

Township of Franklin
Board of Education
Reorganization/Regular Mtg.
April 23, 2008
7:00 pm.
Administration Building

The Annual Reorganization/Regular Board 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. Elizabeth A. DiPietro, School Business Administrator/Board Secretary, 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

Mrs. Michele Busler and Ms. Lindsey Albano (3rd grade teachers at Main Road School, along with 3rd grade students, made a presentation to the Board regarding "Underground Railroad."

PRESENTATION -
UNDERGROUND RAILROAD

The participating students were: Brooke Antonelli, Kelly Bagby, Evan Bakota, Jared Connell, Justin Edwards, Zoyi Freda, Clay Harp, Cara McCoy, Giuliana Sauro and Breanna Williams.

The following names were listed in the Attendance Register:

ATTENDANCE REGISTER

<u>Name</u>	<u>Address</u>
Margery Walsh	Franklin Township TFEA
Chrissy Rambone	Franklin Township TFEA
Natali Szwed	189 Kendle Avenue
Joyna and Sean Erickson	Royal Avenue
Viola Alexander	Royal Avenue
Glenna Ranson	783 Royal Avenue
Jon A. Simkins	3681 Tuckahoe Rd.
Ami Babgy	495 S. Bluebell Rd.
Lisa Bakota	100 Stephanie Drive
Amber Cardinal	1954 Stanton Avenue
Joe Petsch	2370 Stanton Avenue
Donna Antonelli	3435 Grace Ann Drive
Danyell Freda	846 Lincoln Avenue
Rudy Freda	846 Lincoln Avenue
Christina Davidson	55 Hollybush Gardens, Glassboro
Mrs. Duble	Franklin Township
Rhonda and Terry McCoy	610 Lantern Way
Bea and Ted Baggio	Franklinville
Norman Merckx	330 Oak Avenue, Malaga
Karen Canonica	324 Balsam Court
Cindy Merckx	The Sentinel
Donna Herrschaft	
Madeline Szwed	2561 Williamstown Road
Barbara and Lew Thibault	890 Reed Ave., Franklinville

Mrs. DiPietro reported the following results of the annual school election of April 15, 2008:

ELECTION RESULTS

Candidates - Three-Year Term

Joseph Szwed - 469 votes
Stephen Ranson - 452 votes
David Chrans - 421 votes

Audra S. Branco - 388 votes
Donna Herrschaft - 369 votes

Public Question:

General Fund Budget Tax Levy - \$7,984,990

Yes - 387
No - 479

Mrs. DiPietro administered the Oaths of Office as Board Members to Mr. Joseph Szwed, Mr. Stephen Ranson, and Mr. David Chrans.

OATHS OF OFFICE

The following members were present at roll call: Mr. Joseph Szwed, Mr. Stephen Ranson, Mr. David Chrans, Ms. Tina M. Toy, Mrs. Kimberly Kelly, Mrs. Sandra L. Coulbourn, Mr. Harold R. Atkinson, Jr., Miss Marie J. Grochowski 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

Mrs. DiPietro spoke to the Board about Ethics Training for New Jersey Board Members. She then lead a discussion about the Code of Ethics.

PRESENTATION - CODE OF ETHICS REVIEW

Mrs. Coulbourn moved, Ms. Toy seconded a motion to approve adoption of the N.J. School Board Association Member Code of Ethics as the official code for the Boards' actions.

Motion carried unanimously.

Mrs. Coulbourn and Mrs. Kelly motioned to open the floor for nominations to the office of President.

NOMINATIONS - BOARD PRESIDENT

Mrs. Coulbourn and Mrs. Kelly nominated Barbara Ciancaglini for President.

Ms. Toy and Mr. Chrans nominated Harold R. Atkinson, Jr., for President.

Hearing no other nominations for President, nominations were closed.

NOMINATIONS CLOSED

Voice vote on the election of Mrs. Ciancaglini for Board President:

Ayes - Mr. Szwed, Mr. Ranson, Mrs. Kelly, Mrs. Coulbourn, Miss Grochowski and Mrs. Ciancaglini; nays - Ms. Toy; abstentions - Mr. Chrans and Mr. Atkinson.

Mrs. Ciancaglini was appointed Board President.

APPOINTMENT - BOARD PRESIDENT

The School Business Administrator/Board Secretary turned the meeting over to the Board President, Mrs. Ciancaglini.

Mrs. Ciancaglini opened the floor for nominations for the office of Vice President.

NOMINATIONS - BOARD VICE PRESIDENT

Mrs. Coulbourn and Mr. Szwed nominated Marie J. Grochowski for Vice President.

Hearing no other nominations for Vice President, nominations were closed. NOMINATIONS CLOSED

Since there was only one nomination, the Board President cast a unanimous ballot for Marie J. Grochowski for Vice President. UNANIMOUS BALLOT FOR VICE PRESIDENT

Miss Grochowski was named Vice President of the Board.

