

Franklin Township Board of Education Minutes
Regular Meeting – October 16, 2013

TIME AND PLACE: The regular meeting of the Board of Education was held on October 16, 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 7:05 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 7, 2013.

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

PRESENT: Jeannene Butler (Board President)
Jean Hansen (Vice President) – arrived 7:14pm
Elizabeth Ames
Michael Fama
Renee Hart – arrived 7:25pm
Sudha Kantor
David Orban
Charles Roberto

ABSENT: Stacy Roth

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

RECOGNITION OF PUBLIC: None

MINUTES:

SEPTEMBER 18, 2013 MINUTES Action 14-051 *Motion*
Moved by E. Ames, and seconded by M. Fama, to approve the minutes of the Regular Meeting of September 18, 2013, as amended.

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

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PUBLIC HEARING: VIOLENCE AND VANDALISM

Mr. Eagleburger presented the following information:

As per Public Law 6A:16-5.3, each school district shall report incidents of violence, vandalism and substance abuse two times per year. Those incidents shall also be reported to the NJ Department of Education via the department's Electronic Violence and Vandalism Reporting System (EVVRS).

As reported to the Department of Education, there were 10 incidents of violence or vandalism during the 2012/2013 school year, which rose to the standards established by the Department of Education.

Action 14-052

Motion

Motion S. Kantor, and seconded by D. Orban, acknowledging that:

The Franklin Township Board of Education accepts the Bi-Annual Report of Violence and Vandalism dated June 30, 2013, as recommended by the Chief School Administrator.

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

PUBLIC INPUT ON AGENDA ITEMS: None

HANSEN/HART ARRIVAL

Jean Hansen arrived at 7:14pm and Renee Hart arrived at 7:25pm, both during the CSA Report.

CHIEF SCHOOL ADMINISTRATOR'S REPORT:

1. State testing results in November
2. Merit Goals
3. Policies – 1240 and 3221 still in draft form
4. Marzano teacher evaluation approval
5. Student observer
6. 2013-2014 Goals
7. Teacher workshop on Monday the 21st of October.
8. Policy for Board Committees (initiated by J. Butler) – Need corrected copy
9. Calendar – updates needed

COMMITTEE REPORTS:

1. **Program, Curriculum, Instruction & Technology** – (Rep-S. Roth – Mr. Orban presented in Mrs. Roth's absence.)
 - a. Harry Wong books
 - b. Franklin Reading Project
 - c. Inservice
 - d. Professional Growth Plan
 - e. Nursing Services Plan
 - f. Memorandum of Agreement
 - g. NJASK and NJPARC
2. **Policy** – (Rep-E. Ames)
 - a. Refer to monthly report

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3. Legislation

- a. Franklin Township Committee (Rep-J. Butler) - minutes available on website
- b. Franklin Township PTA (Rep-J. Hansen)
 - i. Spiritware
 - ii. Tricky Tray
 - iii. Fall Festival
 - iv. Library Face Lift
- c. Land Use Board (Rep-R. Hart)
 - i. No updates
- d. Legislative (Rep-J. Hansen)
 - i. No updates
- e. NJSBA Delegate (Rep-S. Roth – Group discussion in Mrs. Roth’s absence)
 - i. Mr. Orban indicated that he would serve as the Board Delegate
- f. NJASA (Rep-M. Eagleburger)
 - i. PARC Seminar
 - ii. Common Core Standards Seminar
- g. Warren Hills Regional School District – minutes available on website
- h. Warren County SBA (Rep-E. Ames)
 - i. Weekend Training Sessions
 - ii. Increased parent involvement and relationship with PTA
 - iii. NJASA partnership to endorse NJSBA policy services
 - iv. Educator in residence
 - v. Government Relations – 32 meetings with legislators coordinated
 - vi. Resolution for Delegate Assembly/self-monitoring for ethics issues
 - vii. Next meeting topic - PARC

4. Building & Grounds & Transportation & Cafeteria – (Rep-M. Fama).

- a. Insulation in 300 wing
- b. Preschool playground equipment
- c. Public works – paving
- d. Agreement with Township of Franklin for NAEIR membership
- e. Squirrel issues
- f. M1 and Comprehensive Maintenance Plan

5. Finance – (Rep-J. Butler)

- a. Weather alert agreement
- b. Tuition students
- c. Pay-for-It challenges

6. Personnel – (Rep-J. Butler)

- a. Merit Goals
- b. Nancy Griffin leave request

FINANCIAL REPORTS:

PAYROLLS – Action 14-053

Motion

Motion by D. Orban, and seconded by C. Roberto, to approve the August 2013 Payroll and Payroll Agency/FICA as follows:

<i>August 2013 Net Payroll</i>	<i>\$40,658.01</i>
<i>August 2013 Agency and Board Share FICA</i>	<i>\$21,696.62</i>
<i>TOTAL PAYROLL August 2013</i>	<i>\$62,354.63</i>

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

AUGUST FINANCIAL REPORTS – Action 14-054 *Motion*

Motion by J. Hansen, and seconded by M. Fama, to approve the Board Secretary and Treasurer’s Report August, 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 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 **August, 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, 8; nays, 0; abstain, 0.

