

**Franklin Township Board of Education Minutes**  
**Regular Meeting – September 6, 2016**

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**TIME AND PLACE:** The regular meeting of the Board of Education was held on September 6, 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 7:01 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.

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

**PRESENT:** Jean Hansen (Board President)  
Rudolph DiGilio (Vice President)  
Elizabeth Ames  
Mark Blaszk  
Charles Roberto  
David Orban

**ABSENT:** Renee Hart  
Kevin Klus  
Bruce Simmons

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

**RECOGNITION OF PUBLIC:** Deborah Mannon, Kathleen Peri, Janie Brown

**MINUTES:**

**AUGUST 9, 2016 MINUTES Action 16-255** *Motion*  
Moved by E. Ames, and seconded by D. Orban, to approve the minutes of the Regular Meeting of August 9, 2016.

*This motion was ADOPTED as follows: ayes, 5; nays, 0; abstain, 1(DiGilio)*

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**AUGUST 24, 2016 MINUTES Action 16-256 Motion**

Moved by R. DiGilio, and seconded by C. Roberto, to approve the minutes of the Regular Meeting of August 24, 2016.

*This motion was ADOPTED as follows: ayes, 4; nays, 0; abstain, 2(Blaszka, DiGilio)*

**PUBLIC INPUT ON AGENDA ITEMS:** Mrs. Brown said that she was sad to see that Mr. Orban was leaving the Board of Education and wished him well in his future endeavors. She also expressed her thanks for all of the work that was done by the custodial/maintenance crew over the summer and for the supplies that were provided to the teachers.

**CORRESPONDENCE:**

- David Orban – Letter of Resignation from the Board
  - Mrs. Hansen thanked Mr. Orban for all of his contributions to the Board of Education.
  - Mr. Orban thanked the Board for the opportunity to serve with them and expressed his appreciation for what he learned during his tenure as a Board member.

**WORK SESSION** - Information and discussion included:

Curriculum/Instruction/Technology –

- Technology Update
- Student Information System
- First Day Update
  - Mr. Eagleburger acknowledged the fine work by the front office staff in getting everything prepared for the start of the new school year, as well as completing the work necessary to transition to the new student data base system.

Building and Grounds -

- Update on summer projects, including:
  - Installation of vinyl plank flooring
  - Water tank project
  - Display wall in lobby
  - Renovations to room 113
  - LED lights

Personnel –

- LDTC Position
- Treasurer Position
- Negotiations

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**PUBLIC INPUT PRIOR TO BOARD ACTION:** None

**FINANCE-RELATED ITEMS Action 16-257**                      **Motion**

Motion by R. DiGilio, and seconded by C. Roberto, to approve the following finance-related items, per the recommendation of the Chief School Administrator:

- Approve amending the current tuition schedule for the district’s preschool program to reflect a four-day-week tier rate of \$262.50 per month.
- Retroactively, approve contracting with Warren County Special Services School District to provide LDTC services for some or all of the 2016-2017 school year, on an as-needed basis, at their published rates for in-county schools.
- Approve a revision to the 2016-2017 Behavioral Therapy Services contract with Douglas Developmental Center/Rutgers University, reducing the \$160/hour rate to \$150/hour when services are provided by a non-doctoral employee.

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

**DISTRICT AND BOARD GOALS – Action 16-258**                      **Motion**

Motion by R. DiGilio, and seconded by C. Roberto, to approve the following District Goals and Board Goal for the 2016-2017 school year.

- District Goals:
  - Promote community involvement through more effective communication with the stakeholders of Franklin Township.
  - Develop best practices for a more comprehensive technological environment.
  - Increase the percentage of students functioning at or above grade level in Math and Language Arts as measured through internal and standardized assessments.
  - Provide teachers and staff with best practices in regards to instruction and classroom management for all students.
- Board Goal:
  - To determine the best methodology for establishing an updated mission statement and long-term educational planning (Year 1 of 2-Year Goal).

**Motion Amendment – Action 16-259**                      **Motion**

Motion by E. Ames, and seconded by D. Orban, to amend the first bulleted item under district goals to read “Promote involvement through more effective communication with all community members of Franklin Township.”

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

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

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**EXECUTIVE SESSION:**

**Action 16-260**

***Motion***

Motion by R. DiGilio, and seconded by D. Orban, to enter Executive Session for reasons of personnel matters, with information to be released at a date, not yet determined. (It is estimated that the Board will be in Executive Session for 30 minutes.)

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

The Board entered Executive Session at 7:29pm

**Action 16-261**

***Motion***

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

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

The Board reconvened in public session at 7:50pm

**PERSONNEL-RELATED ITEMS -- Action 16-262**

***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 abolishing the position of Treasurer of School Monies, effective immediately.
- Approve Matthew Eagleburger to replace James Miller as a signatory on all of the district's checking accounts for the 2016-2017 school year, effective immediately.
- Approve Timothy Duryea to make all bank deposits on behalf of the district, effective immediately.
- Approve Chelsea Siegfried to assume responsibility for the reconciliation of all district bank accounts, effective immediately.
- Approve amending the job description for the position of Assistant to the Business Administrator to include the reconciliation of all district bank accounts and to specify that the Assistant to the School Business Administrator will answer to the Chief School Administrator for this aspect of her/his job description, effective immediately.
- Approve accepting David Orban's letter of resignation from the Board of Education, with regret.
- Approve posting for applicants for the vacant Board of Education seat, per David Orban's resignation.

*ON A ROLL CALL VOTE, this motion was ADOPTED as follows: ayes, 5; nays, 0; abstain, 1 (Orban).*

**ADDITIONAL COMMENTS**

Mrs. Ames expressed her appreciation for the tremendous work that Mr. Orban did as the district's representative to the NJSBA Delegate Assembly.

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**ADJOURNMENT**

**Action 16-263**

***Motion***

Motion R. DiGilio, and seconded by C. Roberto, to adjourn the meeting.

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

*Meeting adjourned at 7:54pm.*

Respectfully submitted,

Tim Duryea  
Board Secretary / School Business Administrator

Board President: \_\_\_\_\_  
*Jean Hansen*