Mrs. Ciancaglini appointed Ms. Toy as the delegate to the Gloucester County School Boards Association. Mr. Chrans was named as the alternate to the Gloucester County School Boards Association. GCSBA DELEGATE

Mrs. Ciancaglini appointed Mrs. Ciancaglini as the delegate to the New Jersey School Boards Association. Miss Grochowski was named as the alternate to the New Jersey School Boards Association. NJSBA DELEGATE

Mrs. Ciancaglini moved, Miss Grochowski seconded a motion to approve the following Reorganization items: REORGANIZATION MEETING

- 3. Meeting Dates, 4. School Auditor, 5. Board Solicitor, 6. Treasurer of School Monies, 7. School Physician Services, 8. Publications of Record, 9. Policy Manual/Job Description Manual, 10. Insurance Agent, 11. Wastewater Treatment Plant Operator and Licensed Operator for Public Water Treatment Systems, 12. Electronic Data Processing Service, 13. Primary Depository, 14. Secondary Depository, 15. Establish Petty Cash Funds 2008-2009, 16. Signatures - Bank Accounts, 17. Wire Transfer Authority, 18. Payroll Deduction Authorization, 19. Indoor Air Quality Consultant, 20. Wastewater Treatment Plant Consultant, 21. Administrative Appointments 2008-2009, 22. Resolution of Professional Services 2008-2009, 23. Permitted Pupil Records - Resolution, 24. Resolution - Appointment of Purchasing Agent 2008-2009, 25. Chart of Accounts

Motion carried unanimously by roll call vote.

3. Move to establish the date of the regular monthly Board Meeting as the third Wednesday of each month at the Administration Building with meetings to begin at 7:00 p.m. (exception March 25, 2009 and April 29, 2009): MEETING DATES

May 21, 2008	November 19, 2008
June 18, 2008	December 17, 2008
July 16, 2008	January 21, 2009
August 20, 2008	February 18, 2009
September 17, 2008	March 25, 2009 (Budget Hearing)
October 15, 2008	April 29, 2009 (Reorganization)

Except as otherwise provided by law, regulations of the State Department of Education, or by this Board of Education, meetings of the Township of Franklin Board of Education will be conducted in accordance with Robert's Rules of Order, Revised. Legal Reference: N.J.S.A. 18A:11-1 General Mandatory Powers & Duties

4. Move to appoint Nightlinger, Colavita & Volpa, P.A. as the School Auditor for the 2008-2009 school year, at a fee of \$16,520.00. SCHOOL AUDITOR

5. Motion to appoint B. Michael Borelli, Esq., as Board Solicitor for the 2008-2009 school year, with a retainer of \$3,000.00 plus \$195.00 per hour fee for service. BOARD SOLICITOR

- 6. Motion to appoint Frances Carder as Treasurer of School Monies for the 2008-2009 school year at a salary of \$7,576.00. TREASURER OF SCHOOL MONIES
- 7. Motion to appoint DiLisi Family Medical, LLC, to provide School Physician Services for the 2008-2009 school year, at a fee of \$12,000.00. SCHOOL PHYSICIAN SERVICES
- 8. Motion to establish The Sentinel, primary, The Daily Journal, and The Gloucester County Times, secondary, as Publications of Record for the 2008-2009 school year. PUBLICATIONS OF RECORD
- 9. Motion to readopt the existing bylaws, policies, and job descriptions presently in effect for the operation of the Board and the operation of the school system for the 2008-2009 school year. POLICY MANUAL/JOB DESCRIPTION MANUAL
- 10. Motion to appoint The Borelli Agency, Inc., EBCON Insurance Group, LLC (dba CU Insurance Services Group), and LDP Consulting, Inc., as Insurance Brokers of Record for the 2008-2009 school year. INSURANCE BROKERS OF RECORD
- 11. Motion to appoint Patrick Rafferty as Wastewater Treatment Plant Operator for the 2008-2009 school year, at a fee of \$17,160.00, plus \$1,200.00 (maximum) for travel; and as licensed operator for Public Water Treatment Systems for the 2008-2009 school year at a fee of \$7,200.00. WASTEWATER TREATMENT PLANT OPERATOR AND LICENSED OPERATOR FOR PUBLIC WATER TREATMENT SYSTEMS
- 12. Motion to appoint Gloucester County Special Services School District to provide on-line computer services for the 2008-2009 school year as follows: ELECTRONIC DATA PROCESSING SERVICE

Application Name	Amount
School Budget Accounting and Reporting	\$11,856.00
School Payroll System	\$ 3,000.00
School Personnel Information System	\$ 3,000.00
Student Attendance System	\$ 3,000.00
Fixed Assets	\$ 1,500.00

- 13. Motion to approve Newfield National Bank as Primary Depository for the 2008-2009 school year for the following services and accounts: PRIMARY DEPOSITORY

General Operating	Safe Deposit Box	Unemployment Trust
Payroll Agency	Payroll	Student Activity
Summer Pay	Capital Reserve	Certificates of Deposit
Money Market Savings		

14. Motion to approve the following institutions as Secondary Depositories for investment purposes for the 2008-2009 school year: **SECONDARY DEPOSITORIES**

1. First National Bank of Elmer
2. Franklin Savings Bank
3. New Jersey Cash Management Fund

15. Motion to establish petty cash funds for the 2008-2009 school year in accordance with Policy 3451 - Petty Cash Fund, and to increase the imprest petty cash for the Administration Building from \$300.00 as outlined in policy to \$400.00 for the 2008-2009 school year. **ESTABLISH PETTY CASH FUNDS 2008-2009**

