

Franklin Township Board of Education Minutes
Regular Meeting – December 18, 2013

TIME AND PLACE: The regular meeting of the Board of Education was held on December 18, 2013 by the Board of Education of the Franklin Township School District, Warren County, in the Franklin Township School All-Purpose Room, 52 Asbury-Broadway Road, Washington, NJ 07882.

CALL TO ORDER: School Board President, Jeannene Butler, called the meeting to order at 7:06 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 Star Gazette, and was published in the Express Times on January 7, 2013.

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

PRESENT: Jeannene Butler (Board President)
Jean Hansen (Vice President)
Elizabeth Ames
Michael Fama
Sudha Kantor (arrived at 7:15pm)
Charles Roberto
Stacy Roth (arrived at 8:17pm)

ABSENT: Renee Hart
David Orban

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

RECOGNITION OF PUBLIC: Rudy DiGilio, Kevin Klus

MINUTES:

NOVEMBER 20, 2013 MINUTES Action 14-081 *Motion*
Moved by E. Ames, and seconded by J. Hansen, to approve the minutes of the Regular Meeting of November 20, 2013, as amended.

This motion was ADOPTED as follows: ayes, 4; nays, 0; abstain, 1 (Fama).

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PUBLIC INPUT ON AGENDA ITEMS: None

INTERFACE WITH BOARD OF EDUCATION CANDIDATES:

Rudy DiGilio and Kevin Klus were present, as candidates for the open Board of Education seats. Mrs. Butler provided them with an overview of the position and both candidates provided the Board with background and qualification information.

ARRIVAL OF S. Kantor:

Sudha Kantor arrived at 7:15pm, during the interface with Board of Education candidates.

CHIEF SCHOOL ADMINISTRATOR’S REPORT:

1. Holiday concert
2. Tree Lighting
3. Conrad Lindenberg Memorial Award given to Pauline Albrecht by the Coalition for Parent Involvement
4. District Evaluation Assessment Committee
5. Format of CSA report
6. January 7th reorganization meeting on calendar

COMMITTEE REPORTS:

1. **Program, Curriculum, Instruction & Technology** – (Rep-S. Roth – M. Eagleburger presented)
 - a. Homework Club
 - b. Smartboard Replacement
 - c. Gifted and Talented Program
2. **Policy** – (Rep-E. Ames)
 - a. Refer to monthly report
3. **Legislation**
 - a. Franklin Township Committee (Rep-J. Butler) - minutes avail. on website
 - b. Franklin Township PTA (Rep-J. Hansen)
 - i. January 8th – Next Meeting
 - ii. Pre-Tricky Tray 50/50 fund raiser
 - c. Land Use Board (Rep-R. Hart)
 - i. No updates
 - d. Legislative (Rep-J. Hansen)
 - i. Pending legislation on five-year teachers’ contracts
 - e. NJSBA Delegate (Rep-D. Orban)
 - i. No updates
 - f. NJASA (Rep-M. Eagleburger)
 - i. Small Schools Committee meeting on 1/10/14 to discuss evaluations
 - g. Warren Hills Regional School District – minutes available on website
 - h. Warren County SBA (Rep-E. Ames)
 - i. No updates
4. **Building & Grounds & Transportation & Cafeteria** – (Rep-M. Fama – J. Butler presented)
 - a. Simplex Grinnell maintenance contract
 - b. Library Face Lift

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- c. Foyer remodeling
- d. Squirrel issue resolved
- e. Water pipe repair
- f. Water testing results
- 5. Finance – (Rep-J. Butler)**
 - a. Smartboard repair costs
 - b. Prescription drug program
 - c. Budget preparation / Budget docs to staff members
- 6. Personnel – (Rep-J. Butler)**
 - a. Custodial position
 - b. 2014-2015 staffing
 - c. Curriculum director for cluster
 - d. Superintendent’s forum
 - e. Board member appointments
 - f. Negotiations

FINANCIAL REPORTS:

LINE ITEM TRANSFERS – Action 14-082

Motion

Motion by M. Fama, and seconded by E. Ames, to approve the following line item transfers, as recommended by the Chief School Administrator:

10/01/13 12-000-400-896-000-000 ASSESSMENT FOR DEBT SVC	11-000-270-518-000-000 CONTRACT SP ED	-	6,876.00
		Transfer Assessment to Spec Ed Trans	
10/01/13 11-000-262-420-000-000 REPAIRS & MAINTANENCE	11-000-261-420-000-000 REPAIRS & MAINTANENCE	-	1,500.00
		Transfer for repairs	

This motion was ADOPTED as follows: ayes, 6; nays, 0; abstain, 0.

PAYROLLS – Action 14-083

Motion

Motion by R. Hart, and seconded by C. Roberto, to approve the October, 2013 Payroll and Payroll Agency/FICA as follows:

October 2013 Net Payroll	\$147,498.08
October 2013 Agency and Board Share FICA	<u>\$130,076.43</u>
TOTAL PAYROLL October 2013	<u>\$277,574.51</u>

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

OCTOBER FINANCIAL REPORTS – Action 14-084

Motion

Motion by M. Fama, and seconded by C. Roberto, to approve the Board Secretary and Treasurer’s Report October, 2013:

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

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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 Treasurer for the Month(s) of **October, 2013**; 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 overexpended 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, 6; nays, 0; abstain, 0.

