

Franklin Township Board of Education Minutes
Regular Meeting – August 15, 2017

TIME AND PLACE: The regular meeting of the Board of Education was held on August 15, 2017 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 5:59 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 August 4, 2017.

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
Kevin Klus
Charles Roberto

ABSENT: Renee Hart

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

PUBLIC: Deborah Mannon, Kathleen Peri, Karen Wester, Kathy Helewa

JULY 19, 2017 MINUTES Action 18-015 *Motion*

Moved by R. DiGilio, and seconded by P. Fitzsimmons, to approve the minutes of the Regular Meeting of July 19, 2017.

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

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CORRESPONDENCE:

- Anne Napoliello – Letter of Resignation

PUBLIC INPUT PRIOR TO AGENDA ITEMS: None

FINANCIAL REPORTS

BOARD SECRETARY AND RECONCILIATION REPORT Action 18-016 ***Motion***

Motion by R. DiGilio, and seconded by M. Blaszk, to approve the Board Secretary and Reconciliation Report of June, 2017:

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 **June, 2017**; 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, 8; nays, 0; abstain, 0.

PAYROLL APPROVAL – Action 18-017 ***Motion***

Motion by M. Blaszk, and seconded by R. DiGilio, to approve Payroll and Payroll Agency/FICA as follows:

July, 2017 Net Payroll	\$77,447.40
July, 2017 Agency and Board Share FICA	\$36,288.82
TOTAL PAYROLL July, 2017	\$113,736.22

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

PUBLIC INPUT PRIOR TO BOARD ACTION: None

POLICY-RELATED ITEMS – Action 18-018 ***Motion***

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

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- Approve the following policies for first reading:

Policy Alert 211

0000.01	Introduction (M) (Abolished)
0000.02	Introduction (M) (Revised)
0000.03	Introduction (M) (Abolished)
P 2320	Independent Study Programs (Abolished)
P 2415.06	Unsafe School Choice Option (M) (Revised)
P 2464	Gifted and Talented Students (M) (Revised)
P 2622	Student Assessment (M) (Revised)
P & R 3160	Physical Examination (M) (Revised)
P & R 4160	Physical Examination (M) (Revised)
P & R 5116	Education of Homeless Children (Revised)
P 5460	High School Graduation (M) (Revised)
P 5465	Early Graduation (M) (Abolished)
P 7446	School Security Program (New)
P 8350	Records Retention (New)

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

PROGRAM, CURRICULUM, AND INSTRUCTION-RELATED ITEMS –

Action 18-019 *Motion*

Motion by M. Blaszk, 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 submission of the Full-Time Principal Waiver Request for the 2017-2018 school year.
- Approve the August 15, 2017 Travel and Related Expense Report
- Approve the adoption of the following revised curricula:
 - Language Arts
 - Mathematics

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

TRANSPORTATION-RELATED ITEMS – Action 18-020

Motion

Motion by M. Blaszk, and seconded by C. Roberto, to approve the following block of Transportation-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 2017-2018 school year, given the following route details:
 - Host District – Warren Hills Regional BOE
 - Route Name – Yellow
 - Route cost - \$82.74 per diem (\$14,893.20 total cost)

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- Approve the attached list of bus routes/bus stops for the 2017-2018 school year.

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

FINANCE-RELATED ITEMS – Action 18-021 *Motion*

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

- Approve a five-year lease for the attached list of photocopiers, through Atlantic/Tomorrow’s Office, under State Contract, at a cost of \$365.00 per month and a service/supply cost of \$0.0038 per copy, effective as soon as delivery can be received, and to return the district’s leased Konica-Minolta copiers.
- Approve applying for and accepting a science grant in the amount of \$700.00 from First Energy Corp., for the 2017-2018 school year.
- Approve contracting with Rutgers, the State University of New Jersey/Douglas Developmental Disabilities Center for Behavioral Therapy Services for the 2017-2018 school year, at a rate of \$160 per hour, plus mileage.
- Approve the following Childcare Program fee schedule for the 2017-2018 school year:

Before School Care - 7:00am to 8:20am

	Hourly Rate	Unlimited
1st Child	\$6.50	\$115/month
2nd Child	\$5.00	\$85/month
3rd Child	\$4.00	\$70/month

After School Care - 3:15pm to 6:00pm

	Hourly Rate	Unlimited
1st Child	\$6.50	\$215/month
2nd Child	\$5.00	\$160/month
3rd Child	\$4.00	\$130/month

Preschool Care (morning session or afternoon session)*

	Hourly Rate
1st Child	\$6.50
2nd Child	\$5.00
3rd Child	\$4.00

	Unlimited Morning or Afternoon 2 days/wk	Unlimited Morning or Afternoon 3 days/wk	Unlimited Morning or Afternoon 5 days/wk
1st Child	\$130/month	\$190/month	\$320/month
2nd Child	\$100/month	\$145/month	\$240/month
3rd Child	\$75/month	\$115/month	\$190/month

(*Unlimited does not include Before or After School Care.)

