

**Franklin Township Board of Education Minutes**  
**Regular Meeting – July 21, 2021**

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**TIME AND PLACE:** The regular meeting of the Board of Education was held on July 21, 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 Secretary, Timothy Duryea, 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.

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

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

**PRESENT:** Rudolph DiGilio (Vice President/Interim President)  
Renee Hart  
Kevin Klus  
Katherine Matlock  
Donna Sbriscia  
Pamela Fitzsimmons (sworn in during the meeting)

**ABSENT:** Elizabeth Ames  
Jeannene Butler  
Scott Hansen

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

**PUBLIC:** Numerous parents/members of the public, including, but not limited to, Kelly Truskowski, Megan Budd, Karen Smith, Jen Boysen, Jesse Pyskaty, Xandria and Bill Garcia, Brendan Lynch, Jason Banghart, Elizabeth Sands, A.J. Brown and Sarah Pyskaty.

**Franklin Township Board of Education Minutes**  
**Regular Meeting – July 21, 2021**

---

**ELECTION OF PRESIDENT:**

**NOMINATIONS FOR PRESIDENT      Action 22-001    *Motion***

Motion by R. Hart, and seconded by K. Klus, to open the floor to nominations for the Office of Board President.

*This motion was ADOPTED as follows: ayes, 5; nays, 0; abstain 0.*

Rudolph DiGilio was nominated by R. Hart, and the nomination was seconded by D. Sbriscia.

**CLOSING OF NOMINATIONS FOR PRESIDENT      Action 22-002    *Motion***

Motion by R. Hart, and seconded by K. Klus, to close the floor to nominations for the Office of Board President.

*This motion was ADOPTED as follows: ayes, 5; nays, 0; abstain 0.*

Casting of votes for office of President –

R. Hart	Rudolph DiGilio
D. Sbriscia	Rudolph DiGilio
K. Klus	Rudolph DiGilio
R. DiGilio	Rudolph DiGilio
K. Matlock	Rudolph DiGilio

Rudolph DiGilio was unanimously approved as President.

Upon election as President, Mr. DiGilio assumed oversight of the meeting from Mr. Duryea.

**ELECTION OF VICE PRESIDENT:**

**NOMINATIONS FOR VICE PRESIDENT      Action 22-003    *Motion***

Motion by R. Hart, and seconded by K. Klus, to open the floor to nominations for the Office of Board Vice President.

*This motion was ADOPTED as follows: ayes, 5; nays, 0; abstain 0.*

Kevin Klus was nominated by R. Hart, and the nomination was seconded by D. Sbriscia.

**CLOSING OF NOMINATIONS FOR VICE PRESIDENT      Action 22-004    *Motion***

Motion by R. Hart, and seconded by K. Klus, to close the floor to nominations for the Office of Board Vice President.

*This motion was ADOPTED as follows: ayes, 5; nays, 0; abstain 0.*

**Franklin Township Board of Education Minutes**  
**Regular Meeting – July 21, 2021**

---

Casting of votes for office of Vice President –

R. Hart	Kevin Klus
D. Sbriscia	Kevin Klus
K. Klus	Kevin Klus
R. DiGilio	Kevin Klus
K. Matlock	Kevin Klus

Kevin Klus was unanimously approved as Vice President.

**APPROVAL OF JUNE 23, 2021 MINUTES Action 22-005 Motion**

Motion by R. Hart, and seconded by K. Klus, to approve minutes of the Regular Meeting of June 23, 2021.

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

**APPROVAL OF JUNE 23, 2021 EXECUTIVE SESSION MINUTES**

**Action 22-006 Motion**

Motion by R. Hart, and seconded by K. Klus, to approve and make public the Executive Session minutes of the Regular Meeting of June 23, 2021.

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

**CORRESPONDENCE:** None

**PUBLIC INPUT PRIOR TO AGENDA ITEMS:**

Numerous questions/comments were presented by the public regarding the reopening of school, wearing of masks, vaccinations, revised preschool days, childcare and other topics related to COVID 19 and its impact on school operations. Community members presenting comments and inquiries included: Kelly Truskowski, Megan Budd, Karen Smith, Jen Boysen, Jesse Pyskaty, Xandria Garcia, Brendan Lynch, and Sarah Pyskaty.

