

Franklin Township Board of Education Minutes
Regular Meeting – December 16, 2020

TIME AND PLACE: The regular meeting of the Board of Education was held on December 16, 2020 by the Board of Education of the Franklin Township School District, Warren County, in the Franklin Township School Library, 52 Asbury-Broadway Road, Washington, NJ 07882.

CALL TO ORDER: Board President, Jean Hansen, called the meeting to order at 7:04 p.m. (Meeting only virtual, due to inclement weather.)

PUBLICATION OF NOTICE: In accordance with the provisions of the New Jersey Open Public Meetings Act, Chapter 231, Laws of 1975, the Franklin Township Board of Education has provided adequate notice of the date, time, and location of this meeting. Such notice has been posted at the Franklin Township Municipal Building, at the Franklin Township School, at the Express Times, and was published in the Star Gazette on January 17, 2020. (Virtual meeting access information was also published in the Star Ledger and the Express Times on October 29, 2020 and was posted at the Franklin Township School, on the Franklin Township School website and at the Franklin Township Municipal Building.)

FLAG SALUTE: Pledge of Allegiance and a moment of silence.

ROLL CALL - Mr. Duryea conducted the Roll Call.

PRESENT: Jean Hansen (Board President) (virtual)
Rudolph DiGilio (Vice President) (virtual)
Elizabeth Ames (virtual)
Jeannene Butler (virtual)
Pamela Fitzsimmons (virtual)
Scott Hansen (virtual)
Kevin Klus (virtual)
Donna Sbriscia (virtual)

ABSENT: Renee Hart (virtual)

PRESENT: DISTRICT ADMINISTRATORS
Matthew Eagleburger, Chief School Administrator (virtual)
Tim Duryea, School Business Administrator/Board Secretary (virtual)

PUBLIC:* Julia Cassano, Julie Shellaway, Jennifer Fischer, Laura Atwell, Kathy Henry, Kelsey Butler

* Public were all present virtually

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EXECUTIVE SESSION:

Action 21-092 Motion

Motion by J. Butler, and seconded by S. Hansen, to enter Executive Session to discuss items related to personnel matters, with information to be released at a date, not yet determined. (It is estimated that the Board will be in Executive Session for approximately 30 minutes.)

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

The Board entered executive session at 7:06 pm.

Action 21-093 Motion

Motion by J. Butler, and seconded by S. Hansen, to reconvene Public Session.

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

The Board reconvened public session at 7:28pm. (Meeting continued at 7:30pm)

VIRTUAL MEETING GUIDELINES: The virtual meeting guidelines were read by Mrs. Hansen.

APPROVAL OF DECEMBER 7, 2020 MINUTES Action 21-094 Motion

Motion by J. Butler, and seconded by S. Hansen, to approve the minutes of the Special Meeting of December 7, 2020.

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

CORRESPONDENCE: None

PUBLIC INPUT PRIOR TO AGENDA ITEMS: None

AUDITOR'S PRESENTATION:

Laura Atwell, from the district's audit firm, provided the Board an overview of the 2019-2020 audit. There were no recommendations.

RECOGNITION OF RETIRING BOARD MEMBER – PAMELA FITZSIMMONS:

Mrs. Hansen expressed her appreciation to Mrs. Fitzsimmons for her years of service on the Board and virtually presented her with a token of the Board's appreciation. Mrs. Fitzsimmons commented on what a positive experience it was to serve on the Board.

WORK SESSION:

Informational updates were provided by the Administration on the following topics:

Program –

- Update on Remote Instruction

Building & Grounds and Transportation –

- Utilization of Remote Learning Time for Custodial/Maintenance Projects

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Finance –

- Authorization of last bond payment
- Document Camera Donation
- Cafeteria/SSO Program

Personnel –

- After-School Professional Development Program

Board –

- Certification of Election
- Financial Disclosure Forms
- Mandated Training
- Online Workshop

CSA REPORT

Mr. Eagleburger updated the Board on the following topics:

- Teacher and Educational Support Person of the year (Kaitlyn Mastrobattista/Barbara Purcell)
- Giving Tree
- Social and Emotional Health Goal
- Professional Development
- Purchase of Hot Spots

COMMITTEE REPORTS:

1. Policy – (Rep-E. Ames)

- Cancellation of meeting, due to technical difficulties
- Alert 220

2. Legislation

- Franklin Township Committee (Rep – Mrs. Butler) – No report
- Franklin Township PTA (Rep – Mrs. Fitzsimmons) –
 - Painting Program
 - New Officers
- Legislative/NJSBA Delegate (Rep-R. DiGilio) –
 - Delegate Assembly – Resolution was passed
 - NJQSAC Relief Bill
 - Diversity and Inclusion Instruction Bill
 - Sunscreen Policy Bil
 - School Audit Delay Bill
- NJASA (Rep-M. Eagleburger) –
 - NJASA/NJEA/NJSBA joint effort on pandemic-related proposals for 2020-2021
 - No QSAC
 - No standardized testing
 - Centralized educational group to respond to questions
- Warren County SBA (Rep-E. Ames) – No report

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FINANCIAL REPORTS

PAYROLL AND PAYROLL AGENCY APPROVAL – Action 21-095 ***Motion***

Motion by J. Butler, and seconded by S. Hansen, to approve Payroll and Payroll Agency/FICA as follows:

November, 2020 Net Payroll	\$166,462.59
November 2020 Agency and Board Share FICA	\$120,765.37
TOTAL PAYROLL November, 2020	\$287,227.96

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

BOARD SECRETARY AND RECONCILIATION REPORT- November, 2020

Action 21-096 ***Motion***

Motion by J. Butler, and seconded by S. Hansen, to approve the Board Secretary and Reconciliation Report - November, 2020.

