

**Franklin Township Board of Education Minutes**  
**Regular Meeting – January 20, 2021**

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**TIME AND PLACE:** The regular meeting of the Board of Education was held on January 20, 2021 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:** Board President, Jean Hansen, called the meeting to order at 7:04 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, and on the Franklin Township School website and was published in the Express Times and the Star Gazette on January 14, 2021, inclusive of information on virtual attendance.

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

**ROLL CALL** - Mr. Duryea conducted the Roll Call.

**PRESENT:** Jean Hansen (Board President)  
Rudolph DiGilio (Vice President)  
Elizabeth Ames (virtual)  
Jeannene Butler  
Scott Hansen  
Renee Hart (virtual)  
Katherine Matlock (virtual)

**ABSENT:** Kevin Klus  
Donna Sbriscia

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

**PUBLIC:** Janie Brown, Christine Allen, Debbie Mannon, Julia Cassano, Julie Shellaway (Public were all present virtually.)

**EXECUTIVE SESSION:**

**Action 21-117 Motion**

Motion by J. Butler, and seconded by S. Hansen, to enter Executive Session to discuss items related to negotiations matters, with information to be released at a date, not

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yet determined. (It is estimated that the Board will be in Executive Session for approximately 30 minutes.)

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

The Board entered executive session at 7:06 pm.

**Action 21-118 Motion**

Motion by J. Butler, and seconded by S. Hansen, to reconvene Public Session.

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

The Board reconvened public session at 7:28pm. (Meeting continued at 7:30pm)

**VIRTUAL MEETING GUIDELINES:** The virtual meeting guidelines were read by Mrs. Hansen.

**APPROVAL OF JANUARY 5, 2021 MINUTES Action 21-119 Motion**

Motion by J. Butler, and seconded by S. Hansen, to approve the minutes of the Reorganization Meeting of January 5, 2021.

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

**CORRESPONDENCE:**

- Franklin Township Committee – School Board Recognition Month Resolution

**PUBLIC INPUT PRIOR TO AGENDA ITEMS:** None

**CSA REPORT**

Mr. Eagleburger updated the Board on the following topics:

- Quarantine of one class and revised quarantine guidelines
- Return to in-person instruction
- Health and wellness programs
- PTA virtual programs
- Winter clubs
- CAP Program
- Professional development opportunities
- Hot Spot distribution
- Communications goals
- Social and emotional health goal
- Professional development

**PUBLIC HEARING: VIOLENCE AND VANDALISM**

As per Public Law 6A:16-5.3, each school district shall report incidents of violence, vandalism and substance abuse two times per year. Those incidents shall also be reported

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to the NJ Department of Education via the department’s Electronic Violence and Vandalism Reporting System (EVVRS).

As reported to the Department of Education, there were 0 (zero) incidents of violence or vandalism during from September 1, 2020-December 31, 2020, which rose to the standards established by the Department of Education.

The Franklin Township Board of Education accepts the Bi-Annual Report of Violence and Vandalism dated January 20, 2021, as recommended by the Chief School Administrator.

**COMMITTEE REPORTS:**

- 1. Policy – (Rep-E. Ames)**
  - Currently working on Alert 221 with meeting scheduled for next week
- 2. Legislation**
  - Franklin Township Committee (Rep – Mrs. Butler)
    - Reorganization meeting 1/4/21 – Mike Ferri new mayor/Bonnie Butler new Board Liaison
    - Budget meeting cancelled
  - Franklin Township PTA (Rep – Mrs. Hansen) –
    - Spirit Apparel Sale
    - Virtual Clubs
    - Membership Promotion
  - Legislative/NJSBA Delegate (Rep-R. DiGilio) –
    - Covid Relief Bill signed by President Trump
    - Amistad Commission Bill
    - Exit Exam for high school seniors suspended by the Governor
  - NJASA (Rep-M. Eagleburger) –
    - No word on State testing, as of this date
  - Warren County SBA (Rep-E. Ames) –
    - February 1<sup>st</sup> meeting

**FINANCIAL REPORTS**

**TRANSFERS/RECLASSIFICATIONS – Action 21-120                      *Motion***

Motion by J. Butler, and seconded by S. Hansen, 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>
01/13/21	11-190-100-611-099-000 Misc Notebooks	11-130-100-101-008-000 SALARY - GR 6 TECH	Workbooks to 6th grade salary	2,500.00
01/13/21	11-000-230-890-000-000 MISCELLANEOUS	11-000-230-331-000-000 LEGAL SERVICES	Admin Misc to Legal Fees	1,500.00
01/14/21	11-000-270-800-000-000 Misc Transportation	11-000-270-505-000-000 AID IN LIEU (CHOICE)	Transportaion Misc to AIL Choice	3,800.00

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

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**BOARD SECRETARY AND RECONCILIATION REPORT- December, 2020**

**Action 21-121**

***Motion***

Motion by J. Butler, and seconded by S. Hansen, to approve the Board Secretary and Reconciliation Report - December, 2020.

