

MINUTES OF REGULAR MEETING DECEMBER 13, 2021

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

PRESENT: Michelle Babcock, Wayne Bartron, Kathleen Clohessey
John J. Friend, F. Cliff Graham, Shane Hrbek
Stephen Koger, Ronald Neal
John R. Giacchi, Chief School Administrator
Barbara A. Decker, Business Administrator/Board Secretary

ABSENT: Suzanne Ross

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.

In accordance with current State guidelines, the Franklin Borough Board of Education is going back into full compliance with its Bylaw #0164 - Conduct of Board Meetings and will continue to follow social distancing guidelines.

Approval of Regular Board Minutes

On motion by Mrs. Clohessey, seconded by Mr. Hrbek, and carried by the following roll call vote, approved the minutes of the following meeting as presented:

1. November 15, 2021 – Regular Meeting Minutes

ATTACHMENT 1

Yes	-	5
No	-	0
Abstain	-	Mrs. Babcock, Mr. Graham, Mr. Neal

DISCUSSION: NA

PRESENTATIONS:

Mr. Giacchi and Mr. Bartron – Thank you to outgoing Board of Education members for their service:

- Mrs. Michelle Babcock
- Mr. Cliff Graham
- Mr. Ron Neal

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CORRESPONDENCE:

- A. Letter from Suzanne Ross, Board of Education Member

OPEN TO THE PUBLIC – AGENDA ITEMS

On motion by Mr. Graham, seconded by Mrs. Clohessey, and carried unanimously by voice vote, opened the meeting to the public for comment on the 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, 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. Graham, seconded by Mr. Hrbek, and carried unanimously by voice vote, closed the meeting to the public for comment on the agenda items.

BOARD SECRETARY'S REPORT: NA

CHIEF SCHOOL ADMINISTRATOR'S REPORT

- A. Mr. Giacchi provided school updates on numerous topics.
- B. Mr. Giacchi reported that Melissa Fanuel is Franklin Borough School's 2021-2022 Governor's Educator of the Year award recipient.
- C. Mr. Giacchi reported that Robert Hennessy is Franklin Borough School's 2021-2022 Educational Services Professional of the Year award recipient.

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D. Mr. Giacchi reported that the fire and security drills held during the month of November were as follows:

- November 17, 2021 at 8:58 a.m. - Lockdown Drill
- November 18, 2021 at 1:11 p.m. - Fire Drill

Personnel Committee – Shane Hrbek, Chair

Discussion: NA

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

- A. Resolved that the Board of Education, upon recommendation of the Chief School Administrator, approves \$250 for Melissa Fanuel to use in her classroom as she is the 2021-2022 Governor's Educator of the Year award recipient for Franklin Borough School.
- B. Resolved that the Board of Education, upon recommendation of the Chief School Administrator, approves the following unpaid leaves of absence:

Employee	Dates
Denise O'Brien	December 8, 2021 - January 17, 2022
Barbara Formica	December 9, 2021 - December 17, 2021

- C. Resolved that the Board of Education, upon recommendation of the Chief School Administrator, accepts the resignation from the following part-time paraprofessional:

Staff Member	Title	Effective Date
Barbara Formica	Part-time Paraprofessional	On or before January 17, 2022 <i>Note: Early release is pending receipt of an agreement with the Franklin Education Association (FEA) stating early release is not precedent setting.</i>

- D. Resolved that the Board of Education, upon recommendation of the Chief School Administrator, makes the following 2021-2022 school year appointments for the purpose of Policy and Regulation 5751 - Sexual Harassment of Students:

Staff Member	Appointment
Christina Lash-Lain	Title IX Coordinator
Christina Lash-Lain	Investigator

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Staff Member	Appointment
Lisa Vallacchi	Decision-maker

- E. Resolved that the Board of Education, upon recommendation of the Chief School Administrator, appoints the following personnel listed below:

Staff Member/Appointment	Start Date	Compensation
Mariah Werkheiser (.71) 5 hours per day Part-time Paraprofessional	On or about January 3, 2022	\$13,789.05 per year, prorated, no benefits, pending completion of required paperwork

- F. Resolved that the Board of Education, upon recommendation of the Chief School Administrator, approves supplemental pay for the following staff member pending completion of timesheets:

Staff Member	Date/Reason	Compensation
Melissa Papadoupalos	As needed	\$15.07 per hour

- G. Resolved that the Board of Education, upon recommendation of the Chief School Administrator, approves the following teacher as a mentor for the 2021-2022 school year:

Mentor	Novice Teacher	Mentor Fee
Nick Speer	Jake DeAnda	\$550, prorated

- H. Resolved that the Board of Education, upon recommendation of the Chief School Administrator, approves guide movement pending receipt of required paperwork.

