

Franklin Township Board of Education Minutes
Regular Meeting – July 17, 2013

TIME AND PLACE: The regular meeting of the Board of Education was held on July 17, 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)
Elizabeth Ames
Michael Fama
Renee Hart
Sudha Kantor
David Orban
Stacy Roth (arrived 7:15)

ABSENT: Jean Hansen (Vice President)
Charles Roberto

PRESENT: DISTRICT ADMINISTRATORS
Debbie Mannon, (serving as the CSA’s representative)
Tim Duryea, School Business Administrator/Board Secretary

RECOGNITION OF PUBLIC: None

JUNE 19, 2013 MINUTES ACTION 14-007 *Motion*

Moved by E. Ames, and seconded by R. Hart, to approve the minutes of the Regular Meeting of June 19, 2013, as amended.

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

JULY 1, 2013 MINUTES ACTION 14-008 *Motion*

Moved by D. Orban, and seconded by S. Kantor, to approve the minutes of the Special Meeting of July 17, 2013, as amended.

This motion was ADOPTED as follows: ayes, 5; nays, 0; abstain, 1 (Fama).

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PUBLIC INPUT ON AGENDA ITEMS: None

CHIEF SCHOOL ADMINISTRATOR’S REPORT:

- The floor was opened for public comment on the Franklin Township School Self Assessment for Determining Grades Under the Anti-Bullying Bill of Rights Act, from January 5, 2011 to January 30, 2013. There was no public input.

SELF ASSESSMENT ACTION 14-009

Motion

Moved by M. Fama, and seconded by D. Orban, to approve the Franklin Township School Self Assessment for Determining Grades Under the Anti-Bullying Bill of Rights Act, from January 5, 2011 to January 30, 2013.

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

Stacy Roth Arrival:

Stacy Roth arrived, prior to committee reports, at 7:15 pm.

COMMITTEE REPORTS:

1. **Program, Curriculum, Instruction & Technology** – (S. Roth)
 - a. Committee needs to review the 21st Century and Life Skills Curriculum and present a summary to the Board at the next meeting.
2. **Policy** – (E. Ames) – No Report
3. **Legislation**
 - a. Franklin Twp Committee (Rep-J. Butler) - minutes available on website
 - b. Franklin Township PTA (Rep-J. Hansen) – No report
 - c. Land Use Board (Rep-R. Hart)
 - i. Extensions granted to sub-divisions
 - ii. Watershed building development
 - d. Legislative (Rep-Jean Hansen) - No report; representative not present.
 - e. NJSBA Delegate (Rep-S. Roth) – No report
 - f. NJASA (Rep-M. Eagleburger) – No report; representative not present.
 - g. Warren Hills Regional School District – minutes available on website
 - h. Warren County SBA (Rep-E. Ames) – No report
4. **Building & Grounds & Transportation & Cafeteria** – (M. Fama)
 - a. Purchase of floor stripping machine
 - b. Date for release of bus route information to families
 - c. Student drop-off and pick-up times for Green bus route.
5. **Finance** – (J. Butler) – No report
6. **Personnel** – (J. Butler) – No report

FINANCIAL REPORTS:

PAYROLLS – Action 14-010

Motion

Motion by E. Ames, and seconded by M. Fama, to approve the May 2013 Payroll and Payroll Agency/FICA as follows:

<i>May 2013 Net Payroll</i>	<i>\$154878.16</i>
<i>May 2013 Agency and Board Share FICA</i>	<i><u>\$137,144.35</u></i>
<i>TOTAL PAYROLL May 2013</i>	<i>\$292,022.51</i>

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

PAYROLLS – Action 14-011

Motion

Motion by E. Ames, and seconded by D. Orban, to approve the June 2013 Payroll and Payroll Agency/FICA as follows:

<i>June 2013 Net Payroll</i>	<i>\$281,444.75</i>
<i>June 2013 Agency and Board Share FICA</i>	<i>\$221,992.35</i>
<i>TOTAL PAYROLL June 2013</i>	<i>\$503,437.10</i>

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

BILL LIST – Action 14-012

Motion

Motion by R. Hart, and seconded by D. Orban, to approve the additional June, 2013 bill list in the amount of \$82,588.97.

