

The Regular Meeting of the Township of Franklin Board of Education was called to order on the above date and time.

The meeting was called to order by Mrs. Barbara Ciancaglini, President, who made the following statement: "The chair declares that, in accordance with the New Jersey Open Public Meetings Act, adequate public notice of this meeting has been provided in accordance with statute by the Secretary of the Board of Education."

CALL TO ORDER

The flag salute was held at this time.

FLAG SALUTE

The following members were present at roll call: Mrs. Kimberly Kelly, Mr. Stephen Ranson, Mr. Joseph Szwed, Mrs. Sandra L. Coulbourn and Mrs. Barbara Ciancaglini. Also present were Mr. Michael G. Kozak, Superintendent, Mrs. Elizabeth A. DiPietro, School Business Administrator/Board Secretary, and B. Michael Borelli, Esq., Board Solicitor.

ROLL CALL

Ms. Tina M. Toy, Mr. Harold R. Atkinson, Jr., Mr. David Chrans and Miss Marie J. Grochowski were absent.

The following names were listed in the Attendance Register.

ATTENDANCE REGISTER

<u>Name</u>	<u>Address</u>
John Sweeney	TFSSA
Henry Kobik	455 Fawn Run Dr.
Deborah Sackett	The Sentinel
Lois Paoella	1964 E. Oak Rd., Vineland
Donna Herrschaft	
Joseph C. Petsch	2370 Stanton Ave.

Mrs. Jean Marie Gordon, Supervisor of Curriculum and Instruction, made a presentation regarding the NJASK 2007-2008 Results from 7:06 p.m. - 7:39 p.m.

PRESENTATION - NJASK  
2007-2008 RESULTS

Public Hearing, Annual Report 2007-2008 - School Violence/Vandalism/  
Substance Abuse:

PUBLIC HEARING - ANNUAL  
REPORT 2007-2008

Mrs. Ciancaglini opened the public hearing at 7:40 p.m.

The Summary of Violence and Vandalism for the 2007-2008 school year indicated the following incidents:

Main Road School - Four incidents (all four categorized as simple assault)  
Caroline L. Reutter School - Two incidents (one categorized as simple assault; one categorized as weapon)

The Board President asked if 'simple assault' (i.e., hitting, kicking) is a result of a child's disability. The Superintendent responded that the Child Study Team determines if an incident is a result of a child's disability and this goes in a separate section of the Violence and Vandalism Report.

There were no further public questions or comments.

The Public Hearing on School Violence/Vandalism/Substance Abuse was closed at 7:45 p.m.

PRESENTATION - NJQSAC

Public Hearing, N. J. Quality Single Accountability Program (NJQSAC) Presentation:

Mr. Kozak opened the public hearing at 7:46 p.m.

Mr. Kozak explained the new monitoring system of NJQSAC. There are five areas (DPRs - District Performance Review): personnel, fiscal management, instruction and program, governance and property. A power point presentation was made summarizing each DPR with scores and explaining deficiencies.

The school district does a self-assessment and is then reviewed by the county and state. This is done in three-year cycles. The district strives to get 80 percent in all areas. The instruction and program area is currently at 74 percent, but is subject to change based upon state-provided test scores.

There were no public questions/comments.

The Public Hearing on NJQSAC was closed at 7:55 p.m.

Mrs. Ciancaglini moved, Mr. Szwed seconded a motion to adopt the minutes of the regular and closed session of the September 17, 2008 meeting.

MINUTES

Motion carried unanimously.

Mrs. Ciancaglini moved, Mrs. Coulbourn seconded a motion to acknowledge receipt of all communications, and order that they be filed or forwarded to the appropriate committee.

COMMUNICATIONS

Motion carried unanimously.

The Superintendent reported:

SUPERINTENDENT'S REPORT

Statistical and Informational Report as of September 30, 2008

- Enrollment: 1448
- Tuition Placement: 14
- Student Attendance:
  - MFJ - 97.03%
  - CLR - 97.19%
  - MR - 97.42%
  - Lake - 90.21%
- Student Suspensions:
  - MFJ - 0
  - CLR - 1
  - MR - 0
  - Lake - 0

Fire drills were held at each school in accordance with state law.

Employee Attendance: 97.6% year to date

Mr. Kozak reviewed several actions regarding the following items:

School Violence Awareness Week is October 20-24, 2008  
American Education Week is November 17-21, 2008  
Committee Agendas (Curriculum, Personnel, Policy)  
Ad Hoc Meeting Report

Ad Hoc Meeting Report:

1. Meeting was held on September 24, 2008 with members of the boards of education from Township of Franklin, Delsea and Elk, and administrators from each district.
2. Reports from the superintendents and supervisors were given indicating progress in the following areas: transportation, buildings and grounds, CST/special education, and curriculum.
  - a. Transportation
    - I. Sharing bus routes between districts - might impact starting times at schools
    - ii. Purchasing supplies
  - b. Buildings and Grounds
    - I. Training
    - ii. License requirements
    - iii. Integrated pest management
    - iv. Substitute custodians
    - v. Shared personnel between district
    - vi. Vendors used for purchasing
    - vii. Software work order systems
  - c. CST/Special Education
    - I. Collaboration of services
    - ii. Focus on transition for sixth grade students - continue to involve Delsea CST
    - iii. Conduct a needs assessment for each district
  - d. Curriculum
    - I. Develop a curriculum workshop series for teachers at all three sites
    - ii. Align professional development objectives
    - iii. Share our language arts pilot information with Elk
    - iv. Purchasing of supplies and textbooks
    - v. Evaluation cycle and data analysis
    - vi. Possible joint summer programs

The School Business Administrator reported:

SBA/BS REPORT

- The Board Secretary's and Treasurer's Reports for the month ended September 30, 2008 are presented to the Board of Education tonight for approval. These two reports have been reconciled and agree to one another.

