

# MINUTES OF REGULAR MEETING September 15, 2025

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

PRESENT: Kathleen Clohessey, Wayne Bartron,  
Rachel Kabbash, Stephen Koger (arrived @7:01p.m.), Stephanie Perna,  
Christopher Patterson,  
John R. Giacchi, Superintendent  
Carlos Sarmiento, Business Administrator/Board Secretary

ABSENT: John J. Friend, Erin Henry, John VanKampen

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

- |                    |                             |                     |
|--------------------|-----------------------------|---------------------|
| 1. August 11, 2025 | – Regular Meeting Minutes   | <b>ATTACHMENT 1</b> |
| 2. August 11, 2025 | – Executive Session Minutes |                     |

Yes	-	5
Abstain	-	0
No	-	0

## PRESENTATIONS-N/A

## CORRESPONDENCE – N/A

## OPEN TO THE PUBLIC – Agenda Items

On motion by Mrs. Kabbash, seconded by Mr. Bartron 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

# MINUTES OF REGULAR MEETING

## September 15, 2025

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 Mrs. Kabbash, seconded by Mr. Bartron, 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
  - i. Sports Schedules, available Activities
  - ii. Dr. Giacchi was elected as the State Superintendent of Region 1
- B. To report that no fire or security drills were held during the month of August 2025.

### **PERSONNEL COMMITTEE – Stephanie Perna, Chair – Committee Report**

***Discussion: N/A***

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

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

# MINUTES OF REGULAR MEETING

## September 15, 2025

Staff Member	Position	Effective Date
Harleigh Blackwell	Part-time Paraprofessional	June 13, 2025 – Last day worked
Katie Ghaleb	Part-time Paraprofessional	June 13, 2025 – Last day worked

- B. Resolved that the Board of Education, upon recommendation of the Superintendent, rescinds the following appointment:

Staff Member	Position	Effective Date
Jeff Salerno	Part-time Paraprofessional	July 14, 2025 – Date of appointment

- C. Resolved that the Board of Education, upon recommendation of the Superintendent, rescinds the following Extra-Curricular Stipend appointment:

Staff Member	Position	Effective Date
Megan Fazio	RTI Coordinator	August 11, 2025 – Date resignation was accepted by the Board of Education

- D. Resolved that the Board of Education appoints the following extra-curricular staff members for the 2025-2026 school year:

2025-2026 Extra-Curricular Appointments		
Activity	Staff Member	Annual Stipend
RTI Coordinator (I&RS)	<ul style="list-style-type: none"> <li>• Nicole Charpentier</li> <li>• Steven Untisz</li> </ul>	<p style="text-align: center;">\$2,617</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>
Art Advisor	Denise Yadvish	\$3,690

- 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
Natasha Gonzalez (.71 FTE) – Part-time Paraprofessional	August 27, 2025	\$19.62 per hour, plus \$2.00 per hour differential for providing higher-level care, not benefit eligible
Paolette Jurado (.71 FTE) – Part-time Paraprofessional	September 8, 2025	\$19.62 per hour, not benefit eligible, pending completion of required paperwork
Marissa Shea (.71 FTE) – Part-time Paraprofessional	On or about September 16, 2025	\$19.62 per hour, plus \$2.00 per hour differential for providing higher-level

## MINUTES OF REGULAR MEETING September 15, 2025

		care, not benefit eligible, pending completion of required paperwork
Denise Tirado (.71 FTE) – Part-time Paraprofessional	August 27, 2025	\$19.62 per hour, plus \$2.00 per hour differential for providing higher-level care, not benefit eligible, pending completion of required paperwork
Jessica Vega (.71 FTE) – Part-time Paraprofessional	On or about September 24, 2025	\$19.62 per hour, plus \$2.00 per hour differential for providing higher-level care, not benefit eligible, pending completion of required paperwork

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

Employee/Position	Appointment	Annual Stipend
Denise Tirado	Substitute Teacher as needed	\$3,000 (prorated to \$2,130)

- G. 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:

Staff Member	Compensation
Karen Crosby	\$45.00 per hour, not to exceed 6 additional hours
Ryan Ellis	\$45.00 per hour, not to exceed 3 additional hours
Margaret Gummere	\$68.22 per hour, not to exceed 20 additional hours
Sandy Molla-Saracco	\$71.73 per hour, not to exceed 5 additional hours

