

MINUTES OF REGULAR MEETING November 17, 2025

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

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

ABSENT: Wayne Bartron, John Friend

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

- | | | |
|---------------------|--|---------------------|
| 1. October 13, 2025 | – Regular Meeting Minutes | ATTACHMENT 1 |
| | Yes - 4 | |
| | Abstain - 3 (Mrs. Kabbash, Mr. Koger, Mr. VanKampen) | |
| | No - 0 | |
| 2. October 29, 2025 | – Special Meeting Minutes | ATTACHMENT 2 |
| | Yes - 4 | |
| | Abstain - 3 (Mr. Koger, Mr. VanKampen, Ms. Henry) | |
| | No - 0 | |

PRESENTATIONS

- A. National Junior Honor Society (NJHS) Students – Updates on School and sporting events.
- B. Audit Presentation - Valerie Dolan, Nisivoccia LLP – Presented the audit results and commended the Business Office for presenting Sound Financial Statements.
- C. NJSLA Test Data Presentation - Carolyn Ryder
- D. Math Curriculum Presentation - Carolyn Ryder
- E. 2025-2026 Preschool Annual Operational Plan - Carolyn Ryder
- F. Preschool Enrollment Report - Carolyn Ryder

CORRESPONDENCE – N/A

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OPEN TO THE PUBLIC – Agenda Items

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

BOARD SECRETARY'S REPORT

- A. 2026 Board of Education Meeting Calendar- Mr. Sarmiento asked the Board if they had reviewed the calendar and if anyone had any issues with the dates to which the Board members said, "No".
- B. Motion to withdraw \$144,720 from Capital Reserve which will be refunded when we receive the preschool expansion grant.

SUPERINTENDENT'S REPORT

- A. School updates –
 - a. Veterans Day Ceremony was one of the best ceremonies that the school has ever held.
 - b. Mr. Patterson's Winnie the Dog

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c. Steering Committee meeting reminder

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

- October 7, 2025 at 12:20 p.m. – Fire Drill
- October 23, 2025 at 8:30 a.m. – Lock Down Drill

PERSONNEL COMMITTEE – Stephanie Perna, Chair – Committee Report

Discussion: N/A

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

A. 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 December 1, 2025:

Name	FTE	Salary	TOTAL
Babler, Tracey	.71	\$39,373	\$39,373 prorated annual salary

B. Resolved that the Board of Education, upon recommendation of the Superintendent, amends the end date of the \$2.00 per hour compensation differential for the paraprofessional listed below:

Rescind \$2 Differential for Higher Level of Care	Actual Last Day of \$2 Differential
Jennifer Torres	November 10, 2025

C. Resolved that the Board of Education, upon recommendation of the Superintendent, amends the extra-curricular activity appointments below which were originally made at the July 14, 2025 Board of Education meeting:

2025-2026 Extra-Curricular Appointments		
Activity	Staff Member	Annual Stipend
<ul style="list-style-type: none"> • Play Director • Assistant Play Director 	• Erin Garrity	\$3,690
	• Stephanie Sapio	\$2,690
	• RESIGNED - Dorothy Kent	<i>At the advisors' request and with FEA consent, the stipends will be split equally between the two remaining advisors.</i>

D. Resolved that the Board of Education, upon recommendation of the Superintendent, amends the end-date of the home instruction as listed below, compensation upon

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submission of timesheets: *(Note that this was originally approved at the Board of Education meeting on September 15, 2025.)*

Student	Staff member	Compensation	Dates
#*****9262	Kristen Bauer – Teacher	\$45.00 per hour, up to ten (10) hours per week	Ending October 15, 2025
	Sarah Blondina – Paraprofessional	\$19.62 per hour, up to ten (10) hours per week	Ending October 15, 2025

E. Resolved that the Board of Education, upon recommendation of the Superintendent, amends the following stipend for mentoring the novice teacher listed below:

Mentor	Stipend	Novice Teacher
Nicholas Speer	Prorated stipend for 9 weeks of mentoring from August 27, 2025 - October 31, 2025	Alyssa Novak