Committee Agendas:

Finance - For approval on the finance committee agenda tonight are payment of bills, payroll, budget transfers for September/October, Board Secretary and Board of Education certification that no line has been over-expended and that there are enough funds to meet the district's financial obligations for the remainder of the fiscal year, revenue report, approve allocation of teacher salaries to NCLB grant, application for IDEIA Basic \$354,651 and Preschool for \$20,975.

Property - For approval on the property committee agenda tonight are disposition of several small pieces of equipment and a resolution to approve the 2009-2010 comprehensive maintenance plan.

Transportation - For approval on the transportation committee agenda tonight are jointures with Delsea Regional to transport Franklin students for a total of \$89,500, jointures with Monroe Township and East Greenwich for Franklin to transport a student from their district, and shared service with GCSSSD for participation in the online abstract request program.

Other Items:

I have been chosen by the N. J. Association of School Business Officials to serve on two committees for the 2008-2009 school year: Legislative and Accounting/Auditing.

On October 3, 2008, I attended a workshop sponsored by the N. J. School Boards Association Insurance Group which covered employment law. The workshop format was two mock trials where we served as the jury and rendered our opinion on the issues. This workshop was very informative.

Mr. Kozak and I met today with the school auditor to discuss our annual audit report. The report is due no later than November 5, 2008 and will be presented at the November board meeting.

The Board's Gloucester County School Board Association representative, Ms. Toy, was not present at the meeting. However, Mrs. Ciancaglini told the Board that many counties are holding training. Mrs. DiPietro mentioned there was a program on November 3, 2008 at the Gloucester County Office of Education regarding "New Accountability" and advised board members to contact the business office if they wanted to be registered.

GCSBA REP. REPORT

Mr. Szwed moved, Mrs. Coulbourn seconded a motion to open the audience participation portion of the meeting.

AUDIENCE PARTICIPATION

Motion carried unanimously.

Audience Participation I - Opened at 8:18 p.m.

Members of the public are encouraged to speak during the public portion of the meeting. Concerns stated, or actions requested by the public, will be taken under advisement by the Board for investigation, discussion, and action or disposition at a later time/date.

When addressing the Board of Education, please respect the following procedures:

1. Be recognized by the Board President.
2. State your full name and address before commenting.
3. Identify the resolution or agenda item on which you will comment.
4. Wait to be recognized before making your comment(s).
5. Limit your comment(s) to the specific resolution or agenda item.

There was no audience participation.

Mr. Szwed moved, Mrs. Kelly seconded a motion to close the audience participation portion of the meeting.

Motion carried unanimously.

Audience participation ended at 8:19 p.m.

Mrs. Coulbourn moved, Mrs. Kelly seconded a motion to approve the following Curriculum Committee items:

**CURRICULUM COMMITTEE**

1. No Child Left Behind Act of 2001 (NCLB) - Application FY 2009, 2. Holiday Lunch, 3. NJQSAC, 4. Tuition Contract Agreement - Received , 5. Student Tuition Placement - 2008-2009, 6. After School Enrichment Program Activities (Additional), 7. Homebound Instruction, 8. Home Instruction Service Agreement, 9. Mission Statement

Vote on the motion: items 1, 2, 4, 5, 6, 7, 8, 9 - all ayes; item 3 - all ayes except for Mrs. Ciancaglini, who abstained. Motion carried

1. Move to approve the following resolution:

NO CHILD LEFT BEHIND ACT OF 2001 (NCLB) - APPLICATION FY 2009

**RESOLUTION**

WHEREAS, the Township of Franklin Board of Education, Gloucester County, State of New Jersey, seeks to participate in the No Child Left Behind Act of 2001 (NCLB) in the amount of \$245,769.00 for the Fiscal Year 2009, it is hereby

RESOLVED, that the Board approves the application and all its contents including the program content, budget, and assurances.

2. Move to approve a free holiday lunch for students to be held on Thursday, December 11, 2008.

HOLIDAY LUNCH

3. Move to accept the New Jersey Quality Single Accountability Continuum (NJQSAC) as presented by the Superintendent:

NJQSAC ACCEPTANCE

**Whereas**, the Township of Franklin Board of Education in the County of Gloucester is undergoing evaluation under NJQSAC for the 2008-2009 school year, and

**Whereas**, N.J.A.C. 6A:30-3.2(f) requires participating school districts to hold a public meeting to approve the submission of the district's DPR responses and the Statement of Assurance with respect to this process, and

**Whereas**, the Township of Franklin Board of Education in the County of Gloucester has reviewed the district's DPR responses and Statement of Assurance and hereby approves these documents.

**Now, Therefore, Be It Resolved**, that the Township of Franklin Board of Education does hereby authorize the Superintendent of Schools to submit the attached DPR and Statement of Assurances to the Commissioner of Education in compliance with the provisions of N.J.A.C. 6A:30-3.2(f).

