

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

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**TIME AND PLACE:** The regular meeting of the Board of Education was held on September 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 Vice President, Rudolph DiGilio, called the meeting to order at 7:00 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:\***  
Rudolph DiGilio (Vice President)  
Elizabeth Ames (virtual)  
Jeannene Butler  
Pamela Fitzsimmons (virtual)  
Renee Hart (virtual)  
Kevin Klus (virtual)  
Donna Sbriscia (virtual)

**ABSENT:** Jean Hansen (Board President)  
Scott Hansen

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

**PUBLIC:\*** Janie Brown, Karen Wester, Barbara Purcell, Julie Shellaway,  
Jim McAuley

\* Public were all present virtually, with the exception of Mr. McAuley.

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**APPROVAL OF SEPTEMBER 1, 2020 MINUTES Action 21-040 Motion**

Motion by K. Klus, and seconded by J. Butler, to approve the minutes of the Regular Meeting of September 1, 2020, as amended (change from Special Meeting to Regular Meeting).

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

**EXECUTIVE SESSION MINUTES Action 21-041 Motion**

Motion by K. Klus, and seconded by J. Butler, to approve the Executive Session minutes of the Regular Meeting of September 1, 2020, as amended (heading correction to 9/1/20).

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

**CORRESPONDENCE:** None

**PUBLIC INPUT PRIOR TO AGENDA ITEMS:** None

**CSA REPORT**

Mr. Eagleburger updated the Board on the following topics:

- Meeting the challenges of the new school year and evolving demands
- Annual district goals
- Mr. Klus initiated discussion on “Back-to-School-Night”

**COMMITTEE REPORTS:**

**1. Policy – (Rep-E. Ames)**

- Committee met and is working on next 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) –
  - Subcontracting Bill
  - Tax Levy Bill
- NJASA (Rep-M. Eagleburger) – No report
- Warren County SBA (Rep-E. Ames) – No report

**ACTION PLAN FOR DISTRICT GOALS**

Mr. Eagleburger reviewed the Action Plans for the various district goals for the 2020-2021 school year.

**FINANCIAL REPORTS**

**BOARD SECRETARY AND RECONCILIATION REPORT- AUGUST**

**Action 21-042 Motion**

Motion by K. Klus, and seconded by J. Butler, to approve the Board Secretary and Reconciliation Report - August, 2020.

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*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 **August, 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:** None

**POLICY-RELATED ITEMS – Action 21-043** ***Motion***

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

- Approve the following Board policies for final reading:
  - Policy 1648 (new)
  - Policy 1648.02 (new)

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

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

**Action 21-044** ***Motion***

Motion by K. Klus, and seconded by J. Butler, to approve the following block of Program, Curriculum, & Instruction-related items, as recommended by the Chief School Administrator:

- Approve the Action Plan for District Goals for the FY’21 school year.
- Approve the September 16, 2020 Travel and Related Expense Reimbursement Form.

*ON A ROLL CALL VOTE, this motion was ADOPTED as follows: ayes, 5; nays, 0; abstain, 2 (DiGilio, Sbriscia).*

**BUILDING AND GROUNDS-RELATED ITEMS – Action 21-045** ***Motion***

Motion by K. Klus, and seconded by J. Butler, to approve the following block of Building and Grounds-related items, as recommended by the Chief School Administrator:

- Approve the annual M1 Calculation as follows:

***BE IT RESOLVED to approve and submit the M1 calculation all of which are made part of the New Jersey Quality Single Accountability Continuum.***

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- Approve the annual Comprehensive Maintenance Plan as follows:  
***BE IT RESOLVED** to approve and submit the Comprehensive Maintenance Plan all of which are part and parcel of the New Jersey Quality Single Accountability Continuum.*

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

**FINANCE-RELATED ITEMS – Action 21-046**                      **Motion**

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

- Authorize the School Business Administrator to issue payment to Johnson Controls for the installation of a fire panel upgrade, upon completion of work, in an amount not to exceed the original amount previously reported to the Board of Education, with formal approval to follow at a subsequent meeting.

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

**PERSONNEL-RELATED ITEMS – Action 21-047**                      **Motion**

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

- Approve retroactively increasing the hours of Jessica Whiffen from 3.67 hours per day to 4 hours per day, effective with the start of the 2020-2021 school year, with a corresponding increase in annual compensation to \$14,300.48.

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

**BILL LIST – Action 21-048**                      **Motion**

Motion by K. Klus, and seconded by J. Butler, to approve the September 16, 2020 bill list in the amount of \$169,539.62 and the following non-checks.

Date	Check #	To	For	Amount	Account
8/12/2020	N0876	FTS Cafeteria	Cafeteria Aid	\$2,944.66	10-402
8/13/2020	N0878	Chase NY	Bond Interest	\$4,625.00	40-701-510-834
8/31/2020	N0880	Horizon Healthcare Ins. Agency	Flex Admin	\$42.00	11-000-23-590

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

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**EXPRESSIONS OF THANKS**

Mr. Eagleburger expressed his thanks to all the district staff, the PTA, contracted vendors, and the Board of Education for their contribution to the successful opening of school for the 2020-2021 school year.

**ADJOURNMENT - Action 21-049**

***Motion***

Motion by K. Klus, and seconded by J. Butler, to adjourn the meeting.

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

*Meeting adjourned at 7:51 p.m.*

Respectfully submitted,

Tim Duryea  
Board Secretary / School Business Administrator

Board Vice President: \_\_\_\_\_  
*Rudolph DiGilio*