

**FRANKLIN TOWNSHIP BOARD OF EDUCATION  
52 ASBURY-BROADWAY ROAD  
WASHINGTON, NEW JERSEY 07882**

**DATE: June 24, 2020**

**TIME: 7:00 P.M.**

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**AGENDA ITEMS - REGULAR MEETING**

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**1. Call to order**

**TIME IN:** \_\_\_\_\_

**SUNSHINE LAW STATEMENT:** Advance notice of this meeting was published in the Star Gazette on January 17, 2020 This was a legal public notice. Notice of this meeting was also posted at the Franklin Township Municipal Building, the Franklin Township School, and with the Express Times. (Virtual meeting access information was also provided to the Star Ledger and the Express Times and was posted at the Franklin Township School and on the Franklin Township School website. Municipal building is unavailable for access, so no posting was provided to them.)

**2. Flag Salute and Moment of Silence**

**3. Executive Session**

- 3.1.** Motion to enter Executive Session to discuss items related to negotiations and 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 approximately 30 minutes.)

(Motion\_\_\_\_ Second\_\_\_\_ / Yes\_\_\_\_ No \_\_\_\_ Abstain \_\_\_\_)

Board entered Executive session at \_\_\_\_\_ pm.

- 3.2.** Motion to reconvene Public Session.

(Motion\_\_\_\_ Second\_\_\_\_ / Yes\_\_\_\_ No \_\_\_\_ Abstain \_\_\_\_)

Board left Executive session at \_\_\_\_\_ pm

- 3.3.** Motion to approve and make public the Executive Session minutes of June 2, 2020. (**Attachment A1**)

(Motion\_\_\_\_ Second\_\_\_\_ / Yes\_\_\_\_ No \_\_\_\_ Abstain \_\_\_\_)

**4. Approval of Minutes:**

- 4.1.** Motion to approve the minutes of the Regular Meeting of June 2, 2020, as amended (20-234 should read “program-related”, not (Finance-related). (**Attachment A2**)

(Motion\_\_\_\_ Second\_\_\_\_ / Yes\_\_\_\_ No \_\_\_\_ Abstain \_\_\_\_)

**5. Correspondence:**

- Jennifer Muglia – Email endorsing fall re-opening of school (**Attachment A3**)

6. **Public Input on Agenda Items** – Anyone addressing the Board must state their name, prior to speaking.

7. **CSA Report** – (Attachment A4)

