

**Franklin Board of Education
Regular Meeting Agenda
November 13, 2023 at 7:00 p.m. in the Auditorium**

CALL MEETING TO ORDER AND ROLL CALL BY:

Time: p.m.

Member	Mr. Friend	Ms. Henry	Mr. Hrbek	Mr. Koger	Mr. Patterson	Mrs. Perna	Mr. Saltzman	Mrs. Clohessey	Mr. Bartron
Present									

Flag Salute & Pledge of Allegiance

PRESIDENT’S STATEMENT – OPEN PUBLIC MEETING

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.

I. ACTION ITEMS – Approval of the following routine matters:

- A. Approval of Regular Board Minutes

That the minutes of the following meeting be approved as presented:

- 1. October 16, 2023 - Regular Meeting Minutes **ATTACHMENT 1**

Motion: _____ **Second:** _____

Discussion

Roll Call Vote:

Member	Ms. Henry	Mr. Hrbek	Mr. Koger	Mr. Patterson	Mrs. Perna	Mr. Saltzman	Mr. Friend	Mrs. Clohessey	Mr. Bartron

CORRESPONDENCE

PRESENTATIONS

- A. Student Presentation
- B. Audit Presentation – Valerie Dolan, Nisivoccia LLP
- C. Strategic Planning Meeting Proposal – Kathleen Helewa, Kathleen Helewa Educational Consultants

OPEN TO THE PUBLIC - AGENDA ITEMS

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.

- A. Open the meeting for public comment on agenda items.

Motion: _____ **Second:** _____

Discussion

Roll Call Vote:

Member	Mr. Hrbek	Mr. Koger	Mr. Patterson	Mrs. Perna	Mr. Saltzman	Mr. Friend	Ms. Henry	Mrs. Clohessey	Mr. Bartron

B. Close the meeting for public comment on agenda items.

Motion: _____ **Second:** _____

Discussion

Roll Call Vote:

Member	Mr. Koger	Mr. Patterson	Mrs. Perna	Mr. Saltzman	Mr. Friend	Ms. Henry	Mr. Hrbek	Mrs. Clohessey	Mr. Bartron

BOARD SECRETARY’S REPORT

SUPERINTENDENT’S REPORT

- A. School updates
- B. To report that the fire and security drills held during the month of October were as follows:
 - October 11, 2023 at 1:30 p.m. - Fire Drill
 - October 20, 2023 at 8:30 a.m. to 9:30 a.m. - Safety drills (cafeteria)

II. Personnel Committee – Kathleen Clohessey, Chair – Committee Report

Approve Items A – J

Motion: _____ **Second:** _____

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

Employee	Position	Effective Date
Gina Woodbury	Part-time Paraprofessional	Last day - November 3, 2023, pending an agreement with the Franklin Education Foundation (FEA) stating that early release is not precedent setting
Dalitzza Cordero	Part-time Paraprofessional	Last day - November 17, 2023, pending an agreement with the FEA stating that early release is not precedent setting

B. Resolved that the Board of Education, upon recommendation of the Superintendent, terminates the following appointments:

Staff Member	Date
#8192 – Long-term Substitute Teacher	Last day worked - October 24, 2023
#8140 – Substitute Teacher	Last day worked - October 26, 2023

C. Resolved that the Board of Education, upon recommendation of the Superintendent, approves the following paid leave:

Employee	Date
#7808	Beginning October 24, 2023

D. Resolved that the Board of Education, upon recommendation of the Superintendent, approves the following staff members to provide home instruction. Compensation is payable upon submission of timesheets:

Student	Home Instruction Staff Member	Compensation	Dates
#*****4998	Kristen Bauer - Teacher	\$43.00 per hour, 10 hours per week	Beginning on or about October 20, 2023
	Jill Hersh - Paraprofessional	\$16.30 per hour, 10 hours per week	
	Mathew Inesti - Paraprofessional	\$17.30 per hour, 10 hours per week	
#*****5706	Megan Fazio - Teacher	\$43.00 per hour, 10 hours per week	Beginning on or about October 24, 2023
	Daniel Engelhardt - Paraprofessional	\$17.30 per hour, 10 hours per week	

E. Resolved that the Board of Education, upon recommendation of the Superintendent, amends the mentor appointment for novice teacher, Selena Vieira, as follows:

