

**Franklin Township Board of Education Minutes**  
**Regular Meeting – August 18, 2021**

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**TIME AND PLACE:** The regular meeting of the Board of Education was held on August 18, 2021 by the Board of Education of the Franklin Township School District, Warren County, in the Franklin Township School Library, 52 Asbury-Broadway Road, Washington, NJ 07882.

**CALL TO ORDER:** Board President, Rudolph DiGilio, called the meeting to order at 7:00 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, and on the Franklin Township School website and was published in the Express Times and the Star Gazette on January 14, 2021, inclusive of information on virtual attendance. The amendment of the starting time of this meeting was published in the Star Ledger on August 16, 2021 and was also posted at the Express Times, the Franklin Township Municipal Building, the Franklin Township School, and on the Franklin Township School website. This was also a legal public notice.

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

**ROLL CALL** - Mr. Duryea conducted the Roll Call.

**PRESENT:** Rudolph DiGilio, Board President  
Kevin Klus, Board Vice President  
Jeannene Butler  
Scott Hansen  
Renee Hart  
Katherine Matlock  
Donna Sbriscia  
Pamela Fitzsimmons

**ABSENT:** Elizabeth Ames

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

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**PUBLIC:** Karen Wester, Julia Cassano, Debbie Mannon, Karen Chiu, Jason Banghart, Ray DiPalo, Michael Gurovich, and other members of the community.

**CANCELLATION OF REGULAR AUGUST 3, 2021 MEETING** – The August 3, 2021 Franklin Township Board of Education meeting was cancelled by the Board President as a result of knowledge prior to the meeting that there would not be a sufficient number of members present to meet quorum.

**APPROVAL OF JULY 21, 2021 MINUTES Action 22-018 Motion**  
Motion by R. Hart, and seconded by S. Hansen, to approve minutes of the Regular Meeting of July 21, 2021.

*This motion was ADOPTED as follows: ayes, 7; nays, 0; abstain 1 (Butler).*

**APPROVAL OF JULY 21, 2021 EXECUTIVE SESSION MINUTES Action 22-019 Motion**  
Motion by R. Hart, and seconded by S. Hansen, to approve and make public the Executive Session minutes of the Regular Meeting of July 21, 2021.

*This motion was ADOPTED as follows: ayes, 7; nays, 0; abstain 1 (Butler).*

**CORRESPONDENCE:** None

**PUBLIC INPUT PRIOR TO AGENDA ITEMS:**  
Ray DiPalo read a prepared statement in opposition to the mandated wearing of masks by students in school and asked the Board of Education to oppose the Governor’s Executive Order 251. Michael Gurovich encouraged the Board to issue a statement opposing the Governor’s Executive Order 251. He also inquired how mandate exceptions would be handled.

**CSA REPORT**  
Mr. Eagleburger presented the CSA Report, inclusive of information on the following:

- District Goals
- New Website
- Covid update and impact on opening of school
- Curriculum updates schedule
- Newsletter

**WORK SESSION:**  
Informational updates were provided by the Administration on the following topics:

Finance:

- Tutition contracts with Hampton Borough & Washington Borough
- Approval of Cares Grant II by the State
- Preliminary overview of annual district audit
- SSO Program

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Personnel:

- New amendment to Chapter 44

Building and Grounds:

- Disposition of damaged equipment
- Update to district’s Long Range Facility Plan

Technology:

- Purchase of Chromebooks for Kindergarten and 1<sup>st</sup> Grade

Policy:

- Alert 221 – FYI

Board:

- Board Docs Program (Board consensus to purchase)
- NJSBA Delegate Assembly resolution deadline September 16, 2021. Mr. Digilio will serve as the Delegate for the Franklin Township Board of Education, for the November meeting.
- Petitions filed for the November School Board Election (3 three-year seats and 1 two-year seat)
  - Rudolph DiGilio
  - Xandria K. Garcia
  - Donna Sbriscia

**FINANCIAL REPORTS**

**PAYROLL AND PAYROLL AGENCY – Action 22-020**

*Motion*

Motion by R. Hart, and seconded by P. Fitzsimmons, to approve Payroll and Payroll Agency/FICA as follows:

July, 2021 <i>Net Payroll</i>	\$49,666.87
July, 2021 <i>Agency and Board Share FICA</i>	\$29,430.37
<b>TOTAL PAYROLL July, 2021</b>	<b>\$79,097.24</b>

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

**TRANSFERS AND RECLASSIFICATIONS – Action 22-021**

*Motion*

Motion by R. Hart, and seconded by S. Hansen, to approve the line item transfers and reclassifications as recommended by the Chief School Administrator:

**Transfers:**

(Re-approval of 7/21/21 motion, due to only 5 members present.)