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

BILL LIST – Action 14-013

Motion

Motion by M. Fama, and seconded by R. Hart, to approve the July, 2013 bill list in the amount of \$123,830.08.

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

LINE ITEM TRANSFERS – Action 14-014

Motion

Motion by R. Hart, seconded by S. Roth, to approve the attached list of Line Item Transfers.

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

MAY FINANCIAL REPORTS – Action 14-015

Motion

Motion by M. Fama, and seconded by R. Hart, to approve the Board Secretary and Treasurer's Report April, 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 May, 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, 7; nays, 0; abstain, 0.

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CORRESPONDENCE: None.

PUBLIC INPUT PRIOR TO BOARD ACTION: *None.*

PROGRAM, CURRICULUM, INSTRUCTION & TECHNOLOGY RELATED ITEMS:

Action 14-016

Motion

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

- Approval of the district's 2013-2016 Technology Plan, as approved by the Warren County office of the Department of Education.
- Staff development experiences and travel expense reimbursement as recommended by the Chief School Administrator.
- First reading of the district's Handwriting and Keyboarding Curriculum

ON A ROLL CALL VOTE, this motion was ADOPTED as follows: ayes, 6; nays, 0; abstain, 1 (Kantor).

POLICY RELATED ITEMS:

Action 14-017

Motion

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

- Final Reading of policies 3435, 3432, 3270, and 5300.

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

BUILDING AND GROUNDS, TRANSPORTATION, AND CAFETERIA RELATED ITEMS:

Action 14-018

Motion

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

- Maschio's Food Services' contract for the 2012/2013 school year with a guarantee of no cost to the district and annual administrative fee of \$7,280.00, as recommended by the Chief School Administrator.
- Approve the purchase of a chemical-free floor stripping machine, at a cost not to exceed \$1,900.00.

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

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FINANCE-RELATED ITEMS:

Action 14-019

Motion

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

- Approve a tuition contract with the Phillipsburg Board of Education for a classified Franklin Township student attending their 2013 ESY program, at a cost of \$1,942.00 for tuition and \$2,447.00 for the cost of the student's personal aide.
- Approve a tuition contract with the Phillipsburg Board of Education for a classified Franklin Township student enrolled in their multiply disabled program for the 2013-2014 school year, at a cost of \$23,624.00 for tuition and \$44,000.00 for the cost of the student's personal aide.
- Authorize the School Business Administrator to pay district obligations with board approval to follow at the regular August, 2013 Board of Education meeting;
- Authorize the Chief School Administrator to approve line-item transfer in order to pay district obligations with Board approval to follow at the regular August, 2013 Board of Education meeting;

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

EXECUTIVE SESSION:

Action 14-020

Motion

Motion by S. Kantor, and seconded by D. Orban, to enter Executive Session for reasons of 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 20 minutes.)

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

Board entered Executive session at 7:49pm.

Action 14-021

Motion

Motion by M. Fama, and seconded by D. Orban, to reconvene Public Session

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

Board left Executive session at 8:46pm.

PERSONNEL-RELATED ITEMS:

Action 14-022

Motion

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

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- Approve hiring Deborah Postma as a teacher for the 2013-2014 school year at Step 5, BA+15 \$51,945.00
- Approve hiring Karen Kane as a teacher for the 2013-2014 school year at Starting Step, MA \$53,245.00
- Approve advertising for a highly qualified science teacher for the 2013-2014 school year

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

COMMITTEE STRUCTURE DISCUSSION

The Board entered into discussion about the way in which they would operate committees, in the future (committees vs. committee-of-the-whole). It was consensus to begin to move forward into the potential implementation of a committee-of-the-whole, by having the policy committee review existing policy to see if any policy changes would be necessary for this transition.

ADJOURNMENT - Action 14-023

Motion

Motion by R. Hart, and seconded by S. Kantor, to adjourn the meeting.

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

Meeting adjourned at 9:12pm.

Respectfully submitted,

Tim Duryea
Board Secretary / School Business Administrator

Board President: _____
Jeannene Butler