

Franklin Township Board of Education Minutes
Regular Meeting – January 7, 2020

TIME AND PLACE: The regular/reorganization meeting of the Board of Education was held on January 7, 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 Secretary, Tim Duryea, 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 11, 2019.

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
Kevin Klus
Donna Sbriscia

ABSENT: Renee Hart

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

PUBLIC: Karen Wester, Deborah Mannon

OATH OF OFFICE

Mr. Duryea administered the oath of office to the newly elected/re-elected Board members:

- Elizabeth Ames – 3 year term
- Kevin Klus – 3 year term
- Scott Hansen – 3 year term
- Jeannene Butler – 2 year term

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OPEN FLOOR FOR NOMINATIONS-PRESIDENT Action 20-118 Motion

Motion by E. Ames, and seconded by J. Hansen, to open the floor to nominations for the office of President.

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

NOMINATIONS-PRESIDENT

Jean Hansen was nominated by J. Butler. R. DiGilio seconded the nomination.

CLOSE FLOOR FOR NOMINATIONS-PRESIDENT Action 20-119 Motion

Motion by R. DiGilio, and seconded by P. Fitzsimmons, to close the floor to nominations for the office of President.

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

Votes cast for the Office of Board President were, as follows:

E. Ames	Jean Hansen
J. Butler	Jean Hansen
R. DiGilio	Jean Hansen
P. Fitzsimmons	Jean Hansen
J. Hansen	Jean Hansen
S. Hansen	Jean Hansen
K. Klus	Jean Hansen
D. Sbriscia	Jean Hansen

Jean Hansen was elected, unanimously. Mr. Duryea turned the meeting over to Mrs. Hansen.

OPEN FLOOR FOR NOMINATIONS-VICE PRESIDENT Action 20-120

Motion

Motion by R. DiGilio, and seconded by K. Klus, to open the floor to nominations for the office of Vice President.

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

NOMINATIONS-VICE PRESIDENT

Rudolph DiGilio was nominated by J. Hansen. D. Sbriscia seconded the nomination.

CLOSE FLOOR FOR NOMINATIONS-VICE PRESIDENT Action 20-121

Motion

Motion by J. Butler, and seconded by P. Fitzsimmons, to close the floor to nominations for the office of President.

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

Votes cast for the Office of Board Vice President were, as follows:

E. Ames	Rudolph DiGilio
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J. Butler	Rudolph DiGilio
R. DiGilio	Rudolph DiGilio
P. Fitzsimmons	Rudolph DiGilio
J. Hansen	Rudolph DiGilio
S. Hansen	Rudolph DiGilio
K. Klus	Rudolph DiGilio
D. Sbriscia	Rudolph DiGilio

Rudolph DiGilio was elected, unanimously.

PUBLIC INPUT BEFORE REORGANIZATION: Mrs. Wester congratulated the new /returning Board members and expressed appreciation for their service to the district.

REORGANIZATION*****

REAPPOINTMENTS Action 20-122 Motion

Motion by R. DiGilio, and seconded by D. Sbriscia, to approve the following re-appointments for the 2020 calendar year:

- Newspaper (Official) -- The Star Gazette
- Newspaper (Alternate) -- The Express Times
- School Architect of Record -- Parette Somjen Architect
- School Attorney – Nathanya Simon/Scarinci-Hollenbeck LLC
- School Auditor- Bedard, Kurowicki & Co., CPA's, PC
- School Business Administrator/Board Secretary -- Timothy Duryea
- Health/Dental Insurance Broker -- Brown & Brown
- School Physician -- Dr. Charles Evans
- Property and Casualty Ins. Broker -- CBIZ Insurance Services
- Tax Shelter Annuity Companies -- AXA Equitable/Equivest, Prudential, and the NEA Retirement Plan through Security Benefit
- Technology Specialist/Consultant -- Hunterdon County ESC
- Toxic Hazardous Preparedness Monitor -- R.K. Environmental
- Water & Waste Treatment Plant Lic. Operator -- Natural Systems Utilities

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

MEETING CALENDAR Action 20-123 Motion

Motion by R. DiGilio, and seconded by E. Ames, to approve holding and advertising for the regular, semi-monthly, Board of Education meetings for the 2020 calendar year and 2021 reorganization, as detailed below. Starting time of all meetings is 7:00pm and location is the library at the Franklin Township School, with the exception of the August 19, 2020 meeting, which will be held at 6:00pm.

- January 22, 2020
- February 4, 2020
- February 19, 2020
- March 3, 2020

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- March 18, 2020
- April 7, 2020
- April 22, 2020
- May 5, 2020
- May 20, 2020
- June 2, 2020
- June 24, 2020
- July 22, 2020
- August 19, 2020
- September 1, 2020
- September 16, 2020
- October 6, 2020
- October 21, 2020
- November 18, 2020
- December 16, 2020
- January 5, 2021 (Reorganization)

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

END OF REORGANIZATION*****

APPROVAL OF DECEMBER 18, 2019 MINUTES Action 20-124 Motion

Motion by R. DiGilio, and seconded by E. Ames, to approve the minutes of the Regular Meeting of December 18, 2019.