3. Move to approve student Tuition Contract Agreement for the 2008-2009 school year as follows:

TUITION CONTRACT AGREEMENTS - RECEIVED

Student	Grade/Classification	School	District Received From	Tuition	Effective Date
C. U.	MD/MD/4 <hr/> MD/LLD/4	CLR	Therapeutic Home Placement, Paid by the State Dept.	19,264 <hr/> 13,903	9/18/08 - 10/15/08 <hr/> 10/16/08
K. M.	Grade 5	MR	<i>Homeless Received</i> Last District of Residence was Monroe Twp., Gloucester Cty.	\$8,538	9/4/08
Z. M.	PSD/PSD/PSD	Lake	<i>Homeless Received</i> Last District of Residence was Auburn, N. Y., Tuition paid by the State Dept.	\$9,589	9/22/08
D. J.	PSD/PSD/PSD	Lake	<i>Homeless Received</i> Last District of Residence was Camden, Camden Cty.	\$9,589	9/4/08

5. Move to approve the Superintendent and School Business Administrator/Board Secretary arranging transportation and making tuition placement of the following students for the 2008-2009 school year:

STUDENT TUITION PLACEMENT - 2008-2009

Student	Classification/Program/Grade	Placement	Tuition	Effective Date
T.J.	E.D./BD/1 program BD	GCSSSD-Bankbridge Elementary	\$28,980	9/29/08
*G.G.	M.D./MD/6	GCSSSD-Bankbridge Elementary	\$30,600	9/4/08
*G.G. was previously approved for the BD Program at \$28,980. The above reflects the corrected program (MD) and appropriate rate.				

6. Move to approve the following After School Enrichment Program Activities for the 2008-2009 school year:

AFTER SCHOOL ENRICHMENT PROGRAM ACTIVITIES (ADDITIONAL)

Program (Grade)	Advisor	Dates	Hours
Book Club 5 <sup>th</sup> & 6 <sup>th</sup> grades  <i>Caroline L. Reutter School</i>	Samantha Shaffer	October 28 November 11, 18 December 2, 9 January 6, 13, 20, 27 February 3, 17, 24 March 3, 10, 17, 24 April 14, 21, 28 May 5, 12, 19, 26	2:40 - 3:40 p.m.  <i>Tuesdays</i>
Book Club 5 <sup>th</sup> & 6 <sup>th</sup> grades  <i>Caroline L. Reutter School</i>	Samantha Shaffer	October 30 November 13, 20 December 4, 11 January 8, 15, 22, 29 February 5, 19, 26 March 5, 12, 19, 26 April 16, 23, 30 May 7, 14, 21, 28	2:40 - 3:40 p.m.  <i>Thursdays</i>

7. Move to approve homebound instruction for the following student: HOMEBOUND INSTRUCTION

Name	Grade	Effective Date	Max. Hrs. (per wk.)	School
T. J.	1	9/23/08 - 9/26/08	10	MFJ

\*Instruction provided by Denise Kostiak, teacher

8. Move to approve a home instruction service agreement for the 2008-2009 school year for the purpose of providing home instruction services to students attending or enrolling at South Jersey Healthcare, Bridgeton and Elmer. HOME INSTRUCTION SERVICE AGREEMENT

9. Move to adopt the mission statement as follows: MISSION STATEMENT

The mission of the Township of Franklin Public Schools is to develop the unique potential of each individual student and create global learners through a challenging and diverse curriculum in a positive learning climate that promotes the development of the whole child and fosters respect for all students.

Mrs. Kelly moved, Mr. Szwed seconded a motion to approve the following Finance Committee items:

**FINANCE COMMITTEE**

1. Bills - September, 2. Bills - October, 3. State Aid Deductions, 4. Payroll, 5. Board Secretary's Report and Treasurer of School Monies Report, 6. Budget Transfers - September, 7. Budget Transfers - October, 8. Budget Overexpenditure Certification - Board Secretary, 9. Budget Overexpenditure Certification - Board of Education, 10. Anticipated Revenue Summary, 11. Federal Program Salaries 2008-2009, 12. IDEIA FY2009 Part B, Basic Flow-Through, 13. IDEIA FY2009 Part B, Preschool Flow-Through

Motion carried unanimously.

- 1. Move to approve the list of bills for the month of September in the amount of \$600.00 as submitted by the School Business Administrator/ Board Secretary:

BILL LIST - SEPTEMBER

Bill List	Amount
Bill List #3 - September 25, 2008	\$ 600.00
<b>Grand Total</b>	<b>\$ 600.00</b>

- 2. Move to approve the list of bills for the month of October in the amount of \$710,648.32 as submitted by the School Business Administrator/ Board Secretary.

BILL LIST - OCTOBER

Bill List	Amount
Bill List #1 - October 1, 2008	\$ 266,453.95
Bill List #2 - October 15, 2008	\$ 349,128.29
Bill List # 3 - October 15, 2008	\$ 95,066.78
Grand Total	\$ 710,649.02

- 3. Move to approve amounts withheld from State Aid payments for the month of September and paid to County Special Services, Katzenbach, NJ Commission for the Blind and State Facilities in the amount of \$20,664.00.

STATE AID DEDUCTIONS

- 4. Move to approve the payroll for the month of September in the amount of \$995,536.30 as submitted by the Board President, Superintendent and School Business Administrator/Board Secretary.

PAYROLL

- 5. Move to accept the reports of the School Business Administrator/ Board Secretary and Treasurer of School Monies for the period ending September 30, 2008 and acknowledge that they are in agreement.

SBA/BS AND TREASURER OF SCHOOL MONIES REPORTS

- 6. Move to approve Budget Transfers for the month of September in the amount of \$52,939.51 as submitted by the School Business Administrator/Board Secretary.

BUDGET TRANSFERS - SEPTEMBER

- 7. Move to approve Budget Transfers for the month of October in the amount of \$45,203.14 as submitted by the School Business Administrator/Board Secretary.

