

Franklin Township Board of Education Minutes
Reorganization Meeting – January 5, 2021

TIME AND PLACE: The Reorganization meeting of the Board of Education was held on January 5, 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: School Business Administrator/Board Secretary, Timothy Duryea, 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 17, 2020. (Virtual meeting access information was also published in the Star Ledger and the Express Times on October 29, 2020 and was posted at the Franklin Township School, on the Franklin Township School website and at the Franklin Township Municipal Building.)

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

ROLL CALL - Mr. Duryea conducted the Roll Call.

PRESENT: Jean Hansen (Subsequently elected as President)
Rudolph DiGilio (Subsequently elected as Vice President)
Elizabeth Ames (virtual)
Jeannene Butler
Scott Hansen (virtual – arrived at 7:15pm)
Renee Hart (virtual)
Kevin Klus (virtual)
Katherine Matlock (virtual)
Donna Sbriscia (virtual)

ABSENT: None

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

PUBLIC: Julia Cassano, Julie Shellaway, Jennifer Fischer, Janie Brown, Deborah Mannon, Karen Wester (all virtual)

Franklin Township Board of Education Minutes
Reorganization Meeting – January 5, 2021

VIRTUAL MEETING GUIDELINES: The virtual meeting guidelines were read by Mr. Duryea.

OATH OF OFFICE

Mr. Duryea administered the oath of office to the newly elected/reelected Board members:

- Katherine Matlock 3-Year Term
- Jean Hansen 3-Year Term
- Renee Hart 3-Year Term

OPEN FLOOR FOR NOMINATIONS-PRESIDENT Action 21-102 Motion

Motion by J. Butler, and seconded by J. Hansen, to open the floor to nominations for the office of President.

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

NOMINATIONS-PRESIDENT

Jean Hansen was nominated by J. Butler. R. Hart seconded the nomination.

CLOSE FLOOR FOR NOMINATIONS-PRESIDENT Action 21-103 Motion

Motion by R. DiGilio, and seconded by J. Butler, to close the floor to nominations for the office of President.

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

Votes cast for the Office of Board President were, as follows:

E. Ames	Jean Hansen
J. Butler	Jean Hansen
R. DiGilio	Jean Hansen
J. Hansen	Jean Hansen
R. Hart	Jean Hansen
K. Klus	Jean Hansen
K. Matlock	Jean Hansen
D. Sbriscia	Jean Hansen

Jean Hansen was elected, unanimously. Mr. Duryea turned the meeting over to Mrs. Hansen.

OPEN FLOOR FOR NOMINATIONS-VICE PRESIDENT Action 21-104 Motion

Motion by J. Butler, and seconded by R. DiGilio, to open the floor to nominations for the office of Vice President.

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

NOMINATIONS-VICE PRESIDENT

Rudolph DiGilio was nominated by J. Hansen. J. Butler seconded the nomination.

Franklin Township Board of Education Minutes
Reorganization Meeting – January 5, 2021

CLOSE FLOOR FOR NOMINATIONS-VICE PRESIDENT Action 21-105

Motion

Motion by J. Butler, and seconded by R. DiGilio, to close the floor to nominations for the office of Vice President.

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

Votes cast for the Office of Board Vice President were, as follows:

E. Ames	Rudolph DiGilio
J. Butler	Rudolph DiGilio
R. DiGilio	Rudolph DiGilio
J. Hansen	Rudolph DiGilio
R. Hart	Rudolph DiGilio
K. Klus	Rudolph DiGilio
K. Matlock	Rudolph DiGilio
D. Sbriscia	Rudolph DiGilio

Rudolph DiGilio was elected, unanimously.

PUBLIC INPUT BEFORE REORGANIZATION: None

REORGANIZATION*****

REAPPOINTMENTS Action 21-106 Motion

Motion by J. Butler, and seconded by R. DiGilio, to approve the following re-appointments for the 2021 calendar year:

- Newspaper (Official) -- The Express Times
- Newspaper (Alternate) -- The Star Ledger
- School Architect of Record -- Parette Somjen Architect
- School Attorney – Nathanya Simon/Scarinci-Hollenbeck LLC
- School Auditor- Bedard, Kurowicki & Co., CPA's, PC
- School Business Administrator/Board Secretary -- Timothy Duryea
- Health/Dental Insurance Broker -- Brown & Brown
- School Physician -- Dr. Charles Evans
- Property and Casualty Ins. Broker -- CBIZ Insurance Services
- Tax Shelter Annuity Companies -- AXA Equitable/Equinvest, Prudential, and the NEA Retirement Plan through Security Benefit
- Technology Specialist/Consultant -- Hunterdon County ESC
- Toxic Hazardous Preparedness Monitor -- R.K. Environmental
- Water & Waste Treatment Plant Lic. Operator -- Natural Systems Utilities

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

SCOTT HANSEN ARRIVAL

Scott Hansen arrived at the meeting, virtually, at 7:15pm.

Franklin Township Board of Education Minutes
Reorganization Meeting – January 5, 2021

MEETING CALENDAR Action 21-107 *Motion*

Motion by J. Butler, and seconded by R. DiGilio, to approve holding and advertising for the regular, semi-monthly, Board of Education meetings for the 2021 calendar year and 2022 reorganization, as detailed below. Starting time of all meetings is 7:00pm and location is the all-purpose-room at the Franklin Township School, with the exception of the August 18, 2021 meeting, which will be held at 6:00pm. All meetings will be held in-person and virtually.