Mentor	Dates	Mentor Fee
Jessica Imhof	February 1, 2023 to November 3, 2023 (28 weeks) <i>(Note that Jessica Imhof was appointed mentor for 30 weeks at the April 24, 2023 BOE meeting.)</i>	\$550 to be split between the two mentors
Shannon Zaremba	November 6, 2023 to November 17, 2023 (2 weeks)	

- F. Resolved that the Board of Education, upon recommendation of the Superintendent, approves supplemental pay for the following staff members for the 2023-2024 school year, compensation at the contracted hourly rate upon submission of timesheets:

Staff Member	Date/Event	Compensation
Shakeel Danwatta	As needed	\$17.30 per hour
Elizabeth Davenport	As needed	\$17.30 per hour
Jill Hersh	As needed	\$16.30 per hour
Mathew Inesti	As needed	\$17.30 per hour
Sabrina Mohammed	As needed	\$48.14 per hour

- G. Resolved that the Board of Education, upon recommendation of the Superintendent, appoints the following personnel for the 2023-2024 school year, pending receipt of required paperwork where applicable:

Staff Member/Appointment	Start Date	Compensation
Meghan Arxer (.71 FTE) – Part-time Paraprofessional	On or about November 20, 2023	\$16.30 per hour, not benefit eligible, pending completion of required paperwork
Jose Barrientos – Long-term Substitute Middle School Special Education Teacher	On or about November 6, 2023 through on or about November 30, 2023	\$170 per day, not benefit eligible

- H. Resolved that the Board of Education, upon recommendation of the Superintendent, approves the following substitutes for the 2023-2024 school year. Compensation payable upon completion of timesheets. *(Note that benefits are not included for any substitute position listed below, and all approvals are pending receipt of required paperwork, where necessary.):*

Name	Substitute Position	Compensation
Celeste Baxter	Substitute Paraprofessional	\$100 per day, no benefits, pending completion of required documentation
Christine Larco	Substitute Nurse	\$250 per day, no benefits, pending completion of required documentation

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

Staff Member	Professional Development	Cost	Dates
Erin Garrity	Online – Using Guided Reading to Strengthen Students’ Reading Skills Grades 3 - 6	Registration: \$159.00	Self Guided
Lisa Grillo	Online – Dyslexia: Best Targeted Interventions to Accelerate Greater Literacy Success (K - 6)	Registration: \$159.00	January 30, 2024
	Online – Decreasing Defiant and Argumentative Behaviors: Practical Strategies	Registration: \$159.00	February 6, 2024
	Online – ELA Teachers: 20 Best Technology Tools to Increase Student Learning and Simplify your Teaching Life	Registration: \$159.00	February 13, 2024

- J. Resolved that the Board of Education, upon recommendation of the Superintendent, approves the first reading of the following policies and regulations:

Number	Title	Attachment
P 3161	Examination for Cause (Revised)	ATTACHMENT 2
P & R 3212	Attendance (M)(Revised)	ATTACHMENTS 3 and 4
P 4161	Examination for Cause (Revised)	ATTACHMENT 5
P & R 4212	Attendance (M)(Revised)	ATTACHMENTS 6 and 7

Discussion

Roll Call Vote:

Member	Mr. Patterson	Mrs. Perna	Mr. Saltzman	Mr. Friend	Ms. Henry	Mr. Hrbek	Mr. Koger	Mrs. Clohessey	Mr. Bartron

III. EDUCATION COMMITTEE – Jim Saltzman – Committee Report

Approve Items A – F

Motion: _____ **Second:** _____

A. Resolved that the Board of Education approves the 2023 Franklin Borough School District Nursing Services Plan for the 2022-2023 school year and its submission to the Sussex County Office of Education. **ATTACHMENT 8**

B. Resolved that the Board of Education approves the 2024 - 2029 Strategic Plan. **ATTACHMENT 9**

C. Resolved that the Board of Education approves the following services:

Student	Provider	Services	Cost
#*****4998	D.C. Fagan Psychological Services, LLC	Neuropsychological Evaluation not including attendance at school meetings or classroom observations, unless otherwise specified	\$3,500 - \$4,000

