

**Franklin Township Board of Education Minutes**  
**Regular Meeting – January 22, 2020**

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**TIME AND PLACE:** The regular meeting of the Board of Education was held on January 22, 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) (arrived at 7:30pm)  
Elizabeth Ames  
Jeannene Butler  
Scott Hansen  
Kevin Klus

**ABSENT:** Pamela Fitzsimmons  
Renee Hart  
Donna Sbriscia

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

**PUBLIC:** Pam Fellner, Deborah Mannon

**APPROVAL OF JANUARY 7, 2020 MINUTES *Action 20-135* *Motion***  
Motion by E. Ames, and seconded by K. Klus, to approve the minutes of the Regular Meeting of January 7, 2020.

*This motion was ADOPTED as follows: ayes, 5; nays, 0; abstain 0.*

**CORRESPONDENCE:**  
Franklin Township Committee – School Board Recognition Month Resolution

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

**CHIEF SCHOOL ADMINISTRATOR’S REPORT:**

Report included comments on the following:

1. Showcase
2. Report Cards
3. Math Curriculum and Science Curriculum
4. Special Event Recognition Committee
5. Professional Development/Equity for Matt Eagleburger
6. School Climate Survey
7. District Use of Social Media

**WEBSITE PRESENTATION**

Mr. Duryea provided the Board with a PowerPoint presentation on potential design enhancements to the district website.

**Mr. DiGILIO ARRIVAL**

Mr. DiGilio arrived at 7:30pm, during the website presentation.

**BUDGET UPDATE**

Mr. Duryea provided the Board with a general overview of the 2020-2021 initial budget, which would result in the district being able to keep the local tax levy increase within the 2% range that the district had established as an approximate cap.

**COMMITTEE REPORTS:**

1. **Policy** – (Rep-E. Ames)
  - Policy Alert #218 reviewed and FYI will be distributed.
2. **Legislation**
  - Franklin Township Committee (Rep – Mrs. Butler) –
    - Land Use Board will be holding two meetings at the Franklin Township School due to large expected turn out.
    - Mrs. Butler volunteered to assume the position of Franklin Township Committee Representative. Mrs. Hansen approved the change.
  - Franklin Township PTA (Rep – Mrs. Fitzsimmons) – No report
  - Legislative/NJSBA Delegate (Rep-R. DiGilio) –
    - Meeting scheduled with local legislators for 2/5/20.
    - SOS Coalition
  - NJASA (Rep-M. Eagleburger) – No report
  - Warren County SBA (Rep-E. Ames) –
    - Next meeting is on 2/3/20

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**FINANCIAL REPORTS**

**BOARD SECRETARY AND RECONCILIATION REPORT- DECEMBER, 2019**

**Action 20-136      *Motion***

Motion by E. Ames, and seconded by J. Butler, to approve the Board Secretary and Reconciliation Report of December, 2019:

*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 **December, 2019**; 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, 6; nays, 0; abstain, 0.*

**PUBLIC INPUT PRIOR TO BOARD ACTION:** None

**PROGRAM-RELATED ITEMS – Action 20-137      *Motion***

Motion by R. DiGilio, 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 Master Field Trip Plan for the 2019-2020 school year.
- Approve the January 22, 2020 Travel and Related Expense Report.

*ON A ROLL CALL VOTE, this motion was ADOPTED as follows: ayes, 6; nays, 0; abstain, 0.*

**BUILDING & GROUNDS AND TRANSPORTATION-RELATED ITEMS –**

**Action 20-138      *Motion***

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

- Acknowledge that the Board has determined that no walking routes for students in the district can be considered non-hazardous for the 2019-2020 school year, due to their proximity to traffic, lack of sidewalks, and/or the lack of crossing

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guards. As a result, the district has determined that all resident students will be transported. Students attending on a tuition basis will not be transported.

