

Franklin Township Board of Education Minutes
Regular Meeting – May 20, 2020

TIME AND PLACE: The regular meeting of the Board of Education was held on May 20, 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 7:01 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.

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

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

ABSENT: None

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

PUBLIC:* Donna Herzer, Jennifer Fischer, Julie Shellaway, Julia Cassano, Deborah Mannon, and a large number of Franklin Township School staff members.

* Board members, Mr. Eagleburger and public were all present virtually.

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EXECUTIVE SESSION:

Action 20-216

Motion

Motion by K. Klus, and seconded by R. DiGilio, to enter Executive Session to discuss items related to personnel and negotiations matters, with information to be released at a date, not yet determined. (It is expected that the Board of Education will be in Executive Session for 30 minutes).

This motion was ADOPTED as follows: ayes, 9; nays, 0; abstain, 0.

The Board entered Executive Session at 7:03 p.m.

Action 20-217

Motion

Motion by R. DiGilio, and seconded by J. Butler, to reconvene public session.

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

The Board reconvened in public session at 7:20 p.m.

The Board did not move on in the public portion of the meeting until 7:30 p.m., when the meeting was opened to the public.

EXECUTIVE SESSION MINUTES – Action 20-218

Motion

Motion by J. Butler, and seconded by K. Klus, to approve and make public the Executive Session minutes of May 5, 2020, as amended (Mr. DiGilio was present at the beginning of the meeting).

This motion was ADOPTED as follows: ayes, 8; nays, 0; abstain, 1 (Hart).

APPROVAL OF MAY 5, 2020 MINUTES Action 20-219

Motion

Motion by J. Butler, and seconded by K. Klus, to approve the minutes of the Regular Meeting of May 5, 2020.

This motion was ADOPTED as follows: ayes, 8; nays, 0; abstain 1 (Hart).

CORRESPONDENCE: None

PUBLIC INPUT PRIOR TO AGENDA ITEMS: None

RECOGNITION OF TEACHER OF THE YEAR AND EDUCATIONAL SERVICE PROFESSIONAL OF THE YEAR:

Mr. Eagleburger and staff representatives recognized the achievements and contributions of the Franklin Township School Teacher of the Year, Jennifer Fischer, and Educational Service Professional of the Year, Donna Herzer.

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PUBLIC HEARING: VIOLENCE AND VANDALISM

As per Public Law 6A:16-5.3, each school district shall report incidents of violence, vandalism and substance abuse two times per year. Those incidents shall also be reported to the NJ Department of Education via the department's Electronic Violence and Vandalism Reporting System (EVVRS).

As reported to the Department of Education, there were 2 (two) incidents of violence or vandalism during from September 1, 2019-December 31, 2019, which rose to the standards established by the Department of Education.

The Franklin Township Board of Education accepts the Bi-Annual Report of Violence and Vandalism dated January 31, 2020, as recommended by the Chief School Administrator.

CHIEF SCHOOL ADMINISTRATOR'S REPORT:

Report included comments on the following:

1. Annual Performance Report
2. Building condition
3. Questions regarding plans for the start of school in the fall
4. Superintendent Discussion Group
5. Curriculum Development
6. Assessment of Children
7. Wellness/Health of Community – School Lunches
8. Communication – adapted to environment

DISCUSSION OF LINKIT ASSESSMENT PROGRAM

Mr. Eagleburger provided the Board with an overview of the LinkIt student assessment program and details on how the program would benefit the school district.

COMMITTEE REPORTS:

1. **Policy** – (Rep-E. Ames) – No report
2. **Legislation**
 - Franklin Township Committee (Rep – Mrs. Butler) –
 - Next meeting via Zoom
 - Franklin Township PTA (Rep – Mrs. Fitzsimmons) –
 - Next meeting on June 3rd (virtual)
 - Legislative/NJSBA Delegate (Rep-R. DiGilio) –
 - Property tax bill
 - NJASA (Rep-M. Eagleburger) –
 - Weekly meeting of administrators
 - Warren County SBA (Rep-E. Ames) – No report

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FINANCIAL REPORTS

TRANSFERS AND RECLASSIFICATIONS – Action 20-220

Motion

Motion by J. Butler, and seconded by K. Klus, to approve the line item transfers and reclassifications as recommended by the Chief School Administrator:

Transfers:

<u>Date</u>	<u>Source Account/Title</u>	<u>Target Account/Title</u>	<u>Comments</u>	<u>Amount</u>
05/06/2011	190-100-610-099-000 SUPPLIES - CROSS CONT	11-000-222-610-000-000 SUPPLIES	Gen Supl to Library Supl	4,200.00

This motion was ADOPTED as follows: ayes, 9; nays, 0; abstain, 0.