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

Paraprofessionals Receiving \$2 Differential for Higher-Level Care	Dates
<ul style="list-style-type: none"> <li>• Nancy Madera</li> <li>• Lorraine Simone (Paugh)</li> </ul>	August 27, 2025 - June 30, 2026

- I. Resolved that the Board of Education, upon recommendation of the Superintendent, amends the FTE (Full-Time Equivalent) to .75 from .71 for the following paraprofessionals for the 2025-2026 school year:

# MINUTES OF REGULAR MEETING

## September 15, 2025

Amend FTE to .75	Dates
<ul style="list-style-type: none"> <li>• Wendy Awuah</li> <li>• Yackelin Barrientos</li> <li>• Samantha Becker</li> <li>• Jordan Cross</li> <li>• Lisa Davis</li> <li>• Daniel Engelhardt</li> <li>• Johanna Ferrari</li> <li>• Ann Grabkowski</li> <li>• Angela Lanham</li> <li>• Nancy Madera</li> <li>• Michelle Maher</li> <li>• Nicole Paragh</li> <li>• Ryan Silvestri</li> <li>• Kelly Walters</li> </ul>	August 27, 2025 - June 30, 2026

- J. Resolved that the Board of Education, upon recommendation of the Superintendent, approves the following personnel to provide home instruction as listed below, compensation upon submission of timesheets:

Student	Staff member	Compensation	Dates
#*****9262	Kristen Bauer – Teacher	\$45.00 per hour, up to ten (10) hours per week	Beginning September 2, 2025 and ending on or about October 1, 2025
	Sarah Blondina – Paraprofessional	\$19.62 per hour, up to ten (10) hours per week	Beginning September 2, 2025 and ending on or about October 1, 2025

- K. Resolved that the Board of Education, upon recommendation of the Superintendent, appoints Robert Hennessey as Franklin Borough School’s Workplace Impairment Recognition Expert (WIRE) for the 2025-2026 school year.

- L. Resolved that the Board of Education, upon recommendation of the Superintendent, approves the following stipend for mentoring the novice teacher listed below: *(Note that novice teacher Alyssa Novak was mentored at another district for 16 weeks of the required 30 weeks, and \$220 of the required \$550 stipend was paid to the mentor at that time.)*

Mentor	Stipend	Novice Teacher
Nicholas Speer	\$330 stipend for 16 weeks of mentoring	Alyssa Novak

# MINUTES OF REGULAR MEETING

## September 15, 2025

- M. Resolved that the Board of Education, upon recommendation of the Superintendent, appoints full-time custodian Earl Hornyak as Night Foreman at an annual stipend of \$1,200 for the 2025-2026 school year.
- N. Resolved that the Board of Education, upon recommendation of the Superintendent, appoints full-time custodian Robert (Bruce) Cahill as Assistant to the Night Foreman at an annual stipend of \$250 for the 2025-2026 school year.
- O. 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
Emily Beck	Substitute Teacher	\$150 per day, not benefit eligible, pending completion of required paperwork
Sarah Zydon	Substitute Teacher	\$150 per day, not benefit eligible, pending completion of required paperwork
Trevor Johnson	Substitute Custodian	\$15.50 per hour, not benefit eligible, pending completion of required paperwork

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

Staff Member	Professional Development	Cost	Dates
Sabrina Mohammed	34th Annual School Health Conference, Somerset, NJ	Registration: \$240.00 Mileage: \$50.95	October 22, 2025
Michele Fuzia	43rd Annual Autism Conference in Atlantic City, NJ	Registration: \$550.00 Plus Hotel: \$110.00 Meals: \$51.00 <i>(not to exceed a \$102.00)</i> Mileage: \$131.60 Parking/Tolls: \$50.00	October 16-17, 2025

- Q. Resolved that the Board of Education, upon recommendation of the Superintendent, approves the second reading and adoption of the following policies:

# MINUTES OF REGULAR MEETING

## September 15, 2025

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

**EDUCATION COMMITTEE** – Stephen Koger – Chair

**Discussion: N/A**

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

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

Student	Position	Date
#*****9262	<ul style="list-style-type: none"> <li>• One (1) Special Education teacher, 10 hours per week</li> <li>• One (1) Paraprofessional, 10 hours per week</li> </ul>	September 2, 2025 to on or about October 1, 2025