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<u>Date</u>	<u>Source Account/Title</u>	<u>Target Account/Title</u>	<u>Comments</u>	<u>Amount</u>
06/22/21	11-000-263-610-000-000 GENERAL SUPPLIES	12-000-263-730-000-000 Undist Exp-CareUpkeep of Grnds	Grounds suppl to Grounds equip	38.00
06/24/21	11-000-262-622-000-000 ENERGY (ELECTRICITY)	11-000-262-621-000-000 ENERGY (NATURAL GAS)	Elec. to Natural Gas	120.00
06/24/21	11-000-230-800-000-000 CSA - WKSHPs/Mmbrshps	11-000-230-331-000-000 LEGAL SERVICES	CSA Wkshps to Legal Fees	100.00
06/24/21	11-000-222-340-000-000 PURCH PROF SVCS	11-000-222-300-000-000 PURCH TECH SVCS	Media Pur Prof to Media Pur Serv	1,000.00
06/24/21	11-000-222-580-000-000 LIBRARY - MILEAGE	11-000-222-300-000-000 PURCH TECH SVCS	Media Mileage to Media Pur Tech	300.00
06/24/21	11-000-222-610-000-000 SUPPLIES	11-000-222-300-000-000 PURCH TECH SVCS	Media Supl to Media Pur Tech	450.00
06/24/21	11-000-222-104-000-000 SALARY - Media Cnt/Library	11-000-222-300-000-000 PURCH TECH SVCS	Media Sal to Media Pur Tech	200.00
06/24/21	11-000-213-100-000-001 NURSE SUB	11-000-222-300-000-000 PURCH TECH SVCS	Health Sal to Media Pur Tech	1,800.00
06/24/21	11-000-213-340-000-000 PURCH TECH SERVICES	11-000-222-300-000-000 PURCH TECH SVCS	Health Pur Tech to Media Pur Tech	700.00
06/24/21	11-000-213-610-000-000 SUPPLIES	11-000-222-300-000-000 PURCH TECH SVCS	Health Supl to Media Pur Tech	200.00
06/24/21	11-000-261-100-000-000 SALARIES	11-000-261-420-000-000 REPAIRS & MAINTANENCE	Maint Sal to Maint Rep	225.00
06/24/21	11-190-100-500-000-000 OTHER PURCH SVS	11-190-100-610-003-000 SUPPLIES - LANG ARTS	Reg prog pur svc to LA Supl	9,000.00
06/24/21	11-190-100-890-010-000 MISCELLANEOUS - ENRICH	11-190-100-610-003-000 SUPPLIES - LANG ARTS	Reg Prog Misc to LA Supplies	6,000.00
06/24/21	11-190-100-640-099-000 Textbooks-Misc	11-190-100-610-003-000 SUPPLIES - LANG ARTS	Textbooks to LA Supplies	2,000.00
06/24/21	11-000-270-511-000-000 CONTRACTED ROUTES	11-190-100-611-003-000 WRKBKS - LANG ARTS	Reg trans to LA workbooks	14,200.00
06/24/21	11-000-291-280-000-000 TUITION REIMB	11-190-100-610-003-000 SUPPLIES - LANG ARTS	Tuition to LA supplies	8,000.00
06/24/21	11-000-291-290-000-000 EMP BENE - OTHER	11-190-100-610-003-000 SUPPLIES - LANG ARTS	Other Emp Bene to LA Supl	5,000.00
06/24/21	11-000-291-290-000-000 EMP BENE - OTHER	12-000-263-730-000-000 Undist Exp-CareUpkeep of Grnds	Other Emp Ben to Grounds Equip(shed)	5,775.00
06/30/21	11-000-219-320-000-000 PURCH PROF SERVICES	11-000-219-610-000-000 SUPPLIES	CST Prof Serv to CST Supplies	800.00
06/30/21	11-000-251-105-000-000 SALARY - BUSINESS OFF	11-000-251-610-000-000 SUPPLIES	Bus Off Salary to Bus Off Supplies	1,200.00

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

**BOARD SECRETARY AND RECONCILIATION REPORT- JUNE, 2021**

**Action 22-022**

***Motion***

Motion by R. Hart, and seconded by D. Sbriscia, to approve the Final Board Secretary and Reconciliation Report - June, 2021.

