

MINUTES OF REGULAR MEETING SEPTEMBER 23, 2019

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

PRESENT: Kevin Blondina, Kathleen Clohessey, Shane Hrbek
Ronald Neal [arrived at 7:01 p.m.]
Jeanine Paszkiel, Suzanne Ross, Sarah Zydon
John R. Giacchi, Superintendent
Barbara A. Decker, Business Administrator/Board Secretary

ABSENT: F. Cliff Graham, Vacant Seat

Mrs. Zydon, Board Vice-President, opened the meeting at 7:00 P.M., with the Flag Salute and Pledge of Allegiance, which was followed by the following statement:

The Board Secretary has advised me that 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, mailed to the New Jersey Herald, the Sunday Herald and the Star Ledger.

A. Approval of Regular Board Minutes

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

- | | |
|--|---------------------|
| 1. August 26, 2019 – Regular Meeting – Minutes | Attachment 1 |
| Yes | - 6 |
| No | - 0 |
| Abstain | - Mr. Neal |

EXECUTIVE SESSION:

On motion by Mr. Hrbek, seconded by Mrs. Ross, and carried unanimously by roll call 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:

- Matters rendered confidential by state or federal law -
 Personnel - **Chief School Administrator contract**

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- [] 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 Mr. Hrbek, seconded by Mrs. Ross, and carried unanimously by roll call vote, the Board returned to regular session at 7:20 p.m.

Roll call vote was taken and all board members were present with the exception of F. Cliff Graham.

PRESENTATIONS:

- A. Student presentations
- B. Sussex County Educational Services Commission presented by Suzanne Ross, Franklin Board of Education member
- C. New Jersey Student Learning Assessment (NJSLA) Test Results presented by Carolyn Ryder, Supervisor of Instruction

CORRESPONDENCE: NA

OPEN TO THE PUBLIC – AGENDA ITEMS

On motion by Mr. Blondina, seconded by Mr. Hrbek, and carried unanimously by roll call vote, opened the meeting to the public for comment on agenda items at 7:50 p.m.

Mrs. Zydon 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 front and state your name, municipality of residence and/or group affiliation.

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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 that the staff member may consider defamatory and/or libelous, as that staff member retains all rights to pursue any legal remedies against you.

- Elizabeth Davenport addressed the Board regarding the time that students have to eat their lunch. Mr. Giacchi responded.
- Kathy Lorenzo addressed the Board regarding the scheduling logistics of the school lunch periods. Mr. Giacchi responded.
- Melissa Fanuel thanked Mrs. Clohessey for the PTO driveway stenciling and also thanked the Board for hiring Mr. Hennessey to serve as Security Officer.

On motion by Mrs. Ross, seconded by Mr. Hrbek, and carried unanimously by roll call vote, closed the meeting to the public for comment on agenda items at 7:59 p.m.

BOARD SECRETARY'S REPORT

Mrs. Decker reported the following:

- Boiler project is going well
- Playground installation has started but the materials needed for the flooring are backordered.
- Border around swing set to be concrete
- Open/Vacant seat on Board – One resident expressed interest, however, did not meet one year residency requirement

CHIEF SCHOOL ADMINISTRATOR'S REPORT

Mr. Giacchi reported the following:

A. School updates:

- PTO meeting 9/24/19
- Early dismissal on 9/26/19 for professional development
- Franklin Fluorescent 5K race at the Franklin Mineral Museum sponsored by SB One Bank
- Mallory's Army on 10/8/19
- Walking School Bus 10/8/19
- PTO Ram Jam on 10/18/19

B. Fire and security drills held during the month of August 2019 were as follows:

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- August 21, 2019 - Fire Drill from 9:30 – 10:01 a.m.

COMMITTEE REPORTS

Personnel Committee – Kevin Blondina, Chair

Mr. Blondina provided an update on the Committee Meeting.

Discussion:

Mr. Blondina reviewed the following items:

- Shared Agreement for Part-Time Nurse
- Guidance on Policy for Earned Sick Leave for substitute teachers
- Need for additional paraprofessionals

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

- A. Resolved that the Board of Education approves the contract for John R. Giacchi to serve as Chief School Administrator commencing October 1, 2019 - June 30, 2024 with a prorated annual salary of \$142,468 for 2019-2020; \$145,317 for 2020-2021; \$148,224 for 2021-2022; \$151,188 for 2022-2023; and \$154,212 for 2023-2024.
- B. Resolved that the Board of Education accepts the resignation of full-time teacher, Robert Baumgartner, effective Friday, October 4, 2019.
- C. Resolved that the Board of Education accepts the resignation of part-time paraprofessional, Kayla Schumacher, effective November 15, 2019 with a request to be released early, if possible.
- D. Resolved that the Board of Education approves the following appointments for the 2019-2020 school year pending receipt of required documentation:

Name/Position	Compensation	Effective Date
Tyler Zuccheri Full-time Teacher	BA Step 1 at \$55,241, prorated, full-time, plus benefits	10/7/2019
Christine Gaydos Part-time Paraprofessional (.71 FTE)	\$14.11 per hour, no benefits	On or about 10/2/2019

- E. Resolved that the Board of Education approves Tyler Zuccheri for five (5) transition days at per diem from September 30, 2019 - October 4, 2019. This appointment is pending completion of required paperwork.