F. Resolved that the Board of Education, upon recommendation of the Superintendent, approves the following stipend for mentoring the novice teacher listed below:

Mentor	Stipend	Novice Teacher
Nicholas Speer	Prorated stipend for approximately 14 weeks of mentoring beginning November 3, 2025 <i>Note that Mr. DeGroat received mentoring at a previous school district. Approximately 14 weeks remain of the 30 weeks required for mentoring. Actual weeks of mentoring will be verified in the New Jersey Educator Certification (NJEdCert) system.</i>	Roger DeGroat

G. Resolved that the Board of Education, upon recommendation of the Superintendent, approves home instruction staff as listed below, compensation upon submission of timesheets:

Student	Teacher	Compensation	Dates
#*****9126	<ul style="list-style-type: none"> • Christy Kota • Alexandria Lefkovits • Yuri Missenheim 	\$43.00 per hour <i>Note: A total of five (5) hours of instruction per week will be split between the three (3) teachers</i>	From October 26, 2025 to December 15, 2025

H. Resolved that the Board of Education, upon recommendation of the Superintendent, approves the even split of the stipend for the following New or Non-Stipend Club:

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New or Non-Stiped Club and Dates	Advisor	Compensation
Fall/Winter Franklinites Dance Club	<ul style="list-style-type: none"> • Lisa Dylewski • Erika Alonso 	\$500 to be split equally between the two advisors

- I. Resolved that the Board of Education, upon recommendation of the Superintendent, approves supplemental pay for the following staff members, compensation upon submission of timesheets:

Staff Member	Date/Reason	Compensation
<ul style="list-style-type: none"> • Erika Alonso • Elizabeth Davenport • Amy McCann • Donna Ratti • Delores Voegele • Eve Zierold 	November 13, 2025 - Preschool Family Feast	<ul style="list-style-type: none"> • 3 hours for each staff member at their contracted hourly rate

- J. Resolved that the Board of Education approves the Behaviorist Consultant for the 2025-2026 school year as listed below, pending completion of required paperwork.

Behaviorist Consultant	Compensation
Michael Antonelli	\$60.00 per hour not to exceed \$36,000, not benefit eligible, pending completion of required paperwork

- K. Resolved that the Board of Education, upon recommendation of the Superintendent, approves the following substitutes for the 2025-2026 school year pending completion of required paperwork, where applicable. Compensation upon submission of timesheets. *(Note that benefits are not included for the substitutes listed below.)*

Name	Position	Compensation
Emma Finamore	Substitute Paraprofessional	\$110 per day, not benefit eligible, pending completion of required paperwork
Michelle Grieco	Substitute Teacher	\$150 per day, not benefit eligible, pending completion of required paperwork
Kayla Hillenbrand	Substitute Teacher	\$150 per day, not benefit eligible, pending completion of required paperwork

- L. Resolved that the Board of Education, upon recommendation of the Superintendent, approves the following professional development, compensation upon submission of timesheets:

Staff Member	Professional Development	Compensation	Dates
Roger DeGroat	CPI Training	1 day of professional development at the per diem rate of \$311.00 per day	October 13, 2025

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

Staff Member	Professional Development	Cost	Dates
John Giacchi	2025 Superintendent Collaborative Summit in Scottsdale, AZ	Travel expenses not to exceed the following totals: Airfare: \$440.89 Parking: \$185.48 Airport Transfer \$100.00 Incidentals: \$50.00	December 3-5, 2025
Heather Labance	Virtual Math Workshop: Enhance Your Students' Math Success	Registration: \$295.00	January 12, 2026

EDUCATION COMMITTEE – Stephen Koger – Chair

Discussion: N/A

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

- A. Resolved that the Board of Education accepts the findings of the Harassment, Intimidation, and Bullying (HIB) report shared in Executive Session at the October 13, 2025 regular Board of Education meeting:

HIB Case Number	Finding	Determination
HIB 25-26-01	Unsubstantiated	Accept/Reject/Modify

- B. Resolved that the Board of Education approves the submission of the 2025-2026 Preschool Annual Operational Plan and the 2026-2027 Preschool Projected Enrollment Report.
ATTACHMENT 3 and ATTACHMENT 4
- C. Resolved that the Board of Education approves a contract with Aequor Healthcare Services for identifying candidates for the Behaviorist position for the 2025-2026 school year at a total cost of \$10,000.
- D. Resolved that the Board of Education approves the updated Math curriculum.
ATTACHMENT 5
- E. Resolved that the Board of Education approves the following services for the students listed below:

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Student	Service Provider	Service/Date	Cost
#*****1787	Dr. Suckno	Psychological Evaluation November 19, 2025	\$1,000
#*****2125	Dr. Gioia DC Fagan Psychological Services	Neuropsychological Evaluation to be conducted on four (4) separate dates	Between \$3,500 - \$4,000

F. Resolved that the Board of Education approves the following home instruction:

Student	Position	Date
#*****9126	Home instruction teacher(s), five (5) hours per week	October 26, 2025 to December 15, 2025

G. Resolved that the Board of Education approves Connie's Vintage Trunk/On CUE Costumes to provide costumes for the 2025-2026 school play in the amount of \$2,685.00.

Yes - 6
Abstain - 0
Recuse - 1 (Mr. Patterson – E.)
No - 0

FINANCE/BUILDINGS & GROUNDS – Erin Henry, Chair

Discussion: N/A

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

A. Resolved that the Board of Education approves the vendor payments dated October 14, 2025 - November 17, 2025. **ATTACHMENT 6**

Fund 10	Charter School/ER FICA Share	888,024.77
Fund 11	General Expense	1,758,256.39
Fund 12	Capital Outlay	-
Fund 20	Special Revenue	119,520.30
Fund 30	Capital Projects	-
Fund 60	Cafeteria	34,161.65
Fund 95	Student Activities	580.72
	Total	2,800,543.83

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

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Resolved pursuant to N.J.A.C. 6A:23A-16.10 (c) 3, the Board Secretary does certify that as of September 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 September 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 7**

C. Resolved that the Board of Education approves between line-item transfers as required by State rules and regulations for the month of September 2025. **ATTACHMENT 8**

D. Resolved that the Board of Education accepts the following monetary donations:

Donation From	To Be Used For	Amount
A parent in memory of Mr. Richard Mackay	Positive Behavior Support in Schools (PBSIS) Program	\$100.00
Franklin Parent/Teacher Organization (PTO)	PBSIS Program	\$600.00
Franklin Education Foundation (FEF)	Funding for the 2025-2026 Approved FEF Mini grants	\$8,085.79

E. Resolved that the Board of Education accepts the donations for the school library listed in **ATTACHMENT 9**.

F. Resolved that the Board of Education approves the disposal of the following items:

Disposal of Obsolete/Surplus/Disposable Equipment/Materials		
Items	Date	ATTACHMENTS
Library Items	September 2025	ATTACHMENT 10
Library Items	October 2025	ATTACHMENT 11
Sharp Touch Screen Monitor	September 2025	ATTACHMENT 12

G. Resolved that the Board of Education approves increasing the rate of pay for substitute custodians with a valid boiler license to include an additional \$2.00 per hour.

H. Resolved that the Board of Education requests approval of capital reserve withdrawal in the amount of \$144,720 to cover renovations of preschool bathrooms.

I. Resolved that the Board of Education approves the Three-Year Comprehensive Maintenance Plan for fiscal years 2025-2026 and its submission to the Executive County

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Superintendent of Schools prior to November 15, 2025. The Three-Year Comprehensive Maintenance Plan is a guideline subject to budget constraints as required by NJQSAC.