BE IT RESOLVED that the Board Secretary, pursuant to N.J.A.C. 6A: 23A-16.10 (c) 3, does hereby certify that as of the date of these reports, no line item account has encumbrances and expenditures, which in total exceed the line item appropriation in violation of N.J.A.C. 6A: 23A-16.10 (a);

*BE IT FURTHER RESOLVED that the Chief School Administrator recommends that the Franklin Township Board of Education accept the monthly financial reports of the Secretary and the Reconciliation for the Month of **November, 2020**; and further recommends, in compliance with N.J.A.C. 6A: 23A-16.10 (c) 4, that the Board of Education Certifies that no major account has been over expended in violation of N.J.A.C. 6A: 23A-16.10 (b), and that as of this report sufficient funds are available to meet the District's financial obligations for the remainder of the year.*

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

PUBLIC INPUT PRIOR TO BOARD ACTION:

- Julia Cassano - Indicated that her home connectivity is better than at the school

FINANCE-RELATED ITEMS – Action 21-097 ***Motion***

Motion by J. Butler, and seconded by Scott Hansen, to approve the following block of Finance-related items, as recommended by the Chief School Administrator:

- Authorize the School Business Administrator to make payment of interest and principal to Chase NY, per the district's February 15, 2021 scheduled bond payment, with formal approval to follow at a subsequent meeting.
- Approve the acceptance of a donation of a AVerF-17 8M 8MP Portable Flexarm Document Camera from Tammy Connelly and Jamie Carzima.

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- Authorize the School Business Administrator to issue payment to T-Mobile or its subsidiaries or parent corporations in the amount of \$2,400.00 for an annual license for 10 Hot Spot components, with formal approval to follow at a subsequent meeting.

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

PERSONNEL-RELATED ITEMS – Action 21-098 *Motion*

Motion by J. Butler, and seconded by Scott Hansen, to approve the following block of Personnel-related items, as recommended by the Chief School Administrator:

- Approve the following individuals as participants in the district’s after-school professional development program (6 sessions plus prep time) and the payment of a \$450.00 stipend to each:

Ackerman, Stacy	Alchermes, Alessandra
Allen, Christine	Beer, Deborah
Billows, Sherri	Brown, Janie
Cassano, Julia	Challadoff, Ashley
Christian, Elizabeth	DaSilva, Lesley
Fellner, Pamela	Fischer, Jennifer
Kane, Karen	Lachow, Michele
Maguire, Alex	Mastrobattista, Kaitlin
Miller, Jennifer	Penna, Kaitlyn
Preiss, Susan	Rodriguez, Jennifer
Shellaway, Julie	Shoblock, Misha
Trumpy, Larisa	Wachter, Johanna
Wester, Karen	Wood-Rosso, Jessica

- Approve and merit goals for Matthew Eagleburger, CSA, for the 2020-2021 school year.

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

POLICY-RELATED ITEMS – Action 21-099 *Motion*

Motion by J. Butler, and seconded by Scott Hansen, to approve the following block of Policy-related items, as recommended by the Chief School Administrator:

- Approve the following policies/regulations for first reading:
 - P 2270 Religion in Schools (Revised)
 - P 2622 Student Assessment (M) (Revised)
 - P & R 5111 Eligibility of Resident/Nonresident Students (M) (Revised)
 - P & R 5200 Attendance (M) (Revised)
 - P & R 5320 Immunization (Revised)
 - P 5610 Suspension (M) (Revised)
 - R 5610 Suspension Procedures (M) (Revised)
 - P 5620 Expulsion (M) (Revised)
 - P & R 8320 Personnel Records (M) (Revised)

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

BILL LIST – Action 21-100 *Motion*

Motion by J. Butler, and seconded by Scott Hansen, to approve the December 16, 2020 bill list in the amount of \$116,691.03 and the following non-checks.

Date	Check #	To	For	Amount	Account
11/12/2020	N0889	FTS Cafeteria	Cafeteria Aid	\$1,094.14	10-402
11/12/2020	N0889	FTS Cafeteria	Café Supplement	\$2,500.00	11-000-310-930
11/27/2020	N0892	Horizon Healthcare Ins. Agency	Flex Admin	\$42.00	11-000-230-590

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

ADJOURNMENT - Action 21-101 *Motion*

Motion by P. Fitzsimmons, and seconded by J. Butler, to adjourn the meeting.

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

Meeting adjourned at 8:41 p.m.

Respectfully submitted,

Tim Duryea
Board Secretary / School Business Administrator

Board President: _____
Jean Hansen