BUDGET TRANSFERS - OCTOBER

- 8. Move to approve the Board Secretary's Monthly Certification that as of September 30, 2008, no budgetary line item account has been overexpended in violation of N.J.A.C. 6A:23-2.12( c)3.

BUDGET OVEREXPENDITURE CERTIFICATION - BOARD SECRETARY

- 9. Move to certify that as of September 30, 2008, after review of the Board Secretary's and Treasurer's Monthly Financial Reports, and upon consultation with the appropriate district officials, that to the best of our knowledge no major account or fund has been overexpended in violation of N.J.A.C.6A:23-2.12( c) 4 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year. BUDGET  
OVEREXPENDITURE  
CERTIFICATION - BOARD OF  
EDUCATION
- 10. Move to approve the anticipated Revenue Summary as of September 30, 2008 as submitted by the School Business Administrator/Board Secretary. ANTICIPATED REVENUE  
SUMMARY
- 11. Move to approve the following personnel and salaries for the 2008-2009 federal programs, as attached. FEDERAL PROGRAM  
SALARIES 2008-2009
- 12. Move to approve the Superintendent and School Business Administrator/Board Secretary making application for funds through Individuals With Disabilities Education Act (IDEIA), Part B, Basic Flow Through, FY2009 (award amount \$354,651). IDEIA FY2009 PART B, BASIC  
FLOW-THROUGH
- 13. Move to approve the Superintendent and School Business Administrator/Board Secretary making application for funds through Individuals With Disabilities Education Act (IDEIA), Part B, Preschool Flow-Through, FY 2009 (award amount \$20,975). IDEIA FY2009 PART B,  
PRESCHOOL FLOW-  
THROUGH

Mrs. Ciancaglini moved, Mr. Szwed seconded a motion to approve the following Personnel Committee items:

**PERSONNEL COMMITTEE**

- 1. Substitute Employment, 2. 2008-2009 Nurse Assignment, 3. Employee Reassignments, 4. Field Experience - Student Placement Requests, 5. Travel Expense - Professional Staff, Non-Unit Staff and Support Staff, 6. Resolution - Authorization for Emergent Hiring Pending Completion of Criminal History Check.

Motion carried unanimously by roll call vote.

- 1. Move to approve, upon the recommendation of the Superintendent and the approval of the N. J. Dept. of Education, the employment of the following substitutes for the 2008-2009 school year: SUBSTITUTE EMPLOYMENT

<u>Custodian</u> Wayne Brooks Terry Brown Patrick Kohlmyer Angel Morales  <u>Bus Aide</u> Marie Rambone Martha Roach Maria Staszewski Regina Whateley	<u>School Nurse</u> <i>Judith Tipton</i>  <u>Bus Driver</u> Vicki Jackson Regina Whaley  <u>Food Service</u> Linda Aten Tracey Patterson Karen Seniff	<u>Teacher</u> Source 4 Teachers Denise Casey <i>Joanne Kirschner</i> Brandon Lyon <i>Alexis McCann</i> Amanda Stites
---	---	---

*\* Indicates they will not need emergent hire approval.*

- 2. Move to approve the 2008-2009 Nurse Assignment Plan. A copy of this plan is maintained in the office of the Superintendent. 2008-2009 NURSE ASSIGNMENT PLAN
- 3. Move to approve the following employee reassignments for the 2008-2009 school year: EMPLOYEE REASSIGNMENTS

Employee Name	Current Assignment	Revised Assignment
Scott Attanasio	MFJ - Night Custodian	CLR - Night Custodian
Linda Sue Betteridge	CLR- Night Custodian	MFJ - Night Custodian
Jill Frank	MFJ -Teacher Aide/1-1 Assistant	Lake - Teacher Aide/1-1 Assistant

- 4. Move to approve the following requests for placements as follows: FIELD EXPERIENCE - STUDENT PLACEMENT REQUESTS

Student Name	University/College	School	Placement (Staff Member)	Date	Experience Description/ College Year
Highly, Amanda	Fairleigh Dickinson	MFJ	Christina Evans	Fall 08	Observation
Smith, Alicia	Fairleigh Dickinson	MFJ	Gail Dalponte	Fall 08	Observation
Kerr, Sara	Neumann College	MFJ	Margaret Walsh	1/12/09-2/27/09	Student Teaching
			Kelly Courtney	3/02/09-5/01/09	

- 5. Move to approve travel expenses as attached. TRAVEL EXPENSE - PROFESSIONAL STAFF, NON-UNIT STAFF AND SUPPORT STAFF
- 6. Move to approve the following resolution: RESOLUTION - AUTHORIZATION FOR EMERGENT HIRING PENDING COMPLETION OF CRIMINAL HISTORY

Resolution

WHEREAS, the Township of Franklin Board of Education seeks to employ Wayne Brooks, Terry Brown, Denise Casey, Vicki Jackson, Patrick Kohlmyer, Brandon Lyon, Angel Morales, Marie Rambone, Martha Roach, Maria Staszewski, Amanda Stites, Regina Whateley, on an emergent basis for a period not to exceed three months, pending completion of a criminal history records check; and

WHEREAS, the Township of Franklin Board of Education seeks to demonstrate to the Commissioner of Education that special circumstances exist which justify the emergent employment; and

WHEREAS, Wayne Brooks, Terry Brown, Denise Casey, Vicki Jackson, Patrick Kohlmyer, Brandon Lyon, Angel Morales, Marie Rambone, Martha Roach, Maria Staszewskii, Amanda Stites, Regina Whateley, have attested that he/she has not been convicted of any disqualifying crime pursuant to the provisions of N.J.S.A. 18A:6-7.1 et seq., N.J.S.A. 18A:39-17 et seq., or N.J.S.A. 18A:6-4.13 et seq., as applicable;

NOW THEREFORE BE IT RESOLVED that the Township of Franklin Board of Education approves the application for emergent hiring of Wayne Brooks, Terry Brown, Denise Casey, Vicki Jackson, Patrick Kohlmyer, Brandon Lyon, Angel Morales, Marie Rambone, Martha Roach, Maria Staszewski, Amanda Stites, Regina Whateley.