**CSA REPORT**

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

- Goal Setting Meeting
- Summer Programs
- Optional use of Masks
- Curriculum Updates

**WORK SESSION:**

Informational updates were provided by the Administration on the following topics:

Finance:

- Extraordinary Aid Figures Released
- Non-Public Transportation Aid Allocation for FY2021

Program, Curriculum, and Instruction:

- Reopening Guidelines from the State of New Jersey

**Franklin Township Board of Education Minutes**  
**Regular Meeting – July 21, 2021**

---

Transportation:

- Transportation Contract Bid

Board:

- Petitions for School Board election

**COMMITTEE REPORTS:**

**1. Policy** – (Rep-E. Ames) No report

**2. Legislation**

- Franklin Township Committee (Rep – Mrs. Butler) – no report
- Franklin Township PTA (Rep – vacancy)
  - Mrs. Hitchcock reported that replacement officers were needed and that she would be willing to make monthly reports to the Board, in the absence of a PTA Board Representative.
- Legislative/NJSBA Delegate (Rep-R. DiGilio) –
  - Chapter 44 Amendment – Garden State Health Plan implementation has been postponed by the State of New Jersey until January 1, 2022.
- NJASA (Rep-M. Eagleburger) – no report
- Warren County SBA (Rep. R. DiGilio and D. Sbriscia) – no report

**FINANCIAL REPORTS**

**PAYROLL AND PAYROLL AGENCY – Action 22-007**

***Motion***

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

June, 2021 <i>Net Payroll</i>	\$237,087.08
June, 2021 <i>Agency and Board Share FICA</i>	\$143,102.26
<b><i>TOTAL PAYROLL June, 2021</i></b>	<b>\$380,189.34</b>

*ON A ROLL CALL VOTE, this motion was ADOPTED as follows: ayes, 5; nays, 0; abstain, 0.*

**TRANSFERS AND RECLASSIFICATIONS – Action 22-008**

***Motion***

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

**Franklin Township Board of Education Minutes**  
**Regular Meeting – July 21, 2021**

---

**Transfers:**

<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 supl 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, 5; nays, 0; abstain, 0.*

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

**Action 22-009**

***Motion***

Motion by R. Hart, and seconded by K. Klus, to approve the Preliminary Board Secretary and Reconciliation Report - June, 2021.

*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);*

**Franklin Township Board of Education Minutes**  
**Regular Meeting – July 21, 2021**

---

*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, 6; nays, 0; abstain, 0.*

**PUBLIC INPUT PRIOR TO BOARD ACTION:**

Megan Budd made an inquiry regarding curriculum, followed by several other informal questions/comments from the public (not formally expressed from the podium).

**APPOINTMENT OF BOARD MEMBER – Action 22-010** **Motion**

Motion by R. Hart, and seconded by K. Klus to approve appointing Pamela Fitzsimmons to fill the vacancy on the Board of Education, per the retirement of Jean Hansen.

*ON A ROLL CALL VOTE, this motion was ADOPTED as follows: ayes, 5; nays, 0; abstain, 0.*

(Mrs. Fitzsimmons was administered the oath of office by Mr. Duryea)

**FINANCE-RELATED ITEMS – Action 22-011** **Motion**

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

- Amend the prior approval of an out-of-district ESY placement for the summer of 2021 from Franklin Township Board of Education/Hunterdon County to Union Township Board of Education, at a cost of \$3,400.00.
- Retroactively approve the application for and acceptance of the 2020-2021 New Jersey Department of Education/Rural Education Achievement Program Grant in the amount of \$19,804.00.

