

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

DATE: May 4, 2021

TIME: 7:00 P.M.

AGENDA ITEMS - REGULAR MEETING

1. Call to order

TIME IN: _____

SUNSHINE LAW STATEMENT: Advance notice of this meeting was published in the Express Times and the Star Ledger on January 14, 2021, inclusive of information on virtual attendance. These were legal public notices. Notice of this meeting was also posted at the Franklin Township Municipal Building, the Franklin Township School, and on the Franklin Township School website. Notice of the 2021-2022 budget hearing was published in the Express Times on April 22, 2021 and posted at the Star Ledger, the Franklin Township Municipal Building, the Franklin Township School, and on the Franklin Township School website.

2. Flag Salute and Moment of Silence

3. Roll Call

☐

Mrs. Hansen

☐

Mrs. Butler

☐

Mrs. Hart

☐

Mr. DiGilio

☐

Mrs. Matlock

☐

Mr. Klus

☐

Mrs. Ames

☐

Mr. Hansen

☐

Mrs. Sbriscia

4. Executive Session

- 4.1.** Motion to enter Executive Session to discuss items related to a confidential student matter, personnel matters and negotiations, 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.

- 4.2.** Motion to reconvene Public Session.

(Motion____ Second____ / Yes____ No ____ Abstain ____)

Board left Executive session at _____ pm

5. Virtual Meeting Guidelines:

The public has two opportunities to provide comments, during this meeting. This can be done in-person, virtually, or by forwarding comments in written or email form to the Board office at least 48 hours in advance of the meeting. Comments are limited to a maximum of 5 minutes. Anyone commenting virtually will be required to exhibit the same level of appropriateness as one attending the meeting in-person. When not

commenting, all members of the public attending virtually must utilize the system's mute function. The Board reserves the right to mute any individual acting inappropriately and/or any individual whose transmission is causing audio problems.

6. Approval of Minutes:

6.1. Motion to approve the minutes of the Regular Meeting of April 14, 2021.
(Attachment A1)

(Motion____ Second____ / Yes____ No ____ Abstain ____)

6.2. Motion to approve and make public the executive session minutes of the Regular Meeting of April 14, 2021. (Attachment A2)

(Motion____ Second____ / Yes____ No ____ Abstain ____)

7. Correspondence: None

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

9. 2021-2022 Budget Hearing

10. Work Session

Program, Curriculum, and Instruction –

- Annual Calendar (to be provided on Tuesday)

Building and Grounds –

- The district has received approval from the State of New Jersey on its Major Amendment to its Long Range Facility Plan. This plan meets the district's LRFP responsibility for a period of five years.

Finance –

- Cafeteria surplus limitations, spending plan, and closure of aged balances.

Personnel/Negotiations –

- Substitute rates and new minimum wage levels

Technology –

- Purchase of Chromebooks to support this year's remote needs

Board –

- NJSBA Spring Symposium – May 12-13

11. Financial Reports:

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

Transfers:

<u>Date</u>	<u>Source Account/Title</u>	<u>Target Account/Title</u>	<u>Comments</u>	<u>Amount</u>
04/15/21	11-000-270-518-000-000 CONTRACT SP ED	11-000-270-514-000-000 Contract Serv(Sp Ed Stds)-Vend	Spec Ed ESC to Spec Ed Vendor	6,800.00
04/19/21	11-000-230-590-000-000 OTH PURCH SERVICES	11-000-230-610-000-000 SUPPLIES	Admin Pur Svc to Admin Supplies	100.00
04/23/21	11-000-266-420-000-000 REPAIRS & MAINTANENCE	12-000-263-730-000-000 Undist Exp-CareUpkeep of Grnds	Sec Rep/Maint to Grnds Equip	2,520.00

(Motion____ Second____ / Yes____ No ____ Abstain ____)

11.2. Board Secretary and Reconciliation Report:

Motion to approve the Board Secretary and Reconciliation Report March, 2021.

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, 2021**; 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. Matlock ☐ Mrs. Ames ☐ Mrs. Hansen

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

April, 2021 Net Payroll	\$181,639.61
April, 2021 Agency and Board Share FICA	\$132,985.86
TOTAL PAYROLL April, 2021	\$314,625.47

ROLL CALL

(Motion ____ Second ____)

☐ Mr. Hansen ☐ Mrs. Hart ☐ Mrs. Sbriscia ☐ Mr. Klus ☐ Mr. DiGilio
☐ Mrs. Butler ☐ Mrs. Matlock ☐ Mrs. Ames ☐ Mrs. Hansen

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

13. Action Items:

13.1. Motion to approve the following block of Program, Curriculum and Instruction-related items, as recommended by the Chief School Administrator:

- 13.1.1.** Approve the May 4, 2021 Travel and Related Expense Reimbursement Form.
- 13.1.2.** Authorize the Chief School Administrator to arrange for an out-of-district placement for a Franklin Township student (confidentiality number 20210504001) with the Holland Township School District for the balance of the 2020-2021 school year, with a tuition rate to be determined and approved by the Board of Education at a subsequent meeting. The Chief School Administrator is also authorized to arrange for other supports and related services, such as transportation, personal aide, etc., as needed and/or defined in the student's IEP.

