul style="list-style-type: none"> • Katie Ghaleb • Angela Lanham • Michelle Maher • Amy McCann • Sunisa McNamara • Shannon Moldovany • Angelica Muniz • Justin Neal • Christina Noguerras • Nicole Paragh • Donna Ratti • Rosalba Riso • Jessica Ross • Ryan Silvestri • Yesenia Taylor • Jennifer Torres • Dolores Voegele • Kelly Walters
	August 27, 2025 - June 30, 2026

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<ul style="list-style-type: none"> • Johanna Ferrari • Lisa Frye 	<ul style="list-style-type: none"> • Eve Zierold
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N. Resolved that the Board of Education, upon recommendation of the Superintendent, approves the following professional development:

Staff Member	Professional Development	Cost	Dates
Carolyn Ryder	Crisis Prevention Trainer Certification, Sussex/Wantage NJ	\$4,950	August 18, 2025 – August 20, 2025

O. Resolved that the Board of Education, upon recommendation of the Superintendent, approves the first reading of the following policies:

Number	Title	Attachments
P 1620	Administrative Employment Contracts	ATTACHMENT 2
P 0143	Board Member Election and Appointment	ATTACHMENT 3
P 1636.01	Notification of Promotion, New Jobs, and Transfer Opportunities	ATTACHMENT 4

P. Resolved that the Board of Education, upon recommendation of the Superintendent, appoints the following school physician for the 2025-2026 school year, effective September 1, 2025 and pending receipt of required documentation:

Name	Cost
Rajesh Raman, MD	\$5,000 per year

Q. Resolved that the Board of Education, upon recommendation of the Superintendent, abolishes the following policy:

Number	ABOLISH	Attachment
P 1648.15	Recordkeeping of Healthcare Settings in School Buildings - Covid-19	ATTACHMENT 5

EDUCATION COMMITTEE – Stephen Koger – Chair

Discussion N/A

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

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- A. Resolved that the Board of Education amends the findings of the Harassment, Intimidation, and Bullying (HIB) report previously approved at the July 14, 2025 regular Board of Education meeting:

HIB Case Number	Finding	Determination
HIB 24-25-04	Substantiated	Accept/Reject/Modify

- B. Resolved that the Board of Education approves the Uniform State Memorandum of Agreement (MOA) Between Education and Law Enforcement Officials. **ATTACHMENT 6**
- C. Resolved that the Board of Education approves the Emergency Evacuation Use Agreement between the Franklin Board of Education and Sussex County Community College (MOA). **ATTACHMENT 7**
- D. Resolved that the Board of Education approves the submission of the Student Safety Data System (SSDS) Report. **ATTACHMENT 8**
- E. Resolved that the Board of Education approves the 2025-2026 District Goals. **ATTACHMENT 9**
- F. Resolved that the Board of Education approves the 2025-2026 Remote/Virtual Instructional Plan. **ATTACHMENT 10**
- G. Resolved that the Board of Education approves the 2025-2026 Blanket Approval for Field Trips. **ATTACHMENT 11**
- H. Resolved that the Board of Education approves the New Jersey School Boards Association (NJSBA) Superintendent evaluation model for the 2025-2026 school year.
- I. Resolved that the Board of Education approves the first reading of the following policies and regulations:

Number	Title	Attachments
P 2422	Statutory Curricular Requirements	ATTACHMENT 12
P 5117	Interdistrict Public Choice	ATTACHMENT 13
P 5111	Eligibility of Resident/Nonresident Students	ATTACHMENT 14
P 5339.01	Student Sun Protection	ATTACHMENT 15

Yes – 7
 Abstain – 0
 No – 0
 Recused – 1 (Mr. Patterson – Item A)

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FINANCE/BUILDINGS & GROUNDS – Erin Henry, Chair

Discussion: N/A

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

- A. Resolved that the Board of Education approves the vendor payments dated July 15, 2025 - August 11, 2025. **ATTACHMENT 16**

Fund 10	Charter School/ER FICA Share	38,590.09
Fund 11	General Expense	713,210.69
Fund 12	Capital Outlay	0
Fund 20	Special Revenue	15,610.94
Fund 60	Cafeteria	16,293.13
Fund 95	Student Activities	0
	Total	783,704.85

- B. Resolved that the Board of Education accepts the attached Board Secretary’s Report and Treasurer of School Monies report for June 2025.

Resolved pursuant to N.J.A.C. 6A:23A-16.10 (c) 3, the Board Secretary does certify that as of June 2025, 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 2025, 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 17**

- C. Resolved that the Board of Education approves between line-item transfers as required by State rules and regulations for the month of June 2025. **ATTACHMENT 18**

- D. Resolved that the Board of Education approves the submission of the June 2025 Board Secretary and Treasurer’s Report to the County Office for review.

