

FRANKLIN TOWNSHIP BOARD OF EDUCATION
 226 QUAKERTOWN ROAD, P.O. BOX 368
 QUAKERTOWN, NEW JERSEY 08868
 908-735-7929



REGULAR MEETING AGENDA
September 19, 2023

For the Regular Meeting of the Franklin Township Board of Education
 Tuesday, September 19, 2023 at 6:30 p.m. in the Franklin School Multipurpose Room

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

III. STATEMENT OF ADEQUATE NOTICE:

In accordance with requirements of the Open Public Meeting Act, N.J.S.A. 10:4-6 et seq., adequate notice has been given of tonight's meeting in the Hunterdon County Democrat and have been posted on the bulletin board by the main office of the Franklin Township School, sent to the Township Clerk and to all Board of Education members and posted on the school website on January 12, 2023.

IV. ROLL CALL

Mrs. Karen Sutton, Pres. _____ Mrs. Allison Luciano, V. Pres. _____ Mr. Ronald Falcon _____
 Mrs. Shana Frondorf _____ Mr. James Giordano _____ Mrs. Carolyn Licwinko _____
 Mrs. Erin Tomasini _____

V. PRESENTATION

- No presentations this month

VI. MINUTES

MOTION by _____, **seconded** by _____.

BE IT RESOLVED, that the minutes of the Board of Education meeting, held on the dates indicated as transcribed, be approved and filed.

- August 21, 2023 Regular Meeting Minutes
- August 21, 2023 Executive Meeting Minutes

Discussion:

Voice Vote:

Yes	No	Abstain	Absent
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VII. CORRESPONDENCE

VIII. SCHOOL BUSINESS ADMINISTRATOR REPORT– Mr. Mark Kramer

IX. SUPERINTENDENT REPORT - Dr. Nicholas Diaz

Type of Drill	Date
Fire Drill	7/20/23
Security Drill - Communication System Test	7/31/23
Fire Drill	8/30/23
Security Drill - Hold in Place	8/31/23
Security Drill - Shelter in Place	9/13/23
Security Drill - Secure	9/15/23

X. PUBLIC COMMENTS - Privilege of the Floor (3 minutes) – Agenda Items Only

All comments should be directed to the board president. The Board will not respond to complaints from and to school personnel unless the chain of command has been followed, without satisfaction. Furthermore, the Board cannot respond to any complaints from the public directed at any district employee or student, as the Board must protect each employee and each student's right to privacy.

Those wishing to share comments during this portion of the meeting are asked to state their name and address. Public comment shall be concise and to the point and shall not contain abusive, defamatory, or obscene language. Each speaker will be given up to three minutes.

XI. AD HOC (Board Goals, Supt Goals/Personnel)/STRATEGIC PLANNING – Mrs. Luciano, Mrs. Tomasini, Mrs. Frondorf

XII. FINANCE AND FACILITIES- Mrs. Sutton, Mr. Falcon, Mr. Giordano

MOTION by _____, seconded by _____ to approve action items XII. A through I.

- A. Acceptance of the July 2023 Financial Reports
- B. Approval of Transfers July 2023 and August Transfers 2023
- C. Approval of August Bills Lists
- D. Approval of Use of Facilities August 2023
- E. Approve Use of the 2022-2023 Extraordinary and Transportation State Aid for the 2023-2024 Appropriations
- F. Appointing a School Alliance Insurance Fund Commissioner
- G. Resolution of The Board of Education of the Township of Franklin in The County of Hunterdon, New Jersey Authorizing Certain Actions in Connection with Proposed School Facilities Projects
- H. Appointment of Bond Counsel Services
- I. Appointment of Special Counsel

A. Acceptance of the July 2023 Financial Reports

WHEREAS, N.J.A.C. 6A:23A-16.10 requires the Board Secretary and the Franklin Township Board of Education to certify that no budgetary line-item account has been over-expended and that the sufficient funds are available to meet the district's financial obligation, and

WHEREAS, N.J.A.C.6A:23A-16.10 further requires the Franklin Township Board of Education receive and accept the monthly financial statements, the Board Secretary's, and Treasurer's reports; and

WHEREAS, the Board Secretary's and Treasurer's reports for the month ending July 31, 2023 are presented for the Board to accept and are on file in the Office of the School Business Administrator;

NOW, THEREFORE BE IT RESOLVED, the Franklin Township Board of Education acknowledges receipt of and accepts the Board Secretary's and Treasurer's Reports for the month ending July 31, 2023; and

BE IT FURTHER RESOLVED, that the Board Secretary and Franklin Township Board of Education certify that no budgetary line-item account has been over-expended and that there are sufficient funds available to meet the district's financial obligation.

