

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

**DATE: June 2, 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 Express Times and the Star Ledger 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 May 20, 2020.

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

**4. Approval of Minutes:**

- 4.1.** Motion to approve the minutes of the Regular Meeting of May 20, 2020.  
**(Attachment A1)**

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

**5. Correspondence:** None

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

**7. Work Session**

Building & Grounds and Transportation –

- Summer Cleaning – Our summer crew has already begun the summer cleaning routine and has completed about 70% of the 300 wing. We are anticipating that by the time school officially lets out, the 300 wing classrooms will be done and we will already be working on the 100 wing.
- Other Summer Projects – In addition to general cleaning, our custodial/maintenance crew has already completed a number of interior and exterior painting projects and Mr. Graziano constructed raised-bed planters for the courtyard from supplies that were previously purchased with grant funds for gardens.
- Transportation 2020-2021 - Each day reveals more rumors about the requirements for opening school in the fall, particularly in the area of transportation. Consequently, a general overview of our anticipated transportation position is appropriate, to put some of the rumors to rest. The CDC has recommended bus seating be limited to one student per seat, with the exception of the consolidation of children from the same household. We have 210 enrolled students. About 27 of them are not bused on our regular routes, leaving a balance of 173. Of those, 47 would share seats with siblings (balance of 126). On any given day, 5% of students are absent, 10% are dropped off/picked up, and 6%-10% use childcare, which amounts to an additional reduction of at least 26 students (balance of 100). This would result in an average need of 20 seats per bus, just under the typical 22 seat configuration. Some buses may have more or less than 20, but at least we are right in the range of what the CDC is suggesting, without any major modifications to our route design.

Finance –

- Report of the Treasurer/State of NJ – In the recent report from the State Treasurer, it was estimated that NJ will experience a \$10 billion budget shortfall for the balance of this year and next (\$2.7billion + \$7.3billion). As a result, proposed educational cuts will include: the elimination of the \$336 million aid increase for FY21, elimination of budgeted increases to and deferment of FY20 Extraordinary Special Education Aid, and deferment of September 22<sup>nd</sup> State Aid payment. Governor Murphy is also seeking to borrow billions from the federal government to meet the balance of the shortfalls not covered by budget cuts. If this does not materialize, the result could very well be additional cuts to State School Aid. We received a spreadsheet of the proposed cuts of State School Aid on Friday and none of the districts that lost aid from the phase out of the hold harmless provision were burdened with additional cuts, including Franklin Township.
- In June of each year, the Board has historically authorized the CSA and SBA to make purchases/payments, reclassifications, and transfers that are necessary to finalize the financial activity for the school year. Given the uncertainty of State mandates and the opportunity to utilize grant funds, this is particularly important for 2019-2020.

- Furlough Program – The Governor’s furlough plan would only impact 9 school districts who hire via Civil Service regulations. The Senate/Assembly bill has not yet been signed by the Governor, but is designed to be a furlough sharing program that receives 100% federal funding, while maintaining seniority and benefits for employees. Given the lateness of this action in the school year, few districts would benefit from the program, if implemented, as most schools will be seeing their instructional staff leaving for the summer in about two weeks.

#### Curriculum/Program

- Grading guidelines for virtual instruction
- NJ Consortia for Excellence Through Equity
- Revised School Calendar – FY’21
- Linkit Program – We have received a quotation from Linkit and will be moving forward with the program, pending Board approval. The cost for the first year is \$4,795.00, which includes \$1,500 for a professional development program for staff. A discounted multi-year contract is also available and we are waiting for the sales rep to respond to our request for information on the level of discount provided.

#### Personnel –

- Summer Programs – We are still awaiting guidelines from the State of New Jersey, regarding the operation of summer programs. The programs will be run virtually, but we are unsure of the exact staffing at this point. Given that the programs will start before our next Board meeting, it will be necessary to authorize the CSA to post and award positions, subject to Board approval, retroactively, at the next Regular Board meeting. The CSA is recommending an ESY program, as well as a summer assistance program for select age groups, however, staffing should still be considerably less than last year when we only offered the ESY program.
- Board will need to address contract renewals for the CSA and SBA, as the County Office typically requests 30 days to review and contracts need to be finalized before any payments can be made for the 7/15/20 payroll period.
- Music Teacher Position

#### Safety and Security –

- Purchase orders for the Fire Panel Upgrade and the Access/Lock System Upgrade have been processed and our vendors are awaiting the delivery of the parts/components to complete the installation.

