

Franklin Township Board of Education Minutes
Regular Meeting – May 2, 2017

PUBLIC INPUT ON AGENDA ITEMS: Mrs. Brown updated the Board on several FTEA initiatives.

CORRESPONDENCE: None

2017-2018 BUDGET HEARING

Mr. Duryea provided a presentation on the 2017-2018 budget, followed by a Q&A.

WORK SESSION - Information and discussion included:

Curriculum/Instruction/Technology –

- PARCC – Testing Update
- Science Curriculum/Materials
- District Improvement Plan
- Accreditation Program Presentation Scheduled
- Technology Presentation Scheduled

Policy –

- Special Education Final Reading
- FYI on Alert 210 forthcoming

Building and Grounds –

- Lead Testing
- Baseball/Softball Fields
- Summer LED Lighting Project

Personnel –

- Staffing updates for '17-'18 to be discussed in Executive Session

Finance –

- Health insurance update

PUBLIC INPUT PRIOR TO BOARD ACTION: None

2017-2018 BUDGET – Action 17-086

Motion

Motion by M. Blaszkowski, and seconded by R. DiGilio, to adopt the 2017/2018 Budget:

WHEREAS, the 2017/2018 budget includes sufficient funds to implement the proposed planning process as described in this district's Annual Report pursuant to N.J.S.A. 18A:7A-11 and to provide curriculum and instruction which will enable all students to achieve the Core Curriculum Content Standards;

THEREFORE BE IT RESOLVED, the Board of Education approves and adopts the 2017/2018 budget in the amount of **\$5,185,693** as follows:

Operating Budget	\$4,884,698
Grants and Entitlements	\$ 78,995
Repayment of Debt	\$ 222,000
Total Base Budget	\$5,185,693

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BE IT FURTHER RESOLVED, that the following amounts shall be raised from taxes:

Operating Budget	\$3,710,000
Repayment of Debt	\$ 201,025
Total	\$3,911,025

BE IT FURTHER RESOLVED, to acknowledge that the 2017/2018 budget has described above results and an operating budget tax levy in the amount of \$3,710,000.

ON A ROLL CALL VOTE, this motion was ADOPTED as follows: ayes, 8; nays, 0; abstain, 0.

TRAVEL EXPENSES – Action 17-087

Motion

Motion R. DiGilio, and seconded by R. Hart, to adopt the following resolution to establish in the annual school budget a maximum expenditure for travel per NJAC 6A:23B-1.2(b):

WHEREAS, school district policy #0147 and NJAC 6A:23B-1.2(b) provides that the board of education shall establish in the annual school budget a maximum expenditure amount that may be allotted for such travel and expense reimbursement for the 2017/2018 school year,

NOW THEREFORE BE IT RESOLVED, that the Franklin Township Board of Education hereby establishes the school district travel maximum for the 2017/2018 school year at the sum of \$40,000, and

BE IT FURTHER RESOLVED, that the School Business Administrator shall track and record these costs to insure the maximum amount is not exceeded.

ON A ROLL CALL VOTE, this motion was ADOPTED as follows: ayes, 8; nays, 0; abstain, 0.

PUBLIC RELATIONS– Action 17-088

Motion

Motion by R. DiGilio, and seconded by E. Ames, to adopt the following resolution to establish in the annual school budget a maximum expenditure for Public Relations per NJAC 6A:23A-9.3(c)14:

WHEREAS, school district policy #9120 and NJAC 6A:23A-9.3(c)14 provides that the board of education shall establish in the annual school budget a maximum expenditure amount that may be allotted for such Public Relation purposes for the 2017/2018 school year,

NOW THEREFORE BE IT RESOLVED, that the Franklin Township Board of Education hereby establishes the school district Public Relations maximum for the 2017/2018 school year at the sum of \$4,000, and

BE IT FURTHER RESOLVED, that the School Business Administrator shall track and record these costs to insure the maximum amount is not exceeded.

ON A ROLL CALL VOTE, this motion was ADOPTED as follows: ayes, 8; nays, 0; abstain, 0.

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T-1 and T-2 FORMS – Action 17-089

Motion

Motion by R. Hart, and seconded by C. Roberto, to approve Forms T-1 and T-2 regarding the requisition of taxes for the 2017-2018 school year.