8. **Legislation and Policy Reports** –

8.1. **Policy** – E. Ames

8.2. **Legislation:**

8.2.1. Franklin Township Committee – J. Butler

8.2.2. Franklin Township PTA Representative – P. Fitzsimmons

8.2.3. NJSBA Delegate/Legislative Representative – R. DiGilio

8.2.4. NJASA Representative – M. Eagleburger

8.2.5. Warren County School Boards Representative – E. Ames

9. **Financial Reports:**

9.1. Motion 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>
05/28/20	11-000-213-100-000-001 NURSE SUB	11-000-213-610-000-000 SUPPLIES	Nurse Sub to Nurse Supplies	350.00
06/04/20	11-000-240-610-000-000 SUPPLIES	11-000-240-105-000-000 SALARY - SCHOOL SEC	Princ Supl to Sch Sec Salary	490.00
06/04/20	11-000-230-331-000-000 LEGAL SERVICES	11-000-240-105-000-000 SALARY - SCHOOL SEC	Legal Fees to Schl Sec Salary	1,400.00
06/04/20	11-230-100-101-000-001 TEACH SUB	11-213-100-106-000-000 SALARY - AIDE	BSI Sal to RC Aide Sal	5,550.00
06/04/20	11-000-216-320-000-000 PURCH PROF SERVICES	11-000-216-100-000-000 SALARY - SPEECH	Rel Svc to Speech Sal	4,000.00
06/04/20	11-000-219-610-000-000 SUPPLIES	11-000-219-105-000-000 SALARY - CST SECRETARY	CST Supl to CST Sec Sal	200.00
06/04/20	11-000-217-106-000-001 AIDE SUBS	11-000-217-100-000-000 SALARIES	Pers Aide subs to Pers Aide sal	400.00
06/04/20	11-000-291-241-000-000 BOARD SHARE - PERS	11-000-291-249-000-000 Other Retirement Contrib - Reg	PERS Pension to DCRP	250.00
06/04/20	11-000-291-241-000-000 BOARD SHARE - PERS	11-000-291-220-000-000 BOARD SHARE - FICA	PERS Pension to FICA	1,700.00
06/04/20	11-000-262-610-000-000 SUPPLIES	11-000-262-890-000-000 MISCELLANEOUS	Cust supl to Cust Misc	1,000.00
06/04/20	11-000-266-420-000-000 REPAIRS & MAINTANENCE	11-000-266-610-000-000 GENERAL SUPPLIES	Security Maint to Security Supl	1,300.00
06/08/20	11-190-100-640-099-000 Textbooks-Misc	11-190-100-500-000-000 OTHER PURCH SVS	Textbooks to Instr. Purch Serv	5,025.00
06/15/20	11-000-263-420-000-000 REPAIRS & MAINTENANCE	11-000-263-610-000-000 GENERAL SUPPLIES	Grounds Maint to Grounds Supplies	3,500.00
06/16/20	11-190-100-640-099-000 Textbooks-Misc	12-000-230-730-000-000 Admin Equipment	Textbooks to Comp Firewall and servier	6,000.00
06/17/20	11-000-222-800-000-000 Misc. Library	11-000-222-610-000-000 SUPPLIES	Library Misc to Library Supl	125.00
06/18/20	11-190-100-640-099-000 Textbooks-Misc	11-190-100-610-099-000 SUPPLIES - CROSS CONT	Textbooks to Gen Supl	8,100.00
06/18/20	11-000-219-800-000-000 WORKSHOPS	11-000-219-890-000-000 CST - MISCELLANEOUS	CST Wrksp to CST Misc	900.00
06/18/20	11-190-100-640-099-000 Textbooks-Misc	11-190-100-610-099-000 SUPPLIES - CROSS CONT	Textbooks to School Supplies	700.00
06/18/20	11-000-230-331-000-000 LEGAL SERVICES	11-000-230-890-000-000 MISCELLANEOUS	Legal Fees to Admin Misc	1,700.00
06/22/20	11-000-222-100-000-000 Salaries-Media Spec.	11-000-222-300-000-000 PURCH TECH SVCS	Library Salary to Library Purch Tech Serv	3,600.00
06/22/20	11-000-230-331-000-000 LEGAL SERVICES	11-000-230-530-000-000 TELEPHONE	Legal Fees to Telephone Svc	350.00

**Reclassifications:**

<u>Date</u>	<u>PO Number</u>	<u>Ordering Name</u>	<u>Amount</u>	<u>Reclassification Details and Comments</u>
06/17/20	P202000233	JUMP AHEAD PEDIATRI	\$2,716.85	From 11-000-216-320-000-000 to 20-250-200-320-000-007 Apply to IDEA Basic Grant
06/17/20	P202000297	INK TECHNOLOGIES, LLC	\$98.04	From 11-190-100-610-008-000 to 20-234-100-600-000-000 STEAM Center printer toner charged to Title IV

(Motion \_\_\_\_ Second \_\_\_\_ / Yes \_\_\_\_ No \_\_\_\_ Abstain \_\_\_\_)

**9.2.** Motion to approve Payroll and Payroll Agency/FICA as follows:

May, 2020 Net Payroll	\$171,452.45
May, 2020 Agency and Board Share FICA	\$123,365.64
<b>TOTAL PAYROLL May, 2020</b>	<b>\$294,818.09</b>

June, 2020 Net Payroll	\$235,874.27
June, 2020 Agency and Board Share FICA	\$169,616.69
<b>TOTAL PAYROLL June, 2020</b>	<b>\$405,490.96</b>

**ROLL CALL**

(Motion \_\_\_\_ Second \_\_\_\_ )

Mr. Hansen   
  Mrs. Hart   
  Mrs. Sbriscia   
  Mr. Klus   
  Mr. DiGilio  
 Mrs. Butler   
  Mrs. Fitzsimmons   
                                 
  Mrs. Ames   
  Mrs. Hansen

**10. Public Input, Prior to Board Action - Anyone addressing the Board must state their name, prior to speaking.**

**11. Action Items:**

**11.1.** Motion to approve the following block of Finance-related items, as recommended by the Chief School Administrator:

**11.1.1.** Approve the following contract renewals for related services for the summer of 2020:

- Rutgers University/Douglas Developments Disabilities Center – Behavioral Services - \$175.00/hour plus \$0.58 per mile for travel expense.
- Brett DiNovi Associates, LLC – Behavioral Services - \$129.75/hour.
- Michele DeSanto – Physical Therapy Services - \$82.00/hour.