16. Move to authorize the following signatures for the respective accounts with the Newfield National Bank: **SIGNATURES - BANK ACCOUNTS**

Account No.	Fund	Title	Signature
125-065-3	General Operating	Board President Board Secretary Treasurer	Barbara Ciancaglini Elizabeth A. DiPietro Frances Carder
109-002-6	Unemployment Trust	Superintendent Board Secretary	Michael G. Kozak Elizabeth A. DiPietro
125-066-1	Payroll	Treasurer	Frances Carder
125-072-9	Payroll Agency	Treasurer	Frances Carder
109-010-9	Summer Pay	Superintendent Board Secretary	Michael G. Kozak Elizabeth A. DiPietro
262	Safe Deposit Box	Superintendent Board Secretary	Michael G. Kozak Elizabeth A. DiPietro
175-744-2	Student Activity Account	Superintendent Board Secretary	Michael G. Kozak Elizabeth A. DiPietro
240-268-3	Capital Reserve Account	Superintendent Board Secretary	Michael G. Kozak Elizabeth A. DiPietro
182-162-75	Money Market Savings Account	Board President Board Secretary Treasurer	Barbara Ciancaglini Elizabeth A. DiPietro Frances Carder

17. Move to authorize the Business Administrator to conduct wire transfers as necessary. **WIRE TRANSFER AUTHORITY**

18. Move to approve the following firms to provide tax sheltered annuities, after-tax payroll savings accounts, and/or disability insurance programs to district employees through payroll deduction for the 2008-2009 school year: **PAYROLL DEDUCTION AUTHORIZATION**

American Family Life Assurance Company of Columbus (AFLAC)	Ameriprise Financial	Teachers Protective Mutual Insurance
American General Disability	Lincoln Investment Planning, Inc.	The Vanguard Group
American General Securities	Prudential Financial Insurance	Travelers Insurance

- 19. Motion to approve RK Occupational and Environmental Analysis, Inc., as Indoor Air Quality Consultant for the 2008-2009 school year. INDOOR AIR QUALITY CONSULTANT
- 20. Move to approve Engineering Design Associates, PA, as WWTP Consultant for the 2008-2009 school year. WASTEWATER TREATMENT PLANT CONSULTANT
- 21. Motion to approve the following appointments for the 2008-2009 school year: ADMINISTRATIVE APPOINTMENTS 2008-2009
 - Affirmative Action Officer - Andrew Moskowitz
 - Title IX Coordinator - Robert Weigelt
 - Medicaid Initiative Coordinator - Supervisor of Special Services
 - Homeless Liaison Representative - Supervisor of Special Services
 - Indoor Air Quality Coordinator - Thomas Rambone
 - Section 504 Compliance Officer - Elizabeth A. DiPietro
 - ADA Coordinator - Elizabeth A. DiPietro
 - Public Agency Compliance Officer - Elizabeth DiPietro
 - Custodian of Public Records (OPRA) - Elizabeth A. DiPietro
 - Asbestos Management Officer - Thomas Rambone
 - Safety and Health Designee - Thomas Rambone
 - Integrated Pest Management Coordinator - Thomas Rambone
 - Right to Know Officer - Thomas Rambone
 - AHERA Coordinator - Thomas Rambone

- 22. Motion to adopt the following Professional Services Resolution for the 2008-2009 school year: RESOLUTION OF PROFESSIONAL SERVICES 2008-2009

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 Auditor	Nightlinger, Colavita & Volpa, P.A.
Solicitor	B. Michael Borelli, Esq
W.W.T.P. Operator	Patrick Rafferty
Water Supply Officer	Patrick Rafferty
Electronic Data Processing Service	Gloucester County Special Services School District
Indoor Air Quality Consultant	RK Occupational & Environmental Analysis, Inc
W.W.T.P. Consultant	Engineering Design Associates, P.A.
Insurance Broker of Record	The Borelli Agency, Inc., Ebcon Insurance Group, LLC(aba CU Ins. Serv. Group) and LDP Consulting Inc.
School Physician Services	DiLisi Family Medical, LLC

from July 1, 2008 to June 30, 2009. 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.

23. Move to approve the following resolution:

PERMITTED PUPIL
RECORDS - RESOLUTION

Resolution

WHEREAS, N.J.A.C. 6:3-6.3(a)2 requires the identification by Board resolution of those permitted pupil records which may be collected in order to promote the educational welfare of the pupil,

NOW, THEREFORE, BE IT RESOLVED, that the Township of Franklin Board of Education identifies the following pupil records as those which may be collected and authorizes certified school personnel to collect and maintain such pupil records,

1. Personal data which identifies each pupil enrolled in the district (name, address, date of birth, parent/guardian name, social security number. Citizenship, sex, etc.)
2. Record of daily attendance
3. Description of pupil progress
4. Health history, immunization records, and results of physical examinations conducted by qualified district employees
5. All records required by state regulation
6. Emergency notification information
7. Observations and ratings of pupil by professional staff members
8. Samples of pupil work
9. Information obtained from professionally acceptable standard instruments of measurement (achievement tests, intelligence tests, aptitude tests, etc.)
10. Authenticated information provided by a parent/guardian concerning achievements
11. Verified reports of serious or recurrent behavior patterns
12. Extra curricular activities and achievements
13. Academic honors and rank in class.