B. Resolved that the Board of Education approves the following tuition rates for non-resident students of non-teaching staff members for the 2025-2026 school year in accordance with Policy and Regulation 5111 - Eligibility of Resident/Nonresident Students: *(Note: On September 10, 2025, the Sussex County Office of Education approved the tuition rates listed below.)*

Student Enrollment	Tuition Rate Per Student Per Year
Enrolled Prior to July 1, 2024	\$25 per student per year
Enrolled On or after July 1, 2025	\$500 per student per year

C. Resolved that the Board of Education approves the submission of the Statement of Assurance (SOA) for the School District Professional Development Plan. **ATTACHMENT 5**

D. Resolved that the Board of Education approves the submission of the District Mentoring Plan. **ATTACHMENT 6**

E. Resolved that the Board of Education approves the annual Nursing Services Plan. **ATTACHMENT 7**

F. Resolved that the Board of Education approves the second reading and adoption of the following policies and regulations:

# MINUTES OF REGULAR MEETING

## September 15, 2025

Number	Title	Attachments
P 2422	Statutory Curricular Requirements	<b>ATTACHMENT 8</b>
P 5111	Eligibility of Resident/Nonresident Students	<b>ATTACHMENT 9</b>
P 5117	Interdistrict Public Choice	<b>ATTACHMENT 10</b>
P 5339.01	Student Sun Protection	<b>ATTACHMENT 11</b>

### FINANCE/BUILDINGS & GROUNDS – Erin Henry, Chair

#### Discussion: N/A

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

- A. Resolved that the Board of Education approves the vendor payments dated August 12, 2025 - September 15, 2025. **ATTACHMENT 12**

Fund 10	Charter School/ER FICA Share	63,912.65
Fund 11	General Expense	1,078,825.92
Fund 12	Capital Outlay	410,868.24
Fund 20	Special Revenue	50,607.40
Fund 60	Cafeteria	675
Fund 95	Student Activities	0
	<b>Total</b>	<b>1,604,889.21</b>

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

Resolved pursuant to N.J.A.C. 6A:23A-16.10 (c) 3, the Board Secretary does certify that as of July 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 July 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 13**

- C. Resolved that the Board of Education approves between line-item transfers as required by State rules and regulations for the month of July 2025. **ATTACHMENT 14**

## MINUTES OF REGULAR MEETING September 15, 2025

- D. Resolved that the Board of Education approves the submission and acceptance of the Elementary and Secondary Education Act (ESEA) Grant for the project period July 1, 2025 through September 30, 2026 with the following allocations:

Grant	Allocation
ESEA - Title I	\$119,824
ESEA - Title II	\$15,574
ESEA - Title IV	\$10,000
<b>Total</b>	<b>\$145,398</b>

- E. Resolved that the Board of Education refuses the ESEA Grant entitlement for the project period July 1, 2025 through September 30, 2026 with the following allocations:

Grant	Allocation
ESEA - Title III	\$2,261

- F. Resolved that the Board of Education approves the following out-of-district tuition and other costs:

Student	Provider	Dates	Cost
#*****5685	Celebrate the Children	2025-2026 school year, including a 23-day ESY program commencing July 1, 2025	Tuition: \$94,598 Extraordinary Services: \$42,630 Transportation: TBD
#*****2125	Windsor Learning Center	2025-2026 school year, including a 30-day ESY program commencing July 1, 2025	Tuition: \$77,070 Extraordinary Services: \$56,700 Transportation: TBD

## MINUTES OF REGULAR MEETING September 15, 2025

G. Resolved that the Board of Education amends the 2024-2025 Preschool Expansion Aide (PEA) Grant and approves the following transfers:

Old Account	New Account	Allocation
20-218-400-731	20-218-100-101	\$13,457.50
20-218-400-731	20-218-100-106	\$31,781.80
20-218-400-731	20-218-200-330	\$16,693.25

H. Resolved that the Board of Education approves the following facilities use requests in accordance with Policy and Regulation 7510 - Use of School Facilities:

Organization	Time/Date	Space/Cost
<b><u>Class II</u></b> – The Franklin Band	Winter Concert – December 5, 2025 Start and end times are to be determined	<ul style="list-style-type: none"> <li>• Auditorium</li> <li>• Costs:               <ul style="list-style-type: none"> <li>○ Facility Use costs for each four hours' use:                   <ul style="list-style-type: none"> <li>▪ Auditorium     <i>Waived - \$1,500.00</i></li> </ul> </li> <li>○ Other Fees:                   <ul style="list-style-type: none"> <li>▪ Service Fee     <i>Waived - \$300.00</i></li> </ul> </li> </ul> </li> </ul> <p style="text-align: right;"><b>TOTAL COSTS: \$0</b></p>
<b><u>Class II</u></b> – Cub Scout Pack 90	Multiple dates throughout the school year for Den Meetings, Pack Meetings, and the Pinewood Derby provided there are no conflicts with school events	<p>Multiple classrooms for Den Meetings and Pack Meetings</p> <ul style="list-style-type: none"> <li>• Costs:               <ul style="list-style-type: none"> <li>○ Facility Use costs for each four hours' use:                   <ul style="list-style-type: none"> <li>▪ Classrooms     <i>Waived - \$250.00</i></li> </ul> </li> <li>○ Other Fees:                   <ul style="list-style-type: none"> <li>▪ Service Fee     <i>Waived - \$300.00</i></li> </ul> </li> </ul> </li> </ul> <p>Main Gymnasium for the Pinewood Derby</p> <ul style="list-style-type: none"> <li>• Costs:               <ul style="list-style-type: none"> <li>○ Facility Use costs for each four hours' use:                   <ul style="list-style-type: none"> <li>▪ Gymnasium     <i>Waived - \$1,500.00</i></li> <li>▪ Custodial overtime fees - <i>Waived</i></li> </ul> </li> </ul> </li> </ul> <p style="text-align: right;"><b>TOTAL COSTS: \$0</b></p>

# MINUTES OF REGULAR MEETING

## September 15, 2025

- I. Resolved that the Board of Education amends the facility use request from the Hardyston Historical Society originally approved at the August 11, 2025 Board of Education meeting to waive the custodial overtime fee due to the custodians being in the building for a construction project.

Organization	Time/Date	Space/Cost
<b>Class II</b> – 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"> <li>• Main Gymnasium - <i>Waived</i> - \$1,500</li> <li>• Service Fee <span style="float: right;">\$300</span></li> </ul> <p style="text-align: right;"><b>TOTAL COST: \$300</b> <b>WAIVED - custodial costs</b></p>

- J. Resolved that the Board of Education approves the withdrawal of \$9,465 from the Maintenance Reserve account to install and connect the annex bathroom fire alarms.
- K. Resolved that the Board of Education approves the withdrawal of \$2,450 from the Maintenance Reserve account to replace the damaged BENQ White Board in the Library.
- L. Resolved that the Board of Education approves the second reading and adoption of the following policies and regulations:

Number	Title	Attachments
P 0173	Duties of Public School Accountant	<b>ATTACHMENT 15</b>
P 0174	Legal Services	<b>ATTACHMENT 16</b>
P 0177	Professional Services	<b>ATTACHMENT 17</b>
P & R 1570	Internal Controls	<b>ATTACHMENTS 18 and 19</b>
P & R 6111	Special Education Medicaid Initiative (SEMI) Program	<b>ATTACHMENTS 20 and 21</b>
P & R 6220	Budget Preparation	<b>ATTACHMENTS 22 and 23</b>
P 7510	Use of School Facilities	<b>ATTACHMENT 24</b>

Yes – 6  
 Abstain – 0  
 No – 0  
 Recused – 1 (Mr. Patterson – Item F)

**OLD BUSINESS – N/A**

**NEW BUSINESS – N/A**

- A. Board of Education Goals – Dr. Giacchi advised that Kelly Mitchell presented Board goals and Student recognition. Mrs. Kabbash said good concepts. Mr. Bartron said these goals are grandiose. J.R. thinks we should build on what we already have instead of building new goals. Mrs. Kabbash thinks it is good to have Strauss review our policies. J.R. said

# MINUTES OF REGULAR MEETING

## September 15, 2025

our mission statement was written by a student. Mrs. Clohessey asked Mrs. Kabbash to please take the lead.

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

#### **Discussion – N/A**

On motion by Mrs. Kabbash 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 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 Mr. Koger, seconded by Mr. Bartron 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 Mr. Bartron, seconded by Mr. Patterson, and carried unanimously by voice vote, adjourned the meeting at 7:27 p.m.

Respectfully submitted,

Carlos Sarmiento  
Business Administrator/  
Board Secretary