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*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 **June, 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.*

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

**PUBLIC INPUT PRIOR TO BOARD ACTION:** No input.

**FINANCE-RELATED ITEMS – Action 22-023**                      **Motion**

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

- Approve a tuition contract with the Hampton Borough Board of Education for a 5<sup>th</sup> grade student attending the Franklin Township Elementary school, with an annual tuition amount of \$16,500.00.
- Approve amending the 2021-2022 BCBA contract with Brett-DiNovi Assoc. to include a reduced rate of \$95.00 per hour for BCBA services that are provided via remote/virtual environment.
- Authorize the Chief School Administrator and the School Business Administrator to finalize a contract with the YMCA/YMCA Camp Bernie for the use of space in the Franklin Township Elementary School, to be used for a childcare program for the 2021-2022 school year.
- Approve a tuition contract with the Washington Borough Board of Education for an MD student attending the Franklin Township Elementary school, inclusive of related services, with an annual tuition amount of \$36,950.00.
- Approve revising the rates for school lunches to the following, for the 2021-2022 school year: (no impact on students, per SSO)
  - Student lunches \$3.10
  - Adult lunches \$3.60
- Approve application and acceptance of revised REAP Grant amount for the 2020-2021 school year, in the amount of \$21,190.00.
- Approve a legal services retainer agreement with Scarinci-Hollenbeck/Nathanya Simon for the 2021-2022 school year.

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

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**BUILDING & GROUNDS AND TRANSPORTATION-RELATED ITEMS – Action 22-024**      ***Motion***

Motion by R. Hart, and seconded by P. Fitzsimmons, to approve the following block of Building & Grounds and Transportation-related items, as recommended by the Chief School Administrator:

- Approve the district’s 2021-2022 bus routes/stops.
- Approve a parental transportation contract (Route #P12022) for a Franklin Township student (Confidentiality Code #20210217001), for the 2021-2022 school year, at an annual contract amount of \$20,200.00.
- Approve an additional bus stop to the district’s yellow bus route for the 2021-2022 school year at 330 Asbury-Bloomsbury Road.
- Approve the districts revised Long-Range Facility Plan, in an amount of \$1,357,000.00.
- Approve a Approve disposal of the following items as a result of physical deterioration while in storage and/or obsolete/unrepairable status:
  - Covaid Cruiser Stroller (purch 2007)
  - Rifton Pacer (purch 2007)
  - T-420 Power Edge Server (purch 2013)

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

**PERSONNEL-RELATED ITEMS – Action 22-025**      ***Motion***

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

- Approve the district’s 2021-2022 substitute list.
- Approve summer hours for technology coordination services for Karen Wester, Technology Coordinator, at her contracted hourly equivalent rate of \$54.27/hour, with the number of total hours to be determined by the CSA on an as-needed basis.

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

**BILL LIST – Action 22-026**      ***Motion***

Motion by R. Hart, and seconded by P. Fitzsimmons, to approve the Aug 3-18, 2021 bill list in the amount of \$109,931.40 and the following non-checks.

<b>Date</b>	<b>Check #</b>	<b>To</b>	<b>For</b>	<b>Amount</b>	<b>Account</b>
7/28/2021	N0922	Horizon Healthcare Ins. Agency	Flex Admin	\$42.00	11-000-230-590
7/28/2021	N0923	Horizon Healthcare Ins. Agency	Flex Admin	\$42.00	11-000-230-590

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

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**ADJOURNMENT - Action 22-027**

***Motion***

Motion by R. Hart, and seconded by P. Fitzsimmons, to adjourn the meeting.

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

*Meeting adjourned at 7:50 p.m.*

Respectfully submitted,

Tim Duryea  
Board Secretary/School Business Administrator

Rudolph DiGilio, Board President