Mr. Szwed moved, Mrs. Kelly seconded a motion to approve the following Property Committee items:

**PROPERTY COMMITTEE**

1. Disposal of Equipment, 2. Resolution - Submission of 2008-2009 Comprehensive Maintenance Plan

Motion carried unanimously by roll call vote.

1. Move to approve the disposal of the following equipment in appropriate manner (recycling when possible): **DISPOSAL OF EQUIPMENT**

Mary F. Janvier Disposal List				
PROPERTY	DESCRIPTION	MANUFACTURER	SERIAL #	MODEL #
005488	Califone Recorder		FG260200	3432AV
003740	Automatic Filmstrip Projector	Dukane	1783363	28A81C
004927	Toshiba VCR		48746761	W-607
003715	Apollo Overhead Projector		2022483	A1-1000
	Apollo Overhead Projector		517028A020403588	2210
	Bulb Overhead Projector		507052A040901857	9014EBC

2. Move to approve the following resolution:

**RESOLUTION - SUBMISSION OF 2009-2010 COMPREHENSIVE MAINTENANCE PLAN**

**Resolution**

WHEREAS, the Department of Education requires New Jersey School Districts to submit three-year maintenance plans documenting "required" maintenance activities for each of its public school facilities, and

WHEREAS, the required maintenance activities as listed in the attached document for the various school facilities of the Township of Franklin Board of Education are consistent with these requirements, and

WHEREAS, all past and planned activities are reasonable to keep school facilities open and safe for use or in their original condition and to keep their system warranties valid,

NOW THEREFORE BE IT RESOLVED, that the Township of Franklin Board of Education hereby authorizes the School Business Administrator to submit the attached Comprehensive Maintenance Plan for the Township of Franklin Board of Education in compliance with Department of Education requirements.

Mr. Ranson moved, Mrs. Ciancaglini seconded a motion to approve the following Transportation Committee items:

**TRANSPORTATION COMMITTEE**

- 1. Jointure - Delsea Regional High School District, 2. Jointure - East Greenwich, 3. MVC On-line Abstract Request Program, 4. Jointure - Monroe Township

Motion carried unanimously by roll call vote.

- 1. Move to approve the following transportation jointure with Delsea Regional High School District for the 2008-2009 school year for a total cost of \$89,500.00 as follows:

JOINTURE - DELSEA REGIONAL HIGH SCHOOL DISTRICT

No. of Students	Host Districts Route No.	Destination	Cost
1	SPO6	Archway - Atco	\$ 14,942.00
11	NPO1	Cumberland Christian	\$ 8,140.00
19	NPO3	Notre Dame/OLMA	\$ 15,941.00
5	NPO5	Gloucester Co. Christian	\$ 3,440.00
39	NPO7	St Michael's/St Mary's	\$ 31,161.00
1	SP07	HollyDell	\$ 14,802.00
1	SP08	HollyDell (summer)	\$ 1,074.00

- 2. Move to approve to host a transportation jointure with East Greenwich to transport one student along with one Franklin Township student to Clark Auditory Oral School, Media, Pennsylvania on route FSE6 effective 9/29/08 at a per diem rate of \$180.50 for the 2008-09 school year.

JOINTURE - EAST GREENWICH

- 3. Move to approve 2008-2009 contract for participation in GCSSSD's MVC On-line Abstract Request Program. Note: This is an additional shared service arrangement in effort to save taxpayer money.

MVC ON-LINE ABSTRACT REQUEST PROGRAM

- 4. Move to approve a jointure as host with Monroe Township to transport one Monroe Township student along with one Delsea Regional student and one Franklin Township student on route FSE5 to Katzenbach – Trenton. This is a residential student who will be transported to Katzenbach at the beginning of the week and transported back to Monroe Twp at the end of the week at a per diem rate of \$145.30 effective October 10, 2008 for the 2008-09 school year. JOINTURE - MONROE TOWNSHIP

Mrs. Coulbourn moved, Mrs. Kelly seconded a motion to approve the following Policy Committee items:

**POLICY COMMITTEE**

- 1. Policies - Second Reading, 2. Policy 3000 Series - Second Reading, 3. Policy 4111 to 4340 Series - Second Reading , 4. Policy 4352 to 4440.1 Series - First Reading, 5. Policy 5000 Series - First Reading, 6. Policy 6000 Series - First Reading, 7. Policy 7000 Series - First Reading

Motion carried unanimously.