24. Move to approve the following resolution:

Resolution

WHEREAS, 18A:18A-2 provides that a board of education shall assign the authority, responsibility and accountability for the purchasing activity of the board of education to a person or persons who shall have the power to prepare advertisements, to advertise for and receive bids and to award contracts as permitted by this chapter, and

RESOLUTION -
APPOINTMENT OF
PURCHASING AGENT
2008-2009

WHEREAS, 18A:18A-3 provides that contracts, awarded by the purchasing agent that do not exceed in the aggregate in a contract year the bid threshold (Currently \$29,000), may be awarded by the purchasing agent without advertising for bids when so authorized by board of education, and

WHEREAS, 18A:18A-37 (c) provides that all contracts that are in the aggregate less than 15% of the bid threshold (Currently \$4,350) may be awarded by the purchasing agent without soliciting competitive quotations if so authorized by board resolution,

NOW, THEREFORE, BE IT RESOLVED, that the Township of Franklin Board of Education pursuant to the statutes cited above hereby appoints Elizabeth DiPietro, School Business Administrator/Board Secretary as its duly authorized purchasing agent and is duly assigned the authority, responsibility and accountability for the purchasing activity of the Township of Franklin Board of Education, and

BE IT FURTHER RESOLVED, that Elizabeth DiPietro is hereby authorized to award contracts on behalf of the Township of Franklin Board of Education that are in the aggregate less than 15 percent of the bid threshold (currently \$4,350) without soliciting competitive quotations, and

BE IT FURTHER RESOLVED, that Elizabeth DiPietro is hereby authorized to seek competitive quotations, when applicable and practicable before awarding contracts; when contracts in the aggregate exceed 15 percent of the bid threshold (currently \$4,350) but less than the bid threshold of \$29,000.

25. Move to approve the adoption of The Uniform Minimum Chart of Accounts for New Jersey Public Schools as issued by the State of New Jersey, Department of Education.

CHART OF ACCOUNTS

Mrs. Ciancaglini 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.

Mrs. Ciancaglini moved, Miss Grochowski seconded a motion to adopt the minutes of the Regular and Closed Sessions of the March 26, 2008 meeting.

MINUTES

Vote on the motion as follows: ayes - Ms. Toy, Mrs. Kelly, Mrs. Coulbourn, Mr. Atkinson, Miss Grochowski and Mrs. Ciancaglini; abstentions - Mr. Szwed, Mr. Ranson and Mr. Chrans. Motion carried.

The Superintendent reported that:

**SUPERINTENDENT'S
REPORT**

Statistical and Informational Report as of March 31, 2008

Enrollment: 1483
 Tuition Placement: 16
 Student Attendance: MFJ - 92.75%
 CLR - 94.18%
 MR - 94.62%
 Lake - 90.5%
 Student Suspensions: MFJ - 0
 CLR - 0
 MR - 1
 Lake - 0

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

Employee Attendance: 96% year-to-date

**SCHOOL BUSINESS
ADMINISTRATOR/BOARD
SECRETARY'S REPORT**

The School Business Administrator reported:

- A. The Board Secretary's Report and Treasurer of School Monies Report for the month ending March 31, 2008 have been completed and show the same overall cash balance. Also, there are no budgetary line item over-expenditures as of March 31, 2008.
- B. The Food Service Enterprise Fund Report as of February 29, 2008 shows an overall net loss of \$(4,578.31). This shows a decrease of \$25,946.32 when compared to the overall gain of \$21,368.01 that we had as of February 28, 2007. The net gain for the month was \$548.91.

In the finance committee section, in addition to the approval of the recurring monthly items such as bills, payroll, board secretary/treasurer reports, certification and transfers, tonight we will seek approval for the following:

Property Committee - Approval of specifications for maintenance truck; application for use of school facilities; and joint purchasing agreement for custodial/janitorial supplies.

Transportation Committee - Cooperative transportation agreement; shared services - contract for gasoline; and transportation jointure.

Audience participation:

AUDIENCE PARTICIPATION

Debbie Duble - Spoke to the board about the 6th grade trip to Washington, D.C. on April 17, 2008.

Donna Herrschaft - Questioned the feasibility study. Indicated there wasn't a board vote on the study.

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

CURRICULUM COMMITTEE

- 1. Homebound Instruction, 2. Homeless Tuition Contract Agreements - Received, 3. School Hours 2008-2009, 4. Grade 6 Luncheon/Recognition Program, 5. Test Administration, 6. Curriculum and Services Evaluation Schedule, 7. Curriculum Guides

Motion carried unanimously by roll call vote.