BOARD SECRETARY AND RECONCILIATION REPORT- MARCH, 2020

Action 20-221

Motion

Motion by J. Butler, and seconded by K. Klus, to approve the Board Secretary and Reconciliation Report of March, 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(s) of **March, 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, 9; nays, 0; abstain, 0.

PUBLIC INPUT PRIOR TO BOARD ACTION: None

PROGRAM-RELATED ITEMS – Action 20-222

Motion

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

- Approve the district's revised Emergency Preparedness Plan
- Approve for the 2020-2021 school year the use of the Learning Sciences International Evaluation Model – i.e. Marzano Model.

ON A ROLL CALL VOTE, this motion was ADOPTED as follows: ayes, 9; nays, 0; abstain, 0.

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BUILDING & GROUNDS-RELATED ITEMS –

Action 20-223 *Motion*

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

- Approve the districts revised Long Range Facility Plan reflecting total project costs of \$1,386,982.00 of which \$1,346,000 are incomplete.

ON A ROLL CALL VOTE, this motion was ADOPTED as follows: ayes, 9; nays, 0; abstain, 0.

FINANCE-RELATED ITEMS –

Action 20-224 *Motion*

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

- Authorize the SBA to apply for a FEMA grant for the reimbursement of approved costs for COVID-19 related expenses in an amount not to exceed \$30,000.00.
- Authorize the SBA to execute necessary Addendum filings for transportation-related contracts, to reflect the anticipated 9% discount for the period of time related to school closures, or an amount that is in compliance with State-generated guidelines.
- Approve contracting with Hogan Security Group for the provision of and installation of access locking systems for specified exterior doors and specified common area interior doors, at a cost of \$24,870.05. Cost includes the vendor providing access cards/devices, as specified. (HCESC contract)
- Approve a Joint Transportation Agreement with the Warren Hills Regional School District, for the transportation of Franklin Township students for the 2020-2021 school year, given the following route details:
 - Host District – Warren Hills Regional BOE
 - Route Name – Yellow
 - Route cost NTE - \$86.65 per diem (\$15,597.00 total cost)

(SBA is authorized to delay, modify, or suspend execution of contract, pending direction by the State of New Jersey DOE on planned reopening date for schools, per COVID-19 pandemic.)

- Renew the following 2020/2021 Joint Transportation Agreements for public school students with Franklin Township as Host District:

Route Number	Destination	Joiner	Total Route Cost
WH11	Warren Hills	Warren Hills	\$20,060.01
WH17	Warren Hills	Warren Hills	\$20,060.01
WH18	Warren Hills	Warren Hills	\$20,060.01
WH40	Warren Hills	Warren Hills	\$20,060.01
WH19	Warren Hills	Warren Hills	\$20,060.01
WH5	Warren Hills	Warren Hills	\$20,060.01
R-1	Mansfield	Mansfield	\$20,060.01
F-1	Mansfield	Mansfield	\$20,060.01
N-1	Mansfield	Mansfield	\$20,060.01
W-1	Mansfield	Mansfield	\$20,060.01

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- Renew the following bus route for the 2020/2021 school year with GST Transport Corp., with a renewal increase of 1.7% (CPI):

Route Number	Total Base Cost	Inc/Dec Provision	Total Route Cost
<i>WH11</i>	\$19,730.59	<i>0.74</i>	\$20,061.01
<i>R-1</i>	\$19,730.59	<i>0.74</i>	\$20,061.01
<i>WH17</i>	\$19,730.59	<i>0.74</i>	\$20,061.01
<i>F-1</i>	\$19,730.59	<i>0.74</i>	\$20,061.01
<i>WH18</i>	\$19,730.59	<i>0.74</i>	\$20,061.01
<i>N-1</i>	\$19,730.59	<i>0.74</i>	\$20,061.01
<i>WH40</i>	\$19,730.59	<i>0.74</i>	\$20,061.01
<i>W-1</i>	\$19,730.59	<i>0.74</i>	\$20,061.01
<i>WH19</i>	\$19,730.59	<i>0.74</i>	\$20,061.01
<i>GREEN</i>	\$9,865.30	<i>0.74</i>	\$10,033.01
<i>ORANGE</i>	\$9,865.30	<i>0.74</i>	\$10,033.01
<i>WH5</i>	\$19,730.59	<i>0.74</i>	\$20,061.01
<i>PINK</i>	\$9,865.30	<i>0.74</i>	\$10,033.01
<i>BROWN</i>	\$9,865.30	<i>0.74</i>	\$10,033.01

(SBA is authorized to delay, modify, or suspend execution of contract, pending direction by the State of New Jersey DOE on planned reopening date for schools, per COVID-19 pandemic.)