**11.1.2.** Approve an amendment application for 2019-2020 Title IV grant funds, requesting modification of program specifics, but no change to dollar allocations. Amendment moves \$1862 in salary and corresponding benefits to the category of Volunteerism and Community Involvement to align with specific after-school programs offered by the district.

- 11.1.3. Approve the resolution to join the New Jersey School Insurance Group for the 2020-2021 school year.
- 11.1.4. Approve contract for payroll processing services with R&L Data Centers, Inc., for the 2020-2021 school year.
- 11.1.5. Pursuant to PL 2015, Chapter 47, the Franklin Township Board of Education intends to renew, award, or permit to expire the attached list of contracts previously awarded by the Board of Education. These contracts are, have been, and, if renewed, will continue to be in full compliance with all state and federal statutes and regulations; in particular, New Jersey Title 18A:18 et seq, NJAC Chapter 23, and Federal Uniform Administrative Requirements 2CFR, Part200. **(Attachment A5)**
- 11.1.6. Approve the transfer of anticipated surplus funds from the 2019-2020 school year in the amount of \$30,000.00 from the district's General Fund to the district's Emergency Reserve Fund.
- 11.1.7. Approve the transfer of anticipated surplus funds from the 2019-2020 school year in the amount of \$75,000.00 from the district's General Fund to the district's Capital Reserve Fund.
- 11.1.8. Authorize the School Business Administrator and the Chief School Administrator to make payments to Horizon Blue Cross and Blue Shield and to Amerihealth for dental and health insurance premiums, respectively, during the 2020-2021 school year, as bills are received, with detailed approval to follow at next subsequent Board meeting, in order to meet payment deadlines for both.
- 11.1.9. Approve following health insurance premium renewal rates for the 2020-2021 school year, through Amerihealth, as follows:

**PPO**

<b>Tier</b>	<b>Monthly Rate</b>
Single	\$1,356.19
Parent Child	\$1,978.95
2-Adult	\$2,958.26
Family	\$3,457.80

**EPO Plan**

<b>Tier</b>	<b>Monthly Rate</b>
Single	\$1,192.66
Parent Child	\$1,740.33
2-Adult	\$2,601.55
Family	\$3,040.86

**High Deductible Plan**

<b>Tier</b>	<b>Monthly Rate</b>
Single	\$924.32
Parent Child	\$1,348.77
2-Adult	\$2,016.25
Family	\$2,356.71

- 11.1.10. Approve following dental insurance premium renewal rates for the 2020-2021 school year, through Horizon Blue Cross Blue Shield of NJ, as follows:

Tier	Monthly Rate
Single	\$49.31
2-Adult	\$77.64
Family	\$113.39

**11.1.11.** Approve contracting with General Healthcare Resources, LLC for Occupational Therapy Services for the summer of 2020 and the 2020-2021 school year, at an hourly rate of \$78.00.

**ROLL CALL**

(Motion \_\_\_\_ Second \_\_\_\_ )

Mr. Hansen     Mrs. Hart     Mrs. Sbriscia     Mr. Klus     Mr. DiGilio  
 Mrs. Butler     Mrs. Fitzsimmons     Mrs. Ames     Mrs. Hansen

**11.2.** Motion to approve the following block of Personnel-related items, as recommended by the Chief School Administrator:

**11.2.1.** Approve the following summer, 2020 personnel appointments:

- Alesandra Alchermes  
ESY Teacher – (2.5 hrs/day x 30 days x \$40/hr) + (2 hrs pre-program prep at \$40/hr) = \$3,080
- Misha Shoblock  
ESY Certified Aide – (2 hrs/day x 10 days x \$25/hr) + (2 hrs pre-program prep at \$40/hr) = \$580
- Elizabeth Christian  
ESY Teacher – (2 hrs/day x 20 days x \$40/hr) + (2 hrs pre-program prep at \$40/hr) = \$1,680.00
- Julia Cassano  
Summer Program Teacher – (2.5 hrs/day x 16 days x \$40/hr) + (2 hrs pre-program prep at \$40/hr) = \$1,680.00
- Misha Shoblock  
Summer Program Teacher – (2.5 hrs/day x 16 days x \$40/hr) + (2 hrs pre-program prep at \$40/hr) = \$1,680.00
- Christine Allen  
ESY Aide – 2 hrs/day x 27 days x \$25/hr = \$1,350.00
- Sheri Billows  
ESY Aide – 2 hrs/day x 20 days x \$25/hr = \$1,000.00
- Karen Chiu  
Library clerk responsibilities performed in June, 2020, subsequent to the close of school, with hours to be determined by the CSA, at a rate of \$19.13/hour.
- David Rodriguez Lenge  
Speech Language Services with hours to be determined by needs detailed in student IEPs, at a rate of \$50/hour.
- John Jacob  
Summer Custodial/Maintenance – as needed - \$15/hr

- 11.2.2. Approve the 2020-2021 school year employment contract for School Business Administrator, Timothy Duryea with an annual salary of \$100,125.00.
- 11.2.3. Approve the following staff tuition reimbursements for the Spring, 2020 session:
  - Lynn Roberto  
4 credits at Centenary University..... \$2,512.00
  - Karen Wester  
3 credits at William Patterson University... \$2,217.00
  - Stacy Ackerman  
3 credits at Centenary University..... \$1,825.20
- 11.3. Acknowledge the previously approved employment contract for Chief School Administrator, Matthew Eagleburger for the 2020-2021 school year with an annual salary \$138,000.00.
- 11.3.1. Motion to approve hiring Craig Tipton as a teacher in the Franklin Township School District for the 2020-2021 school year at Step 5 MA+15, full-time equivalent of 1.0, and an annual salary of \$62,045.00, with employment to begin on August 27, 2020. Employment is conditioned upon receipt of all necessary paperwork and employee is considered provisional until that time that all State-required background checks are completed.
- 11.3.2. Approve the reimbursement of \$405.00 to Karen Wester for State fees associated with the acquisition of the Associate School Library Media Specialist certification, per the Superintendent’s specific request for Ms. Wester to obtain said certification.
- 11.3.3. Approve the reimbursement of \$160 each to the following individuals, for tri-annual black seal boiler licensing fees:
  - Loren Hamblin
  - Guy Sigafos
  - April Truskowski
  - Michael Graziano
  - Timothy Duryea
- 11.3.4. Approve a rate of \$50.00/hour for staff members involved in IEP meetings while school is not in session. Specific staff needed will vary, depending upon the student for whom the meeting is being held.
- 11.3.5. Approve 2020-2021 amended salaries for the following non-FTEA employees. (**Attachment B4**)

**ROLL CALL**

(Motion \_\_\_\_ Second \_\_\_\_ )

- |                                      |   |  |                                      |                                      |
|--------------------------------------|---|--|--------------------------------------|--------------------------------------|
| <input type="checkbox"/> Mr. Hansen  | <input type="checkbox"/> Mrs. Hart        | <input type="checkbox"/> Mrs. Sbriscia | <input type="checkbox"/> Mr. Klus    | <input type="checkbox"/> Mr. DiGilio |
| <input type="checkbox"/> Mrs. Butler | <input type="checkbox"/> Mrs. Fitzsimmons | <input type="checkbox"/> Mrs. Ames     | <input type="checkbox"/> Mrs. Hansen |                                      |

- 12. Motion to approve the June 24, 2020 bill list in the amount of \$163,589.25, and the following non-checks. (**Attachment A6**)

Date	Check #	To	For	Amount	Account
5/19/2020	N0873	FTS Cafeteria	Supplement	\$5,000.00	11-000-310-930
5/27/2020	N0874	Horizon Healthcare	FSA Admin	\$48.00	11-000-230-590
5/28/2020	N0875	FTS Cafeteria	Cafeteria Aid	\$1,741.52	10-402

(Motion\_\_\_\_ Second\_\_\_\_ / Yes\_\_\_\_ No \_\_\_\_ Abstain \_\_\_\_)

**13. Goal Setting Meeting Preparation (Attachment A7)**

**14.** Motion to adjourn the meeting.

(Motion\_\_\_\_ Second\_\_\_\_ / Yes\_\_\_\_ No \_\_\_\_ Abstain \_\_\_\_)

Meeting adjourned at \_\_\_\_\_.