

Franklin Township Board of Education Minutes
Regular Meeting – December 12, 2018

TIME AND PLACE: The regular meeting of the Board of Education was held on December 12, 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 Vice President, Rudolph DiGilio, 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 12, 2018.

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

PRESENT: Rudolph DiGilio (Vice President)
Elizabeth Ames
Pamela Fitzsimmons
Patrick Gardner
Kevin Klus
Michael Muglia

ABSENT: Jean Hansen (Board President)
Renee Hart
Donna Sbriscia

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

PUBLIC: None

APPROVAL OF NOVEMBER 14, 2018 MINUTES *Action 19-110* *Motion*

Motion by E. Ames, and seconded by K. Klus, to approve the minutes of the Regular Meeting of November 14, 2018.

This motion was ADOPTED as follows: ayes, 4; nays, 0; abstain, 2 (Fitzsimmons, Gardner).

CORRESPONDENCE:

- Denise Risko – Letter indicating planned retirement
- Christianne Gerstner – Letter of resignation

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PUBLIC INPUT PRIOR TO AGENDA ITEMS: None

WORK SESSION

Work session included discussion on the following topics:

Building & Grounds and Transportation –

- Panic Button/Strobe System Update

Program, Curriculum, and Instruction

- Curriculum Series for 2019-2020
- Curriculum Writer Agreement

Finance –

- Public Hearing Date for Financial Audit/CAFR
- Budget update
- Potential Tuition Students from Other School Districts

Technology –

- Continuation of Chromebook implementation for 2019-2020

Personnel –

- Recommendation for Speech Language Specialist
- Replacement for Mrs. Gerstner

Policy –

- Alert 215 – First Reading

Security –

- Ongoing meetings with law enforcement and staff

Board –

- Board will need to determine how it will be filling 3-year open seat for one year. Mrs. Fitzsimmons has chosen to fill the 2-year seat.
- Meeting dates for 2019.

CHIEF SCHOOL ADMINISTRATOR’S REPORT:

Report included comments on the following:

1. Senior Luncheon / Extra food delivered to veterans’ program
2. STEAM Training
3. Family Fun and Fitness Night
4. Bullying Program
5. Emergency Management
6. Social Media Update (Mr. Muglia suggested using “Band” for group chat.)

COMMITTEE REPORTS:

1. **Policy** – (Rep-E. Ames) No additional information
2. **Legislation**
 - Franklin Township Committee (Rep – Mrs. Hansen)
 - Representatives of the Board of Education will make a budget presentation to the Township Committee in May.
 - Franklin Township PTA (Rep – Mrs. Hansen) – No Report
 - Legislative/NJSBA Delegate (Rep-R. DiGilio) –
 - Mr. DiGilio asked Board members to review the Path to Progress report that was recently distributed by the NJSBA.

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- NJASA (Rep-M. Eagleburger) –
 - Professional Development Meeting – Career Development
- Warren County SBA (Rep-E. Ames) –
 - The December 5th meeting addressed the topic of Student Mindfulness and Legislative Updates.

FINANCIAL REPORTS

TRANSFERS – Action 19-111

Motion

Motion by P. Gardner, and seconded by E. Ames, 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>
10/01/1811-000-223-800-000-000	WORKSHOPS	11-000-223-580-000-000 TRAVEL	Workshops to Training Mileage	1,200.00
10/18/1811-000-219-890-000-000	CST - MISCELLANEOUS	11-000-219-800-000-000 WORKSHOPS	CST Misc to CST Workshops	500.00
10/19/1811-000-270-107-000-000	SALARY - TRANSPORT	11-000-270-593-000-000 Misc. Purch Services - Trans	Trans Salary to Trans Pur Svc	6,000.00
10/19/1811-000-270-511-000-000	CONTRACTED ROUTES	11-000-270-593-000-000 Misc. Purch Services - Trans	Trans Contr Route to Trans Pur Svc	10,000.00
10/19/1811-000-291-241-000-000	BOARD SHARE - PERS	11-000-291-249-000-000 Other Retirement Contrib - Reg	PERS pension to DCRP	800.00
10/29/1811-000-100-566-000-000	TUITION TO PRIVATE SCHOOL F	11-219-100-101-000-000 SALARY - HOME INSTRUCTION	Tuition to Home Instruction	3,900.00
10/29/1811-120-100-101-000-001	SALARY - GR 1-5 SUBS	11-219-100-101-000-000 SALARY - HOME INSTRUCTION	1-5 Subs to Home Instrucion	3,000.00
11/12/1811-000-251-500-000-000	MISCELLANEOUS	11-000-251-580-000-000 TRAVEL	Bus Off Pur Svc to Bus Off Trav	200.00
The total of all transfers within fund 10 is:				25,600.00

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

BOARD SECRETARY AND RECONCILIATION REPORT- OCTOBER, 2018

Action 19-112 *Motion*

Motion by E. Ames, and seconded by K. Klus, to approve the Board Secretary and Reconciliation Report of October, 2018:

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 **October, 2018**; 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*

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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.