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. Matlock		<input type="checkbox"/> Mrs. Ames	<input type="checkbox"/> Mrs. Hansen

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

13.2.1. Motion to Adopt the 2021/2022 Budget:

WHEREAS, the 2021/2022 budget includes sufficient funds to implement the proposed planning process as described in this district's Annual Report pursuant to N.J.S.A. 18A:7A-11 and to provide curriculum and instruction which will enable all students to achieve the Core Curriculum Content Standards;

THEREFORE BE IT RESOLVED, the Board of Education approves and adopts the 2021/2022 budget in the amount of **\$4,947,852** as follows:

Operating Budget	\$4,872,852
Grants and Entitlements	\$75,000
Repayment of Debt	\$0.00
Total Base Budget	\$4,947,852

BE IT FURTHER RESOLVED, that the following amounts shall be raised from taxes:

Operating Budget	\$4,039,535
Repayment of Debt	\$0.00
Total	\$4,039,535

BE IT FURTHER RESOLVED, to acknowledge that the 2021/2022 budget as described above results and an operating budget tax levy in the amount of \$4,039,535.

BE IT FURTHER RESOLVED, that the district will seek the utilization of \$95,750 in prior year banked tax levy cap adjustment for the 2021-2022 school year to increase the Operating Budget tax levy over the 2% tax levy cap, by said amount. Utilization of the banked cap is necessary, due to the loss of State School Aid in excess of that amount, for the 2021-2022 school year.

The need for banked cap will be completed by the end of the 2021-22 budget year and will not be deferred or incrementally completed over a longer period of time.

- 13.2.2.** Motion to approve Form T-1, regarding the requisition of taxes for the 2021-2022 school year. (**Attachment A3**)
- 13.2.3.** Subject to the approval of code/construction officials, approve contracting with Signs Plus to replace the district's lighted roadside sign with a combination digital/lighted sign at a cost of \$16,845.00 plus \$800 for a wireless programming interface. Cost includes all programming software and warranty of 10 year parts / 5 year labor on LED, Lifetime on Cabinet and sign.
- 13.2.4.** Approve contracting with Shutterfly Lifetouch, LLC to provide student/class photography services for the 2021-2022 school year.
- 13.2.5.** Authorize the School Business Administrator to close/write-off aged balances on select cafeteria student accounts that are deemed uncollectable or at a level that the cost of collection would exceed the outstanding balance.
- 13.2.6.** Approve an amendment to the district's 2020-2021 Title IV grant application, shifting expenditures from salaries/benefits to supplies.

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. Matlock		<input type="checkbox"/> Mrs. Ames	<input type="checkbox"/> Mrs. Hansen

- 14.1.** Motion to approve the following block of Personnel-related items, as recommended by the Chief School Administrator:
- 14.1.1** Retroactively approve the following individuals as participants in the district's after-school professional development programs (6 session plus prep time) and the payment of a \$450.00 stipend to each:
- Cynthia Hudock
 - Donna Herzer
- 14.1.2.** Approve Christine Carter as the district's Interim Reconciler of Financial Accounts, during the leave-of-absence of Chelsea Siegfried.
- 14.1.3.** Offer continued employment and approve a maximum travel limitation of \$500/person for the following Franklin Township School staff for the 2021/2022 school year, as recommended by the Chief School Administrator, as detailed below:

On-Guide Teachers

First Name	Last Name	21-22 Step	21-22 Degree	21-22 FTE	21-22 Salary
Kathy	Henry	1	BA	0.40	\$20,338.00
Ashley	Chaladoff	2	BA	1.00	\$51,945.00
Misha	Shoblock	2	MA	1.00	\$57,195.00
David	Rodriguez-Lenge	3	MA	0.87	\$50,716.65
Craig	Tipton	5	MA+15	1.00	\$62,245.00
Alessandra	Alchermes	6	MA	1.00	\$61,595.00
Kaitlin	Mastrobattista	7	MA	1.00	\$62,695.00
Charles	Purcell	7	BA	1.00	\$57,445.00
Pamela	Fellner	8	BA+15	1.00	\$60,295.00
Karen	Kane	8	MA+30	1.00	\$67,295.00
Stacy	Ackerman	11	MA+15	1.00	\$67,745.00
Michael	Micucci	11	BA	1.00	\$60,745.00
Deborah	Beer	12	MA+30	1.00	\$69,495.00
Elizabeth	Christian	12	MA	1.00	\$65,995.00
Alexandra	Maguire	16	MA+15	1.00	\$68,845.00
Jennifer	Fischer	17	MA	1.00	\$68,195.00
Johanna	Wachter	17	BA	1.00	\$62,945.00
Julia	Cassano	18	BA	1.00	\$64,045.00

