

Franklin Township Board of Education Minutes
Regular Meeting – December 21, 2016

TIME AND PLACE: The regular meeting of the Board of Education was held on December 21, 2016 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 7:03 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 15, 2016 and advance notice of the Public Hearing was published in the Star Gazette on December 16, 2016.

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
Renee Hart
Kevin Klus
Charles Roberto
Bruce Simmons

ABSENT: None

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

PUBLIC: Deborah Mannon, David Orban, William Colantano, Mike Holt

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MINUTES:

DECEMBER 6, 2016 MINUTES *Action 16-336*

Motion

Moved by B. Simmons, and seconded by R. Hart, to approve the minutes of the Regular Meeting of December 6, 2016.

This motion was ADOPTED as follows: ayes, 5; nays, 0; abstain, 4 (Simmons, Hart, Roberto, Klus)

CORRESPONDENCE: None

PUBLIC INPUT PRIOR TO AGENDA ITEMS: None

PARCC PRESENTATION

Mr. Eagleburger provided a PowerPoint presentation on the 2015-2016 PARCC results.

AUDIT HEARING

Mr. Colantano, the district's auditor, provided a summary of the June 30, 2016 Comprehensive Annual Financial Report and opened the floor to questions from the Board and/or public.

JUNE 30, 2016 CAFR APPROVAL *Action 16-337*

Motion

Motion by B. Simmons, seconded by C. Roberto, to accept the June 30, 2016 Comprehensive Annual Financial Report (CAFR) as prepared by BKC Certified Public Accountants, PC, School Board Auditor.

ON A ROLL CALL VOTE, this motion was ADOPTED as follows: ayes, 9; nays, 0; abstain, 0.

JUNE 30, 2016 AUDIT RECOMMENDATIONS *Action 16-338*

Motion

Motion R. DiGilio, seconded by C. Roberto, to approve the district Audit Recommendations and the Corrective Action Plan for FY'16: - No recommendations

ON A ROLL CALL VOTE, this motion was ADOPTED as follows: ayes, 9; nays, 0; abstain, 0.

RECOGNITION OF BOARD MEMBER SERVICE

Mrs. Hansen recognized the contributions of retired and retiring Board members David Orban and Bruce Simmons, and thanked them for their service to the district. The meeting was adjourned for ten minutes for refreshments.

CHIEF SCHOOL ADMINISTRATOR'S REPORT:

Report included comments on the following:

1. Science Materials 2017-2018
2. Winter Clubs
3. Goals
4. Technology update - tablets

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5. Technology Survey
6. Language Arts and Math Collaboration with Warren Hills
7. Student Growth Objectives
8. Tools for Teaching Program
9. Policy Meeting

COMMITTEE REPORTS:

1. Policy – (Rep-E. Ames)

- Policy committee working on alert 209 and research on other topics

2. Legislation

- Franklin Township Committee – (Mr. Blaszk presented) –
 - Joe Flynn resignation
 - Purchase of tractor
- Franklin Township PTA (Rep-J. Hansen) –
 - No Meeting
- Legislative/NJSBA Delegate (Rep-C. Roberto) –
 - Legislation on Public Notices not put to vote
- NJASA (Rep-M. Eagleburger) - No report
- Warren County SBA (Rep-E. Ames) –
 - List of upcoming meetings was provided to the Board

LINE ITEM TRANSFERS – Action 16-339

Motion

Motion by M. Blaszk, and seconded by R. Hart, to approve the following line item transfers, as recommended by the Chief School Administrator:

<u>Date</u>	<u>Source Account/Title</u>	<u>Target Account/Title</u>	<u>Comments</u>	<u>Amount</u>
10/07/16	11-000-252-330-000-000 PURCH PROF SVCS	11-000-252-340-000-000 PURCH TECH SVCS	Bus Off Pur Prof Svc to Bus Off Pur Svc	200.00
10/11/16	11-000-219-320-000-000 PURCH PROF SERVICES	11-000-219-590-000-000 Other Purchased Svcs	CST Pur Prof Svc to CST Pur Svc	700.00
10/18/16	11-000-223-610-000-000 SUPPLIES	11-000-223-580-000-000 TRAVEL	Media Supplies to Media Travel	200.00
10/18/16	11-000-222-104-000-000 SALARY - Media Cnt/Library	11-000-222-300-000-000 PURCH TECH SVCS	Media Salary to Media Pur Tech Svc	5,000.00
11/14/16	11-000-262-610-000-000 SUPPLIES	11-000-262-580-000-000 TRAVEL	Plant Supplies to Plant Travel	300.00
11/17/16	11-000-262-610-000-000 SUPPLIES	11-000-262-890-000-000 MISCELLANEOUS	Plant Supl to Plant Misc	100.00
12/06/16	11-230-100-101-000-000 SALARY - BSI	11-230-100-610-000-000 SUPPLIES	BSI Salary to BSI Supplies	200.00
12/07/16	11-000-230-800-000-000 CSA - WKSHPs	11-000-230-610-000-000 SUPPLIES	Admin Misc to Admin Supplies	600.00
The total of all transfers within fund 10 is:				7,300.00
<small>@Total for Fund (String)</small>				

This motion was ADOPTED as follows: ayes, 9; nays, 0; abstain, 0.