- 1. Move to approve homebound instruction for the following student: **HOMEBOUND INSTRUCTION**

Name	Grade	Effective Date	School
Z.F.M.	1	April 9, 2008	Mary F. Janvier

(Instruction provided by Professional Education Services, Inc./max. 10 hrs./week)

- 2. Move to approve homeless student tuition contract agreements for the 2008-2009 school year as follows: **HOMELESS TUITION CONTRACT AGREEMENTS - RECEIVED**

Student	Classification/ Program/Grade/ Tier/ASSA	School	Last District of Residence	Effective Date	Tuition
R.F.	Grade 1	MFJ	Clayton, Del. Tuition paid by state of N.J.	3/31/08	\$ 8,504.00 prorated
D.F.	Grade 3	MR	Clayton, Del. Tuition paid by state of N.J.	3/31/08	\$ 8,504.00 prorated

- 3. Move to approve the 2008-2009 school hours as follows: **SCHOOL HOURS 2008-2009**

School	School Hours	Bus Arrival
Caroline L. Reutter	7:45 a.m. - 2:30 p.m.	7:45 a.m.
Main Road	7:45 a.m. - 2:30 p.m.	7:45 a.m.
Mary F. Janvier	8:40 a.m. - 3:25 p.m.	8:40 a.m. - 8:45 a.m.
Lake	8:30 a.m. - 3:15 p.m.	8:25 a.m.

- 4. Move to approve a special luncheon for all grade 6 students to be held at Board expense as follows: **GRADE 6 LUNCHEON/ RECOGNITION PROGRAM**

Main Road School - June 10, 2008
Caroline L. Reutter School - June 17, 2008

- 5. Move to approve the administration of the following tests to students during the 2008-2009 school year: **TEST ADMINISTRATION**

- ◆ Otis-Lennon School Ability Test
- ◆ Brigance K, 1 Assessment
- ◆ Terra Nova Assessment
- ◆ Learnia

- 6. Move to approve the 2008-2013 Curriculum and Services Evaluation Schedule, as attached. **CURRICULUM AND SERVICES EVALUATION SCHEDULE**

- 7. Move to approve the following written curriculum guides for implementation in the 2008-2009 school year: **CURRICULUM GUIDES**

Date	Subject	Grades	Date	Subject	Grades
Sept. 2003	Science	1-6	Sept. 2005	Mathematics	K-6
Sept. 2003	Handwriting	K-6	Sept. 2006	Library Skills	1-6
Sept. 2004	Health/Family Life	K-6	Sept. 2006	Physical Education	1-6
Sept. 2004	Language Arts/Literacy	K-6	Sept. 2007	Gifted and Talented	3-6
Sept. 2005	Music	1-6	Sept. 2007	Computer Literacy	1-6
Sept. 2005	Art	1-6	Sept. 2007	Social Studies	1-6
Sept. 2005	Preschool Disabled	PSD	Sept. 2007	Holocaust/Genocide	K-6
			Sept. 2007	World Languages	K-6

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

FINANCE COMMITTEE

1. Bills - April, 2. State Aid Deductions, 3. Payroll, 4. Board Secretary's Report and Treasurer of School Monies Report, 5. Budget Transfers - April, 6. Budget Overexpenditure Certification - Board Secretary, 7. Budget Overexpenditure Certification - Board of Education, 8. Anticipated Revenue Summary, 9. Payment for School Election Workers

Vote on the motion as follows: motions 1, 2, 3, 4, 5, 6, 7, 8 - all ayes; motion 9 - all ayes except for Mrs. Kelly, who abstained. Motion carried.

1. Move to approve the list of bills for the month of April in the amount of \$604,290.38 as submitted by the School Business Administrator/ Board Secretary:

BILLS - APRIL

Bill List	Amount
Bill List #1 - April 2, 2008	\$243,791.81
Bill List #2 - April 23, 2008	\$152,922.72
Bill List #2 - April 23, 2008	\$207,575.85
Grand Total	\$604,290.38

2. Move to approve amounts withheld from State Aid payments for the month of March and paid to County Special Services, Katzenbach and State Facilities in the amount of \$25,626.00.

STATE AID DEDUCTIONS

3. Move to approve the payroll for the month of March in the amount of \$966,251.38 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 March 31, 2008 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 April in the amount of \$185,120.38 as submitted by the School Business Administrator/ Board Secretary.

BUDGET TRANSFERS - APRIL

- 6. Move to approve the Board Secretary's Monthly Certification that as of March 31, 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
- 7. Move to certify that as of March 31, 2008, after review of the Board Secretary's Monthly Financial Report (appropriations section) and upon consultation with the appropriate district officials, that to the best of our knowledge, no major account or fund has been over-expended 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 March 31, 2008 as submitted by the School Business Administrator/ Board Secretary.

ANTICIPATED REVENUE
SUMMARY
- 9. Move to approve payment for the individuals who served as workers for the Annual School Election, held on April 15, 2008:

PAYMENT FOR SCHOOL
ELECTION WORKERS

Polling Location: Caroline L. Reutter School			
<i>Name</i>	<i>Hours</i>	<i>Rate</i>	<i>Total</i>
Alice Bowers	8.00	\$8.00/hr.	\$64.00
Bessie Burdsall	8.00	\$8.00/hr.	\$64.00
Nell Carpinelli	8.00	\$8.00/hr.	\$64.00
Bonnie Jagers	8.00	\$8.00/hr.	\$64.00
Eleanor Kelly	8.00	\$8.00/hr.	\$64.00

Polling Location: Administration Building			
<i>Name</i>	<i>Hours</i>	<i>Rate</i>	<i>Total</i>
Edith Cassaday	8.00	\$8.00/hr.	\$64.00
Ronald Dixon	8.00	\$8.00/hr.	\$64.00
Josephine Gallagher	8.00	\$8.00/hr.	\$64.00
Deborah Massa	8.00	\$8.00/hr.	\$64.00
S. Louis Weiss	8.00	\$8.00/hr.	\$64.00