- E. Resolved that the Board of Education approves the submission and acceptance of the IDEA Grant with the following allocations:

Grant	Allocation
Basic	\$199,530
Preschool	\$10,512

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Total	\$210,042
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F. Resolved that the Board of Education approves the following out-of-district costs:

Student	Extended School Year (ESY) Program	Dates/Costs
#*****2125	Windsor Learning Center 234 Wanaque Avenue Pompton Lakes NJ 07442	\$11,010.00 from July 7, 2025 through August 15, 2025

G. Resolved that the Board of Education approves the following Itinerant Services for the 2025-2026 school year:

Student	Provider	Services	Costs
#*****4146	Mountain Lakes Board of Education 400 Boulevard #3 Mountain Lakes NJ 0704	Itinerant Services for students with hearing loss	Not to exceed \$1,900

H. WHEREAS, Carlos Sarmiento, 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 \$44,000 to **\$53,000**, effective July 1, 2025;

NOW, THEREFORE BE IT RESOLVED that the Franklin Borough Board of Education, pursuant to N.J.S.A. 18A:18A-3 (a), establishes and sets the bid threshold amount of **\$53,000** for the school district, and further authorizes the School Business Administrator/Board Secretary, the Qualified Purchasing Agent, to award contracts, in full in 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.

Furthermore, for contracts in the aggregate that are less than the bid threshold but fifteen (15%) or more of the amount, the School Business Administrator/Board Secretary shall award contracts after soliciting at least two competitive quotations.

The School Business Administrator/Board Secretary, pursuant to N.J.S.A. 18A:18A-37 (c), is authorized to award contracts that are in the aggregate less than fifteen (15%) percent of the bid threshold without soliciting competitive quotations.

I. Resolved that the Board of Education approves the purchase of a Kioti Tractor, Model DK4720SEH Cab, from Bassani Power Equipment not to exceed \$36,600. **ATTACHMENT 19**

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

Number	Title	Attachments
P 0173	Duties of Public School Accountant	ATTACHMENT 20
P 0174	Legal Services	ATTACHMENT 21
P 0177	Professional Services	ATTACHMENT 22
P & R 1570	Internal Controls	ATTACHMENTS 23 and 24
P & R 6111	Special Education Medicaid Initiative (SEMI) Program	ATTACHMENTS 25 and 26
P & R 6220	Budget Preparation	ATTACHMENTS 27 and 28
P 7510	Use of School Facilities	ATTACHMENT 29

K. Resolved that the Board of Education approves the following facility use request for the 2025-2026 school year in accordance with Policy and Regulation 7510 - Use of School Facilities and provided there are no conflicts with school activities. This approval is pending receipt of required documentation.

Organization	Time/Date	Space/Cost
Class II – Above the Influence, Center for Prevention and Counseling	2:30 p.m. - 4:00 p.m. on the following dates: <ul style="list-style-type: none"> • October 6, 2025 • November 10, 2025 • December 1, 2025 • January 12, 2026 • February 9, 2026 • March 16, 2026 • April 13, 2026 • May 11, 2026 	Facility Use costs for each four hours' use: <ul style="list-style-type: none"> • Classroom (Library) <i>Waived - \$250.00</i> • Service Fee <i>Waived - \$300.00</i> <p style="text-align: right;">TOTAL COST: \$0</p>
Class II – Dr. William Truran – Hardyston Historical Society	August 30, 2025 from 12:00 p.m. to 2:00 p.m.	Facility Use costs for each four hours' use: <ul style="list-style-type: none"> • Main Gymnasium - <i>Waived - \$1,500</i> • Service Fee <i>\$300</i> <p style="text-align: right;">TOTAL COST: \$300 <i>plus custodial costs</i></p>

Discussion N/A

Yes – 7
 Abstain – 0
 No – 0
 Recused – 1 (Mr. Patterson – Item F)

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OLD BUSINESS – N/A

NEW BUSINESS – N/A

OPEN TO THE PUBLIC – VISITORS ADDRESS THE BOARD

Discussion – N/A

On motion by Mr. Friend seconded by Mr. Koger, 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.

No one addressed the Board

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

EXECUTIVE SESSION

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

- Matters rendered confidential by state or federal law – HIB 24-25-04
- Personnel – Superintendent’s Evaluation, 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.

On motion by Ms. Henry, seconded by Mrs. Perna, and carried unanimously by voice vote, to close executive session at 7:40 pm.

The Board returned to regular session at 7:52 pm.

On motion by Ms. Henry, seconded by Mrs. Perna, and carried unanimously by voice vote, adjourned the meeting at 7:53 pm.

Respectfully submitted,

Carlos Sarmiento
Business Administrator/
Board Secretary