B. Approval of Budget Transfers for July and August 2023

WHEREAS, N.J.A.C.6A:23A-16.10-(c)1 states that a report shall be presented to the Board showing all transfers between line-item accounts for each line-item account shown on the budget prepared in accordance with N.J.S.A.18A:22-8; and

WHEREAS, Board Policy #3160 designates the Superintendent of Schools to approve transfers as necessary between meetings of the Board and be reported to the Board, ratified, and duly recorded in the minutes at a subsequent Board meeting; and

WHEREAS, transfers in the report "Budget Transfers" for the time period July and August 2023 were necessary to maintain the needs of the district and are on file in the Office of the School Business Administrator,

NOW, THEREFORE BE IT RESOLVED, that Franklin Township Board of Education ratifies and approves the transfers in the report "Budget Transfers" July and August for fiscal year 2023-2024 through August 31, 2023, approved by the Superintendent, so that no budgetary line-item account has been over-expended and that sufficient funds would be available to meet the district's financial obligations, as requested by various district administrators.

C. Approval of August Bills

WHEREAS, N.J.S.A. 18A:19, Expenditure of Funds; Audit and Payment of Claims, provides Boards of Education to make payments on claims for goods received and services rendered payable to the order of the person entitled to receive the amount after approval by the board; or in accordance with payrolls duly certified; or debt service or when provided by resolution approval by a person designated by the board; and

WHEREAS, a list of bills for the month of August 2023 are being presented to the board with the recommendation that they be ratified, approved and paid; and

WHEREAS, each claim or demand has been fully itemized, verified and audited as required by law in accordance with N.J.S.A. 18A:19-2;

NOW, THEREFORE BE IT RESOLVED, that the Franklin Township Board of Education approves the list of bills for payment in the grand sum of \$571,521.42 for August 2023; and

BE IT FURTHER RESOLVED, the list of bills is on file in the Office of the School Business Administrator, and

BE IT FURTHER RESOLVED, that the Franklin Township Board of Education authorizes the School Business Administrator to pay bills if it is determined that a need arises prior to the next board meeting.

D. Approve the Use of Facilities

BE IT RESOLVED that the Board, upon the recommendation of the Superintendent, approve the following use of facilities requests.

Name of Group	Purpose	Location	Days/Dates	Time
FTS PTA	Monthly PTA Meetings	Library	10/19, 11/16, 12/21, 1/18, 2/15, 3/21, 4/18, & 5/16	7 - 9PM
FTS PTA	Snowflake Ball	Gym	1/19/24	1 - 9PM
FTS Class of 2024	Cheesecake Fundraiser	Library	11/7/23	4:30 - 8PM
FTS PTA	Roary's Shoppe	Cafeteria	Wednesdays: 10/11, 12/6, 2/21, 4/17	10 AM - 1:30 PM
FTS PTA	Movie Night	Cafeteria	10/13/23	4:30 - 10 PM

E. Approve Use of the 2022-2023 Extraordinary and Transportation State Aid for the 2023-2024 Appropriations

WHEREAS, the Franklin Township Board of Education has received revenues for the 2022-2023 fiscal year relating to Extraordinary Aid in the amount of \$470,397 and Nonpublic School Transportation Aid in the amount of \$4,368; and

WHEREAS, the Franklin Township Board of Education budgeted \$163,000 for Extraordinary Aid and \$2,000 for Nonpublic School Transportation Aid in the 2022-2023 fiscal year allowing for an additional amount of \$307,397 of Extraordinary Aid and \$2,368 of Nonpublic School Transportation Aid to be used in the 2023-2024 fiscal year; and

WHEREAS, the Department of Education allows districts to appropriate these funds in the next fiscal year (2023-2024) without Commissioner approval; and

WHEREAS, the district has determined that there is a need for the use of these funds for unfunded/underfunded/unexpected expenditures which developed after the 2023-2024 budget process was completed.