Staff Member	Current Track/Step	Revised Track/Step
Sabrina Mohammed	BA Step 8	BA+30 Step 8

- I. Resolved that the Board of Education, upon recommendation of the Chief School Administrator, approves the following extra-curricular appointments for the 2021-2022 school year:

Activity	Staff Members	Annual Stipend
Boys' Basketball - Assistant Coach	Elaine Tizzano	\$2,696

- J. Resolved that the Board of Education, upon recommendation of the Chief School Administrator, approves the professional development listed below:

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Staff Member	Professional Development	Cost	Date
Elaine Bartholomew	What's New in Young Adult Literature and How to Use it In Your Program, Newark, NJ	<i>Registration:</i> \$279.00 <i>Transportation:</i> \$ 25.90	1/7/2022
Cassandra Symons		<i>Registration:</i> \$279.00 <i>Transportation:</i> \$ 25.90	
Amy Maurin	Zoom - Introduction to Responsive Classroom	<i>Registration:</i> \$199.00	1/12/2022
Arcangelo Iurato	Techspo, Atlantic City, NJ	<i>Registration:</i> \$490.00 <i>Hotel:</i> \$194.00 <i>Trans, Tolls, Parking:</i> \$142.70	1/26/2022 - 1/28/2022
Carolyn Ryder	Dyslexia Strategies, West Orange, NJ	<i>Registration:</i> \$279.00 <i>Transportation:</i> \$ 25.90	2/9/2022

- K. Resolved that the Board of Education, upon recommendation of the Chief School Administrator, approves the \$1 per hour compensation differential for paraprofessionals who provide a higher level of care for the 2021-2022 school year per contract language:

Paraprofessionals Receiving \$1 Differential for Higher Level of Care	Dates
Cross, Donna	9/1/2021 - 6/30/2022
Davenport, Elizabeth	10/25/2021- 6/30/2022
Davis, Jocelyn	9/1/2021 - 6/30/2022
Davis, Lisa	9/1/2021 - 6/30/2022
Drake, Tammy	9/1/2021 - 6/30/2022
Dylewski, Lisa	9/1/2021 - 6/30/2022
Formica, Barbara	9/1/2021 - 6/30/2022
Gamella, Elda	9/1/2021 - 10/31/2021
Gamutan, Jane	9/1/2021 - 6/30/2022
Gaydos, Christine	9/1/2021 - 6/30/2022
Gencarelli, Joseph	9/1/2021 - 6/30/2022

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Paraprofessionals Receiving \$1 Differential for Higher Level of Care	Dates
McCann, Amy	9/1/2021 - 6/30/2022
O'Brien, Denise	9/1/2021 - 6/30/2022
Papadoupalos, Melissa	9/1/2021 - 6/30/2022
Powell-Hicks, Shelby	9/1/2021 - 6/30/2022
Sollitto, Holly	9/1/2021 - 6/30/2022
Talmdage, Courtney	9/1/2021 - 6/30/2022
Talmdage, Crystal	9/1/2021 - 6/30/2022
Voegelé, Dolores	9/1/2021 - 6/30/2022
Werdann, Lisa	9/1/2021 - 6/30/2022
Werkheiser, Mariah	1/3/2022 - 6/30/2022
Winkler, Kathleen	9/1/2021 - 6/30/2022
Zierold-Soares, Eve	9/1/2021 - 6/30/2022

- L. Resolved that the Board of Education, upon recommendation of the Chief School Administrator, approves the rate of pay change for the substitutes listed below:

Substitute	Rate of Pay	Effective Date
Substitute Teacher	\$125 per day	12/16/2021
Long-term Substitute Teacher	\$145 per day	12/16/2021

- M. Resolved that the Board of Education, upon recommendation of the Chief School Administrator, approves the following substitutes for the 2020-2021 school year: (Note that benefits are not included for any substitute position listed below, and all approvals are pending receipt of required paperwork, where necessary.)

