

Township of Franklin
Board of Education
Regular Meeting
December 19, 2007
7:00 p.m.
Administration Building

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 Mr. Stanley S. Evans, Jr., Board 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: Mr. Norman F. Merckx, Jr., Mrs. Kimberly Kelly, Mrs. Barbara Ciancaglini, Mr. Glenn J. McCormick, Sr., Mrs. Sandra L. Coulbourn, Mr. Harold R. Atkinson, Jr., Miss Marie J. Grochowski, and Mr. Stanley S. Evans, Jr. Also present were Mr. Michael G. Kozak, Superintendent, Mrs. Elizabeth A. DiPietro, School Business Administrator/Board Secretary, B. Michael Borelli, Board Solicitor, and Dr. Barbara R. Morella, Interim Superintendent.

ROLL CALL

Mrs. Tina M. Toy was absent.

The following names were listed in the Attendance Register:

ATTENDANCE REGISTER

<u>Name</u>	<u>Address</u>
Richard Carr	Main Road School
Kristen Hayden	Main Road School

Mr. Evans moved, Miss Grochowski seconded a motion to approve the attached resolution recognizing the following employee:

RESOLUTION -
RECOGNITION OF RETIRED
EMPLOYEE

Joseph P. DiLisi, D.O. - School Physician

Motion carried unanimously.

Mr. Evans moved, Mr. McCormick seconded a motion to approve the attached resolution recognizing the following employee:

RESOLUTION -
RECOGNITION OF RETIRED
EMPLOYEE

Dr. Barbara R. Morella, Interim Superintendent

Motion carried unanimously.

Mr. Evans made acknowledged the retirements of Dr. DiLisi and Dr. Morella.

RETIREMENT
ACKNOWLEDGMENTS

Mr. Evans moved, Miss Grochowski 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 November 30, 2007

- Enrollment: 1482
- Tuition Placement: 15
- Student Attendance:
 - MFJ - 96.11 percent
 - CLR - 96.0 percent
 - MR - 95.6 percent
 - Lake - 93.7 percent
- Student Suspensions
 - MFJ - 0
 - CLR - 2
 - MR - 1
 - Lake - 0

Fire drills were held at each school in accordance with state law.
Employee Attendance: 96.7 percent year-to-date

The School Business Administrator reported:

SCHOOL BUSINESS
ADMINISTRATOR/BOARD
SECRETARY'S REPORT

Finance

- The Board Secretary's Report and Treasurer's Report for the month ending November 30, 2007 have been completed and show the same overall cash balance. Also, there are no budgetary line item overexpenditures as of November 30, 2007.
- The Food Services Enterprise Fund Report as of October 31, 2007 shows an overall net gain of \$4,391.99.

Mrs. Ciancaglini, Gloucester County School Boards Association representative, spoke about the recent Mandatory Board Member training. The focus was on NJQSAC. Board members need to 'police' each other on attendance and training. The next county meeting will be held in March.

GCSBA REPORT

Mr. Atkinson suggested setting up a QSAC committee.

There was no audience participation.

AUDIENCE PARTICIPATION

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

CURRICULUM COMMITTEE

1. Homeless Tuition Contract Agreement - Received,
2. School Calendar Revision, 2007-2008,
3. Gloucester County AVA Commission - 2008-2009,
4. Homebound Instruction

Motion carried unanimously by roll call vote.

1. Move to approve a homeless student Tuition Contract Agreements for the 2007-2008 school year as follows:

HOMELESS TUITION
CONTRACT AGREEMENT -
RECEIVED

Student	Grade/ Classification	School	District Received From	Tuition	Effective Date
R.R.	4	MR	Vineland Public Schools, Cumberland County	\$8,504	10/30/07
J.H	K	MFJ	Vineland Public Schools, Cumberland County	\$6,462	10/30/07

2. Move to approve the revised 2007-08 School Calendar, as attached. **SCHOOL CALENDAR REVISION - 2007-2008**

3. Move to approve the participation in the Gloucester County Audio-Visual Aids Commission for the 2008-2009 school year at a \$4.10 per pupil assessment. **GLOUCESTER COUNTY AVA COMMISSION - 2008-2009**

4. Move to approve homebound instruction for the following students: **HOMEBOUND INSTRUCTION**

Name	Grade	Effective Date	School
A.F.	5	Nov. 11, 2007	CLR
S.S.	3	Nov. 27, 2007	CLR

(Instruction provided by Brookfield Academy.)

Mr. Atkinson moved, Miss Grochowski seconded a motion to approve the following Finance Committee items:

FINANCE COMMITTEE

1. Bills - December, 2. State Aid Deductions, 3. Payroll, 4. Board Secretary's Report and Treasurer of School Monies Report, 5. Budget Transfers - December, 6. Budget Overexpenditure Certification - Board Secretary , 7. Budget Overexpenditure Certification - Board of Education, 8. Anticipated Revenue Summary.

Motion carried unanimously.