NOW THEREFORE BE IT RESOLVED, that the Franklin Township Board of Education hereby approves the revenues that are available from the 2022-2023 Extraordinary Aid in the amount of \$307,397 and Nonpublic School Transportation Aid in the amount of \$2,368 totaling \$309,765 to appropriate said funds in the 2023-2024 budget for the expenditures listed below which needs were determined after the 2023-2024 budget process was completed:

Account Description	Amount
Out of District Tuition	\$309,765
Total:	<u>\$309,765</u>

BE IT FURTHER RESOLVED, such appropriation shall be consistent with guidance and direction as provided by the Commissioner of Education and the Department of Finance.

BE IT FURTHER RESOLVED, that this resolution shall take effect immediately, and the Franklin Township Board of Education authorizes the Superintendent, Board President and School Business Administrator/Board Secretary to process this action on behalf of the Franklin Township Board of Education with regard to exercising the intent of this resolution.

F. Appointing a School Alliance Insurance Fund Commissioner

BE IT RESOLVED, by the School Board of Franklin Township, County of Hunterdon, State of New Jersey, that it hereby appoints Mark Kramer, School Business Administrator/Board Secretary as the School Alliance Insurance Fund Commissioner; and

BE IT FURTHER RESOLVED that copies of this Resolution be forwarded to the following:

- Mark Kramer, Fund Commissioner
- School Alliance Insurance Fund

G. Resolution of The Board of Education of the Township of Franklin in The County of Hunterdon, New Jersey Authorizing Certain Actions in Connection with Proposed School Facilities Projects

WHEREAS, The Board of Education of the Township of Franklin in the County of Hunterdon, New Jersey (the “Board” when referring to the governing body and the “School District” when referring to the territorial boundaries governed thereby), seeks to submit various projects for review and approval, as set forth in Exhibit A (collectively, the “Projects”), to the New Jersey Department of Education;

WHEREAS, the School District will seek Debt Service Aid with respect to the Projects; and

WHEREAS, the Board now seeks to take the initial steps in order to proceed with the planning and authorization of the Projects.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE TOWNSHIP OF FRANKLIN IN THE COUNTY OF HUNTERDON, NEW JERSEY, as follows:

Section 1. In accordance with the requirements of Section 6A:26-5.1 through 6A:26-5.3 of the New Jersey Administrative Code, the Board hereby authorizes and/or ratifies the preparation of Schematic Plans and Educational Specifications, if required, by H2M Architects (“H2M”) in connection with the Projects and the Board further authorizes and directs H2M to submit the same to the New Jersey Department of Education and to the Hunterdon County Superintendent of Schools for review and approval. The Board further authorizes and directs the submission of the Schematic Plans to the planning board for its review, to the extent required by law.

Section 2. In accordance with the requirements of Section 6A:26-2.3 of the New Jersey Administrative Code, the Board hereby ratifies any amendments to the Long Range Facilities Plan, as necessary, to reflect the Projects and approves the submission of any such amendment to the New Jersey Department of Education.

Section 3. In accordance with the requirements of Section 6A:26-3.2 of the New Jersey Administrative Code, the Board hereby authorizes and/or ratifies the submission of the Projects Applications and its decision seeking debt service aid for the Projects.

Section 4. With respect to the Projects, the Board hereby authorizes and directs the Board President, the Superintendent and the School Business Administrator/Board Secretary, as applicable, to execute the schematic plans and educational specifications, the amendment to the Long Range Facilities Plan, the Projects cost estimate sheets and all related Projects documents allowing submission of same to the New Jersey Department of Education.

Section 5. The Board hereby authorizes and directs the Board President, the Superintendent, the School Business Administrator/Board Secretary, H2M, and Wilentz, Goldman & Spitzer, P.A., as Bond Counsel, as applicable, to take all action required to preserve the opportunity to present the Projects to the voters via a bond referendum at School District

election at such date as may be determined by the Board of Education.

Section 6. This resolution shall take effect immediately.