ON A ROLL CALL VOTE, this motion was ADOPTED as follows: ayes, 8; nays, 0; abstain, 0.

APPOINTMENT REVISIONS AND POLICY-RELATED ITEMS –

Action 17-090

Motion

Motion by R. DiGilio, and seconded by C. Roberto, to approve the following revisions to the 2017-2018 appointments approved at the Board of Education's April 19, 2017 meeting:

- PTA Representatives – Janie Brown and Deborah Beer
- Homeless Education Liaison – Deborah Mannon

and to approve the following block of Policy-related items, as recommended by the Chief School Administrator:

- Approve the following policies/regulations for final reading:
 - Policy Guide 2460 - Special Education (Revised)
 - Regulation Guide 2460 - Special Education (Revised)
 - Regulation Guide 2460.1 - Special Education - Location, Identification, and Referral (Revised)
 - Regulation Guide 2460.8 - Special Education - Free and Appropriate Public Education (Revised)
 - Regulation Guide 2460.9 - Special Education - Transition From Early Intervention Programs to Preschool Programs (Revised)
 - Regulation Guide 2460.15 - Special Education - In-Service Training Needs for Professional and Paraprofessional Staff (New)
 - Policy Guide 2467 - Surrogate Parents and Foster Parents (Revised)

ON A ROLL CALL VOTE, this motion was ADOPTED as follows: ayes, 8; nays, 0; abstain, 0.

PROGRAM, CURRICULUM, AND INSTRUCTION-RELATED ITEMS –

Action 17-091

Motion

Motion by R. Hart, and seconded by P. Gardner, to approve the following block of Program, Curriculum, and Technology-related items, as recommended by the Chief School Administrator:

- Approve the May 2, 2017 Travel and Expense Reimbursement Form.

ON A ROLL CALL VOTE, this motion was ADOPTED as follows: ayes, 8; nays, 0; abstain, 0.

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FINANCE-RELATED ITEMS – Action 17-092

Motion

Motion by R. DiGilio, and seconded by E. Ames, to approve the following block of Finance-related items, as recommended by the Chief School Administrator:

- Approve the “Snow and Ice Removal in Exchange for Community Room Floor Cleaning/Buffering Agreement Between the Township of Franklin and the Franklin Township Board of Education for FY2018”.
- Approve the revised March, 2017 Fund 20 Board Secretary’s Report. **(Attachment A4)**
- Approve the following reclassifications and transfers, per the recommendation of the Chief School Administrator:

Transfers:

<u>Date</u>	<u>Source Account/Title</u>	<u>Target Account/Title</u>	<u>Comments</u>	<u>Amount</u>
04/25/17	11-000-251-105-000-000 SALARY - BUSINESS OFF	11-000-251-610-000-000 SUPPLIES	Bus Off Salary to Bus Off Sup.	100.00
04/28/17	11-000-262-500-000-000 OTH PURCH SERVICES	11-000-262-890-000-000 MISCELLANEOUS	Maint Pur Serv to Maint Misc	100.00

Reclassifications:

<u>Date</u>	<u>PO Number</u>	<u>Ordering Name</u>	<u>Amount</u>	<u>Reclassification Details and Comments</u>
03/16/17	P201700276	KATHLEEN DiFEBEO	\$40.00	From 20-251-200-320-000-007 to 20-250-200-320-000-007
04/27/17	P201700001	FRANKLIN TOWNSHIP BO	\$500.00	From 20-701-200-100-000-000 to 20-700-200-100-000-000 Amend to 15-16 REAP
04/27/17	P201700001	FRANKLIN TOWNSHIP BO	\$38.25	From 20-701-200-200-000-000 to 20-700-200-200-000-000 Amend to 15-16 REAP
04/27/17	P201700001	FRANKLIN TOWNSHIP BO	\$4,800.00	From 11-401-100-100-000-000 to 20-700-200-100-000-000 Amend to 15-16 REAP
04/27/17	P201700001	FRANKLIN TOWNSHIP BO	\$367.20	From 11-000-291-220-000-000 to 20-700-200-200-000-000 Amend to 15-16 REAP

The Net of expense reclassifications on Fund 10 is Expenditures: (\$5,167.20) Cash: \$5,167.20