- 1. Move to approve the second reading of the following policies: POLICIES - SECOND READING
  - ★ Policy 0142.1 Nepotism
  - ★ Policy 0177 Professional Services
  - ★ Policy 1570 Internal Controls
  - ★ Policy 1620 Administrative Employment Contracts
  - ★ Policy 6362 Contributions to Board Members and Contract Awards

- 2. Move to approve the second reading of the following policies: POLICY 3000 SERIES - SECOND READING

Policy Number	Title
3111	Creating Positions
3112	Abolishing Positions
3124	Employment Contract
3125	Employment of Teaching Staff Members
3126	Induction Program for Provisional Teachers
3130	Assignment and Transfer
3134	Assignment of Additional Duties
3141	Resignation
3142	Nonrenewal of Nontenured Teaching Staff Member
3143	Dismissal
3144	Certification of Tenure Charges
3146	Conduct of Reduction in Force
3150	Discipline
3151	Assessment of Pay
3152	Withholding an Increment
3160	Physical Examination
3161	Examination for Cause
3211	Code of Ethics
3211.3	Consulting Outside the District
3212	Attendance
3214	Conflict of Interest
3216	Dress and Grooming
3217	Use of Corporal Punishment
3218	Substance Abuse
3221	Evaluation of Nontenured Teaching Staff Members
3222	Evaluation of Tenured Teaching Staff Members
3223	Evaluation of Administrators
3230	Outside Activities
3231	Outside Employment as Athletic Coach

Policy Number	Title
3233	Political Activities
3240	Professional Development
3244	In-Service Training
3245	Research Projects by Staff Members
3250	Hours and Days of Work
3270	Professional Responsibilities
3280	Liability for Pupil Welfare
3281	Inappropriate Staff Conduct
3310	Academic Freedom
3321	Acceptable Use of Computer Network(s)/Computers and Resources by Teaching Staff Members
3322	Staff Member's Use of Cellular Telephones
3340	Grievance
3362	Sexual Harassment
3370	Teaching Staff Member Tenure
3381	Protection Against Retaliation
3410	Compensation
3411	Placement on Guide Step
3412	Placement on Guide Column
3420	Benefits
3425	Work Related Disability Pay
3425.1	Modified Duty Early Return To Work Program
3431	Uncompensated Leave
3431.1	Family Leave
3432	Sick Leave
3433	Vacations
3435	Anticipated Disability
3436	Personal Leave
3437	Military Leave
3439	Jury Duty
3440	Travel Expenses
3440.1	Job Expenses (Abbott Districts)

3. Move to approve the first reading of the following policies:

POLICY 4111 TO 4340  
SERIES - SECOND READING

Policy Number	Title
4111	Creating Positions
4123	Probationary Period
4124	Employment Contract
4125	Employment of Support Staff Members
4130	Assignment and Transfer
4140	Termination
4145	Layoffs
4146	Nonrenewal of Nontenured Support Staff Member
4150	Discipline
4151	Assessment of Pay
4152	Freezing or Reducing Wages
4160	Physical Examination
4161	Examination for Cause
4211	Attendance
4211.3	Consulting Outside the District
4214	Conflict of Interest
4215	Code of Ethics
4218	Substance Abuse
4219	Commercial Driver Controlled Substance and Alcohol Use Testing
4220	Employee Evaluation
4230	Outside Activities
4233	Political Activities
4240	Employee Training

Policy Number	Title
4250	Hours and Days of Work
4281	Inappropriate Staff Conduct
4321	Acceptable Use of Computer Network(s)/Computers and Resources by Support Staff Members
4322	Staff Member's Use of Cellular Telephones
4340	Grievance

4. Move to approve the first reading of the following policies:

POLICY 4352 TO 4440.1  
SERIES - FIRST READING

Policy Number	Title
4352	Sexual Harassment
4360	Support Staff Member Tenure
4381	Protection Against Retaliation
4410	Compensation
4411	Placement on Guide Step
4413	Overtime Compensation
4415	Substitute Wages
4420	Benefits
4425	Work Related Disability Pay
4425.1	Modified Duty Early Return to Work Program
4431	Uncompensated Leave
4431.1	Family Leave
4432	Sick Leave
4433	Vacations
4434	Holidays
4435	Anticipated Disability
4436	Personal Leave
4437	Military Leave
4438	Jury Duty
4440	Travel Expenses
4440.1	Job Expenses (Abbott Districts)

5. Move to approve the first reading of the following policies:

POLICY 5000 SERIES - FIRST  
READING

Policy Number	Title
5111	Eligibility of Resident/Nonresident Pupils
5112	Entrance Age
5113	Postgraduate Pupils
5114	Children Displaced by Domestic Violence
5116	Education of Homeless Children
5120	Assignment of Pupils
5130	Withdrawal From School
5200	Attendance
5230	Late Arrival and Early Dismissal
5240	Tardiness
5250	Excusal from Class or Program
5300	Use of Defibrillator(s)
5305	Health Services Personnel
5306	Health Services To Nonpublic Schools
5307	Nursing Services Plan
5308	Pupil Health Records
5310	Health Services
5320	Immunization
5330	Administration of Medication
5331	Anaphylaxis to Food and Other Substances
5332	Do No Resuscitate Orders
5335	Treatment of Asthma