Polling Location: Main Road School			
<i>Name</i>	<i>Hours</i>	<i>Rate</i>	<i>Total</i>
Bernice Cecil	8.00	\$8.00/hr.	\$64.00
Clarence Johnson	8.00	\$8.00/hr.	\$64.00
Anna Lynch	8.00	\$8.00/hr.	\$64.00
Patricia McCauley	8.00	\$8.00/hr.	\$64.00
Melody Stroh	8.00	\$8.00/hr.	\$64.00

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

PERSONNEL COMMITTEE

1. Substitute Employment, 2. Leave of Absence Request, 3. Leave of Absence Request - Extended, 4. Retirement Resignation - Secretary, 5. Retirement Resignation - Teacher, 6. Tenure Certified Employee Contracts, 7. Custodial Rate - Facility Usage, 8. Physical Therapy Services, 9. Occupational Therapy Services, 10. Coordinator-Evening Musicals, 11. Safety Patrol Advisors 2008-2009, 12. Network Technician-Part Time-Employment, 13. Summer Employment Compensation, 14. Child Study Team-Summer Evaluation Program, 15. Summer Employment, 16. Fast Forward Facilitator-Summer Employment, 17. IEP Staffing-Summer Employment, 18. Head Custodian, 19. Annual Evaluation - Superintendent (held until after Executive Session), 20. Field Experience - Student Placement Requests, 21. Travel Expense - Professional Staff, Non-Unit Staff and Support Staff, 22. Resolution - Authorization for Emergent Hiring Pending Completion of Criminal History Check.

Motion carried unanimously by roll call vote.

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|---|--|---|-------------------------------------|-----------------------|
| <ol style="list-style-type: none"> 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:

 <table border="0" style="margin-left: 20px;"> <tr> <td style="padding-right: 20px;"><u>Teacher</u>
Source 4 Teachers
Kellianne Harkins
Anthony Resino</td> <td style="padding-right: 20px;"><u>Teacher Aide</u>
Rebecca McFadden</td> <td><u>Clerical</u>
Rebecca McFadden</td> </tr> </table> | <u>Teacher</u>
Source 4 Teachers
Kellianne Harkins
Anthony Resino | <u>Teacher Aide</u>
Rebecca McFadden | <u>Clerical</u>
Rebecca McFadden | SUBSTITUTE EMPLOYMENT |
| <u>Teacher</u>
Source 4 Teachers
Kellianne Harkins
Anthony Resino | <u>Teacher Aide</u>
Rebecca McFadden | <u>Clerical</u>
Rebecca McFadden | | |
| <ol style="list-style-type: none"> 2. Move to approve an unpaid leave of absence for Beatrice Fabrizio, teacher, under the provisions of the Family Medical Leave Act from April 17, 2008 through May 9, 2008 or such earlier date as she is able to return to work. | LEAVE OF ABSENCE REQUEST | | | |
| <ol style="list-style-type: none"> 3. Move to approve an extended unpaid leave of absence for Jiselle Knauss, teacher, under the provisions of the Family and Medical Leave Act, from April 8, 2008 through June 30, 2008 or such earlier date as she is able to return to work. | LEAVE OF ABSENCE REQUEST - EXTENDED | | | |
| <ol style="list-style-type: none"> 4. Move to accept, with regret, the retirement resignation of Louise Gambino, secretary, effective May 13, 2008. (Ms. Gambino has been employed in the district since February 1979.) | RETIREMENT RESIGNATION - SECRETARY | | | |
| <ol style="list-style-type: none"> 5. Move to accept, with regret, the retirement resignation of Jeanne Whalen, teacher, effective July 1, 2008. (Ms. Whalen has been employed in the district since September 1980.) | RETIREMENT RESIGNATION - TEACHER | | | |
| <ol style="list-style-type: none"> 6. Move to approve, upon the recommendation of the Superintendent, the issuance of employment contracts on April 30, 2008 to the following certified tenure staff for the 2008-2009 school year, placing them on the salary guide in accordance with the unit agreement, and further request that the contracts be returned by May 16, 2008. | TENURE CERTIFIED EMPLOYEE CONTRACTS | | | |