1. Move to approve the list of bills for the month of December in the amount of \$630,389.36 as submitted by the School Business Administrator/Board Secretary:

BILLS - DECEMBER

Bill List	Amount
Bill List #1 - December 3, 2007	\$240,937.68
Bill List #2 - December 19, 2007	\$389,451.68
Grand Total	\$630,389.36

- 2. Move to approve amounts withheld from State Aid payments for the month of November and paid to County Special Services, Katzenbach, NJ Commission for the Blind and State Facilities in the amount of \$20,232.00. STATE AID DEDUCTIONS
- 3. Move to approve the payroll for the month of November in the amount of \$983,554.42 as submitted by the Board President, Superintendent and School Business Administrator/Board Secretary. PAYROLL
- 4. Move to accept the reports of the School Business Administrator/ Board Secretary and Treasurer of School Monies for the period ending November 30, 2007 and acknowledge that they are in agreement. BOARD SECRETARY'S REPORT AND TREASURER OF SCHOOL MONIES REPORT
- 5. Move to approve Budget Transfers for the month of December in the amount of \$46,870.35 as submitted by the School Business Administrator/Board Secretary. BUDGET TRANSFERS - DECEMBER
- 6. Move to approve the Board Secretary's Monthly Certification that as of November 30, 2007, 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
- 7. Move to certify that as of November 30, 2007, 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
- 8. Move to approve the anticipated Revenue Summary as of November 30, 2007 as submitted by the School Business Administrator/Board Secretary. ANTICIPATED REVENUE SUMMARY

Mr. Evans moved, Miss Grochowski seconded a motion to approve the following Personnel Committee items:

PERSONNEL COMMITTEE

- 1. Substitute Employment, 2. Leave of Absence - Teacher Aide, 3. Mileage Reimbursement - TFEA and Non-Unit Personnel, 4. Priority Substitute Secretary, 5. Field Experience - Student Placement Requests, 6. Employee Calendar Revision, 2007-08, 7. Travel Expense - Professional Staff, Non-Unit Staff and Support Staff, 8. Resolution - Authorization for Emergent Hiring Pending Completion of Criminal History Check

Roll call vote on the motion: items 1, 2, 3, 4, 6, 7, 8 - all ayes; item 5 - all ayes except for Mr. McCormick, who abstained. Motion carried.

- 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 2007-2008 school year: SUBSTITUTE EMPLOYMENT

<u>Teacher</u>	<u>Food Service</u>
Source for Teachers	Sherri Gorrell
Amy Armstrong	
Naomi Beamer	
Andrea Trasferini	

- 2. Move to approve an unpaid leave of absence for Faith Abagnale, teacher aide, as follows: January 22, 2008 through May 13, 2008, returning to work on May 14, 2008. LEAVE OF ABSENCE REQUEST - TEACHER AIDE
- 3. Move to approve the mileage reimbursement rate of 50.5 cents per mile (IRS rate) for TFEA, TFSSA and non-unit personnel, effective January 1, 2008. MILEAGE REIMBURSEMENT - TFEA, TFSSA AND NON-UNIT PERSONNEL
- 4. Move to approve June Clemick as priority substitute secretary at Caroline L. Reutter School for the 2007-2008 school year effective January 1, 2008 through March 31, 2008 at the rate of \$10.25 per hour. PRIORITY SUBSTITUTE SECRETARY
- 5. Move to approve the following requests for placement as follows: FIELD EXPERIENCE - STUDENT PLACEMENT REQUESTS

Student Name	University/College	School	Placement (Staff Member)	Date	Experience Description/ College Year
McCormick, Amanda	Stockton College	CST	Donna Reichard School Psychologist	Spring 2008	Clinical Practice/Student Teaching
Abagnale, Faith	Fairleigh Dickinson	MFJ	Margery Walsh	Spring 2008	Clinical Practice/Student Teaching

- 6. Move to approve the revised 2007-08 Employee Calendar, as attached. EMPLOYEE CALENDAR REVISION, 2007-2008
- 7. Move to approve travel expenses, as attached. TRAVEL EXPENSE - PROFESSIONAL STAFF, NON-UNIT STAFF AND SUPPORT STAFF
- 8. Move to approve the following resolution: RESOLUTION - AUTHORIZATION FOR EMERGENT HIRING PENDING COMPLETION OF CRIMINAL HISTORY CHECK

RESOLUTION

WHEREAS, the Township of Franklin Board of Education seeks to employ Amy Armstrong, Naomi Beamer, 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, Amy Armstrong, Naomi Beamer, has 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 Amy Armstrong, Naomi Beamer.

Mr. McCormick moved, Miss Grochowski seconded a motion to approve the following Transportation Committee item:

TRANSPORTATION COMMITTEE

1. School Bus Specifications

Motion carried unanimously.

- 1. Move to approve the specifications for the purchase of two 24-passenger, one wheelchair equipped school buses, and authorize the School Business Administrator/Board Secretary to advertise for bids.

SCHOOL BUS SPECIFICATIONS

Mr. Evans moved, Miss Grochowski seconded a motion to go into closed session:

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 December 19, 2007 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 7:20 p.m.

Return to session 8:03 p.m.

Mr. Evans moved, Miss Grochowski seconded a motion to adopt the following professional services resolution for the 2007-2008 school year:

OTHER BUSINESS
RESOLUTION OF PROFESSIONAL SERVICES 2007-2008

Resolution

WHEREAS, there exists a need of services to be performed for the Township of Franklin Board of Education, under New Jersey Statutes Annotated 18A:18A-5a. (1), (10), and, 18A:18A-14.2, and,

WHEREAS, the following professional service providers have previously provided their services to the district in a commendable manner at a reasonable amount of compensation;

NOW, THEREFORE, BE IT RESOLVED by the Township of Franklin Board of Education, County of Gloucester, State of New Jersey, that the Board of Education enter into a contract with:

School Physician Services DiLisi Family Medicine LLC

from January 1, 2008 to June 30, 2008. The contract is awarded without competitive bidding as professional services under the provisions of the public school contracts law because they are for services provided under and through recognized professionals and regulated by law for which it is not possible to obtain competitive bids.

Vote on the motion : all ayes except for Mr. Merckx, who voted no. Motion carried.

Mr. Evans moved, Miss Grochowski seconded a motion to adjourn.

ADJOURNMENT

Motion carried unanimously.

Meeting adjourned at 8:06 p.m.

Respectfully submitted,

Elizabeth A. DiPietro
School Business Administrator/
Board Secretary

Typed by: jmp