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

Student	Home Instruction Staff Member	Dates
#*****4998	<ul style="list-style-type: none"> Teacher – 10 hours per week Paraprofessional - 10 hours per week 	Beginning on or about October 20, 2023
#*****5706	<ul style="list-style-type: none"> Teacher – 10 hours per week Paraprofessional - 10 hours per week 	Beginning on or about October 24, 2023
#*****2217	<ul style="list-style-type: none"> Teacher – 10 hours per week 	Beginning on or about November 10, 2023

E. Resolved that the Board of Education approves Lakeside Counseling Associates, LLC to provide on-site counseling sessions for the 2023 -2024 schoolyear beginning September 18, 2023 as follows:

Preschool	3 hours/day minimum 3 days per week	\$175 per hour
Kindergarten – Grade 8	6 hours/day 2 days per week	\$700 per day

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

Number	Title	Attachment
P 2270	Religion in the Schools (Revised)	ATTACHMENT 10
P & R 5111	Eligibility of Resident/Nonresident Students (M)(Revised)	ATTACHMENTS 11 and 12
P & R 5116	Education of Homeless Children and Youths (Revised)	ATTACHMENTS 13 and 14

Discussion

Roll Call Vote:

Member	Mrs. Perna	Mr. Saltzman	Mr. Friend	Ms. Henry	Mr. Hrbek	Mr. Koger	Mr. Patterson	Mrs. Clohessey	Mr. Bartron

IV. FINANCE/BUILDINGS & GROUNDS – John Friend, Chair – Committee Report

Approve Items A - N

Motion: _____ **Second:** _____

- A. Resolved that the Board of Education approves the vendor payments dated October 17, 2023 - November 13, 2023. **ATTACHMENT 15**

Fund 10	Charter School/ER FICA Share	49,242.25
Fund 11	General Expense	649,538.68
Fund 12	Capital Outlay	152,914.82
Fund 20	Special Revenue	94,568.42
Fund 60	Cafeteria	0
Fund 95	Student Activities	1,203.06
	Total	947,467.23

- B. Resolved that the Board of Education accepts the attached Board Secretary’s Report and Treasurer of School Monies report for October 2023.

Resolved pursuant to N.J.A.C. 6A:23A-16.10 (c) 3, the Board Secretary does certify that as of October 31, 2023, 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, 2023, 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 16**

- C. Resolved that the Board of Education approves between line-item transfers as required by State rules and regulations for the month of October 2023. **ATTACHMENT 17**

- D. Resolved that the Board of Education accepts the fiscal year 2022-2023 Annual Comprehensive Financial Report and the Auditor’s Management Report with no recommendations cited.

- E. Resolved that the Board of Education approves carryover funds from the Preschool Expansion Act for fiscal year 2023 to fiscal year 2024 in the amount of \$677,190.

- F. Resolved that the Board of Education approves Carlos Sarmiento to replace Barbara Decker in the following roles effective December 5, 2023:

2023-2024 Appointments, Authorizations or Designations	Annual Stipend
Appoint Public Agency Compliance Officer (per Affirmative Action requirements), Contracting Agent, and the Custodian of Records	N/A
Authorize the Superintendent and Business Administrator/Board Secretary to implement the 2023-2024 budget pursuant to the policies and regulations of the NJ State Department of Education and the Franklin Borough Board of Education	N/A
Authorize the Business Administrator to audit and approve any account and demand to be paid prior to presentation to the board. Any such approval shall be presented to the Board for ratification at its next meeting as per NJSA 18A:19-4.1.	N/A
Authorize the Business Administrator to make purchases up to the bid threshold utilizing the quotation process and/or purchases from New Jersey State Contract Vendors and/or from other qualified pricing cooperatives/consortiums approved/awarded vendors.	N/A
Authorize the Business Administrator, on an as needed basis, to issue advance payment and/or partial payment to facilitate district requisitions.	N/A
Authorize the Superintendent and/or the Business Administrator to enter into inter-local agreement with other school districts, municipalities and/or county governments for miscellaneous services, supplies, or equipment.	N/A

G. Resolved that the Board of Education approves the following purchase:

Vendor Information	Description	Cost
Winner Ford Cherry Hill, New Jersey State of New Jersey, Contract, #A88726, T210	2024 Ford F250 Pickup Truck Regular Cab 8' Western Pro Plus Plow	\$58,777

H. Resolved that the Board of Education approves minimum wage increase effective January 1, 2024, per state law to \$15.13 per hour.