H. Appointment of Bond Counsel Services

BE IT RESOLVED, That the Franklin Township Board of Education approved the 2023 bond counsel services agreement between the Franklin Township Board of Education and Wilentz, Goldman & Spitzer, P.A. located at 90 Woodbridge Center Drive, Suite 900, Box 10, Woodbridge, NJ 07095 to provide bond counsel services for a proposed bond referendum.

I. Appointment of Special Counsel

BE IT RESOLVED, that the Franklin Township Board of Education appoints the Lenox Law Firm located at 136 Franklin Corner Road, Unit B2, Lawrenceville, NJ 08648 as special counsel to provide legal services through June 30, 2024.

Board of Education Roll Call Vote on Action Items A through I.

Roll Call Vote:

Name	Yes	No	Abstain	Absent
Mr. Falcon				
Mrs. Frondorf				
Mr. Giordano				
Mrs. Licwinko				
Mrs. Luciano				
Mrs. Tomasini				
Mrs. Sutton				
Totals:				

XIII. CURRICULUM AND EDUCATION - Ms. Tomasini, Mrs. Luciano, Mrs. Licwinko
MOTION by _____, **seconded** by _____ **to approve action items XIII. A through G.**

A. Tuition Contract - Regular School Year

BE IT RESOLVED, to approve a Special Education Tuition Contract Agreement for the Regular 2023-2024 school year between the Franklin Township Board of Education (sending) and the Newgrange School (receiving) for Student ID #9531008800 at \$58,361.12.

B. Tuition Contract- Regular School Year

BE IT RESOLVED, to approve a Special Education Tuition Contract Agreement for the Regular 2023-2024 school year between the Franklin Township Board of Education (sending) and Rutgers University Behavioral Health Care (receiving) for Student ID #3166993251 at \$95,880.00.

C. Amend the May 22, 2023 resolution for Professional Services - Karen Pereira, OT

BE IT RESOLVED to amend the May 22,2023 resolution:

BE IT RESOLVED the Board approve a resolution for the Professional Services contract for the period July 1, 2023 through June 30, 2024 between the Franklin Township Board of Education and Karen Pereira, OT for occupational therapy services at the following rates (\$20,000.00 approximate annual cost):

- Occupational Therapy \$42.50 per 30 minutes
- Occupational Therapy \$85.00 per 60 minutes
- Progress Reports \$21.25 each
- Annual Review \$85.00 each

Evaluations \$385.00 per evaluation

To read,

BE IT RESOLVED the Board approve a resolution for the Professional Services contract for the period July 1, 2023 through June 30, 2024 between the Franklin Township Board of Education and Karen Pereira, OT for occupational therapy services at the following rates (**\$60,000 approximate annual cost**):

- Occupational Therapy \$42.50 per 30 minutes
- Occupational Therapy \$85.00 per 60 minutes
- Progress Reports \$21.25 each
- Annual Review \$85.00 each
- Evaluations \$385.00 per evaluation

D. High Impact Tutoring Grant Application

BE IT RESOLVED, upon the recommendation of the Superintendent of Schools, the Franklin Township Board of Education approves administration to submit the application to the State of New Jersey for NJ Learning Acceleration Program: High-Impact Tutoring Grant.

E. Accept Donation - Play Like Gunnar

BE IT RESOLVED, upon the recommendation of the Superintendent of Schools, the Franklin Township Board of Education accepts a donation in the amount of \$5,000 from Play Like Gunnar to be used towards the expansion of a playground in memoriam of a former student, Gunnar Bickhardt.

F. Contract - YMCA of Bucks and Hunterdon Counties

BE IT RESOLVED, upon recommendation of the Superintendent, to approve a contract agreement with the YMCA of Bucks and Hunterdon Counties for the 23-24 school year for before and after school child care services, at no cost to the District.

G. Contract- Sarah’s Spanish School

BE IT RESOLVED, upon recommendation of the Superintendent, to approve the contract with Sarah’s Spanish School to provide the Online Spanish Year 1 Step-By-Step Program for grades K-8 through December 31st 2023 in the amount of \$9,887.15.

Discussion:

Board of Education Roll Call Vote on Action Items A through G.