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- Approve amending the amount for student lunches for the 2017-2018 school year to \$2.85 and for adults to \$3.35, per the minimum allowable calculation generated under the State of New Jersey guidelines.
- Approve contracting with Hunterdon County ESC for Technology Support Services, in addition to the previously approved Server Support, for the 2017-2018 school year, with the following provisions:
 - Remote Network Administration and Offsite Data Backup – minimum monthly charge of \$750, based on hourly network administration fee of \$93.00.
 - Onsite Support – two days per week at a rate of \$3,380 per month. Additional support will be billed at the ESC Level 1 support rate of \$52.00/hour.
- Approve the 2016-2017 Fund 20 Expenditure Details report and to accept and approve all salary/compensation figures referenced in said report.
- Approve the application for and acceptance of the following ESEA/ESSA grants for the 2017-2018 school year:
 - Title I \$22,436.00
 - Title II \$5,502.00
 - Title IV \$10,000.00

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

EXECUTIVE SESSION:

Action 18-022

Motion

Motion by R. DiGilio, and seconded by K. Klus, to enter Executive Session for reasons of personnel issue, 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, 8; nays, 0; abstain, 0.

The Board entered Executive Session at 6:21pm.

Action 18-023

Motion

Motion by C. Roberto, and seconded by P. Gardner, to reconvene public session.

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

The Board reconvened in public session at 6:35pm

Action 18-024

Motion

Motion by R. Diglio, and seconded by M. Blaszkka to approve and make public the Executive Session minutes of July 19, 2017

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

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PERSONNEL-RELATED ITEMS – Action 18-025

Motion

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

- Approve hiring Guy Sigafos as a Custodial/Maintenance Person for the 2017-2018 school year, effective 8/16/17 or at earliest availability, at a rate of \$15.95 per hour, with an increase of \$0.50 per hour, upon presentation of his black seal certification.
- Approve hiring Kaitlin Rosario as a teacher for the 2017-2018 school year on Step 2BA at an annual salary of \$50,450.00.
- Accept the letter of resignation from Anne Napoliello, effective 8/25/17, with regret.
- Approve the 2017-2018 Volunteer List.
- Approve recognizing Loren Hamblin for the attainment of his Certified Educational Facilities Manager certification and to increase his 2017-2018 annual salary to \$68,000.00, retroactive to 7/1/17.
- Approve retroactively amending the 2016-2017 and 2017-2018 employment contracts of Deborah Mannon to include the following language:

The Board of Education will reimburse the employee for tuition for Graduate level credits related to the employee's current or future job responsibilities in the District. The CSA/Principal shall determine and approve if the graduate credits are related to the employee's current or future job responsibilities. No courses will be accepted which are taken to satisfy deficiency lists for certification.

The board shall pay the tuition rate based on the actual per credit rate up to the graduate per credit rate as established by Rutgers University (in-state) with a maximum of 12 (twelve) credits per year.

To receive tuition reimbursement, the following conditions must be met:

1. The institution at which the employee takes the coursework must be a "duly authorized institution of higher education" as defined by N.J.S.A. 18A:3-15.3;
 2. Employee shall make every effort to provide the Administration with advance notice of anticipated courses, at the time that the subsequent year's budget is being prepared, so that adequate funding can be appropriated.
 3. Before reimbursement is considered, the employee shall submit a copy of a transcript of the course indicating the attainment of a sufficient grade for course credit and evidence of payment from the college or university. 100% tuition reimbursement will be provided for grades of "B" or better and/or "Pass".
 4. Employees leaving the District voluntarily shall be required to reimburse the Board for any tuition reimbursement received during the two (2) years prior to departure.
- Approve a retroactive tuition reimbursement for Deborah Mannon, from the 2016-2017 school year, in the amount of \$3,060.00, for 6 credits at The

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University of Scranton.

- Approve Deborah Mannon as First Lead Teacher and Karen Wester as Second Lead Teacher, for the 2017-2018 school year, to serve in the absence of the Chief School Administrator.
- Approve revising the employment contract for Jayne Petrozzino for the 2017-2018 school year, per Dr. Petrozzino's request to 18 days at 7 hours per day, with an annual salary of \$10,196.00 and a full-time equivalent of .09.
- Approve increasing Angela Vinchur as a part-time school social worker for the 2017-2018 school year, to an annual salary of \$22,280.00 and a full-time equivalent of .4.

ON A ROLL CALL VOTE, this motion was ADOPTED as follows: ayes, 6; nays, 0; abstain, 2 (Hansen, Roberto).

BILL LIST -- Action 18-026

Motion

Motion by M. Blaszk, and seconded by R. DiGilio, to approve the August 15, 2017 bill list, in the amount of \$169,503.82, to authorize the School Business Administrator to issue payment of all 2016-2017 encumbrances and Accounts Payable detailed on the attached "Pending Payment" list in the amount of \$26,211.60, and to approve the wire transfer of the 8/15/17 bond interest payment in the amount of \$18,500.00.

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

GOAL SETTING

Kathy Helewa, NJSBA Field Representative, led the Board in a review and revision of their mission statement, as well as assisting in establishing new Board and District Goals.

ADJOURNMENT - Action 18-027

Motion

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

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

Meeting adjourned at 8:46pm.

Respectfully submitted,

Tim Duryea
Board Secretary / School Business Administrator

Board President:



Jean Hansen