I. Resolved that the Board of Education approves the 2024 calendar year meeting schedule:

Franklin Borough Board of Education 2024 Board Meeting Schedule 7 pm Start Time in the Auditorium	
January 3, 2024	– Organization meeting
January 22, 2024	– Regular meeting
February 12, 2024	– Regular meeting
March 11, 2024	– Regular meeting
April 22, 2024	– Regular meeting and Public Hearing 2024-2025 Budget
May 13, 2024	– Regular meeting
June 17, 2024	– Regular meeting
July 15, 2024	– Regular meeting
August 12, 2024	– Regular meeting
September 16, 2024	– Regular meeting
October 14, 2024	– Regular meeting
November 18, 2024	– Regular meeting
December 9, 2024	– Regular meeting
January 6, 2025	– Organization meeting

J. Resolved that the Board of Education approves the purchase of a new scoreboard for the gymnasium from Varsity Scoreboards not to exceed \$4,800.

K. Resolved that the Board of Education approves the commodity resale agreement for the period of January 1, 2024 - December 31, 2028 with the Township of Hardyston for the purchase of gasoline and diesel fuels.

- L. Resolved that the Board of Education approves the following facility use request pending receipt of required paperwork and providing there are no conflicts with school events. *Note that when the school closes for the day or for early dismissal due to weather or other unforeseen circumstances, all evening activities are canceled.*

Organization	Time/Date	Space/Cost
Top Tier Dance Academy	Saturday, February 10, 2024 4:00 p.m. - 10:00 p.m.	Auditorium and locker Room Costs: <ul style="list-style-type: none"> • \$300 auditorium usage fee • \$500 custodial overtime fees
Wallkill Valley Regional High School	Various February and March 2024 dates for the spring musical	Auditorium and locker Room Costs: <ul style="list-style-type: none"> • Waived - auditorium usage fee • TBD - custodial overtime fees

- M. Resolved that the Board of Education approves the first reading of the following policies:

Number	Title	Attachment
P 8500	Food Services (M)(Revised)	ATTACHMENT 18

- N. Resolved that the Board of Education abolishes the following policies:

Number	ABOLISH - Title
P 8540	ABOLISH - School Nutrition Programs (M)
P 8550	ABOLISH - Meal Charges/Outstanding Food Service Bill (M)

Discussion

Roll Call Vote:

Member	Mr. Saltzman	Mr. Friend	Ms. Henry	Mr. Hrbek	Mr. Koger	Mr. Patterson	Mrs. Perna	Mrs. Clohessey	Mr. Bartron

OLD BUSINESS

NEW BUSINESS

OPEN TO THE PUBLIC – VISITORS ADDRESS THE BOARD

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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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.

- A. Open the meeting to the public for visitors to address the board.

Motion: _____ **Second:** _____

Discussion

Roll Call Vote:

Member	Mr. Friend	Ms. Henry	Mr. Hrbek	Mr. Koger	Mr. Patterson	Mrs. Perna	Mr. Saltzman	Mrs. Clohessey	Mr. Bartron

- B. Close the meeting to the public for visitors to address the board.

Motion: _____ **Second:** _____

Discussion

Roll Call Vote:

Member	Ms. Henry	Mr. Hrbek	Mr. Koger	Mr. Patterson	Mrs. Perna	Mr. Saltzman	Mr. Friend	Mrs. Clohessey	Mr. Bartron

EXECUTIVE SESSION

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
- 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.

Motion: _____ **Second:** _____

Roll Call Vote:

Member	Mr. Hrbek	Mr. Koger	Mr. Patterson	Mrs. Perna	Mr. Saltzman	Mr. Friend	Ms. Henry	Mrs. Clohessey	Mr. Bartron
Present									

RESUME OPEN SESSION: Time: _____

MOTION TO ADJOURN MEETING: Time _____

Motion: _____ **Second:** _____

Roll Call Vote:

Member	Mr. Koger	Mr. Patterson	Mrs. Perna	Mr. Saltzman	Mr. Friend	Ms. Henry	Mr. Hrbek	Mrs. Clohessey	Mr. Bartron
Present									