PAYROLLS – Action 16-340

Motion

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

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November, 2016 <i>Net Payroll</i>	\$158,098.58
November, 2016 <i>Agency and Board Share FICA</i>	<u>\$141,898.88</u>
TOTAL PAYROLL November, 2016	\$299,997.46

ON A ROLL CALL VOTE, this motion was ADOPTED as follows: ayes, 9; nays, 0; abstain, 0.

BOARD SECRETARY AND RECONCILIATION REPORT Action 16-341 *Motion*

Motion by M. Blaszk, and seconded by C. Roberto, to approve the Board Secretary and Reconciliation Report **October, 2016**:

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, 2016**; 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, 9; nays, 0; abstain, 0.

PUBLIC INPUT PRIOR TO BOARD ACTION: None

PROGRAM, CURRICULUM, AND INSTRUCTION-RELATED ITEMS –
Action 16-342 *Motion*

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

- Approve the December 21, 2016 Travel and Expense Reimbursement Form. (Eagleburger amended to 2017)
- Approve the revised 2016-2017 Master Field Trip Plan

ON A ROLL CALL VOTE, this motion was ADOPTED as follows: ayes, 9; nays, 0; abstain, 0.

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FINANCE-RELATED ITEMS -- Action 16-343

Motion

Motion by B. Simmons, and seconded by R. Hart, to approve the following block of Finance-related items, as recommended by the Chief School Administrator:

- Approve a contract with the Bergen County Special Services for augmentative/alternative communication services for a Franklin Township student for the 2016-2017 school year at a price not-to-exceed \$620.00.

ON A ROLL CALL VOTE, this motion was ADOPTED as follows: ayes, 9; nays, 0; abstain, 0.

EXECUTIVE SESSION:

Action 16-344

Motion

Motion by R. DiGilio, and seconded by R. Hart, to enter Executive Session for reasons of personnel and negotiations matters and confidential student 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, 9; nays, 0; abstain, 0.

The Board entered Executive Session at 9:01pm

Action 16-345

Motion

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

This motion was ADOPTED as follows: ayes, 9; nays, 0; abstain, 0.

The Board reconvened in public session at 9:24pm

Action 16-346

Motion

Motion by R. DiGilio, and seconded by B. Simmons, to approve and make public the Executive Session minutes of December 6, 2016, as amended (President as signatory).

This motion was ADOPTED as follows: ayes, 5; nays, 0; abstain, 4 (Simmons, Hart, Roberto, Klus).

PERSONNEL-RELATED ITEMS -- Action 16-347

Motion

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

- Approve the appointment of Patrick Gardner to fill a vacated Board of Education seat, for a three-year term, effective with the January 3, 2017 reorganization meeting. The appointment of Patrick Gardner is necessitated by a tie among write-in candidates for an open position on the recent Board of Education election ballot.
- Approve the following substitute for the 2016-2017 school year:
 - Karen Jurkowski

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- Approve the following individual to participate in the Fred Jones Tools for Teaching, seven-part, in-house, after-hours training program on classroom management, during the 2016-2017 school year, and to approve a stipend of \$450 per person, for the completion of the entire training program:
 - Michele Lachow
- Approve the NJEA petition to add the following positions to the FTEA bargaining unit, on a voluntary basis, with the understanding that no new contracts will be negotiated for said positions for the 2016-2017 school year and that dues will be assessed to individuals in these positions, upon receipt of deduction instructions from the NJEA, detailing the assessment amount and the starting date of said assessments:
 - Technology Service Technician
 - Child Care Coordinator
 - Child Care Assistants

ON A ROLL CALL VOTE, this motion was ADOPTED as follows: ayes, 9; nays, 0; abstain, 0.

BILL LIST -- Action 16-348

Motion

Motion by R. DiGilio, and seconded by C. Roberto, to approve the December 21, 2016 bill list, in the amount of \$73,527.89 and the following non-check payments:

Entry #	Date	To	Acc. #	Amount
N0589	10/5/2016	FTS-Section 125	10-132	\$174.70
		Flex Debit Card Paid From Gen Account		
N0590	10/12/2016	FTS-Section 125	10-132	\$262.20
		Flex Debit Card Paid From Gen Account		
N0592	10/21/2016	Horizon Healthcare	11-000-230-590	\$48.00
		Flex Admin Fees		
N0593	10/25/2016	FTS-Section 125	10-132	\$50.00
		Flex Debit Card Paid From Gen Account		
N0595	11/1/2016	FTS-Section 125	10-132	\$9.92
		Flex Debit Card Paid From Gen Account		
N0596	11/8/2016	FTS-Section 125	10-132	\$150.00
		Flex Debit Card Paid From Gen Account		
N0598	11/21/2016	Horizon Healthcare	11-000-230-590	\$48.00
		Flex Admin Fees		

This motion was ADOPTED as follows: ayes, 9; nays, 0; abstain, 0.

TRAINING REQUIREMENTS

Mr. Klus reminded Board members to complete mandated training. Mr. Duryea will check to see who has not completed training, yet.

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ADJOURNMENT - Action 16-349 *Motion*

Motion by B. Simmons, and seconded by R. Hart, to adjourn the meeting.

This motion was ADOPTED as follows: ayes, 9; nays, 0; abstain, 0.

Meeting adjourned at 9:30pm.

Respectfully submitted,



Tim Duryea
Board Secretary / School Business Administrator

Board President: _____


Jean Hansen