ATTACHMENT 13

- J. To approve the submission of the annual Health and Safety Evaluation of School Buildings Checklist 2025-2026 to the County Office as required by NJQSAC. **ATTACHMENT 14**

- K. Resolved that the Board of Education amends the August 11, 2025 resolution for Student #***** 4146 to include additional services and to amend the student number as listed below:

Student	Provider	Services	Costs
<i>Amended Student Number</i> #*****4147	Mountain Lakes Board of Education 400 Boulevard #3 Mountain Lakes, NJ 07046	Itinerant Services for Students with hearing loss	Not to exceed \$3,610

- L. Resolved that the Board of Education approves the following revised transportation contract for the following out-of-district student:

Student	Provider	Amended Cost	Dates
#*****2125	Windsor Learning Center 234 Wanaque Ave, Pompton Lakes, NJ 07442	\$273 per day	Beginning December 1, 2025

- M. Resolved that the Board of Education approves the 2024-2025 audit with the following allocations for surplus:

Capital Reserve		
Date/Description	Increase/Decrease	Balance
July 1, 2024		751,280
Bathroom Budgeted Withdrawal	(230,280)	521,000
Unexpended balance of projects returned	63,562	584,562
FY 2025 transfer	663,063	1,247,625

Maintenance Reserve		
Date/Description	Increase/Decrease	Balance
July 1, 2024		442,933
Budgeted withdrawal cafeteria floors	(20,600)	422,333
FY 2025 transfer	232,492	654,826

- N. Resolved that the Board of Education approves the final expenditure reports for fiscal year 2025 for the following grant:

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IDEA Grant	Carryover to FY 2025
IDEA - Basic	\$0
IDEA - Preschool	\$0

O. Resolved that the Board of Education approves the final expenditure reports for fiscal year 2025 for the following grant:

ESEA Grant	Carryover to FY 2025
Title 1	\$532.00
Title IIA	\$10,345.00
Title IV	\$263.00

P. Resolved that the Board of Education approves the following facilities use requests in accordance with [Policy 7510 - Use of School Facilities](#) and [Regulation 7510 - Use of School Facilities](#):

Organization	Time/Date	Space/Cost
<u>Class II</u> – Rising Stars Youth Theatre Company	Sunday January 25, 2026 from 7:00 p.m. - 10:00 p.m. <i>SNOW DATE:</i> <i>Sunday, February 8, 2026</i> <i>from 7:00 p.m. - 10:00 p.m.</i>	Auditorium and other areas as needed: • Costs: <ul style="list-style-type: none"> ○ Facility Use costs for each four hours' use: <ul style="list-style-type: none"> ▪ Auditorium <i>Waived - \$1,500.00</i> ▪ Locker rooms at no charge ○ Other Fees: <ul style="list-style-type: none"> ▪ Service Fee \$300.00 ▪ AV Technician \$75.00 per hour ▪ Custodial Costs Direct cost of employee -TBD <p style="text-align: right;">TOTAL COSTS: \$TBD</p>

Yes - 7
 Abstain - 2 (Letter A: Mrs. Kabbash – CK#18702, Mrs. Clohessey – Ck#18682)
 Recuse - 1 (Mr. Patterson – L.)
 No - 0

OLD BUSINESS

- A. Board of Education Goals – Tabled the motion to vote on the goals. Motion to approve by Ms. Henry, seconded by Mr. Patterson, all in favor.
- B. It was mentioned that there will be a November 25 meeting to plan the area off Route 23 – Redevelopment.

NEW BUSINESS

- A. Virtual Regionalization Community Meeting – Wednesday, December 10, 2025 at 6:30 p.m.

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OPEN TO THE PUBLIC – VISITORS ADDRESS THE BOARD

Discussion – N/A

On motion by Ms. Henry seconded by Mrs. Kabbash, 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.

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No one addressed the Board

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

EXECUTIVE SESSION: N/A

On motion by Mrs. Kabbash, seconded by Mr. Patterson, and carried unanimously by voice vote, adjourned the meeting at 8:05 p.m.

Respectfully submitted,

Carlos Sarmiento
Business Administrator/
Board Secretary