

**Franklin Township Board of Education Minutes**  
**Regular Meeting – October 21, 2020**

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**TIME AND PLACE:** The regular meeting of the Board of Education was held on October 21, 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 7:02 p.m.

**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 provided to the Star Ledger and the Express Times 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.

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

**ABSENT:** Pamela Fitzsimmons  
Renee Hart

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

**PUBLIC:\*** Janie Brown, Karen Wester, Julie Shellaway, Deborah Mannon

\* Public were all present virtually

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**APPROVAL OF OCTOBER 6, 2020 MINUTES Action 21-059 Motion**

Motion by D. Sbriscia, and seconded by Scott Hansen, to approve the minutes of the Regular Meeting of October 6, 2020.

*This motion was ADOPTED as follows: ayes, 6; nays, 0; abstain 1 (Klus).*

**EXECUTIVE SESSION MINUTES Action 21-060 Motion**

Motion by D. Sbriscia, and seconded by Scott Hansen, to approve and make public the Executive Session minutes of the Regular Meeting of October 6, 2020.

*This motion was ADOPTED as follows: ayes, 6; nays, 0; abstain 1 (Klus).*

**CORRESPONDENCE:**

- Lynn Roberto – Letter/Request for Leave of Absence

**PUBLIC INPUT PRIOR TO AGENDA ITEMS:**

- Karen Wester – Fitness Run Fund Raiser

**CSA REPORT**

Mr. Eagleburger updated the Board on the following topics:

- Health and Wellness initiatives
- Supporting Staff
- Dissemination of Timely Information

**COMMITTEE REPORTS:**

**1. Policy – (Rep-E. Ames)**

- Committee met and is working on next alert
- Final reading of prior alert

**2. Legislation**

- Franklin Township Committee (Rep – Mrs. Butler) – No report
- Franklin Township PTA (Rep – Mrs. Fitzsimmons) – No report
- Legislative/NJSBA Delegate (Rep-R. DiGilio) –
  - Coaching Bill withdrawn
  - Extension of SSO program to 6/30/21 (approved)
  - Reduced Substitute Teacher Requirements (through committee)
  - 4% Surplus / S2691 (through committee)
  - Legislative Updates at NJSBA Workshop
    - School Funding
    - Extraordinary Aid
    - Performance Audit
    - Regionalization (via curriculum, not cost savings)
- NJASA (Rep-M. Eagleburger) – No report
- Warren County SBA (Rep-E. Ames) – No report

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**FINANCIAL REPORTS**

**BOARD SECRETARY AND RECONCILIATION REPORT- SEPTEMBER**

**Action 21-061**

***Motion***

Motion by D. Sbriscia, and seconded by Scott Hansen, to approve the Board Secretary and Reconciliation Report - September, 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 **September, 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, 7; nays, 0; abstain, 0.*

**PUBLIC INPUT PRIOR TO BOARD ACTION:**

- PTA Meeting – Virtual Field Trip / Need to increase membership / Officers needed

**POLICY-RELATED ITEMS – Action 21-062**

***Motion***

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

- Approve the following Board policies for first reading:
  - P 0152 Board Officers (Revised)
  - P 1581 Domestic Violence (M) Revised
  - R 1581 Domestic Violence (M) New
  - P 2442 Health and Physical Education (M) (Revised)
  - P 3421.13 Postnatal Accommodations (New)
  - P 4421.13 Postnatal Accommodations (New)
  - P/R 5330 Administration of Medication (M) (Revised)
  - P 7243 Supervision of Construction (M) (Revised)
  - P 8210 School Year (Revised)
  - P 8220 School Day (M) (Revised)
  - R 8220 School Closing (Revised)
  - P8462 Reporting Potentially Missing or Abused Children (M) (Revised)

*ON A ROLL CALL VOTE, this motion was ADOPTED as follows: ayes, 7; nays, 0; abstain, 0.*

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**PROGRAM, CURRICULUM, & INSTRUCTION-RELATED ITEMS –**

**Action 21-063                      *Motion***

Motion by D. Sbriscia, and seconded by Scott Hansen, to approve the following block of Program, Curriculum, & Instruction-related items, as recommended by the Chief School Administrator:

- Approve the districts LGBTQ+ curriculum for first reading.
- Approve the Action Plan for the FY’21 Board Goal.
- Motion to approve the “Memorandum of Agreement Between Education and Law Enforcement Officials” - 2020 version.
- Approve the October 21, 2020 Travel and Related Expense Reimbursement Form.

*ON A ROLL CALL VOTE, this motion was ADOPTED as follows: ayes, 7; nays, 0; abstain, 0.*

**FINANCE-RELATED ITEMS – Action 21-064                      *Motion***

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

- Approve authorizing the Chief School Administrator and School Business Administrator to establish a date for the public audit hearing of the 2019-2020 district financial audit and to advertise the same, pending details from the State of New Jersey on the provision of pension information from the Department of the Treasury.
- Approve revising the school photographer and yearbook service to Lifetouch, in response to Royal Photography closing operations.

*ON A ROLL CALL VOTE, this motion was ADOPTED as follows: ayes, 7; nays, 0; abstain, 0.*

**PERSONNEL-RELATED ITEMS – Action 21-065                      *Motion***

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

- Approve authorizing the Chief School Administrator to advertise for a teaching position or long-term substitute, if additional said staffing is deemed necessary.

*ON A ROLL CALL VOTE, this motion was ADOPTED as follows: ayes, 7; nays, 0; abstain, 0.*

**BILL LIST – Action 21-066                      *Motion***

Motion by D. Sbriscia, and seconded by Scott Hansen, to approve the October 21, 2020 bill list in the amount of \$153,359.81 and the following non-checks.

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<b>Date</b>	<b>Check #</b>	<b>To</b>	<b>For</b>	<b>Amount</b>	<b>Account</b>
9/21/2020	N0882	FTS Cafeteria	Cafeteria Aid	\$134.71	10-402
9/24/2020	N0883	FTS Payroll	Payroll Adj	\$1,019.87	10-132
9/30/2020	N0885	Horizon Healthcare Ins. Agency	Flex Admin	\$42.00	11-000-230-590

*This motion was ADOPTED as follows: ayes, 7; nays, 0; abstain, 0.*

**ADJOURNMENT - Action 21-067**

***Motion***

Motion by D. Sbriscia, and seconded by Scott Hansen, to adjourn the meeting.

*This motion was ADOPTED as follows: ayes, 7; nays, 0; abstain, 0.*

*Meeting adjourned at 7:53 p.m.*

Respectfully submitted,

Tim Duryea  
Board Secretary / School Business Administrator

Board President: \_\_\_\_\_  
***Jean Hansen***