*ON A ROLL CALL VOTE, this motion was ADOPTED as follows: ayes, 6; nays, 0; abstain, 0.*

**FINANCE-RELATED ITEMS – Action 20-139** **Motion**

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

- Approve the following additional contractor appointments for the 2020 calendar year:
  - Michele DeSanto      Physical Therapy Services
  - Brett DiNOVI and Associates      Behavioral Services
  - Jump Ahead Pediatrics      Occupational Therapy
  - Douglas Developmental Center      Behavioral Services
- Authorize the Chief School Administrator and the School Business Administrator to purchase the following items, prior to 6/30/20, at a time they feel is most advantageous as to secure optimum pricing:
  - 40 Chromebooks and corresponding licensing, at a price not to exceed, \$13,000.00
  - Network server and corresponding licensing, if needed, at a price not to exceed \$4,000
- Approve Waiver of Requirements for the Special Education Medicaid Initiative program (SEMI) for the 2020-2021 school year, due to the low number of students within the Franklin Township School District that would be eligible for participation in the program.
- Authorize the School Business Administrator to forward payment in the amount of \$65,352.00 to the Public Employee’s Retirement System in payment of the Annual Employer Appropriation Invoice (employer share of pension, non-contributory life insurance, and long-term disability contributions).

*ON A ROLL CALL VOTE, this motion was ADOPTED as follows: ayes, 6; nays, 0; abstain, 0.*

**EXECUTIVE SESSION:**

**Action 20-140** **Motion**

Motion by J. Butler, and seconded by E. Ames, to enter Executive Session to discuss items related to personnel information, 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, 6; nays, 0; abstain, 0.*

The Board entered Executive Session at 8:17 p.m.

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**Action 20-141**

***Motion***

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

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

The Board reconvened in public session at 8:24 p.m.

**EXECUTIVE SESSION MINUTES – Action 20-142**

***Motion***

Motion by R. DiGilio, and seconded by E. Ames, to approve and make public the Executive Session minutes of January 7, 2020.

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

**PERSONNEL-RELATED ITEMS – Action 20-143**

***Motion***

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

- Approve the following individuals as instructors for After School Winter Clubs 2020, at the rates specified:

Instructor	Program	Sessions	Rate Each	Total Pay
Wester, Karen	Battle of the Books	6	\$50.00	\$300.00
Billows, Sheri	Special Olympics	6	\$50.00	\$300.00**
Wester, Karen	Student Council*	TBD	\$50.00	TBD
Alchermes, Alessandra	Student Council*	TBD	\$50.00	TBD

\*Student Council is a Fall through Spring program

\*\*To be paid by sending district

- Approve merit pay goals for Matthew Eagleburger for the 2019-2020 school year, as follows:
  - Quantitative #1 – 3.3% / \$4,479.00
  - Qualitative #1 – 2.5% / \$3,362.50
- Approve establishing the district’s lowest priced qualifying insurance plan as the plan to be offered to long-term substitutes who qualify for insurance coverage under the terms of the Affordable Care Act. Coverage offered will be limited to single only coverage and the employee contribution rate will be 40%, or the maximum rate permitted by law. Coverage will take effect at the latest date permitted by law. No waiver incentive will be offered for this coverage.

*ON A ROLL CALL VOTE, this motion was ADOPTED as follows: ayes, 6; nays, 0; abstain, 0.*

**BILL LIST – Action 20-144**

***Motion***

Motion by R. DiGilio, and seconded by J. Butler, to approve the January 22, 2020 bill list in the amount of \$84,930.98, and the following non-check:

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Date	Check #	To	For	Amount	Account
12/24/2019	N0848	Horizon Healthcare	FSA Admin	\$48.00	11-000-230-590

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

**ADDITIONAL BILL - Action 20-145**

***Motion***

Motion by J. Butler, and seconded by E. Ames, to approve check #25315 in the amount of \$66.05, payable to Scott Hansen, as a reimbursement for fingerprinting costs, against line item 11-000-230-890.

*This motion was ADOPTED as follows: ayes, 5; nays, 0; abstain, 1 (S. Hansen).*

**ADDITIONAL TRAVEL AND EXPENSE ITEM - Action 20-146**

***Motion***

Motion by R. DiGilio, and seconded by J. Butler, to add to the Travel and Expense Report the Techspo workshop for Matthew Eagleburger on January 30-31, 2020 and all related expenses for registration and travel.

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

**ADJOURNMENT - Action 20-147**

***Motion***

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

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

*Meeting adjourned at 8:39 p.m.*

Respectfully submitted,

Tim Duryea  
 Board Secretary / School Business Administrator

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