Debra Amato	Joyce Francis	Kathleen Niewoehner
Augusta Badaracco	Barbara Freund	Merrie Owen
Deborah Belfi	Arlene Garofalo	Lois Paoella
Catherine Bromwell	Ryan Griffin	Christine Rambone
Susan Buriak	Terri Griffin	Donna Reichard
Kathy Burmaster	Cynthia Grochowski	Jacqueline Reilly
Deborah Burrell	Amy Harris	Jane Rickershauser
Dennis Burlingame	Donna Harrison	Kathleen Rosa
Michele Busler	RoseMarie Herman	Christine Rowan
Karen Canonica	Kathleen Higginson	Susan Santomero
AnnMarie Carey	Maureen Hoffmann	Anne Scaffo
Charlene Cerino	Donna Jones	Colleen Sharkey
Glenn Christmann	Santa Kerr	Stacey Shute
Deborah Clark	Irene Klepac	Darlene Simmons
Nancy Clevenger-Bell	Jiselle Knauss	Wanda Smith
Jennifer Cockerill	Irene Korbach	John Stagliano
Maria Colonna	Denise Kostiak	Lisa Stefano
Angela Colucci	Marcia Laforest	Miriam Szalabofka
Evelyn Conte	Debra LoCicero	Judith Tipton
Kelly Courtney	Elaine Lovelace	Kathryn Town
Karen Cowen	Carol Lyon	Kathleen Uhle
Amie Crain	David MacDonald	Sheila Vaughn
Joanne DelRossi	Nicholas Magolda	Mary Vrabel
Melissa DiRaddo	Sandra Mattern	Lisa Waechter
Betty DuBrink	Dolores Mazzoni	Denise Wagner
Barbara Earl	Kimberly Miles	Judy Walker
Dorothy Elwell	Alice Miller	Margery Walsh
Beatrice Fabrizio	David Mullen	Andrea Watson
Joyce Firman	Deborah Neri	Marilyn Webb
Anne Fisch	Betty Nichols	Alyce Zeiner
Andrea Foster	Frances Nicholson	Bonnie Zuccarini
Mary Gauer	Benjamin Notaro	
Margaret Green	Elizabeth Olivo	

- 7. Move to establish the 2008-2009 custodial rate charged to organizations for use of school facilities in accordance with Policy 1330 as \$45.00 per hour. CUSTODIAL RATE - FACILITY USAGE
- 8. Move to approve an agreement with Susan Jacques to provide physical therapy services for the 2008-2009 school year at a cost of \$80.00 per hour. PHYSICAL THERAPY SERVICES
- 9. Move to approve an agreement with the Gloucester County Special Services School District to provide occupational therapy services for the 2008-2009 school year at a cost of \$70.00 per hour. OCCUPATIONAL THERAPY SERVICES
- 10. Move to approve, upon the recommendation of the Superintendent, the employment of the following individuals as Coordinator-Evening Musicals for the 2008-2009 school year at a stipend in accordance with the unit agreement: COORDINATOR - EVENING MUSICALS

Coordinator	School
Jiselle Knauss	Mary F. Janvier
Ryan Griffin	Caroline L. Reutter
Kathryn Town	Main Road

- 11. Move to approve, upon the recommendation of the Superintendent, the employment of Benjamin Notaro and John Stagliano as safety patrol advisors for the Main Road and Caroline L. Reutter Schools respectively in accordance with the unit agreement for the 2008-2009 school year. SAFETY PATROL ADVISORS 2008-2009
- 12. Move to approve, upon the recommendation of the Superintendent, the employment of the following individuals as Network Technician-Part Time for the 2008-2009 school year at a salary in accordance with the unit agreement (Article IX-E). NETWORK TECHNICIAN - PART-TIME EMPLOYMENT

Donna Harrison	Kathleen Higginson	Denise Wagner
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- 13. Move to establish the following as compensation for summer 2008 employment: SUMMER EMPLOYMENT COMPENSATION
 - Custodian - \$8.75 per hour
 - Bus Cleaner - \$7.25 per hour
 - Speech-Hearing Assessment - \$24.00 per hour
 - Clerical - \$8.50 per hour
- 14. Move to approve, upon the recommendation of the Superintendent, the employment of the following staff to conduct a summer 2008 evaluation program for referred students at a salary of \$225.00 per case study (includes staffing): CHILD STUDY TEAM - SUMMER EVALUATION PROGRAM

Amie Crain, Social Worker	Donna Reichard, School Psychologist
Valerie Probasco, Speech Pathologist	Margaret Green, LDT/C
David Mullen, School Psychologist	Merrie Owen, LDT/C

15. Move to approve, upon the recommendation of the Superintendent, the employment of the following during the summer of 2008 at a salary in accordance with the unit agreement. The hours of each employee shall not exceed the number indicated for the term of the summer employment: SUMMER EMPLOYMENT

Staff	Project	Maximum Hours
Pauline Bittner Barbara Earl Terri Griffin Donna Harrison Santa Kerr Jane Rickershauser	Kindergarten Assessment Kindergarten Assessment Kindergarten Assessment Kindergarten Assessment Kindergarten Assessment Kindergarten Assessment	Overall, 140 hours to be divided among staff
Valerie Probasco	Speech/Hearing	28
Joyce Francis Karen Cowen	Library-M.F. Janvier Library-C.L. Reutter/Main Road	35 70
Judy Tipton Nancy Clevenger-Bell	Nurse-M.F. Janvier Nurse-Main Road	35 35
Donna Harrison Kathleen Higginson Denise Wagner	Summer Network Technician Summer Network Technician Summer Network Technician	As needed As needed As needed

16. Move to approve the employment of Lisa Waechter as facilitator for the Fast ForWord Program during the summer 2008 at a salary of \$28 per hour for a maximum of 115 hours. FAST ForWORD FACILITATOR - SUMMER EMPLOYMENT
17. Move to approve, upon the recommendation of the Superintendent, the employment of the following as summer 2008 IEP Staffing Teachers at a salary of \$28.00 per hour, on an as needed basis: IEP STAFFING - SUMMER EMPLOYMENT

Catherine Bromwell	Denise Kostiak
	Elaine Lovelace

18. Move to approve, upon the recommendation of the Superintendent, the following appointments as Head Custodian, for the 2008-2009 school year at a stipend in accordance with the unit agreement (Article XXVI): HEAD CUSTODIAN

Employee	Assignment
Scott Gant	Caroline L. Reutter School
William Morris	Main Road School
Harold Sims	Mary F. Janvier School

19. Move to approve the 2007-2008 annual performance evaluation of the Superintendent and order the same filed in the respective personnel file. (HELD UNTIL AFTER EXECUTIVE SESSION.)