*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 of **December, 2020**; 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, 7; nays, 0; abstain, 0.*

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

**BUILDING & GROUNDS AND TRANSPORTATION-RELATED ITEMS – Action 21-122**      ***Motion***

Motion by J. Butler, and seconded by Scott Hansen, to approve the following block of Building & Grounds and Transportation-related items, as recommended by the Chief School Administrator:

- Acknowledge that the Board has determined that no walking routes for students in the district can be considered non-hazardous for the 2020-2021 school year, due to their proximity to traffic, lack of sidewalks, and/or the lack of crossing guards. As a result, the district has determined that all resident students will be transported. Students attending on a tuition basis will not be transported.

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

**FINANCE-RELATED ITEMS – Action 21-123**      ***Motion***

Motion by J. Butler, and seconded by Scott Hansen, to approve the following block of Finance-related items, as recommended by the Chief School Administrator:

- Approve waiving the tuition charges for all preschool students for the months of December, 2020 and January, 2021, due to the implementation of remote instruction.
- Approve Waiver of Requirements for the Special Education Medicaid Initiative program (SEMI) for the 2021-2022 school year, due to the low number of students

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within the Franklin Township School District that would be eligible for participation in the program.

- Approve utilizing a pro-rated calculation for aid-in-lieu of transportation payments for all Franklin Township students attending private schools or choice school districts, in response to guidelines from the State of New Jersey that provides public school districts with the option to reimburse aid-in-lieu payments based upon actual days of in-person attendance, as opposed to a flat annual reimbursement.
- Authorize the School Business Administrator to forward payment in an amount not to exceed \$70,000.00 to the Public Employee’s Retirement System in payment of the Annual Employer Appropriation Invoice (employer share of pension, non-contributory life insurance, and long-term disability contributions).

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

**PERSONNEL-RELATED ITEMS – Action 21-124      *Motion***

Motion by J. Butler, and seconded by Scott Hansen, to approve the following block of Personnel-related items, as recommended by the Chief School Administrator:

- Approve an internship experience with Kaitlyn Penna at the Franklin Township School District for Amy Grimm, a Centenary Student, during the 2020-2021 school year.
- Approve the following employee tuition reimbursements for the Summer and Fall 2020 terms:

<b>Name</b>	<b>Summer</b>	<b>Credits</b>	<b>Cost</b>	<b>Fall</b>	<b>Credits</b>	<b>Cost</b>
Ackerman, Stacy				SNHU	3	\$404.10
Ackerman, Stacy	Centenary U	3	\$1,825.20			
Mastrobattista, Kaitlin				Monmouth U	3	\$2,217.00
Fellner, Pamela	Ntl Inst. for STEM Educ/Amer Col of Educ.	3	\$312.50			
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*ON A ROLL CALL VOTE, this motion was ADOPTED as follows: ayes, 7; nays, 0; abstain, 0.*

**BILL LIST – Action 21-125      *Motion***

Motion by J. Butler, and seconded by Scott Hansen, to approve the the January 20, 2021 bill list in the amount of \$118,786.76 and the following non-checks:

<b>Date</b>	<b>Check #</b>	<b>To</b>	<b>For</b>	<b>Amount</b>	<b>Account</b>
12/14/2020	N0894	FTS Cafeteria	Cafeteria Aid	\$7,528.09	10-402
12/30/2020	N0896	Horizon Healthcare Ins. Agency	Flex Admin	\$42.00	11-000-230-590

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

**Board Member Information:**

Board members are asked to review the Board Member Information sheet and provide details to the SBA for any items for which no entry is made and/or update any information that has changed in the last year.

**Board Committees:**

The Board President has appointed the following individuals to the existing Board committees for the 2021 calendar year.

- Policy Committee
  - Elizabeth Ames
  - Donna Sbriscia
- Negotiations Committee
  - Jeannene Butler
  - Rudolph DiGilio
  - Jean Hansen
  - Kevin Klus

**ADJOURNMENT - Action 21-126**

***Motion***

Motion by J. Butler, and seconded by S. Hansen, to adjourn the meeting.

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

*Meeting adjourned at 7:58 p.m.*

Respectfully submitted,

Tim Duryea  
Board Secretary / School Business Administrator

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