Name	Position	Compensation
John Christiano	Substitute Teacher	At approved substitute teacher rate, no benefits, pending completion of required paperwork
Jake DeAnda	Substitute Teacher	At approved substitute teacher rate, no benefits, pending completion of required paperwork
Mackenzie Lally	Substitute Teacher	At approved substitute teacher rate, no benefits, pending completion of required paperwork

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EDUCATION COMMITTEE – Suzanne Ross – Chair

Discussion: NA

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

- A. Resolved that the Board of Education approves Franklin Borough School's English Language Learner (ELL) Three-Year Plan 2021-2024 and its submission to the Sussex County Office of Education.
- B. Resolved that the Board of Education approves the Annual Preschool Operational Plan Update for the 2021-2022 school year.
- C. Resolved that the Board of Education approves the Blanket Approval for Field Trips for the 2021-2022 school year. **ATTACHMENT 2**
- D. Resolved that the Board of Education approves the first reading of the following policy and regulation updates:

Number	Title	Attachment #
P 1648.11	The Road Forward COVID-19 - Health and Safety (Revised)	ATTACHMENT 3
P & R 5751	Sexual Harassment of Students (M) (Revised)	ATTACHMENTS 4 & 5

FINANCE/BUILDINGS & GROUNDS – John J. Friend, Chair

Discussion: NA

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

- A. Resolved that the Board of Education approves the vendor payments dated November 16, 2021 – December 13, 2021. **ATTACHMENT 6**

Fund 10	Charter School/ER FICA Share	21,534.38
Fund 11	General Expense	452,188.08
Fund 12	Capital Outlay	7,750.00
Fund 20	Special Revenue	86,614.74
Fund 60	Cafeteria	24,310.10
Fund 95	Student Activities	130.00
	Total	592,527.30

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- B. Resolved that the Board of Education accepts the attached Board Secretary's Report and Treasurer of School Monies report for November 2021.

Resolved pursuant to N.J.A.C. 6A:23A-16.10 (c)3, the Board Secretary does certify that as of November 30, 2021, 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 November 30, 2021, 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 7

- C. Resolved that the Board of Education approves between line-item transfers as required by State rules and regulations for the month of November 2021. **ATTACHMENT 8**
- D. Resolved that the Board of Education accepts \$23,080 for the School Security Grant for Fiscal Year 2020.
- E. Resolved that the Board of Education approves the submission of Amendment 1 for fiscal year 2022 ESEA grant which includes fiscal year 2021 carryover funds:

FY 2022 Amendment 1 – Carryover Funds FY 2021		
Title I-A		
Zuccheri, Tyler – 21%	12,900	
Zuccheri, Tyler - Benefits	5,805	
Instructional Supplies	108	
Title I-A TOTAL Carryover		18,813
Title IV		
Purchased Services – Educational Consultants	5,339	
Title IV TOTAL Carryover		5,339

- F. Resolved that the Board of Education authorizes the disposal of the items listed on the attached Obsolete or Dispose of Equipment or Materials Form. **ATTACHMENT 9**

OLD BUSINESS: NA

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NEW BUSINESS:

- Mr. Bartron discussed Mrs. Ross' request to attend Board of Education Meetings virtually through June 30, 2021 due to medical condition.
- Bylaw 0131 - Bylaws, Policies and Regulations
- Bylaw 0155.1 - Board Member Participation at Board Meetings Using Electronic Device

On motion by Mr. Graham, seconded by Mr. Hrbek, and carried unanimously by roll call vote, approved the following resolution:

- A. Resolved that the Board of Education approves the suspension of Bylaw 0131 Bylaws, Policies and Regulations until the close of this meeting. **ATTACHMENT 10**

On motion by Mr. Hrbek, seconded by Mrs. Clohessey, and carried unanimously by roll call vote, approved the following resolution:

- B. Resolved that the Board of Education approves Bylaw 0155.1 Board Member Participation at Board Meetings using Electronic Device. **ATTACHMENT 11**

On motion by Mr. Friend, seconded by Mrs. Clohessey, and carried unanimously by roll call vote, approved the following resolution:

- C. Resolved that the Board of Education approves Board Member Suzanne Ross' request to participate in future board of education meetings remotely through June 30, 2021.

OPEN TO THE PUBLIC – VISITORS ADDRESS THE BOARD

On motion by Mrs. Babcock, seconded by Mrs. Clohessey, 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 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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Nancy Davis, parent of 6th grade student, addressed the Board to thank Mr. Giacchi for quickly resolving an issue her child had at lunch.

On motion by Mrs. Clohessey, seconded by Mr. Graham, and carried unanimously by voice vote, closed the meeting to the public for visitors to address the board.

EXECUTIVE SESSION:

On motion by Mr. Graham, seconded by Mr. Friend, and carried unanimously by voice vote, the following resolution was adopted:

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 into closed session to discuss the following matter(s) concerning:

- ☒ [X] Matters rendered confidential by state or federal law – HIB #21-22.01
- ☐ [] 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.

The Board returned to regular session at 7:32 p.m.

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On motion by Mr. Neal, seconded by Mr. Graham, and carried unanimously by voice vote, adjourned the meeting at 7:32 p.m.

Respectfully submitted,

Barbara A. Decker
Business Administrator/
Board Secretary