Off Guide Teachers

First Name	Last Name	21-22 Step	21-22 Degree	21-22 FTE	21-22 Salary
Lesley	DaSilva	OG15	MA	1.00	\$70,095.00
Karen	Wester	OG15	MA+30	1.00	\$73,595.00
Jennifer	Miller	OG14	MA	1.00	\$71,155.00
Larisa	Trumpy	OG14	BA+30	1.00	\$69,405.00
Janie	Brown	OG13	BA	1.00	\$66,650.00
Susan	Preiss	OG13	MA	1.00	\$71,900.00
Julie	Shellaway	OG12	BA	1.00	\$67,770.00
Cynthia	Hudock	OG11	BA+15	1.00	\$70,715.00
Barbara	Weinstein	OG11	MA+30	1.00	\$77,715.00
Jessica	Wood-Rosso	OG11	MA	1.00	\$74,215.00

On-Guide Paraprofessionals (Inclusive of paras, bus aides, library clerk)

First Name	Last Name	21-22 Step	21-22 Hrs/Day	21-22 Rate/Hour	21-22 Days/Year	21-22 Annual Salary
Jenifer	Rodriguez	SC2	3.67	\$15.64	184	\$10,561.38
Rosemary	Barcellona	HQ7	5	\$16.92	184	\$15,566.40

Off-Guide Paraprofessionals (Inclusive of paras, bus aides, library clerk)

First Name	Last Name	21-22 Step	21-22 Hrs/Day	21-22 Rate/Hour	21-22 Days/Year	21-22 Annual Salary
Karen	Chiu	NCOG1	7.33	\$19.43	184	\$26,205.63
Jessica	Whiffen	NCOG1	3.67	\$19.43	184	\$13,120.69
Sheri	Billows	SCOG1	7.33	\$19.93	184	\$26,879.99
Barbara	Purcell	TCOG4	7.33	\$18.25	184	\$24,614.14
Donna	Herzer	NCOG2	7.33	\$18.97	184	\$25,585.22
Annabelle	O'Brien	NCOG3	3.67	\$18.03	184	\$12,175.30
Christine	Allen	OG5	7.33	\$17.70	184	\$23,872.34

Certificated Support Staff

First Name	Last Name	Position	21-22 Annual Salary
Michele	Lachow	School Psychologist	\$66,388.74
Deborah	Mannon	Director of Special Services	\$104,521.44
Jane	Petrozzino	LDTC	\$22,011.60
Kaitlyn	Penna	School Social Worker	\$58,375.00

Non-Certificated Support Staff

First Name	Last Name	Position	Rate Per Hour	Hours Per Day	Days Per Year	Annual Salary 21-22
Chris	Carter	Secretary/CSA Secretary	NA	NA	NA	\$42,840.00
Chris	Carter	Sub Calling Stipend	NA	NA	NA	\$3,000.00
Loren	Hamblin	Custodial/Maintenance Coordinator	NA	NA	NA	\$73,404.30
Mary	Robinson	CST Sec	\$22.38	16/wk	52 wks	\$18,620.16
Chelsea	Siegfried	Assistant to the SBA	NA	NA	NA	\$43,730.46
Guy	Sigafoos	Custodial/Maintenance Person	\$17.76	8	260	\$36,937.06
April	Truskowski	Custodial/Maintenance Person	\$18.29	6/8	215/45	\$30,176.19
Michael	Graziano	Custodial/Maintenance Person	\$18.18	4	206	\$14,980.32

14.1.4. Approve the following substitute rates for the 2021-2022 school year:

- Full Day Substitute School Nurse - \$200 per day plus \$6.67 pre-paid sick time
- Half Day Substitute School Nurse - \$100 per day plus \$3.34 pre-paid sick time

- Full Day Substitute Teacher or Paraprofessional (6hr 52 minute day, exclusive of a 28 minute unpaid lunch) - \$90 + \$3.00 pre-paid sick time
- Half Day Substitute Teacher or Paraprofessional – (3hr 40 minute day, with no lunch break) - \$48 + \$1.60 pre-paid sick time
- Long-Term Substitute Teacher or paraprofessional (21+ consecutive days of service for the same staff member / 6hr 52 minute day, exclusive of a 28 minute unpaid lunch) - \$100 + \$3.34 pre-paid sick time
- Substitute Custodian - \$15/hour plus \$0.50/hour pre-paid sick time
- Substitute Childcare Worker - \$14/hour plus \$0.47/hour pre-paid sick time. (If substitute is a permanent district paraprofessional, the hourly rate is equal to that employee's contractual paraprofessional rate.)

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. Matlock		<input type="checkbox"/> Mrs. Ames	<input type="checkbox"/> Mrs. Hansen

15. Motion to approve the May 4, 2021 bill list in the amount of \$67,179.61.

(Motion____ Second____ / Yes____ No ____ Abstain ____)

16. Motion to adjourn the meeting.

(Motion____ Second____ / Yes____ No ____ Abstain ____)

Meeting adjourned at _____.