

Franklin Township Board of Education Minutes
Regular Meeting – May 15, 2013

TIME AND PLACE: The regular meeting of the Board of Education was held on May 15, 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
Sudha Kantor
Charles Roberto

ABSENT: Jean Hansen (Vice President)
Renee Hart
David Orban
Stacy Roth

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

RECOGNITION OF PUBLIC: Karen and Ron Wester, Theresa Goretti, Pauline Albrecht, Kathi Peri, and Donna Kobler

APRIL 24, 2013 MINUTES ACTION 13-166

Motion

Moved by E. Ames, and seconded by C. Roberto, to approve the minutes of the Regular Meeting of April 24, 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

GOVERNOR’S TEACHER OF THE YEAR AWARD

Mr. Eagleburger announced the recipient of this year’s Governor’s Teacher of the Year Award, Karen Wester, and read a summation of the many things that Karen is involved in at the Franklin Township School. Mrs. Butler extended her congratulations, on behalf of the Board, and invited the visitors to join the Board for a brief time of refreshments.

BOARD MEMBER ARRIVAL

The following Board members arrived at the meeting, during the recognition of Mrs. Wester: Jean Hansen - 7:08pm, Stacy Roth - 7:10pm, Renee Hart - 7:15pm

COMPREHENSIVE SCHOOL CLIMATE INVENTORY PRESENTATION

Mrs. Albrecht updated the Board on the recent survey of students, parents, and staff, regarding the “School Climate” at the Franklin Township School. The survey results were very positive, ranking the district far above the normative results. The Board expressed an interest in disseminating this information to the residents of Franklin Township.

CHIEF SCHOOL ADMINISTRATOR’S REPORT:

1. Curriculum Committee working on new curriculum
2. Teacher Evaluation – 3rd training session was on 4/25/13
3. 6th Grade trip
4. Fun Fair
5. Annual performance reviews
6. Standardized testing
7. New 2013-2014 calendar

COMMITTEE REPORTS:

1. **Program, Curriculum, Instruction & Technology** – (S. Roth)
 - a. School Calendar
 - b. Curriculum review (World Lang., V&PA, Technolory, 21st Century Life)
 - c. School Report Card
 - d. G&T vs. Focused Enrichment
 - e. Violence and Vandalism
2. **Policy** – (E. Ames)
 - a. Review of misc. policies
 - b. Board opinion on advertising option
3. **Legislation**
 - a. Franklin Township Committee (Rep-J. Butler) - minutes available on website
 - b. Franklin Township PTA (Rep-J. Hansen) –
 - i. Tricky Tray – Signs are up
 - ii. New officers elected – (Vice Pres., Treas., and Rec. Sec.)
 - c. Land Use Board (Rep-R. Hart)
 - i. Expansion of Asbury Graphite Mill offices
 - d. Legislative (Rep-Jean Hansen)
 - i. Binding arbitration bill in the assembly, but not up for vote, yet.
 - ii. School security bill – 11 member task force

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- iii. Full day kindergarten proposal
 - iv. Potential change to budget approval date
 - e. NJSBA Delegate (Rep-S. Roth) – No update.
 - f. NJASA (Rep-M. Eagleburger)
 - i. Discussion on interim superintendents
 - ii. State generated services on the effectiveness of the State sent to superintendents.
 - g. Warren Hills Regional School District – minutes available on website
 - h. Warren County SBA (Rep-E. Ames)
 - i. County meeting on May 2nd at Warren Hills
 - ii. Feedback on HIB discussion – held in executive session if there is any indication who the student might possibly be
 - iii. Sample resolution on capital projects assessments
- 4. Building & Grounds & Transportation & Cafeteria – (M. Fama)**
- a. Long Range Facility Plan
 - b. Boiler Warranty
 - c. Septic pipes
 - d. Asbestos removal
- 5. Finance – (J. Butler)**
- a. Quarterly State tax filings – fees
 - b. ROD Grant
 - c. REAP Grant and Extraordinary Aid
 - d. Erate contracts
- 6. Personnel – (J. Butler)**
- a. Vacation time calculation
 - b. FMLA leave and advancement on the salary guide
 - c. Resignations, retirements, positions for 2013-2014
 - d. Board and Superintendent online evaluations

FINANCIAL REPORTS:

PAYROLLS – Action 13-167

Motion

- Motion by S. Roth, and seconded by J. Hansen, to approve the March 2013 Payroll and Payroll Agency/FICA as follows:

<i>March 2013 Net Payroll</i>	<i>\$161,389.63</i>
<i>March 2013 Agency and Board Share FICA</i>	<i><u>\$141,260.10</u></i>
<i>TOTAL PAYROLL March 2013</i>	<i>\$302,649.73</i>

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

BILL LIST – Action 13-168

Motion

Motion by M. Fama, and seconded by J. Hansen, to approve the May 2013 bill list in the amount of \$133,921.97

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

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LINE ITEM TRANSFERS – Action 13-169

Motion

Motion by S. Roth, seconded by M. Fama, to approve the following line item transfers:
\$500 from 11-000-213-610 (Nurse Supplies) to 11-000-213-100 (Nurse Salary)
\$1,100 from 11-000-262-100 (Ins.) to 11-000-263-300 (Prop serv)

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

NON-CHECK EXPENDITURES – Action 13-170

Motion

Motion by E. Ames, and seconded by C. Roberto, to approve the April, 2013 non-check, detailed below:

\$72.00 to Horizon Healthcare Ins. Agency - 11-000-230-590 - 4/22/13

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

MARCH FINANCIAL REPORTS – Action 13-171

Motion

Motion by E. Ames, and seconded by S. Kantor, to approve the Board Secretary and Treasurer’s Report March, 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 March, 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:

- Mary McCarty – Letter regarding retirement

PUBLIC INPUT PRIOR TO BOARD ACTION: *None.*

PROGRAM, CURRICULUM, INSTRUCTION & TECHNOLOGY RELATED ITEMS:

Action 13-172

Motion

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

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- Approval of staff development experiences and travel expense reimbursement.
- Approval of final reading of the Visual and Performing Arts Curriculum.
- Approval of the 2013-2014 School Calendar, as amended.

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

POLICY RELATED ITEMS: *None*

BUILDING AND GROUNDS, TRANSPORTATION, AND CAFETERIA RELATED ITEMS:

Action 13-173

Motion

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

- Approve a retroactive contract with Delaware Valley Septic for the replacement of approximately 57' of underground septic line, in the amount of \$3,900.00. (authorization to contract given to CSA and SBA at April 24, 2013 meeting)

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

FINANCE-RELATED ITEMS:

Action 13-174

Motion

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

- Approve contracting with Deborah Markle for physical therapy services for the summer of 2013 at a rate of \$87.00 per hour.
- Approve entering into a joint transportation purchasing agreement with Warren Hills Regional Board of Education and Mansfield Township Board of Education and to approve contracting with the Warren County Special Services School District for the transportation of: 1.) certain classified students, during the summer of 2013-2014, 2.) certain classified students, during the 2013-2014 regular school year and, 3.) certain private school students during the 2013-2014 regular school year.
- Approve the New Jersey Child Assault Prevention 2013/2014 Grant Application in the amount of \$546.00.
- Approve the following vendors for telecommunications/internet services, for the 2013-2014 school year, under the Erate program.

Vendor	Service	Est. Ann. Cost	Discount	Net
Comcast	Telephone	\$2,880	40%	\$1,728
Gaggle	Email services, etc	\$2,300	40%	\$1,380
Blackboard	Web Site Host/Links	\$2,118	40%	\$1,313
Engage				

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Comcast	High speed int conn.	\$2,500	40%	\$1,500
Sprint	ChildCare cell phone	\$385	40%	\$231

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

EXECUTIVE SESSION:

Action 13-175

Motion

Motion by S. Roth, and seconded by R. Hart, to enter Executive Session for reasons of student matters 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 45 minutes.)

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

Board entered Executive session at 7:42pm.

Action 13-176

Motion

Motion by J. Hansen, 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 8:55pm.

EXECUTIVE SESSION MINUTES:

Action 13-177

Motion

Motion by R. Hart, and seconded by J. Hansen, to approve and make public the Executive Session minutes of April 24, 2013.

This motion was ADOPTED as follows: ayes, 6; nays, 0; abstain, 2 (Fama, Roth).

PERSONNEL-RELATED ITEMS:

Action 13-178

Motion

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

- Accept the letter of intent to retire from Mary McCarty, with an effective date of retirement of August 31, 2013 with regret.
- Approve Katelyn Weiss as a substitute teacher for the 2012-2013 school year at a daily rate of \$75.00.
- Accept the resignation of Meghan Boyle, with regret, effective June 30, 2013.
- Approve submitting the 2013-2014 employment contract for Tim Duryea and the amendment of the 2013-2014 contract for Matthew Eagleburger to the Warren County Office of the Department of Education, for review.
- Authorize the personnel committee to give preliminary approval for the temporary replacement for the Assistant to the School Business

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Administrator, allowing time for transitional training before next Board meeting. Full board approval to follow.

- Approve Pauline Albrecht as 504 Coordinator for the 2013-14 school year.
- Approve advertising for the following positions for the time specified:
 - Child Study Team Supervisor (2013-2014)
 - 5/6 Grade Science Teacher – Highly Qualified (2013-2014)
 - 6 Grade Language Arts Teacher – Highly Qualified (2013-2014)
 - Elementary Teacher – Leave Replacement (2013-2014)
 - School Social Worker / Part-time – (2013-2014)
 - Learning Consultant (LDTC) / Part-time – (2013-2014)
 - Assistant to the School Business Admin. – (6/13-10/13)

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

SPECIAL MEETING - Action 13-179

Motion

Motion by S. Kantor, and seconded by E. Ames, to approve holding and advertising for a Special Meeting on July 1, 2013 @ 6pm, for the purpose of holding a Board workshop and any other business.

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

VV AND HIB REPORTS - Action 13-180

Motion

Motion by R. Hart, and seconded by M. Fama, to accept the BiAnnual Report of Violence and Vandalism dated January 28, 2013 and the Biannual Report of Harassment, Intimidation and Bullying, dated January 4, 2013, inclusive of the number of events detailed on said reports.

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

ADJOURNMENT - Action 13-181

Motion

Motion by E. Ames, and seconded by J. Hansen, to adjourn the meeting.

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

Meeting adjourned at 9:05pm.

Respectfully submitted,

Tim Duryea
Board Secretary / School Business Administrator

Board President: _____

Jeannene Butler