

Franklin Township Board of Education Minutes
Regular Meeting – March 18, 2020

TIME AND PLACE: The regular meeting of the Board of Education was held on March 18, 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 7:00 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.

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 (arrived at 7:02pm)
Donna Sbriscia

ABSENT:

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

PUBLIC: None

*All Board members were present virtually, via GoToMeeting environment.

APPROVAL OF MARCH 3, 2020 MINUTES Action 20-184 Motion
Motion by J. Butler, and seconded by R. DiGilio, to approve the minutes of the Regular Meeting of March 3, 2020 as amended (header/date reference = March 3, 2020).

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

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CORRESPONDENCE: None

PUBLIC INPUT PRIOR TO AGENDA ITEMS: None

KEVIN KLUS ARRIVAL

Mr. Klus arrived at the meeting (virtually) at 7:02pm, during the CSA Report.

CHIEF SCHOOL ADMINISTRATOR’S REPORT:

Report included comments on the following:

1. COVID-19 Response
 - Thanks extended to technology support people, food service contractor, custodial team, teachers, secretaries, and other staff.
 - All parents have confirmed receipt of offsite instruction materials
2. All other information communicated in advance, via written CSA report, included with agenda provided to Board members.

COMMITTEE REPORTS:

1. **Policy** – (Rep-E. Ames)
 - Policy Alert 219 received
2. **Legislation**
 - Franklin Township Committee (Rep – Mrs. Butler) –
 - Road repairs
 - New court agreement
 - Habitat for Humanity building projects
 - Solar installation required electrical upgrades
 - Open Space Committee
 - Land Use Board
 - Franklin Township PTA (Rep – Mrs. Fitzsimmons) –
 - EOY funding for DJ and food
 - Book Fair
 - Staff Appreciation
 - New refrigerator for teachers
 - Legislative/NJSBA Delegate (Rep-R. DiGilio) –
 - Sweeney/NJEA Healthcare Bill
 - NJASA (Rep-M. Eagleburger) –
 - Importance of Board updates
 - Building occupancy
 - Warren County SBA (Rep-E. Ames) –
 - May meeting in question

BUDGET UPDATES

Mr. Duryea had provided the full budget to the Board, with their initial agenda transmission. No changes.

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FINANCIAL REPORTS

TRANSFERS AND RECLASSIFICATIONS – Action 20-185 *Motion*

Motion by J. Butler, and seconded by R. DiGilio, 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>
03/09/2011	190-100-640-099-000 Textbooks-Misc	11-219-100-580-000-000 Other Purch Services (400-500)	Textbooks to Home Inst. Mileage	200.00
03/11/2011	000-266-420-000-000 REPAIRS & MAINTANENCE	11-000-266-800-000-000 Other Objects	Security Reprs to Security Misc.	450.00

Reclassifications:

<u>Date</u>	<u>PO Number</u>	<u>Ordering Name</u>	<u>Amount</u>	<u>Reclassification Details and Comments</u>
03/05/20	P202000001	FRANKLIN TOWNSHIP BO	\$4,269.67	From 11-000-219-105-000-000 to 11-000-219-104-000-000 Correct 8/28/19 from 219-105 to 219-104
03/05/20	P202000001	FRANKLIN TOWNSHIP BO	\$760.59	From 11-000-219-104-000-000 to 11-000-219-105-000-000 Correct 12/18 from 219-104 to 219-105

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

PUBLIC INPUT PRIOR TO BOARD ACTION: None

POLICY-RELATED ITEMS –

Action 20-186 *Motion*

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

- Approve the district’s Pandemic/Flu Preparedness Plan.

ON A ROLL CALL VOTE, this motion was ADOPTED as follows: ayes, 8; nays, 0; abstain, 1 (Ames).

PROGRAM-RELATED ITEMS – Action 20-187 *Motion*

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

- Approve the disposition of the following textbooks, with quantities of each to be presented at next Board meeting, upon completion of disposition inventory:
 - Scott Foresman/Science – 2008 Edition (all grade levels)
 - Scott Foresman/Reading Street – 2008 Edition (all grade levels)
 - Scott Foresman/The United States – 2003 Edition
- Approve the March 18, 2020 Travel and Related Expense Reimbursement Form.

