

Franklin Township Board of Education Minutes
Regular Meeting – May 1, 2018

TIME AND PLACE: The regular meeting of the Board of Education was held on May 1, 2018 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: School Board President, Jean Hansen, called the meeting to order at 7:05 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 12, 2018.

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

PRESENT: Jean Hansen (Board President)
Rudolph DiGilio (Vice President)
Elizabeth Ames
Mark Blaszk
Pam Fitzsimmons
Patrick Gardner (Arrived 7:07pm)
Donna Sbriscia (after sworn in)

ABSENT: Renee Hart
Kevin Klus

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

PUBLIC: Donna Herzer, Kathleen Peri, Deborah Mannon, Julie Shellaway, Donna Sbriscia, Christine Allen, Denise Risko, Annabelle O'Brien, Nancy Griffin, Christianne Gerstner, Janie Brown, Barbara Purcell, Julia Cassano, Sandy Siroky, other community members

APPROVAL OF April 18, 2018 MINUTES Action 18-201 Motion

Motion by E. Ames, and seconded by R. DiGilio, to approve the minutes of the Regular Meeting of April 18, 2018, as amended (“.” after the word “gender” in 18-190)

This motion was ADOPTED as follows: ayes, 4; nays, 0; abstain, 1 (Blaszka).

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CORRESPONDENCE:

- Janie Jones Brown, FTEA President – Letter / paraprofessional appointments

PUBLIC INPUT PRIOR TO AGENDA ITEMS AND BOARD APPOINTMENT:

- Janie Brown – With regard to the recent 60+ day advance notification of reduction in hours provided to seven paraprofessionals in the district, Mrs. Brown requested that the Franklin Township Education Association be given more advance notice in the event of staff reductions and that the FTEA be provided a copy of the semi-annual community mailer that is distributed by the Board, in advance of it being mailed to community members.
- Annabelle O'Brien, Christine Allen, and Kathleen Peri – All three individuals, who are paraprofessionals in the school district, commented on the impact of the proposed reduction in hours for paraprofessionals.
- Mr. Eagleburger – Mr. Eagleburger responded to those that addressed the Board, indicating that the contributions of the paraprofessionals to the district were greatly appreciated, however, the staffing decisions for the Franklin Township School had to be made with an understanding of what was best for the district.

PATRICK GARDNER ARRIVAL

Mr. Gardner arrived at the meeting during the public input, at 7:07pm.

BOARD MEMBER APPOINTMENT *Action 18-202 Motion*

Motion by P. Fitzsimmons, and seconded by M. Blaszk, to approve the appointment of Donna Sbriscia to fill a vacant position on the Franklin Township Board of Education, for the balance of the 2018 calendar year term.

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

OATH OF OFFICE

Mr. Duryea administered the oath of office to Mrs. Sbriscia.

BUDGET HEARING

Mr. Eagleburger introduced the budget hearing and Mr. Duryea and Mr. Eagleburger provided a Powerpoint presentation on initiatives for the 2018-2019 school year. Questions were accepted throughout the presentation.

WORK SESSION

Information and discussion included:

- Building & Grounds and Transportation –
 - Transportation contract renewals (CPI 1.51%)
- Curriculum –
 - Expansion of CAP program to kindergarten classes
 - Social Studies series
- Finance – No updates

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Technology –

- STEM room

Personnel –

- Reappointments of FTEA members and certificated staff
- Balance of staff will be appointed, later in May

Policy –

- Final reading of policies approved for first reading at last meeting

Other –

- Election Candidate Kit available online from NJSBA – Petition deadline is 4pm on July 30, 2018
- Delegate Assembly resolutions

FINANCIAL REPORTS

LINE ITEM TRANSFERS/RECLASSIFICATIONS – Action 18-203 ***Motion***
 Motion by R. DiGilio, and seconded by P. Fitzsimmons, to approve the following 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>
04/10/18	11-000-222-104-000-000 SALARY - Media Cnt/Library	11-000-222-610-000-000 SUPPLIES	Lib Sal to Lib Supl	1,650.00
04/18/18	11-000-251-104-000-000 SALARY - SBA	11-000-251-610-000-000 SUPPLIES	SBA Salary to SBA Supplies	50.00
04/20/18	11-000-219-104-000-000 SALARY - CST	11-000-219-320-000-000 PURCH PROF SERVICES	CST Sal to CST Pur Svc	350.00
04/27/18	11-000-270-513-000-000 PRIVATE SCH ROUTES	11-000-270-800-000-000 Misc Transportation	Priv Trans to Misc Trans	100.00