- Renew the following bus route for the 2020-2021 school year with Snyder Bus Services, Inc., with a renewal increase of 1.7% (CPI):
 - Route #7
 - Inc/Dec Provision = 1.64
 - Total Base Cost = \$20,583.00
 - Total Renewal Cost = \$20,932.20

(SBA is authorized to delay, modify, or suspend execution of contract, pending direction by the State of New Jersey DOE on planned reopening date for schools, per COVID-19 pandemic.)

- Approve contracting with Royal Photography for the printing of the school district’s annual memory book (softcover yearbook) for the 2020-2021 school year. Costs for the memory books will be offset by the sale of the books to students/staff.
- Approve the annual shared services contract with the Township of Franklin for snow and ice removal and floor cleaning services for the 2020-2021 school year.

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- Approve the Public Employer Trust Agreements for health and dental insurance for the 2020-2021 school year.
- Approve contracting with Ameriflex for COBRA Administration services, at a rate of \$60 per month, for the 2020-2021 school year.
- Approve a tuition contract with the Washington Borough Board of Education for a Washington Borough student to be enrolled in the Franklin Township Multiple Disabilities class for the 2020-2021 school year, at the tuition and related services costs as follows:
 - 2020-2021 Tuition - \$28,266.00
 - Related Services – to be billed at cost, in addition to tuition
It is also understood that Washington Borough will supply all transportation needs and the student’s personal aide, who will be employed and paid directly by Washington Borough.
- Approve application for and acceptance of the following grant funds:
 - 2020-2021 IDEA Basic -- \$54,857.00
 - 2020-2021 IDEA PS -- \$2,119.00
 - 2020-2021 ESEA/Title I -- \$23,489.00
 - 2020-2021 ESEA/Title II -- \$5,979.00
 - 2020-2021 ESEA/Title IV -- \$10,000.00
 - 3/19/20-9/30/22 Cares Emergency Relief Grant -- \$16,905.00

ON A ROLL CALL VOTE, this motion was ADOPTED as follows: ayes, 9; nays, 0; abstain, 0.

PERSONNEL-RELATED ITEMS – Action 20-225

Motion

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

- Approve 2020-2021 amended tentative salaries for all district employees, excluding the CSA and SBA, and to approve all amended tentative guide placements, as detailed on Attachment B3 for both, with the understanding that

FTEA positions will not recognize advancements on the salary guides, nor corresponding salary increases until that time as a successor collective bargaining agreement is approved, per the terms of the current collective bargaining agreement.

ON A ROLL CALL VOTE, this motion was ADOPTED as follows: ayes, 9; nays, 0; abstain, 0.

BILL LIST – Action 20-226

Motion

- Motion by J. Butler, and seconded by K. Klus, to approve the May 20, 2020 bill list in the amount of \$72,490.35, and the following non-checks.

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Date	Check #	To	For	Amount	Account
4/1/2020	N0865	PERS	Pension Contrib.	\$577.50	11-000-291-241
4/8/2020	N0867	Horizon Healthcare	FSA Admin	\$48.00	11-000-230-590
4/8/2020	N0868	FTS Cafeteria	Cafeteria Aid	\$3,655.88	10-402
4/8/2020	N0869	FTS Childcare	IEP Ccare Services	\$135.00	10-102
4/30/2020	N0871	Horizon Healthcare	FSA Admin	\$48.00	11-000-230-590

This motion was ADOPTED as follows: ayes, 9; nays, 0; abstain, 0.

ADJOURNMENT - Action 20-227 ***Motion***

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

This motion was ADOPTED as follows: ayes, 9; nays, 0; abstain, 0.

Meeting adjourned at 8:22 p.m.

Respectfully submitted,

Tim Duryea
 Board Secretary / School Business Administrator

Board President: _____

Jean Hansen