CORRESPONDENCE:

- Letter of retirement – Patti Sweeney
- Letter of resignation – Michael Fama

PUBLIC INPUT PRIOR TO BOARD ACTION: None

PROGRAM, CURRICULUM, INSTRUCTION & TECHNOLOGY RELATED ITEMS:

Action 14-085

Motion

Motion by M. Fama, and seconded by J. Hansen, to approve the following block of Program, Curriculum, Instruction & Technology-related items, as recommended by the Chief School Administrator:

- Approval of final reading of district's Technology Curriculum
- Approval of staff development experiences and travel expense reimbursement, as amended, as recommended by the Chief School Administrator;

ON A ROLL CALL VOTE, this motion was ADOPTED as follows: ayes, 6; nays, 0; abstain, 0.

POLICY RELATED ITEMS:

Action 14-086

Motion

Motion by E. Ames, and seconded by M. Fama, to approve the following block of Policy-related items, as recommended by the Chief School Administrator:

- Approval of the following policies for first reading:
 - Introduction (Revised) Mandated
 - Introduction (Revised) Mandated
 - Policy 0155 - Board Committees
 - Policy 3232 – Tutoring Services (New) Suggested
 - Regulation 3232 – Tutoring Services (Revised) Suggested
 - Policy 5117 - Interdistrict Public School Choice (Revised) Recommended

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- Regulation 5117 - Interdistrict Public School Choice (New) Recommended
- Policy 5120 – Assignment of Pupils (Revised) – Mandated
- Policy 5300 - Automated External Defibrillators AED (Revised) – Mandated
- Regulation 5300 - Automated External Defibrillators AED (New) – Mandated
- Policy 5533 – Pupil Smoking (Revised) – Mandated
- Policy 7434 – Smoking in School Buildings and on School Grounds (Revised) – Mandated
- Policy 7522 – School District Provided Technology Devices to Staff Members (New) – Suggested
- Policy 7523 – School District Provided Technology Devices to Pupils (New) - Suggested

ON A ROLL CALL VOTE, this motion was ADOPTED as follows: ayes, 6; nays, 0; abstain, 0.

BUILDING AND GROUNDS, TRANSPORTATION, AND CAFETERIA RELATED ITEMS:

Action 14-087

Motion

Motion by S. Kantor, and seconded by M. Fama, to approve the following block of Building and Grounds and Transportation & Cafeteria-related items, as recommended by the Chief School Administrator:

- Approval of a maintenance contract with Simplex Grinnell for alarm system inspection and maintenance for the period 11/1/13 through 10/31/14, at a cost of \$4,403.00, to be offset by a credit in the same amount, which is being issued in full and final settlement of over-billing by Simplex Grinnell for a piece of alarm equipment that was removed in 2003.

ON A ROLL CALL VOTE, this motion was ADOPTED as follows: ayes, 6; nays, 0; abstain, 0.

FINANCE-RELATED ITEMS:

Action 14-088

Motion

Motion by E. Ames, and seconded by S. Kantor, to approve the following block of Finance-related items, as recommended by the Chief School Administrator:

- Approval of the 2014-2015 Budget Calendar.

ON A ROLL CALL VOTE, this motion was ADOPTED as follows: ayes, 6; nays, 0; abstain, 0.

AUDITOR PRESENTATION:

William Colantano, the districts auditor, made a presentation on the 2012-2013 Comprehensive Financial Report and responded to questions from the Board.

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ARRIVAL OF S. ROTH:

Stacy Roth arrived at 8:17pm, during the auditor's presentation.

RECOGNITION OF RETIRING BOARD MEMBERS:

Mrs. Butler recognized the contributions of retiring Board members, Mike Fama and Stacy Roth and presented each with a gift from the Board. Refreshments followed.

EXECUTIVE SESSION:

Action 14-089

Motion

Motion by E. Ames, and seconded by S. Kantor, to enter Executive Session for reasons of personnel matters and confidential student information, with information to be released at a date, not yet determined. (It is estimated that the Board will be in Executive Session for 30 minutes.)

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

Board entered Executive session at 8:56pm.

Action 14-090

Motion

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

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

Board left Executive session at 9:45pm.

Action 14-091

Motion

Motion by E. Ames, and seconded by S. Roth, to approve the Executive Session minutes of November 20, 2013 and to make them public.

This motion was ADOPTED as follows: ayes, 6; nays, 0; abstain, 1 (Fama).

PERSONNEL-RELATED ITEMS:

Action 14-092

Motion

Motion by S. Kantor, and seconded by C. Roberto, to approve the following block of Personnel-related items, as recommended by the Chief School Administrator:

- Approve the following teachers as instructors in the district's after-school homework assistance program for the 2013-2014 school year, at a rate of \$50.00 per session:
 - Deborah Beer
 - Linda Bubalis
 - Elizabeth Christian
 - Karen Kane
 - Jennifer Miller

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- Susan Preiss
- Larissa Trumpy
- Barb Weinstein
- Approve the following substitutes for the 2013-2014 school year, at the district's established pay rate:
 - Lindsay Capone
 - Kaitlin Mastrobattista
 - Alexandra Phelps-Jackson
- Amend the July 17, 2013 hiring approval of Deborah Beer to Deborah Beer-Postma, as opposed to Deborah Postma
- Accept the resignation of Michael Fama from the Board of Education, effective December 19, 2013, with regret.
- Approve the hiring of Matthew Torre as a full-time custodial/maintenance person, effective January 1, 2014; at a rate of \$12.47 per hour.
- Accept the letter of retirement from Patti Sweeney, effective 6/30/14, with regret.

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

DECEMBER BILL LIST – Action 14-093

Motion

Motion by S. Kantor, and seconded by J. Hansen, to approve the December, 2013 bill list in the amount of \$142,638.99.

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

ADJOURNMENT - Action 14-094

Motion

Motion by S. Roth, and seconded by M. Fama, to adjourn the meeting.

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

Meeting adjourned at 9:50pm.

Respectfully submitted,

Tim Duryea
Board Secretary / School Business Administrator

Board President: _____

Jeannene Butler