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

**TRANSPORTATION-RELATED ITEMS – Action 22-012** **Motion**

Motion by R. Hart, and seconded by K. Klus, to approve the following block of Transportation-related items, as recommended by the Chief School Administrator:

- Approve awarding the transportation contract for Bid Number 2021-2022 F/M/WH to GST Transportation, Inc. for the 2021-2022 school year, at the following rates:
  - Route-Brown - \$157/day x 180 days less 1% = \$27,977.40
  - Route-Green - \$157/day x 180 days less 1% = \$27,977.40
  - Route-F - \$157/day x 180 days less 1% = \$27,977.40

**Franklin Township Board of Education Minutes**  
**Regular Meeting – July 21, 2021**

---

- Route-N - \$159.50/day x 180 days less 1% = \$28,422.90
  - Route-R - \$155/day x 180 days less 1% = \$27,621.00
  - Route-W - \$157/day x 180 days less 1% = \$27,977.40
  - Route-5 - \$157/day x 180 days less 1% = \$27,977.40
  - Route-11 - \$155/day x 180 days less 1% = \$27,621.00
  - Route-17 - \$157/day x 180 days less 1% = \$27,977.40
  - Route-18 - \$159.50/day x 180 days less 1% = \$28,422.90
  - Route-19 - \$157/day x 180 days less 1% = \$27,977.40
  - Route-40 - \$157/day x 180 days less 1% = \$27,977.40
  - Increase/Decrease adjustment cost on all routes = \$1.50
- Approve a Joint Transportation Agreement with the Warren Hills Regional Board of Education and the Mansfield Township Board of Education for the 2021-2022 school year, with the Franklin Township Board of Education acting as the host district. Route costs for the Joiner Districts are as follows:

**Mansfield Township Board of Education-**

- Route-F - \$157/day x 180 days less 1% = \$27,977.40
- Route-N - \$159.50/day x 180 days less 1% = \$28,422.90
- Route-R - \$155/day x 180 days less 1% = \$27,621.00
- Route-W - \$157/day x 180 days less 1% = \$27,977.40

**Warren Hills Regional Board of Education-**

- Route-5 - \$157/day x 180 days less 1% = \$27,977.40
- Route-11 - \$155/day x 180 days less 1% = \$27,621.00
- Route-17 - \$157/day x 180 days less 1% = \$27,977.40
- Route-18 - \$159.50/day x 180 days less 1% = \$28,422.90
- Route-19 - \$157/day x 180 days less 1% = \$27,977.40
- Route-40 - \$157/day x 180 days less 1% = \$27,977.40

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

**EXECUTIVE SESSION:**

**Action 22-013 Motion**

Motion by R. Hart, and seconded by K. Klus, to enter Executive Session to discuss items related to negotiations, with information to be released at a date, not yet determined. (It is estimated that the Board will be in Executive Session for approximately 10 minutes.)

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

The Board entered executive session at 8:20 pm.

**Action 22-014 Motion**

Motion by R. Hart, and seconded by K. Klus, to reconvene Public Session.

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

The Board reconvened public session at 8:30pm.

**Franklin Township Board of Education Minutes**  
**Regular Meeting – July 21, 2021**

---

**PERSONNEL-RELATED ITEMS – Action 22-015**

***Motion***

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

- Retroactively approve revising the hourly compensation rate for Jessica Whiffen for her ESY paraprofessional assignment for the summer of 2021 from \$20.00/hour to \$21.07/hour, per the approved reimbursement rate agreed to by the Washington Borough Board of Education.
- Retroactively approve Karen Chiu as an ESY paraprofessional for the summer of 2021, at a rate of \$20.00/hour.
- Approve amending the paraprofessional salary guide position and compensation for Barbara Purcell for the 2021-2022 school year to TC/OG1 at \$20.09/hour for 8 hours per day x 184 days, for a total annual compensation of \$29,572.48.
- Retroactively amend the hourly compensation rate for April Truszkowski for the 2021-2022 school year to \$18.84 to correspond with the annual salary approval.
- Retroactively approve Heather King as a substitute school nurse for the summer of 2021, at the approved substitute rate for school nurses.

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

**BILL LIST – Action 22-016**

***Motion***

Motion by R. Hart, and seconded by K. Klus, to approve the June 24-June 30, 2021 bill list in the amount of \$124,561.48 and the July 21, 2021 bill list in the amount of \$98,355.31 .

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

**ADJOURNMENT - Action 22-017**

***Motion***

Motion by R. Hart, and seconded by K. Klus, to adjourn the meeting.

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

*Meeting adjourned at 8:40 p.m.*

Respectfully submitted,

Tim Duryea  
Board Secretary/School Business Administrator

Rudolph DiGilio, Board President