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F. Resolved that the Board of Education approves the salary adjustment for part-time paraprofessional, Ivonne Reyes, from \$12,395 to \$12, 911 for the 2019-2020 school year.

G. Resolved that the Board of Education approves supplemental pay for the staff members listed below. Staff members to be compensated upon submission of timesheets:

Date/Event	Staff Members	Hours Worked	Compensation
August 20, 2019 Kindergarten Orientation	Kelly Kilmat	2.25 hours	\$41.60 per hour
August 20, 2019 Kindergarten Orientation	Kelly Snyder (Sparta)	2.25 hours	\$41.60 per hour
September 3-5, 2019 In-Service	Suzanne O'Connor	3 hours	\$43.15 per hour
September 3-5, 2019 In-Service	Jill Helmstetter	6 hours	\$57.70 per hour

H. Resolved that the Board of Education amends the extra-curricular appointment listed below for the 2019-2020 school year:

Activity	Staff Member	Annual Stipend
NJHS Advisor	Melissa Daly Michelle Minimi <i>Note: Melissa Daly was initially approved as the sole NJHS advisor at the July 29, 2019 BOE meeting.</i>	\$2,566 <i>Annual stipend to be split equally between the two advisors upon approval of the Franklin Education Association.</i>

I. Resolved that the Board of Education approves the following substitute for the 2019-2020 school year: Note that benefits are not included, and approval is pending receipt of required paperwork.

Position	Name	Compensation
Substitute Teacher	Kayla Albrecht	\$100 per day No benefits

J. Resolved that the Board of Education approves professional development listed below:

Staff Member	Professional Development	Cost	Date
Amanda Huffman	2019 Art Conference – Art Education of NJ, Long Branch, NJ	Registration: \$265 Hotel: \$189 <i>plus related transportation</i>	11/5/19 11/6/19
Chelsea Lange	Attendance, Residency, and Homelessness Issues, New Providence, NJ	Registration: \$150 <i>plus related transportation</i>	11/20/19

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Staff Member	Professional Development	Cost	Date
Sandy Bargiel	NJ Association of School Librarians Annual Conference, East Brunswick, NJ	Registration: \$240 Hotel: \$143.59 <i>plus related transportation</i>	12/9/19 12/10/19

- K. Resolved that the Board of Education approves the following board members' and administrators' travel-related expenses to attend NJSBA Workshop 2019 October 21 - 24, 2019 including mileage, tolls and food, etc.

F. Cliff Graham	Sarah Zydon	Kevin Blondina
Kathleen Clohessey	Shane Hrbek	Suzanne Ross
Jeanine Paszkiel	J.R. Giacchi	Barbara Decker

- L. Resolved that the Board of Education approves the first reading and adoption of the following policy and regulation updates:

Number	Title	Attachment #
Policy 3159	Teaching Staff Member/School District Reporting Responsibilities	Attachment 2
Policy and Regulation 3218	Use, Possession, or Distribution of Substances (Teaching Staff Members)	Attachments 3, 4
Policy and Regulation 4218	Use, Possession, or Distribution of Substances (Support Staff Members)	Attachments 5, 6
Policy 4219	Commercial Driver's License Controlled Substance and Alcohol Use Testing	Attachment 7
Policy and Regulation 7440	School District Security	Attachments 8, 9
Policy 8630	Bus Driver/Bus Aide Responsibilities	Attachment 10

Education Committee – Jeanine Paszkiel, Chair

Mrs. Paszkiel provided a summary of the Committee Meeting.

Discussion: NA

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

- A. Resolved that the Board of Education approves the out-of-district costs for the student listed below for the 2019-2020 school year:

Student ID	School	Dates	Rate
*****1041	Lakeland Andover School 67 NJ-15, Lafayette Township, NJ 07848	September 2019 – June 2020	Tuition \$55,180 plus transportation

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- B. Resolved that the Board of Education approves the following transportation costs for the 2019-2020 school year:

Student	Transportation
Homeless student *****7438	\$150 per day plus administrative fees
Homeless student *****4740	\$95.93 per day plus administrative fees

- C. Resolved that the Board of Education approves the following field trip:

Destination	Grade	Date	Cost
Broadway Theater 1681 Broadway New York, NY 01119	8	June 30, 2020 from 8:15 a.m. – approximately 6:30 p.m.	\$3,672.50 plus transportation

- D. Resolved that the Board of Education approves the amended 2019-2020 school calendar dated September 23, 2019 as listed in **Attachment 11**.