- January 20, 2021
- February 2, 2021
- February 17, 2021
- March 2, 2021
- March 17, 2021
- April 14, 2021
- May 4, 2021
- May 19, 2021
- June 8, 2021
- June 23, 2021
- July 21, 2021
- August 3, 2021
- August 18, 2021
- September 7, 2021
- September 22, 2021
- October 5, 2021
- October 20, 2021
- November 17, 2021
- December 7, 2021
- January 4, 2022 (Reorganization)

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

RICE NOTICES Action 21-108 *Motion*

Motion by J. Butler, and seconded by R. DiGilio, to authorize the Chief School Administrator to issue Rice Notices for Regular and Special Board meetings for the 2021 school year and 2022 Reorganization Meeting, on behalf of the Board President, as needed.

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

END OF REORGANIZATION*****

APPROVAL OF DECEMBER 16, 2020 MINUTES Action 21-109 *Motion*

Motion by J. Butler, and seconded by R. DiGilio, to approve the minutes of the Regular Meeting of December 16, 2020.

This motion was ADOPTED as follows: ayes, 7; nays, 0; abstain 2 (Hart, Matlock).

Franklin Township Board of Education Minutes
Reorganization Meeting – January 5, 2021

EXECUTIVE SESSION MINUTES *Action 21-110* *Motion*

Motion by J. Butler, and seconded by R. DiGilio, to approve and make public the executive session minutes of the Regular Meeting of December 16, 2020.

This motion was ADOPTED as follows: ayes, 7; nays, 0; abstain 2 (Hart, Matlock).

CORRESPONDENCE: None

PUBLIC INPUT PRIOR TO AGENDA ITEMS: None

WORK SESSION:

Informational updates were provided by the Administration on the following topics:

Program, Curriculum, and Instruction –

- QSAC update

Policy -

- Final reading of policies/regulations presented at the 12/16/20 meeting.

Finance/Budget –

- Budget Update from the SBA

Technology –

- Chromebook Purchases and Current Supply Shortage
- UPS Units for Erate Category II

Personnel/Negotiations –

- First negotiation meeting will be held on 1/13/21
- Reopening Committee meeting

Legislation –

- Chapter 44 amendment

Board –

- Mrs. Ames asked to be replaced as the WCSBA representative, per a lack of virtual access to meetings. Mrs. Sbriscia and Mr. DiGilio agreed to be co-representatives.

FINANCIAL REPORTS

PAYROLL AND PAYROLL AGENCY APPROVAL – Action 21-111 *Motion*

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

December, 2020 Net Payroll	\$167,159.44
December, 2020 Agency and Board Share FICA	\$120,629.01
TOTAL PAYROLL December, 2020	\$287,788.45

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

Franklin Township Board of Education Minutes
Reorganization Meeting – January 5, 2021

TRANSFERS AND RECLASSIFICATIONS – Action 21-112 *Motion*

Motion by J. Butler, and seconded by R. DiGilio, to approve the line item transfers and reclassifications as recommended by the Chief School Administrator:

Transfers:

None

Reclassifications:

<u>Date</u>	<u>PO Number</u>	<u>Ordering Name</u>	<u>Amount</u>	<u>Reclassification Details and Comments</u>
12/17/20	P202100050	EAGLEBURGER, MATT	\$3,388.25	From 11-190-100-610-099-000 to 20-479-100-610-000-000 Charge to Covid Grant
12/17/20	P202100187	EAGLEBURGER, MATT	\$2,189.75	From 11-190-100-610-099-000 to 20-479-100-610-000-000 Charge to Covid Grant
12/17/20	P202100235	T-Mobile	\$2,400.00	From 11-190-100-500-000-000 to 20-479-100-610-000-000 Charge to Covid Grant

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

PUBLIC INPUT PRIOR TO BOARD ACTION: None

POLICY-RELATED ITEMS – Action 21-113 *Motion*

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

- Approve the following policies/regulations for final reading:
 - P 2270 Religion in Schools (Revised)
 - P 2622 Student Assessment (M) (Revised)
 - P & R 5111 Eligibility of Resident/Nonresident Students (M) (Revised)
 - P & R 5200 Attendance (M) (Revised)
 - P & R 5320 Immunization (Revised)
 - P 5610 Suspension (M) (Revised)
 - R 5610 Suspension Procedures (M) (Revised)
 - P 5620 Expulsion (M) (Revised)
 - P & R 8320 Personnel Records (M) (Revised)

ON A ROLL CALL VOTE, this motion was ADOPTED as follows: ayes, 8; nays, 0; abstain, 1 (Matlock).

FINANCE-RELATED ITEMS – Action 21-114 *Motion*

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

- Authorize the Chief School Administrator and the School Business Administrator to purchase Chromebooks to meet the district needs, in an amount not to exceed \$17,000.00.

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

Franklin Township Board of Education Minutes
Reorganization Meeting – January 5, 2021

PERSONNEL-RELATED ITEMS – Action 21-115 *Motion*

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

- Approve a tuition reimbursement in the amount of \$4,513.50 to Matthew Eagleburger for 6 credits of graduate level courses taken in the Centenary University doctoral program during the fall semester, 2020 and to authorize the School Business Administrator to issue payment for said courses, with specific check approval to follow at subsequent Board meeting.

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

CODE OF ETHICS

Mrs. Hansen read the Board Members Code of Ethics document, in fulfillment of the requirement for it to be reviewed by every Board member, annually.

ADJOURNMENT - Action 21-116 *Motion*

Motion by J. Butler, and seconded by R. DiGilio, to adjourn the meeting.

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

Meeting adjourned at 7:52 p.m.

Respectfully submitted,

Tim Duryea
Board Secretary / School Business Administrator

Board President: _____
Jean Hansen