Roll Call Vote:

Name	Yes	No	Abstain	Absent
Mr. Falcon				
Mrs. Frondorf				
Mr. Giordano				
Mrs. Licwinko				
Mrs. Luciano				
Mrs. Tomasini				
Mrs. Sutton				
Totals:				

XIV. POLICY - Mrs. Tomasini, Mr. Falcon, Mrs. Frondorf
MOTION by _____, seconded by _____ to approve action items XIV. A through D.

Action Items

- A. Attendance: Policy 5113
- B. Code of Conduct - PK-2
- C. Code of Conduct - 3-8
- D. Field Trips: Policy and Regulation 6153

Information Only

- E. Class Size Guidelines - Current Class Size Policy

Discussion:

Board of Education Roll Call Vote on Action Items A through D.

Name	Yes	No	Abstain	Absent
Mr. Falcon				
Mrs. Frondorf				
Mr. Giordano				
Mrs. Licwinko				
Mrs. Luciano				
Mrs. Tomasini				
Mrs. Sutton				
Totals:				

XV. NEGOTIATIONS – Mrs. Luciano, Mr. Giordano, Mrs. Licwinko

XVI. EXECUTIVE SESSION

MOTION by _____, seconded by _____ for the Board to enter into Executive Session at _____pm.

Voice Vote:

Yes	No	Abstain	Absent
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WHEREAS, the New Jersey Open Public Meetings Act authorizes a public body to exclude the public from that portion of a meeting at which the Board of Education discusses topics falling within certain specified exceptions to the requirement for open public meetings; (N.J.S.A. 10:4-13) and

WHEREAS, the Board of Education wishes to discuss matters that fall within one or more of the statutory exceptions to open public meetings;

NOW THEREFORE BE IT RESOLVED, pursuant to Section 7 of the Open Public Meetings Act (N.J.S.A. 10:4-12), that the Franklin Township Board of Education adjourn from public session and enter into executive session at this time to discuss confidential matters pertaining to personnel agenda items, a personnel matter and legal matters; and

BE IT FURTHER RESOLVED, that Franklin Township Board of Education expects to reconvene into public session in approximately 30 minutes and action may be taken.

BE IT FURTHER RESOLVED, that the matters discussed in executive session should be made public as soon as the need for confidentiality no longer exists; and

BE IT RESOLVED to return to Open Public Session at _____pm.

MOTION by _____, seconded by _____ for the Board to reconvene public session.

Voice Vote:

Yes	No	Abstain	Absent
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XVII. PERSONNEL

MOTION by _____, seconded by _____ to approve action items XVII. A through L.

A. Approve Substitute Bus Driver

BE IT RESOLVED that the Board, upon the recommendation of the Superintendent, approve Shaun Pidany as a substitute bus driver, as needed, at an hourly rate of \$50.00 per hour for the 23-24 school year.

B. Approval of Creation of ELL Teacher - Job Description and Position to be funded by NJTSS Mental Health Grant

BE IT RESOLVED that the Board, upon the recommendation of the Superintendent, approve the creation of a .5 ELL Teaching Position, with salary per QEA contract funded by NJTSS Mental Health Grant.

C. Approve Professional Day Requests

BE IT RESOLVED that the Board, upon the recommendation of the Superintendent, approve the following professional day requests:

Date	Employee	Name of Professional Development Program	Registration Cost	Mileage & Other Costs	Total Cost Not To Exceed
10/26/23	Caroline Licwinko	School Law Forum - Workshop 2023	\$265.00	0.00	\$265.00
10/26/23	Mark Kramer	School Law Forum - Workshop 2023	\$265.00	0.00	\$265.00
10/26/23	Nicholas Diaz	School Law Forum - Workshop 2023	\$265.00	0.00	\$265.00

D. Appointment of Stipend Positions

BE IT RESOLVED that the Board approve the following employees for the stipend positions listed below for the 2023-2024 school year:

Name	Position	Amount
Jenna Baranek	Girls Basketball Coach	\$2,754
Hunter Timko	Baseball Coach	\$2,191

E. Approve Substitute Teachers

BE IT RESOLVED that the Board, upon the recommendation of the Superintendent, approve the following individuals as substitute teachers for the 2023-2024 school year at the rate of \$135.00 per day, pending fingerprints, background check and health exam.