- E. Resolved that the Board of Education approves the first reading and adoption of the following policy and regulation updates:

Number	Title	Attachment #
Policy 5517	School District Issued Student Identification Cards	Attachment 12
Policy and Regulation 8600	Student Transportation	Attachments 13, 14
Regulation 8630	Emergency School Bus Procedures	Attachment 15
Policy 8670	Transportation of Special Needs Students	Attachment 16
Policy 9210	Parent Organizations	Attachment 17
Policy 9400	Media Relations	Attachment 18

Finance/Building & Grounds – Ronald Neal, Chair

Mr. Neal provided a summary of the Committee Meeting.

Discussion: NA

On motion by Mrs. Ross, seconded by Mr. Blondina, and carried unanimously by roll call vote, approved the following resolutions:

- A. Resolved that the Board of Education approves the vendor payments dated August 27, 2019 through September 23, 2019. **Attachment 19**

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Fund 10	Charter School/ER FICA Share	58,586.28
Fund 11	General Expense	533,299.06
Fund 12	Capital Outlay	146,812.25
Fund 20	Special Revenue	66,459.29
Fund 60	Cafeteria	5,236.74
Fund 95	Student Activities	0
	Total	810,393.62

- B. Resolved that the Board of Education accepts the attached Board Secretary's Report and Treasurer of School Monies report for August 2019.

Resolved pursuant to N.J.A.C. 6A:23A-16.10 (c)3, the Board Secretary does certify that as of August 31, 2019, 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 August 31, 2019, 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 20**

Resolved that the Board of Education approves between line item transfers as required by State rules and regulations for the month of August 2019. **Attachment 21**

- C. Resolved that the Board of Education approves the following facility use request pending receipt of required paperwork and provided there is no conflict with school events:

Organization	Dates/Times	Facility Request
Walkill Valley Junior Rangers Football Cheerleaders	Tuesdays and Thursdays from September 10, 2019 through January 30, 2020 from 5:45 p.m. to 8:00 p.m.	Zoom Room
Walkill Valley Rec Basketball	Mondays, Thursdays , and Fridays from 6:00 - 9:00 p.m. November 1, 2019 - March 30 2020	Main Gym
Walkill Valley Travel Basketball	Tuesdays and Thursdays from 7:00 - 9:00 p.m. October 1, 2019 - April 1, 2020 <i>Note that Thursday availability must coordinated with the Walkill Valley Recreational Basketball program.</i>	Main Gym

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D. Resolved that the Board of Education approves the first reading and adoption of the following policy and regulation updates:

Number	Title	Attachment #
Policy and Regulation 6112	Reimbursement of Federal and Other Grant Expenditures	Attachments 22, 23

E. Resolved that the Board of Education approves the following change order dated September 17, 2019 and new Contract Sum for the Boiler Project (DeSesa Engineering Company, Inc.):

Change Order 001	
Additional gas piping and omission of cafeteria wall rebuild	\$5,519.00
LESS June overtime credit	<u>(\$1,009.73)</u>
NET CHANGE ORDER	\$4,509.27

General Allowance	
LESS Change Order 001	\$25,000.00
Remaining Allowance	<u>(\$4,509.27)</u> \$20,490.73

Original Contract Sum	
Less Remaining Allowance	\$578,700.00
New Contract Sum AFTER Change Order 001	<u>(\$20,490.73)</u> \$558,209.27

OLD BUSINESS:

Mrs. Zydon updated the Board on the following:

- September 26, 2019 NJSBA meeting at the Lafayette House.
- NJSBA App available for upcoming workshops

NEW BUSINESS: NA

OPEN TO THE PUBLIC – VISITORS ADDRESS THE BOARD

On motion by Mrs. Ross, seconded by Mrs. Paszkiel, and carried unanimously by roll call vote, opened the meeting to the public for visitors to address the board.

Mrs. Zydon 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

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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.

- Stephen Zydon addressed the Board regarding the Franklin Historical Society scarecrow contest and requested the Board reimburse the Franklin Historical Society \$150.00 for scarecrow frames.

On motion by Mr. Hrbek, seconded by Mr. Blondina, and carried unanimously by roll call vote, closed the meeting to the public for visitors to address the board.

On motion by Mrs. Ross, seconded by Mrs. Paszkiel, and carried unanimously by voice vote, adjourned the meeting at 8:11 p.m.

Respectfully submitted,

Barbara A. Decker
Business Administrator/
Board Secretary