Policy Number	Title
5350	Pupil Suicide Prevention
5410	Promotion and Retention
5411	Promotion From Eighth Grade
5412	Junior High School Graduation
5420	Reporting Pupil Progress
5430	Class Rank
5431	"Good Pupil" Status
5440	Honoring Pupil Achievement
5450	Athletic Awards
5460	High School Graduation
5465	Early Graduation
5466	Graduation and Year Book Fees
5500	Expectations for Pupil Conduct
5511	Dress and Grooming
5512	Hazing
5512.01	Harassment, Intimidation, and Bullying
5512.02	Cyber-Bullying
5513	Care of School Property
5514	Pupil Use of Vehicles
5516	Remotely Activating Communication Devices – Pagers & Cellular Telephones
5517	Pupil Identification Cards
5520	Disorder and Demonstration
5530	Substance Abuse
5533	Smoking
5535	Passive Breath Alcohol Sensor Device
5550	Disaffected Pupils
5560	Disruptive Pupils
5570	Sportsmanship
5600	Pupil Discipline/Code of Conduct
5610	Suspension
5611	Removal of Pupils From The General Education Program for Weapons/Firearms Offenses
5612	Assault by Pupils on Board Members or Employees
5615	Suspected Gang Activity
5620	Expulsion
5700	Pupil Rights
5701	Plagiarism
5710	Pupil Grievance
5721	Independent Publications
5750	Equal Educational Opportunity
5751	Sexual Harassment
5752	Marital Status and Pregnancy
5755	Equity in Educational Programs and Services
5770	Pupil Right of Privacy
5810	Pupil Participation in School Governance
5820	Student Government
5830	Pupil Fund Raising
5841	Secret Societies
5842	Equal Access of Pupil Organizations
5843	Latchkey Program
5850	Social Events and Class Trips
5860	Safety Patrol
5880	Public Performances by Pupils

6. Move to approve the first reading of the 6000 series policies:

POLICY 6000 SERIES - FIRST READING

Policy Number	Title
6111	Special Education Medicaid Initiative (SEMI) Program
6141	Tax Revenues
6150	Tuition Income
6160	Grants from Private Sources
6162	Corporate Sponsorships
6210	Fiscal Planning
6220	Budget Preparation
6230	Budget Hearing
6320	Purchases Subject to Bid
6340	Multiple Year Contracts
6350	Competitive Contracting
6360	Political Contributions
6361	Relations With Vendors (Abbott Districts)
6362	Contributions to Board members and Contract Awards
6421	Purchases Budgeted
6422	Budget Transfers
6423	Expenditures for Non-Employee Activities, Meals, and Refreshments
6424	Emergency Contracts
6440	Cooperative Purchasing
6450	Choice of Vendor
6470	Payment of Claims
6480	Purchase of Food Supplies
6510	Payroll Authorization
6520	Payroll Deductions
6620	Petty Cash
6640	Cafeteria Fund
6650	Scholarship Fund
6660	Student Activity Fund
6700	Investments
6740	Capital Reserve Account
6810	Financial Objectives
6820	Financial Reports
6830	Audit and Comprehensive Annual Financial Report
6831	Withholding or Recovering State Aid

7. Move to approve the first reading of the 7000 series policies:

POLICY 7000 SERIES - FIRST  
READING

Policy Number	Title
7100	Long-Range Facilities Planning
7101	Educational Adequacy of Capital Projects
7102	Site Selection and Acquisition
7130	School Closing
7230	Gifts, Grants, and Donations
7231	Gifts From Vendors (Abbott Districts)
7243	Supervision of Construction
7250	School and Facility Names
7300	Disposition of Property
7320	Lease of School Premises
7410	Maintenance and Repair
7420	Hygienic Management
7421	Indoor Air Quality Standards
7422	School Integrated Pest Management Plan
7430	School Safety
7432	Eye Protection
7433	Hazardous Substances
7434	Smoking on School Grounds
7435	Alcoholic Beverages on School Premises
7436	Drug Free Workplace
7440	Security of School Premises
7441	Electronic Surveillance In School Buildings and On School Grounds
7450	Property Inventory

Policy Number	Title
7460	Energy Conservation
7480	Motor Vehicles on School Property
7490	Animals on School Property
7513	Recreational Use of Playgrounds
7520	Loan of School Equipment
7540	Joint Use of Facilities
7610	Vandalism
7650	School Vehicle Assignment, Use, Tracking, Maintenance, and Accounting

Mrs. Ciancaglini moved, Mr. Szwed seconded a motion to go into the Open Public comment. OPEN PUBLIC COMMENT

Motion carried unanimously.

The Open Public Comment portion of the meeting began at 8:28 p.m.

This meeting will now be open to the public. If your questions or comments pertain to litigation, student or personnel items, or negotiations, we would ask that you see the superintendent after the meeting since we do not discuss these items in public.\_\_\_\_

Donna Herrschaft - 3897 Bluebell Road, Franklinville

Spoke to the Board about a portion of the audio recording from the May 21, 2008 missing from the tape. Asked what policy stated that someone had to sit with her while she listened to the board meeting tapes. Stated that she had been told that it was improper for her to call the buildings and grounds supervisor.

Mrs. DiPietro responded to Mrs. Herrschaft's comment regarding the audio recording of the May 21, 2008 board meeting. She advised that it has been the practice in this district to use the audio cassette tape eraser to erase old meetings and reuse the tape. Some tapes actually go back to 2005. Her impression is that the quality of these tapes has deteriorated to the point that they no longer function as they should. New cassette tapes have been ordered and are in use.

Mrs. DiPietro also explained that as custodian of school records, she had the authority to have someone monitor a requestor when viewing or listening to original source documents. This is necessary to ensure the integrity of information. Mrs. DiPietro further explained that requests for information are to come to her as the custodian of records and not other employees such as the buildings and grounds custodian.

Mrs. Herrschaft continued to speak to the board:

1. She feels that the current administration is not as forthright in making public records available. Stated that has completed several OPRA requests and they are not necessarily being addressed in a timely fashion. Mrs. Herrschaft said that she may have to call the DCA in order to report the district for failing to follow OPRA timelines.

Mrs. Ciancaglini indicated that Mrs. DiPietro would be the person who would be most familiar with OPRA since she is the custodian of public records. Mrs. DiPietro explained OPRA to the board and to the public.