The Net of expense reclassifications on Fund 20 is Expenditures: \$5,167.20 Cash: (\$5,167.20)

- Approve a Summer 2017 Lease Agreement with WCSSSD for three (3) classrooms at a rate of \$623.00 each, one (1) OT/PT Therapy room at a rate of \$623.00, and one (1) nurses suite at no charge, WCSSSD will provide nursing services for Franklin Township Students during the time that the WCSSSD program is in session, for a total lease agreement of \$2,492.00,
- Approve the Resolution for Participation in Coordinated Transportation with Warren County Special Services School District for the 2017-2018 school year, with an administrative fee payable to WCSSSD of 4% of contract costs.
- Renew the following 2017/2018 Joint Transportation Agreements for public school students with Franklin Township as Host District:

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Route Number	Destination	Joiner	Total Route Cost
WH11	Warren Hills	Warren Hills	\$19,159.29
WH17	Warren Hills	Warren Hills	\$19,159.29
WH18	Warren Hills	Warren Hills	\$19,159.29
WH40	Warren Hills	Warren Hills	\$19,159.29
WH19	Warren Hills	Warren Hills	\$19,159.29
WH5	Warren Hills	Warren Hills	\$19,159.29
R-1	Mansfield	Mansfield	\$19,159.29
F-1	Mansfield	Mansfield	\$19,159.29
N-1	Mansfield	Mansfield	\$19,159.29
W-1	Mansfield	Mansfield	\$19,159.29

- Renew the following bus route for the 2017/2018 school year with GST Transport Corp., with a renewal increase of 0.3% (CPI):

Route Number	Total Base Cost	Inc/Dec Provision	Total Route Cost
<i>WH11</i>	\$19,101.99	<i>0.74</i>	\$19,159.29
<i>R-1</i>	\$19,101.99	<i>0.74</i>	\$19,159.29
<i>WH17</i>	\$19,101.99	<i>0.74</i>	\$19,159.29
<i>F-1</i>	\$19,101.99	<i>0.74</i>	\$19,159.29
<i>WH18</i>	\$19,101.99	<i>0.74</i>	\$19,159.29
<i>N-1</i>	\$19,101.99	<i>0.74</i>	\$19,159.29
<i>WH40</i>	\$19,101.99	<i>0.74</i>	\$19,159.29
<i>W-1</i>	\$19,101.99	<i>0.74</i>	\$19,159.29
<i>WH19</i>	\$19,101.99	<i>0.74</i>	\$19,159.29
<i>GREEN</i>	\$9,551.00	<i>0.74</i>	\$9,579.65
<i>ORANGE</i>	\$9,551.00	<i>0.74</i>	\$9,579.65
<i>WH5</i>	\$19,101.99	<i>0.74</i>	\$19,159.29
<i>PINK</i>	\$9,551.00	<i>0.74</i>	\$9,579.65
<i>BROWN</i>	\$9,551.00	<i>0.74</i>	\$9,579.65

- Renew the following bus route for the 2017-2018 school year with Snyder Bus Services, Inc., with a renewal increase of 0.3% (CPI):
 - Route #7
 - Inc/Dec Provision = 1.64
 - Total Base Cost = \$19,818.00
 - Total Renewal Cost = \$19,877.40
- Approve contracting with Memory Book Company for the preparation of the school district's yearbook for the 2017-2018 school year, with costs to be paid through the sales of the books through the district's Student Activity Fund.

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- Approve the 2017/2018 Lease Contract with Warren County Special Services School District for the use of one (1) classroom; annual rental amount of \$7,475.00; ancillary services of \$4,960.00 for an annual total of \$12,435.00,
- Approve the following tuition and discount schedule for the district preschool program for the 2017-2018 school year:

Tuition

- 2 days per week \$140.00/month \$1,400/annually (\$50 annual increase over 2016-2017)
- 3 days per week \$200.00/month \$2,000/annually
- 5 days per week \$325.00/month \$3,250/annually

Discount

- 1 child no discount
- 2 children 10% discount off total tuition bill
- 3+ children 15% discount off total tuition bill

ON A ROLL CALL VOTE, this motion was ADOPTED as follows: ayes, 8; nays, 0; abstain, 0.