ANNUAL EVALUATION - SUPERINTENDENT

20. 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
Staci Rogers	Atlantic Community College	CLR	Glenn Christmann, Grade 4	Spring 2008	Observation
Emily Ross	Rowan University	MFJ	Catherine Bromwell Art Teacher	Fall 2008	Clinical Practice Report

21. Move to approve travel expenses, as attached.

TRAVEL EXPENSE - PROFESSIONAL STAFF, NON-UNIT AND SUPPORT STAFF

22. 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 Kellianne Harkins, Rebecca McFadden, Anthony Resino 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, Kellianne Harkins, Rebecca McFadden, Anthony Resino, 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 emergency hiring of Kellianne Harkins, Rebecca McFadden, Anthony Resino.

Mrs. Coulbourn moved, Ms. Toy seconded a motion to approve the following Policy Committee item:

POLICY COMMITTEE

1. Policy #6153

Motion carried unanimously.

1. Move to approve suspending Policy #6153 for the remaining field trips in the 2007-2008 school year.

POLICY #6153

Ms. Toy moved, Miss Grochowski seconded a motion to approve the following Property Committee items:

PROPERTY COMMITTEE

- 1. Approval of Specifications, 2. Application for Use of School Facilities (tabled/held until future meeting), 3. Joint Purchasing Agreement for Custodial/Janitorial Supplies

Motion carried unanimously.

- | | |
|--|--|
| 1. Move to approve the specifications for the purchase of one (1) 2008 GMC Sierra 2500 HD truck, and authorize the School Business Administrator/Board Secretary to advertise for bids. | APPROVAL OF SPECIFICATIONS |
| 2. Move to approve/disapprove the application for use of school facilities submitted by Cornerstone Ministries of Gloucester County in accordance with Policy #1330 (held until future meeting). | APPLICATION FOR USE OF SCHOOL FACILITIES |
| 3. Move to approve the attached resolution with Delsea Regional High School District Board of Education for the joint purchase of custodial/janitorial supplies for the 2008-2009 school year. | JOINT PURCHASING AGREEMENT FOR CUSTODIAL/JANITORIAL SUPPLIES |

Ms. Toy moved, Miss Grochowski seconded a motion to approve the following Transportation Committee items:

TRANSPORTATION COMMITTEE

- 1. Cooperative Transportation Agreement, 2. Shared Services - Contract for Gasoline, 3. Transportation Jointure

Motion carried unanimously.

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|--|---|
| 1. Move to approve the contract for participation in cooperative transportation services provided by the Gloucester County Special Services School District for the 2008-2009 school year. | COOPERATIVE TRANSPORTATION AGREEMENT |
| 2. Move to approve a contract with Delsea Regional High School District agreeing to share our gasoline pump for the purchase of gasoline for the 2008-2009 school year. | SHARED SERVICES - CONTRACT FOR GASOLINE |
| 3. Move to approve a transportation jointure with Washington Township Public Schools for route 17.007 to St. Jude's Regional School from March 10, 2008 to June 16, 2008 in the amount of \$ 178.92. | TRANSPORTATION JOINTURE |

Mrs. Ciancaglini moved, Ms. Toy 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 April 23, 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 forty-five (45) 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 8:26 p.m.

Return to session 10:35 p.m.

Mrs. Ciancaglini moved, Miss Grochowski seconded a motion to approve the 2007-2008 annual performance evaluation of the Superintendent and order the same filed in the respective personnel file.

PERSONNEL COMMITTEE
ANNUAL EVALUATION -
SUPERINTENDENT

Motion carried unanimously.

Ms. Toy moved, Mrs. Kelly seconded a motion to approve an agreement to settle all outstanding claims and issues with Lewis Thibault, bus mechanic, as set forth on the record in closed session on April 23, 2008 with all parties and counsel present.

OTHER BUSINESS
EMPLOYEE AGREEMENT

Roll call vote on the motion: ayes - Mr. Chrans, Ms. Toy, Mrs. Kelly, Mrs. Coulbourn, Mr. Atkinson, Miss Grochowski, Mrs. Ciancaglini; abstentions - Mr. Szwed and Mr. Ranson. Motion carried.

The Superintendent discussed with the Board of Education the possibility of entering into a shared services agreement to offer CST director services to another district.

ELK TOWNSHIP SCHOOL
DISTRICT - SHARED
SERVICES

Mrs. Ciancaglini moved, Miss Grochowski seconded a motion to adjourn.

ADJOURNMENT

Motion carried unanimously.

Meeting adjourned 10:41 p.m.

Respectfully submitted,

Elizabeth A. DiPietro
School Business Administrator/
Board Secretary