Reclassifications -

<u>Date</u>	<u>PO Number</u>	<u>Ordering Name</u>	<u>Amount</u>	<u>Reclassification Details and Comments</u>
04/26/18	P201800001	FRANKLIN TOWNSHIP BO	\$3,150.00	From 11-401-100-100-000-000 to 20-234-100-100-000-000 After School Programs for Title IV
04/26/18	P201800001	FRANKLIN TOWNSHIP BO	\$240.98	From 11-000-291-220-000-000 to 20-234-200-200-000-000 FICA on After School Programs for Title IV Salary
04/26/18	P201800001	FRANKLIN TOWNSHIP BO	\$4,450.00	From 11-401-100-100-000-000 to 20-700-100-101-000-000 Homework Assistance Program Salary to REAP
04/26/18	P201800001	FRANKLIN TOWNSHIP BO	\$340.43	From 11-000-291-220-000-000 to 20-700-200-200-000-000 Homework Assistance FICA to REAP Benefits

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

PUBLIC INPUT PRIOR TO BOARD ACTION: None

BUDGET APPROVAL – Action 18-204 ***Motion***

Motion by P. Fitzsimmons, and seconded by P. Gardner, to adopt the 2018/2019 Budget:

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WHEREAS, the 2018/2019 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 and adopts the 2018/2019 budget in the amount of **\$5,061,284** as follows:

Operating Budget	\$4,769,539
Grants and Entitlements	\$ 78,995
Repayment of Debt	\$ 212,750
Total Base Budget	\$5,061,284

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

Operating Budget	\$3,671,732
Repayment of Debt	\$ 212,750
Total	\$3,884,482

BE IT FURTHER RESOLVED, to acknowledge that the 2018/2019 budget as described above results and an operating budget tax levy in the amount of \$3,671,732.

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

T-1 and T-2 APPROVAL – Action 18-205 *Motion*

Motion by P. Fitzsimmons, and seconded by P. Gardner, to approve Forms T-1 and T-2 regarding the requisition of taxes for the 2018-2019 school year.

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

POLICY-RELATED ITEMS – Action 18-206 *Motion*

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

- Approve the following policies/regulations for final reading:
 - P 2700 Services to Nonpublic School Students (M) (Revised)
 - P&R 7100 Long-Range Facilities Planning (M) (Revised)
 - P&R 7101 Educational Adequacy of Capital Projects (Revised)
 - P 7102 Site Selection and Acquisition (Revised)
 - R 7102 Site Selection and Acquisition (New)
 - P 7130 School Closing (Revised)
 - P 7300 Disposition of Property (Revised)
 - R 7300.1 Disposition of Instructional Property (Abolished)
 - R 7300.2 Disposition of Land (Revised)
 - R 7300.3 Disposition of Personal Property (Revised)
 - R 7300.4 Disposition of Federal Property (Revised)

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ON A ROLL CALL VOTE, this motion was ADOPTED as follows: ayes, 6; nays, 0; abstain, 1 (Sbriscia).

PROGRAM, CURRICULUM, AND INSTRUCTION-RELATED ITEMS – Action 18-207 *Motion*

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

- Approve the May 1, 2018 Travel and Related Expense Reimbursement Form.
- Acknowledge that the Franklin Township School District will not be using the approved Equivalency for QSAC monitoring. Instead, the 2017-18 DPR will be used in its entirety to evaluate the district’s performance.
- Approve NJ CAP Revisions/Payment Release form, revising the district’s CAP Grant application to include kindergarten programs.

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

FINANCE-RELATED ITEMS – Action 18-208 *Motion*

Motion by R. DiGilio, and seconded by P. Fitzsimmons, to approve the following block of Finance-related items, as recommended by the Chief School Administrator:

- Approve a Joint Transportation Agreement with the Warren Hills Regional School District, for the transportation of Franklin Township students for the 2018-2019 school year, given the following route details:
- Host District – Warren Hills Regional BOE
- Route Name – Yellow
- Route cost - \$83.98 per diem (\$15,116.4 total cost)
- Renew the following 2018/2019 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	\$19,448.59
WH17	Warren Hills	Warren Hills	\$19,448.59
WH18	Warren Hills	Warren Hills	\$19,448.59
WH40	Warren Hills	Warren Hills	\$19,448.59
WH19	Warren Hills	Warren Hills	\$19,448.59
WH5	Warren Hills	Warren Hills	\$19,448.59
R-1	Mansfield	Mansfield	\$19,448.59
F-1	Mansfield	Mansfield	\$19,448.59
N-1	Mansfield	Mansfield	\$19,448.59
W-1	Mansfield	Mansfield	\$19,448.59