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

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FINANCE-RELATED ITEMS –

Action 20-188 *Motion*

Motion by J. Butler, and seconded by R. DiGilio, to approve the following block of finance-related items, as recommended by the Chief School Administrator:

- Approve the appropriation of \$1,099.00 from the district’s Maintenance Reserve account, to support general operating expenses in the 2019-2020 school year budget. This appropriation is in response to an excess balance that currently exists in the district’s Maintenance Reserve Account that must be liquidated, before the close of the school year.
- Approve contracting with Johnson Controls for a control panel upgrade to the districts fire alarm system at a cost of \$25,010.00.
- Approve the following budget resolution:

WHEREAS, the 2020/2021 budget includes sufficient funds to implement the proposed planning process as described in this district’s Annual Report pursuant to N.J.S.A. 18A:7A-11 and to provide curriculum and instruction which will enable all students to achieve the Core Curriculum Content Standards;

THEREFORE BE IT RESOLVED, the Board of Education approves the 2020/2021 budget in the amount of \$5,042,397 as follows:

Operating Budget	\$4,770,147
Grants and Entitlements	\$78,000
Repayment of Debt	\$194,250
Total Base Budget	\$5,042,397

BE IT FURTHER RESOLVED, that the following amounts shall be raised from taxes:

Operating Budget	\$3,866,456
Repayment of Debt	\$194,250
Total	\$4,060,706

BE IT FURTHER RESOLVED, to acknowledge that the 2020/2021 budget has described above results in an operating budget tax levy in the amount of \$3,866,456.

BE IT FURTHER RESOLVED, that the district will seek the utilization of an Enrollment Adjustment allowance of \$21,177, to increase the Operating Budget tax levy over the 2% tax levy cap, by said amount.

- Approve the following maximum travel expenditure resolution:

WHEREAS, school district policy #0147 and NJAC 6A:23B-1.2(b) provides that the board of education shall establish in the annual school budget a maximum expenditure amount that may be allotted for such travel and expense reimbursement for the 2020/2021 school year,

NOW THEREFORE BE IT RESOLVED, that the Franklin Township Board of Education hereby establishes the school district travel maximum for the 2020/2021 school year at the sum of \$40,000, and

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BE IT FURTHER RESOLVED, that the School Business Administrator shall track and record these costs to insure the maximum amount is not exceeded.

- Approve the following maximum public relations expenditure resolution:
WHEREAS, school district policy #9120 and NJAC 6A:23A-9.3(c)14 provides that the board of education shall establish in the annual school budget a maximum expenditure amount that may be allotted for such Public Relation purposes for the 2020/2021 school year,
NOW THEREFORE BE IT RESOLVED, that the Franklin Township Board of Education hereby establishes the school district Public Relations maximum for the 2020/2021 school year at the sum of \$4,000, and
BE IT FURTHER RESOLVED, that the School Business Administrator shall track and record these costs to insure the maximum amount is not exceeded.

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

EXECUTIVE SESSION:

Action 20-189

Motion

Motion by J. Butler, and seconded by R. DiGilio, to enter Executive Session to discuss items related to confidential student informatin, 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 10 minutes).

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

The Board entered Executive Session at 7:47 p.m.

Action 20-168

Motion

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

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

The Board reconvened in public session at 7:51 p.m.

EXECUTIVE SESSION MINUTES – Action 20-190

Motion

Motion by J. Butler, and seconded by R. DiGilio, to approve and make public the Executive Session minutes of March 3, 2020.

This motion was ADOPTED as follows: ayes, 9; nays, 0; abstain, 1.

HIB Report – Action 20-191

Motion

Motion by J. Butler, and seconded by R. DiGilio, to affirm the determination for HIB Report #1920003.

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

PERSONNEL-RELATED ITEMS – Action 20-192

Motion

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

- Approve the following resolution:
 - WHEREAS**, the State of New Jersey has mandated the temporary closure of all public schools, and
 - WHEREAS**, the district is providing a system of distance learning for its students, during the time of mandatory closure, and
 - WHEREAS**, all regular employees who are not still reporting to the school building, during the time of mandatory closure, have been assigned responsibilities related to ongoing school operations and/or professional development,
 - THEREFORE**, the Board of Education establishes that contracted payroll compensation for regular employees will continue at the pre-closure levels, until further notice or upon direction by the State of New Jersey to address payrolls utilizing a different methodology.

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

BILL LIST – Action 20-193

Motion

Motion by J. Butler, and seconded by R. DiGilio, to approve the March 18, 2020 bill list in the amount of \$111,502.63.

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

ADJOURNMENT - Action 20-194

Motion

Motion by J. Butler, and seconded by R. DiGilio, to adjourn the meeting.

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

Meeting adjourned at 7:56 p.m.

Respectfully submitted,

Tim Duryea
Board Secretary / School Business Administrator

Board President: _____
Jean Hansen