EXECUTIVE SESSION:

ENTER EXECUTIVE SESSION -- Action 17-093 *Motion*

Motion by R. DiGilio, and seconded by P. Gardner, to enter Executive Session for reasons of personnel matters and confidential student information, with information to be released at a date, not yet determined. (It is estimated that the Board will be in Executive Session for 30 minutes.)

This motion was ADOPTED as follows: ayes, 8; nays, 0; abstain, 0.

The Board entered Executive Session at 7:47pm.

RECONVENE PUBLIC SESSION -- Action 17-094 *Motion*

Motion by R. DiGilio, and seconded by R. Hart, to reconvene Public Session

This motion was ADOPTED as follows: ayes, 8; nays, 0; abstain, 0.

The Board reconvened Public Session at 8:14pm.

APRIL 19, 2017 EXECUTIVE SESSION MINUTES *Action 17-095* *Motion*

Moved by M. Blaszk, and seconded by E. Ames, to approve the Executive session minutes of the meeting of April 19, 2017.

This motion was ADOPTED as follows: ayes, 6; nays, 0; abstain, 2 (Hart, Roberto).

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PERSONNEL-RELATED ITEMS -- Action 17-096 Motion

Motion by R. DiGilio, and seconded by C. Roberto, to approve the following block of Personnel-related items, as recommended by the Chief School Administrator:

- Offer continued employment and approve a maximum travel limitation of \$500/person for the following Franklin Township School tenured/non-tenured teaching staff , and non-teaching staff for the 2017/2018 school year, as recommended by the Chief School Administrator. (It is anticipated that salary adjustments will be made, after the conclusion of the collective negotiations with the FTEA for the 2017-2018 school year.):

Non-Tenured Teachers

First Name	Last Name	Salary
Alessandra	Alchermes	\$50,070.00
Kaitlin	Mastrobattista	\$56,420.00
Charles	Purcell	\$51,170.00

Tenured Teachers		
First Name	Last Name	Salary
Stacy	Ackerman	\$57,970.00
Deborah	Beer	\$57,970.00
Janie	Brown	\$61,070.00
Julia	Cassano	\$57,770.00
Elizabeth	Christian	\$59,720.00
John	Cupples	\$60,820.00
Lesley	DaSilva	\$64,120.00
Ellen	Dillon	\$75,845.00
Pamela	Fellner	\$54,020.00
Jennifer	Fischer	\$58,420.00
Theresa	Goretti	\$70,200.00
Cynthia	Hudock (Nurse)	\$65,115.00
Karen	Kane	\$59,270.00
Alexandra	Maguire	\$62,570.00
Michael	Micucci	\$54,470.00
Jennifer	Miller	\$65,220.00
Susan	Orr	\$71,150.00
Susan	Preiss	\$66,320.00
Julie	Shellaway	\$62,170.00
Sandra	Siroky	\$73,590.00
Larisa	Trumpy	\$63,470.00
Johanna	Wachter	\$56,670.00
Barbara	Weinstein	\$72,115.00
Karen	Wester	\$67,620.00
Jessica	Wood-Rosso	\$68,615.00

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Support Staff

First Name	Last Name	Position	Rate/Hr	Hours/Day	Days/Year	Annual Salary
Chris	Carter	School Secretary	NA	NA	NA	\$35,184.64
Chris	Carter	Sub Calling Stipend	NA	NA	NA	\$3,000.00
Michael	Graziano	Custodial/ Maintenance Person	\$16.76	4	207	\$13,877.28
Loren	Hamblin	Custodial/Maintenance Coordinator	NA	NA	NA	\$64,000.00
Michele	Lachow	School Psychologist	NA	NA	NA	\$60,000.00
Deborah	Mannon	Director of Special Services	NA	NA	NA	\$94,464.00
Anne	Napoliello	Technology Service Technician	NA	NA	NA	\$50,380.80
Jane	Petrozzino	LDTc	NA	NA	NA	\$17,684.00
Chelsea	Siegfried	Assistant to the SBA	NA	NA	NA	\$39,522.30
April	Truskowski	Custodial/ Maintenance Person	\$16.53	6/8	215/45	\$27,274.50
Alex	Zikas	Custodial/ Maintenance Person	\$15.57	\$8.00	260	\$32,385.60