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- Renew the following bus route for the 2018/2019 school year with GST Transport Corp., with a renewal increase of 1.51% (CPI):

Route Number	Total Base Cost	Inc/Dec Provision	Total Route Cost
WH11	\$19,159.29	0.74	\$19,448.59
R-1	\$19,159.29	0.74	\$19,448.59
WH17	\$19,159.29	0.74	\$19,448.59
F-1	\$19,159.29	0.74	\$19,448.59
WH18	\$19,159.29	0.74	\$19,448.59
N-1	\$19,159.29	0.74	\$19,448.59
WH40	\$19,159.29	0.74	\$19,448.59
W-1	\$19,159.29	0.74	\$19,448.59
WH19	\$19,159.29	0.74	\$19,448.59
GREEN	\$9,579.65	0.74	\$9,724.30
ORANGE	\$9,579.65	0.74	\$9,724.30
WH5	\$19,159.29	0.74	\$19,448.59
PINK	\$9,579.65	0.74	\$9,724.30
BROWN	\$9,579.65	0.74	\$9,724.30

- Renew the following bus route for the 2018-2019 school year with Snyder Bus Services, Inc., with a renewal increase of 1.51% (CPI):
 - Route #7
 - Inc/Dec Provision = 1.64
 - Total Base Cost = \$19,989.00
 - Total Renewal Cost = \$20,289.60
- Approve contracting with Memory Book Company for the printing of the school district’s annual memory book (softcover yearbook) for the 2018-2019 school year. Costs for the memory books will be offset by the sale of the books to students/staff.
- Approve the Public Employer Trust Agreement (dental coverage) and the Addendum to the Public Employer Trust Agreement for the 2018-2019 school year, with the selection of the one-year renewal option.

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

EXECUTIVE SESSION:

Action 18-209

Motion

Motion by P. Gardner, and seconded by R. DiGilio, to enter Executive Session for reasons of confidential student information and personnel 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).

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

The Board entered Executive Session at 8:07 p.m.

Action 18-210

Motion

Motion by P. Gardner, and seconded by E. Ames, to reconvene public session.

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

The Board reconvened in public session at 8:37 p.m.

EXECUTIVE SESSION MINUTES – Action 18-211

Motion

Motion by R. DiGilio, and seconded by M. Blaszkza, to approve and make public the Executive Session minutes of April 18, 2018.

This motion was ADOPTED as follows: ayes, 4; nays, 0; abstain, 3 (Blaszka, Gardner, Sbriscia).

HIB REPORT – Action 18-212

Motion

Motion by R. DiGilio, and seconded by P. Fitzsimmons, to affirm the determination for HIB report #1718014 and #1718015.

ON A ROLL CALL VOTE, this motion was ADOPTED as follows: ayes, 4; nays, 0; abstain, 3 (Blaszka, Gardner, Sbriscia).

PERSONNEL-RELATED ITEMS – Action 18-213

Motion

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

- Approve hiring the following individuals as summer custodial/maintenance workers, with the understanding that the term “summer” defines the period of time from May 15, 2018 until September 2, 2018, with specific days of employment to be established by the Chief School Administrator and the School Business Administrator:
 - Jack Fenner \$12.50/hour
 - Clare Flynn \$12.50/hour
 - Christian Staggard \$12.50/hour
 - Robert Marinelli \$15.50/hour
 - Donald Wagner \$27.75/hour
- Approve Stacy Ackerman and Kathleen Peri for Spring Yearbook Club – 8 sessions at \$50.00 per session for a total fee of \$400 for each.
- Offer continued employment and approve a maximum travel limitation of \$500/person for the following Franklin Township School tenured/non-tenured teaching staff , and non-teaching staff for the 2018/2019 school year, as recommended by the Chief School Administrator.