PAYROLL APPROVAL – Action 19-113

Motion

Motion by P. Gardner, and seconded by K. Klus, to approve Payroll and Payroll Agency/FICA as follows:

November, 2018 Net Payroll	\$172,983.85
November, 2018 Agency and Board Share FICA	\$122,827.92
TOTAL PAYROLL November, 2018	\$295,811.77

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

PUBLIC INPUT PRIOR TO BOARD ACTION: None

POLICY-RELATED ITEMS – Action 19-114

Motion

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

- Approve the following Policies/Regulations for first reading:
 - P & R 1550 Equal Employment/Anti-Discrimination Practices (M) (Revised)
 - P 2431 Athletic Competition (M) (Revised)
 - R 2431.2 Medical Examination Prior to Participation on a School-Sponsored Interscholastic or Intramural Team or Squad (M) (Revised)
 - P 2431.8 Varsity Letters for Interscholastic Extracurricular Activities (M)(New)
 - P & R 5350 Student Suicide Prevention (M) (Revised)
 - P 5533 Student Smoking (M) (Revised)
 - P 5535 Passive Breath Alcohol Sensor Device (Revised)
 - P & R 5561 Use of Physical Restraint and Seclusion Techniques for Students with Disabilities (M) (Revised)
 - P 8462 Reporting Potentially Missing or Abused Children (M) (Revised)

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

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EXECUTIVE SESSION MINUTES – Action 19-119

Motion

Motion by P. Gardner, and seconded by K. Klus, to approve and make public the Executive Session minutes of November 14, 2018.

This motion was ADOPTED as follows: ayes, 4; nays, 0; abstain, 2 (Fitzsimmons, Gardner).

HIB REPORT – Action 19-120

Motion

Motion by P. Gardner, and seconded by P. Fitzsimmons, to affirm the determination for HIB Report #1819004.

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

PERSONNEL-RELATED ITEMS – Action 19-121

Motion

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

- Approve the following Title I highly qualified paraprofessional salaries for the 2018-2019 school year:
 - Denise Risko \$20,265.00 (79% of salary)
 - Christianne Gerstner \$4,126.00 (82% of Sept-Dec Salary)
- Approve the following individuals as substitutes for the 2018-2019 school year:
 - Haylee Ricci – Substitute Teacher
 - John Jacob – Substitute Custodian
- Approve hiring David Rodriguez Lesch as a Speech Language Specialist for the balance of the 2018-2019 school year, effective 12/17/18, pending fingerprinting approval. Full-time equivalent will be .6 . Guide placement will be Step 1/MA. Annual salary will be \$33,273.00, pro-rated to \$21,627.45 for the period from 12/17/18 through 6/30/19.
- Accept the letter of intent to retire for Denise Risko, with a retirement date of July 1, 2019, with regret.
- Accept the letter of resignation from Christianne Gerstner, effective December 31, 2018, with regret.
- Approve posting for a part-time paraprofessional for the 2018-2019 school year.

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

BILL LIST - Action 19-122

Motion

Motion by P. Gardner, and seconded by P. Fitzsimmons, approve the December 12, 2018 bill list in the amount of \$148,161.76 and the following non-checks.

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Date	Check #	To	For	Amount	Account
9/5/2018	N0764	FTS - Section 125	Debit Card Flex	\$90.00	10-132
9/11/2018	N0765	FTS - Section 125	Debit Card Flex	\$38.89	40-701-510-834
9/18/2018	N0767	FTS - Section 125	Debit Card Flex	\$71.72	10-132
9/25/2018	N0768	FTS - Section 125	Debit Card Flex	\$105.00	10-132
9/26/2018	N0769	Horizon Hlthcare	FSA Admin	\$42.00	10-132
10/10/2018	N0771	FTS - Section 125	Debit Card Flex	\$340.40	11-000-230-590
10/16/2018	N0773	FTS - Section 125	Debit Card Flex	\$322.86	10-132
10/30/2018	N0776	FTS - Section 125	Debit Card Flex	\$130.48	10-132
10/31/2018	N0777	Horizon Hlthcare	FSA Admin	\$42.00	10-132

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

ADJOURNMENT - Action 19-123

Motion

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

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

Meeting adjourned at 8:48 p.m.

Respectfully submitted,

Tim Duryea
Board Secretary / School Business Administrator

Board Vice President: _____

Rudolph DiGilio