Paraprofessionals (Inclusive of paraprofessionals, bus aides, library clerk)

First Name	Last Name	Hourly Rate	Hours/Day	Days/Year	Salary
Christine	Allen	\$16.02	7.33	184	\$21,606.49
Sheri	Billows	\$18.23	7.33	184	\$24,587.17
Karen	Chiu	\$17.73	5.905	184	\$19,264.00
Christianne	Gerstner	\$17.73	7.33	184	\$23,912.81
Nancy	Griffin	\$15.92	7.33	184	\$21,471.62
Donna	Herzer	\$17.27	7.33	184	\$23,292.39
Annabelle	O'Brien	\$16.33	7.33	184	\$22,024.60
Kathleen	Peri	\$18.06	7.33	184	\$24,357.88
Denise	Risko	\$18.06	7.33	184	\$24,357.88
Jessica	Whiffen	\$17.73	7.33	184	\$23,912.81

Childcare Staff

First Name	Last Name	Position	Rate/Hr	Hours/Day	Days/Year	Annual Salary
Barbara	Purcell	Childcare Coordinator	\$18.89	8	184	\$27,274.50
Rosemary	Barcellona	Childcare Worker	\$14.35	5	184	\$13,202.00
Karen	Chiu	Childcare Worker	\$17.73	1.425	184	\$4,648.81
Jessica	Whiffen	Childcare Worker	\$17.73	As Needed		
Christine	Allen	Childcare Worker	\$16.02	As Needed		
Annabelle	O'Brien	Childcare Worker	\$16.33	As Needed		

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- Approve posting for the following summer positions:
 - ESY Teachers
 - ESY Aides
 - ESY Certified Aide
 - Summer Math/Language Arts Teachers
 - School Nurse
 - Speech Teacher
- Approve Chantale Kuzmiak and Antonella Auciello as volunteers for the 2016-2017 school year.
- Approve the following individuals as instructors for the Spring 2017 Session of the district’s after-school club program, at the compensation specified:

Club	Instructor	Sessions	Rate	Total
Student Council	Karen Wester	5	\$50.00	\$250.00
Student Council	Chris Gerstner	5	\$50.00	\$250.00
Brain Games	Johanna Wachter	6	\$50.00	\$300.00
Brain Games	Denise Risko	6	\$50.00	\$300.00
Art Club	Barbara Weinstein	5	\$50.00	\$250.00
Art Club	Janie Brown	5	\$50.00	\$250.00
Kid's Kitchen	Janie Brown	6	\$50.00	\$300.00
Kid's Kitchen	Stacy Ackerman	6	\$50.00	\$300.00
Kid's Kitchen	Julia Cassano	6	\$50.00	\$300.00
Garden Club	Janie Brown	6	\$50.00	\$300.00
Garden Club	Stacy Ackerman	6	\$50.00	\$300.00
Garden Club	Julia Cassano	6	\$50.00	\$300.00
Brain Building Board Games	Michael Micucci	5	\$50.00	\$250.00

- Approve hiring the following individuals as summer custodial/maintenance workers, with the understanding that the term “summer” defines the period of time from May 15, 2017 until September 2, 2018, with specific days of employment to be established by the Chief School Administrator and the School Business Administrator:
 - Jake Carter \$12.25/hour
 - Christian Staggard \$12.25/hour
 - Jack Fenner \$12.25/hour
 - Donald Wagner \$26.90/hour
 - Clare Flynn \$12.25/hour

ON A ROLL CALL VOTE, this motion was ADOPTED as follows: ayes, 8; nays, 0; abstain, 0.

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BILL LIST -- Action 17-097

Motion

Motion by M. Blaszka, and seconded by P. Fitzsimmons, to approve the May 2, 2017 bill list, in the amount of \$83,076.11.

This motion was ADOPTED as follows: ayes, 8; nays, 0; abstain, 0.

ADJOURNMENT

Action 17-098

Motion

Motion C. Roberto, and seconded by P. Gardner, to adjourn the meeting.

This motion was ADOPTED as follows: ayes, 8; nays, 0; abstain, 0.

Meeting adjourned at 8:17pm.

Respectfully submitted,


Tim Duryea
Board Secretary / School Business Administrator

Board President: _____


Jean Hansen