#### Board of Education –

- Goal Setting Meeting
- Petitions for those wishing to run for a Board of Education seat in November must be turned in to the County Clerk by 4pm on July 27, 2020.

The petition can be found at

[www.warrencountyvotes.com](http://www.warrencountyvotes.com) <<http://www.warrencountyvotes.com> under the "candidates" drop-down menu and the "petitions for candidacy" tab.

A direct link to the petition is: is:

<https://www.warrencountyvotes.com/sites/default/files/inline-files/Petitions-for-School-Election.pdf>

- The Delegate Assembly meeting has been rescheduled to June 27, 2020.
- No WCSBA meetings appear on the NJSBA website
- Rich Herzer was designated as the Board of Education liaison for the Franklin Township Committee. Rich serves as a resource officer for one of the local school districts, so his exposure to the operation of a school district will be an added asset for the position.
- Meeting dates reminder - The remainder of our meetings for the summer are as follows: June 24, July 22, and Aug 19.

**8. Financial Reports:**

**8.1.** Motion to approve the following line item transfers and reclassifications, as recommended by the Chief School Administrator: (to be provided at the meeting, if needed)

**Transfers:**

<u>Date</u>	<u>Source Account/Title</u>	<u>Target Account/Title</u>	<u>Comments</u>	<u>Amount</u>
05/07/2011	230-100-101-000-000 SALARY - BSI	11-213-100-101-000-000 SALARY - RESOURCE CTR	BSI to RC Salary	19,750.00
05/07/2011	105-100-101-000-000 SALARY - PRESCH TEACHER	11-213-100-106-000-000 SALARY - AIDE	PS to RC Aide Salary	12,475.00
05/07/2011	120-100-101-019-000 SALARY - GRADE 1	11-219-100-101-000-000 SALARY - HOME INSTRUCTION	Grade 1 to Home Instr. Salary	2,000.00
05/22/2011	000-291-270-000-000 INS - HLTH/DENTL/LIFE	12-000-266-730-000-000 Undist. Expend. - Security	Benefits to Security Projects	35,000.00
05/22/2011	190-100-640-099-000 Textbooks-Misc	12-000-266-730-000-000 Undist. Expend. - Security	Textbooks to security projects	13,000.00

**Reclassifications:**

<u>Date</u>	<u>PO Number</u>	<u>Ordering Name</u>	<u>Amount</u>	<u>Reclassification Details and Comments</u>
05/20/20	P202000213	MICHELE DeSANTO	\$262.37	From 20-251-200-320-000-007 to 20-250-200-320-000-007 Amended to IDEA Basic from IDEA PS

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

**8.2. Board Secretary and Reconciliation Report:**

**Motion to approve the Board Secretary and Reconciliation Report March, 2020. (to be provided prior to meeting)**

*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 **March, 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.*

**ROLL CALL**

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

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

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

**10. Action Items:**

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

**10.1.1.** Approve the district’s revised 2020-2021 School Calendar.  
**(Attachment A2)**

**10.1.2.** Approve the purchase of the LinkIt program at an annual cost of \$4,795.00, inclusive of \$1,500 in professional development/ training and to authorize the CSA to amend the purchase agreement to a multi-year contract, should he deem said purchase to provide greater financial benefit to the district.

**ROLL CALL**

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

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

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

**10.2.1.** Authorize the CSA and SBA to make purchases, payments, reclassifications, and transfers that are necessary to finalize the financial activity for the 2019-2020 school year.

**ROLL CALL**

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

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

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

**10.3.1.** Authorize the CSA to post for summer positions and to appoint personnel, as needed and within the district’s budget, via local and grant funds, with formal, retroactive approval to follow at the next regular Board of Education meeting.

**10.3.2.** Approve the hiring of \_\_\_\_\_ as a teacher in the Franklin Township School District for the 2020-2021 school year, at Step \_\_\_\_\_, and an annual salary of \_\_\_\_\_, contingent upon receipt of all necessary paperwork and clearances. Employee is

considered provisional until that time when all clear sexual abuse documentation has been received from required prior employers.

**ROLL CALL**

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

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

**11. Motion to adjourn the meeting.**

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

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