CORRESPONDENCE: Nancy Griffin – NJFMLA Letter

PUBLIC INPUT PRIOR TO BOARD ACTION: None

PROGRAM, CURRICULUM, INSTRUCTION & TECHNOLOGY RELATED ITEMS:

Action 14-055

Motion

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

- Approval and submittal of the annual Statement of Assurances all of which are made part of the New Jersey Quality Single Accountability
- Approval of staff development experiences and travel expense reimbursement as recommended by the Chief School Administrator;
- Approval of the district’s Field Trip Master Plan.
- Approval of the 2013-2014 Nursing Services Plan. (Attachment B11)
- Approval of final reading of district’s 21st Century and Life Skills Curriculum
- Adopt the Marzano Art and Science of Teaching Framework Evaluation System for staff members for the 2013-2014 school year, as recommended by the district’s Evaluation Assessment Committee.

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

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POLICY RELATED ITEMS:

Action 14-056

Motion

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

- Approval of the district’s 2013-2014 Memorandum of Agreement
- Approval of the first reading of the following policies:
 - 4425.1 – Modified Duty Early Return to Work Programs
 - 4432 – Sick Leave
 - 3432 – Sick Leave
 - 4130 – Assignment and Transfer
 - 4160 – Physical Education
 - 4321 – Acceptable Use of Computer Network(s) /Computers and Resources by Support Staff Members

ON A ROLL CALL VOTE, this motion was ADOPTED as follows: ayes, 6; nays, 0; abstain, 2 (Kantor, Orban).

BUILDING AND GROUNDS, TRANSPORTATION, AND CAFETERIA RELATED ITEMS:

Action 14-057

Motion

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

- *The M1 Calculation as follows:*
BE IT RESOLVED to approve and submit the M1 calculation all of which are made part of the New Jersey Quality Single Accountability Continuum;
- *The Comprehensive Maintenance Plan as follows:*
BE IT RESOLVED to approve and submit the Comprehensive Maintenance Plan all of which are part and parcel of the New Jersey Quality Single Accountability Continuum.
- Accept donations of Little Tikes, preschool, playground equipment from the following individuals:
 - Ed Casey
 - Dayanand Mangru
 - Bela Almeida

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

FINANCE-RELATED ITEMS:

Action 14-058

Motion

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

- Approval of a Shared Services Agreement with the Warren Hills cluster for the purchase of weather alert services from “Weatherworks” for the 2013-2014 school year, at a total cost of \$1,700.00 to the cluster. The proportional share for Franklin Township BOE would be \$283.33.

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- Accept two, parent-paid tuition students for the 2013-2014 school year, at a tuition cost of \$5,000.00. It is also understood that if the parents of said students can document ownership of land in Franklin Township, present a contract documenting plans for the construction of a home on said land, and can establish residency in this home within 1 year of the enrollment of said students, the district will waive \$4,999.00 of each tuition, resulting in a payment of \$1.00 due for each child. The district reserves the right to establish guidelines for what it determines to be a reasonable time frame in which to receive documentation and what it feels to be adequate documentation.
- Approval of a joint membership with the Township of Franklin/Warren County in the NAIER surplus supplies program, with the Township of Franklin contributing \$1.00 and the Franklin Township Board of Education contributing the balance.
- Approve advertising for the public hearing of the district's 2012-2013 Comprehensive Annual Financial Report to be held at the Board's regular meeting on November 20, 2013.

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

EXECUTIVE SESSION:

Action 14-059

Motion

Motion by M. Fama, and seconded by D. Orban, to enter Executive Session for reasons of 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 20 minutes.)
This motion was ADOPTED as follows: ayes, 8; nays, 0; abstain, 0.

Board entered Executive session at 8:22pm.

Mr. Orban left the room, during Executive Session

Action 14-060

Motion

Motion by E. Ames, and seconded by S. Kantor, to reconvene Public Session

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

Board left Executive session at 8:35pm.

PERSONNEL-RELATED ITEMS:

Action 14-061

Motion

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

- Approval of the district's 2013-2014 Volunteer List (The Board is enacting the Doctrine of Necessity, as 7 of the 9 members are either on the Volunteer List or have a spouse that is on the list. In addition, the positions being approved provide no benefit to the volunteers, other than those benefits that are considered intrinsic in nature.)
- Approval of a NJFMLA request for ten days of unpaid leave by Nancy Griffin

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- Approval of the 2013-2014 Merit Goals for Matthew Eagleburger and submittal to the Warren County Office of the Department of Education
- Approval of a 2-hour student observation experience with Sandra Madon, for Janelle Paulus, in fulfillment of course requirements at Northampton Community College.
- Approve the following substitute teacher for the 2013-2014 school year, at the district's established pay rate:
 - Charles Purcell

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

OCTOBER BILL LIST – Action 14-062

Motion

Motion by S. Kantor, and seconded by J. Hansen, to approve the October, 2013 bill list in the amount of \$173,994.27.

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

NEW BUSINESS

Mrs. Butler provided the Board with a copy of the Fall Newsletter, for review. Mrs. Ames suggested the district's free, after-school clubs be mentioned. Mrs. Hart suggested adding the Board members' names. Mrs. Kantor suggested adding the names of the two students that had received honors in the poetry/writing project.

Mrs. Ames initiated discussion on the move to a Committee-of-the-Whole, expressing a need to discuss logistics. It was Board consensus to obtain the dates of other community meetings that a second meeting might be in conflict with.

ADJOURNMENT - Action 14-063

Motion

Motion by S. Kantor, and seconded by D. Orban, to adjourn the meeting.

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

Meeting adjourned at 9:10pm.

Respectfully submitted,

Tim Duryea
Board Secretary / School Business Administrator

Board President: _____
Jeannene Butler