2. She wanted to know which policy or law required the district to have an employee present while a member of the public looked at documents and listened to audio tapes from other board meetings. She also told the board that a section of the audio recording from the May 21, 2008 meeting was either erased or taped incorrectly.

Mrs. DiPietro told Mrs. Herrschaft that as the custodian of public records, it is her responsibility to protect the integrity of the district's records, both written and audio. Mrs. DiPietro indicated that her training taught her that as the custodian of public records, she has the discretion on how to protect these records. Mrs. DiPietro contacted the Government Records Council to verify this information. She was told that if she chooses to have an employee present while a member of the public looks at district records, she is within her rights as custodian of public records. Mrs. DiPietro also said that this protection extended to both the district AND the public.

3. Mrs. Herrschaft wanted to know the installation cost of the air conditioners at the Mary F. Janvier School. The items were in the 2007-2008 budget. She contacted Mr. Thomas Rambone, who is the buildings and grounds supervisor. Mrs. DiPietro told Mrs. Herrschaft that it was improper to contact employees regarding such matters and that Mrs. DiPietro should be the person contacted.

Mrs. Herrschaft said that there was a difference of more than \$41,000 between the budgeted cost of the air conditioners and the actual cost of the units. She had requested receipts regarding the labor and parts involved with installing the units. Mrs. DiPietro told Mrs. Herrschaft that the cost for budgeted items can increase, decrease or stay the same.

Mrs. DiPietro told Mrs. Herrschaft that our employees installed the air conditioners. As such, she did not keep track of the time spent or the cost of installing the units. With the new accountability records in place, this information will be tracked in the future. Mrs. Herrschaft did not need the salary information for the employees who installed the units, but she did want receipts for the parts which were used in the installations.

4. Mrs. Herrschaft said that the 2008-2009 budget allowed for air conditioners at Main Road and Caroline L. Reutter Schools. However, these units were not purchased. She wanted to know why the board chose to eliminate the air conditioners when they are needed by students during the warmer months of the year. Mrs. Herrschaft felt that the board did not take the students's comfort into consideration when they made the decision to remove the air conditioners from the budget. She stated that the board does not care about the students.

Mrs. DiPietro said that the units, among other items, were cut from the 2008-2009 budget in order to reduce expenditures by approximately \$157,000.00, or one penny.

- 5. Mrs. Herrschaft stated that in the minutes of the May 21, 2008 board meeting, the board determined that Mrs. Ciancaglini was not the supervisor of Barbara Dobzanski, who is the supervisor of special services for the district. Mrs. Herrschaft asked the board how they made this determination.

Mr. Kozak told Mrs. Herrschaft about the superintendent's responsibility in the hiring process and that it was his recommendation to hire Mrs. Dobzanski. His decision was made without anyone's influence.

Mrs. Herrschaft thought that Mrs. Ciancaglini should have abstained from the vote to hire Mrs. Dobzanski. She noted that Ms. Toy had asked Mr. Borelli if there was a conflict of interest, which is why the minutes were put aside for approval until later in the meeting.

Mr. Borelli responded to Mrs. Herrschaft that he did not determine that there was any conflict between Mrs. Ciancaglini's vote and Mrs. Dobzanski's hiring.

- 6. Mrs. Herrschaft asked if the board was involved with the decision to choose the grading system.

Mr. Kozak told Mrs. Herrschaft that the decision to purchase RealTime was made by the administration, not the board.

Mrs. Herrschaft said she feels that RealTime is not parent friendly and that teachers wanted another program. She also stated that the program was more expensive than other options.

Mrs. Herrschaft commented that Mrs. Gordon's presentation was good and asked if it could be posted on the district website. She also stated that she is glad to see that the district is working with Delsea.

Mr. Szwed moved, Mrs. Coulbourn seconded a motion to close public comment 9:06 p.m.

CLOSED SESSION

Mrs. Ciancaglini moved, Mrs. Coulbourn seconded a motion to go into closed session:

Resolution

**WHEREAS,** The Open Public Meetings Act permits a public body to exclude the public from a portion of its meeting in order to discuss certain specific matters as set forth in that act; and

**WHEREAS,** This body finds it necessary to meet in closed session to discuss Personnel, Attorney-Client Privilege; and

**WHEREAS,** Under the Open Public Meetings Act, the public may be excluded from that portion of the meeting at which such matters are discussed;

**NOW, THEREFORE, BE IT RESOLVED**, that this meeting of the Township of Franklin Board of Education held on October 15, 2008 shall be closed to the public to permit discussion of the subject matter aforesaid;

**IT IS FURTHER RESOLVED**, that this session shall last for approximately thirty (30) minutes, and the disclosure of matters discussed in the closed session shall take place at such time as all decisions with reference thereto are complete.

Motion carried unanimously.

Meeting adjourned 9:07 p.m.

Return to session 9:45 p.m.

The newsletter will be going out this week. Atlantic City workshops are being held next week. **NEW BUSINESS**

Mr. Szwed stated that he was offended by Mrs. Herrschaft's accusations that the Board does not care about the children. He said that the Board cares very much about the children in this district and that Mrs. Herrschaft's comments were false and unacceptable.

Mrs. Ciancaglini moved, Mr. Ranson seconded a motion to adjourn.

Motion carried unanimously.

Meeting adjourned 9:50 p.m. **ADJOURNMENT**

Respectfully submitted,

Elizabeth A. DiPietro  
School Business Administrator/  
Board Secretary

Typed by: jmp