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Non-Tenured Teachers				
First Name	Last Name	18-19 Salary	Step	Degree
Alessandra	Alchermes	\$52,405.00	4	BA
Kaitlin	Mastrobattista	\$58,755.00	5	MA
Charles	Purcell	\$54,605.00	5	BA
Kaitlyn	Rosario	\$52,405.00	3	BA

Tenured Teachers				
First Name	Last Name	18-19 Salary	Step	Degree
Stacy	Ackerman	\$63,155.00	9	MA
Deborah	Beer	\$61,405.00	10	BA+30
Janie	Brown	\$64,150.00	OG13	BA
Julia	Cassano	\$61,205.00	16	BA
Elizabeth	Christian	\$63,155.00	10	MA
Lesley	DaSilva	\$67,555.00	17	MA
Ellen	Dillon	\$78,945.00	OG10	MA+30
Pamela	Fellner	\$57,455.00	6	BA+15
Jennifer	Fischer	\$63,605.00	15	BA+30
Theresa	Goretti	\$73,300.00	OG9	BA+15
Cynthia	Hudock (Nurse)	\$68,215.00	OG11	BA+15
Karen	Kane	\$62,705.00	6	MA+15
Alexandra	Maguire	\$66,005.00	14	MA+15
Michael	Micucci	\$57,905.00	9	BA
Jennifer	Miller	\$68,655.00	18	MA
Susan	Orr	\$74,250.00	OG8	BA
Susan	Preiss	\$69,400.00	OG13	MA
Julie	Shellaway	\$65,270.00	OG12	BA
Sandra	Siroky	\$76,690.00	OG7	BA
Larisa	Trumpy	\$66,905.00	18	BA+30
Johanna	Wachter	\$60,105.00	15	BA
Barbara	Weinstein	\$75,215.00	OG11	MA+30
Karen	Wester	\$71,055.00	17	MA+30
Jessica	Wood-Rosso	\$71,715.00	OG11	MA

Certificated Support Staff						
First Name	Last Name	Position	18-19 Rate/Hr	18-19 Hours/D ay	18-19 Days/Year	18-19 Annual Salary
Michele	Lachow	School Psychologist	NA	NA	NA	\$63,499.00
Deborah	Mannon	Director of Special Services	NA	NA	NA	\$99,972.00
Jane	Petrozzino	LDTTC	NA	7	18	\$10,527.00
Angela	Vinchur	School Social Worker	NA	NA	74 (.4FTE)	\$23,004.00

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Paraprofessionals (Inclusive of paraprofessionals, bus aides, library clerk)						
First Name	Last Name	18-19 Guide Position	18-19 Hrs/Day	18-19 Rate/Hour	18-19 Days/Year	18-19 Annual Salary
Christine	Allen	SC8	3.67	\$16.96	184	\$11,452.75
Sheri	Billows	SCOG1	7.33	\$19.19	184	\$25,881.94
Karen	Chiu	NCOG1	4.75	\$18.69	184	\$16,335.06
Christianne	Gerstner	NCOG1	3.67	\$18.69	184	\$12,620.98
Nancy	Griffin	NCOG4	3.67	\$16.85	184	\$11,378.47
Donna	Herzer	NCOG2	3.67	\$18.23	184	\$12,310.35
Annabelle	O'Brien	NCOG3	3.67	\$17.29	184	\$11,675.59
Kathleen	Peri	HQ+30 OG1	3.67	\$19.02	184	\$12,843.83
Denise	Risko	HQ+30 OG1	7.33	\$19.02	184	\$25,652.65
Jessica	Whiffen	NCOG1	3.67	\$18.69	184	\$12,620.98

Childcare Staff							
First Name	Last Name	Position	18-19 Guide Position	18-19 Rate/Hr	18-19 Hours/Day	18-19 Days/Year	18-19 Annual Salary
Barbara	Purcell	Childcare Coordinator	8	NA	8	184	\$28,864.00
Rosemary	Barcellona	Childcare Worker	NC5	\$15.55	4	184	\$11,444.80
Chiu	Karen	Childcare Worker	NCOG1	\$18.69	3.25	184	\$11,176.62

ON A ROLL CALL VOTE, this motion was ADOPTED as follows: ayes, 6; nays, 0; abstain, 1 (Sbriscia).

SUPERINTENDENT EVALAUTION TIMELINE

Discussion regarding the timeline for the completion of the Superintendent evaluation.

ADJOURNMENT - Action 18-214 *Motion*

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

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

Meeting adjourned at 8:44 p.m.

Respectfully submitted,

Tim Duryea
Board Secretary / School Business Administrator

Board President: _____
Jean Hansen