This motion was ADOPTED as follows: ayes, 4; nays, 0; abstain 4 (Butler, Fitzsimmons, Klus, S. Hansen).

CORRESPONDENCE: None

PUBLIC INPUT PRIOR TO AGENDA ITEMS: None

WORK SESSION

Work session included discussion on the following topics:

Curriculum –

- Social Studies Curriculum
- Field Trips
- Winter Clubs

Finance –

- Budget Discussion – Board Philosophy
- Approval of CAFR/Audit 2018-2019

Personnel –

- Supt. Evaluation Calendar and Board Training (Gov. I for new members)
- World Language Teacher
- Job Description – Chris Carter

Legislative –

- A4710 – Gifted and Talented Program Bill

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- Parental Complaint Component
 - Website Posting Requirements
 - A4723 – Emergency Sports Injury Bill for Grades 6-12
- Board –
- Financial disclosure forms
 - Annual reading of the Code of Ethics

FINANCIAL REPORTS

TRANSFERS – Action 20-125

Motion

Motion by R. DiGilio, and seconded by D. Sbriscia, to approve the line item transfers previously presented for approval at Board meetings on the following dates, for which a 2/3 majority of the Board was not present to vote:

- August 22, 2019
- September 18, 2019
- November 20, 2019
- December 18, 2019

and to approve the following line-item transfers, 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>
01/03/2011	11-000-230-334-000-000 ARCHITECT	11-000-230-800-000-000 CSA - WKSHPs/Mmbrshps	Architect Fees to CSA Training	360.00
01/06/2011	11-000-230-334-000-000 ARCHITECT	11-000-230-332-000-000 AUDIT SERVICES	Architect Fees to Auditor Fees	600.00

This motion was ADOPTED as follows: ayes, 7; nays, 0; abstain, 1 (Butler).

PAYROLL AND PAYROLL AGENCY – Action 20-126

Motion

Motion by R. DiGilio, and seconded by K. Klus, to approve revised Payroll and Payroll Agency/FICA as follows:

December, 2019 Net Payroll	\$178,286.71
December, 2019 Agency and Board Share FICA	\$130,462.32
TOTAL PAYROLL December, 2019	\$308,749.03

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

PUBLIC INPUT PRIOR TO BOARD ACTION: None

PROGRAM, CURRICULUM, AND INSTRUCTION-RELATED ITEMS – Action 20-127

Motion

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

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PERSONNEL-RELATED ITEMS – Action 20-132

Motion

Motion by P. Fitzsimmons, and seconded by R. DiGilio, 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
Beer, Deborah	Reading & Writing Revolution	6	\$50.00	\$300.00
Fellner, Pamela	Green Screen Video Production	5	\$50.00	\$250.00
Billows, Sheri	Green Screen Video Production	5	\$50.00	\$250.00
Micucci, Michael	Chess Tournament	7	\$50.00	\$350.00
Beer, Deborah	Reading Fun in the Library	6	\$50.00	\$300.00
Wester, Karen	Reading Fun in the Library	6	\$50.00	\$300.00
Brown, Janie	Cooking Club	6	\$50.00	\$300.00
Cassano, Julia	Cooking Club	6	\$50.00	\$300.00
Shellaway, Julia	Cooking Club	6	\$50.00	\$300.00
Lachow, Michele	Character in Action	6	\$50.00	\$300.00
Brown, Janie	Building Club	6	\$50.00	\$300.00
Cassano, Julia	Building Club	6	\$50.00	\$300.00
Purcell, Charles	Special Olympics	6	\$50.00	\$300.00
Alchermes, Alessandra	Special Olympics	6	\$50.00	\$300.00
Weinstein, Barbara	Battle of the Books	6	\$50.00	\$300.00

- Approve the job description for the position of School Secretary/CSA-Principal Secretary.
- Approve the following employee tuition reimbursements for the Summer and Fall 2019 terms:

Name	Semester	Credits	Cost*	Reimbursement	School
Karen Wester	Fall	3	\$2,217.00	\$2,217.00	Wm Patterson
Alessandra Alchermes	Summer	6	\$4,434.00	\$4,434.00	Penn State
Stacy Ackerman	Fall	3	\$1,825.20	\$1,825.20	Centenary

*Not to exceed Rutgers In-State Tuition rate.

- Approve hiring Katherine Henry as a long-term substitute teacher (World Language) for the 2019-2020 school year, effective January 21, 2020, at .4 FTE, at a daily rate equal to Step 1/BA on the teacher salary guide, \$273.76.

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

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BILL LIST – Action 20-133 *Motion*

Motion by R. DiGilio, and seconded by K. Klus, to approve the January 7, 2020 bill list in the amount of \$56,710.88.

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

ADJOURNMENT - Action 20-134 *Motion*

Motion by R. DiGilio, and seconded by P. Fitzsimmons, to adjourn the meeting.

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

Meeting adjourned at 8:34 p.m.

Respectfully submitted,

Tim Duryea
Board Secretary / School Business Administrator

Board President: _____
Jean Hansen