Jailene Rodriguez	Kenneth Kirkpatrick
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F. Approve Substitute Nurses

BE IT RESOLVED that the Board, upon the recommendation of the Superintendent, approve the following individuals as substitute nurses for the 2023-2024 school year at the rate of \$200.00 per day, pending fingerprints, background check and health exam.

Heather Paiva

G. World Language Assistant - Appointment

BE IT RESOLVED that the Board, upon the recommendation of the Superintendent, approve Lauren Suskavcevic as the World Language Instructional Assistant (.6) for the 2023-2024 school year at the rate of \$200.00 per day, effective September 20,2023.

H. Approve New Hire - Substitute Custodian Rate

BE IT RESOLVED that the Board, upon the recommendation of the Superintendent, approve the rate for substitute custodians as follows:

- \$18/ hr without Black Seal License
- \$20/hr with Black Seal License

I. Approve New Hire - Full-time Evening Custodian

BE IT RESOLVED that the Board, upon the recommendation of the Superintendent, approve Konnor Lippincott as a full-time evening custodian at an annual salary of \$40,000 pending fingerprints, background check and health exam

J. Approve Employment Contract Addendums

BE IT RESOLVED, upon the recommendation of the Superintendent of Schools, the Franklin Township Board of Education approves the following Employment Contract Addendums:

Paraprofessionals
Executive Assistant
Part-Time Custodian

Full-Time Custodian

K. Approve Substitute Secretary

BE IT RESOLVED, upon the recommendation of the Superintendent of Schools, the Franklin Township Board of Education approves the following Substitute Secretaries at a rate of \$135/day.

Christine Torres

L. Additional Compensation - Staff

BE IT RESOLVED, upon recommendation of the Superintendent, to approve the following staff members to be compensated at the contracted rate for additional time spent outside of contracted hours assisting in confidential student matters, not to exceed 15 hours per staff member.

Elizabeth Getty
Austin van-Spanje

Discussion:

Board of Education Roll Call Vote on Action Items A through L.

Roll Call Vote:

Name	Yes	No	Abstain	Absent
Mr. Falcon				
Mrs. Frondorf				
Mr. Giordano				
Mrs. Licwinko				
Mrs. Luciano				
Mrs. Tomasini				
Mrs. Sutton				
Totals:				

XVIII. BOARD MATTERS/NEW BUSINESS

XVIX. PUBLIC COMMENTS- Privilege of the Floor (3 minutes)

All comments should be directed to the board president. The Board will not respond to complaints from and to school personnel unless the chain of command has been followed, without satisfaction. Furthermore, the Board cannot respond to any complaints from the public directed at any district employee or student, as the Board must protect each employee and each student's right to privacy.

Those wishing to share comments during this portion of the meeting are asked to state their name and address. Public comment shall be concise and to the point and shall not contain abusive, defamatory, or obscene language. Each speaker will be given up to three minutes.

XX. OTHER BUSINESS
MOTION by _____, **seconded** by _____ **to approve action items XX. A and B.**

Action Items:

A. BE IT RESOLVED, to Approve the 2023-24 threat assessment team:

Required Staff Member	FTS Team Member
School Counselor	Austin van-Spanje
Teaching Staff Member	Hunter Timko
Administrator	Dr. Nicholas Diaz
School Liaison to Law Enforcement	Officer Mitchell Molina
School Safety Specialist	Dr. Lindsay Gooditis

B. BE IT RESOLVED, to approve the submission of the following 2023-2024 Quantitative/Qualitative Merit Goals for Dr. Nicholas Diaz, Superintendent, to the County Superintendent for approval:

_____ Quantitative goal at 3.3% salary _____
 _____ Qualitative goal at 2.5% salary _____

Information Only:

C. 23-24 Calendar Clarification, [attached](#).

Discussion:

Board of Education Roll Call Vote on Action Items A&B.

Roll Call Vote:

Name	Yes	No	Abstain	Absent
Mr. Falcon				
Mrs. Frondorf				
Mr. Giordano				
Mrs. Licwinko				
Mrs. Luciano				
Mrs. Tomasini				
Mrs. Sutton				
Totals:				

XXI. NOTEWORTHY DATES
Next board meeting will be on October 16, 2023.

XXII. ADJOURNMENT
MOTION TO ADJOURN by _____, **seconded** by _____.

Voice Vote:

Yes	No	Abstain	Absent
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