

Franklin Township Board of Education Minutes
Regular Meeting – June 8, 2021

TIME AND PLACE: The regular meeting of the Board of Education was held on June 8, 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, Jean Hansen, called the meeting to order at 7:02 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. Notice of the 2021-2022 budget hearing was published in the Express Times on April 22, 2021 and posted at the Star Ledger, the Franklin Township Municipal Building, the Franklin Township School, and on the Franklin Township School website.

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

ROLL CALL - Mr. Duryea conducted the Roll Call.

PRESENT: Jean Hansen (Board President)
Elizabeth Ames (virtual)
Jeannene Butler
Renee Hart
Kevin Klus (virtual)
Katherine Matlock
Donna Sbriscia (virtual)

ABSENT: Rudolph DiGilio (Vice President)
Scott Hansen

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

PUBLIC: Virtual: Julie Shellaway, Janie Brown, Barbara Weinstein,
and Deborah Mannon
In-Person: Lexia Matlock and Kelly Truskowski

Franklin Township Board of Education Minutes
Regular Meeting – June 8, 2021

EXECUTIVE SESSION:

Action 21-205 Motion

Motion by J. Butler, and seconded by R. Hart, to enter Executive Session to discuss items related to personnel matters and 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 30 minutes.)

This motion was ADOPTED as follows: ayes, 5; nays, 0; abstain 2 (Hart, Klus).

The Board entered executive session at 7:03 pm.

Action 21-206 Motion

Motion by J. Butler, and seconded by R. Hart, to reconvene Public Session.

This motion was ADOPTED as follows: ayes, 5; nays, 0; abstain 2 (Hart, Klus).

The Board reconvened public session at 7:23pm. Public portion of the meeting commenced at 7:30pm.

VIRTUAL MEETING GUIDELINES: The virtual meeting guidelines were read by Mrs. Hansen.

APPROVAL OF MAY 19, 2021 MINUTES Action 21-207 Motion

Motion by J. Butler, and seconded by K. Matlock, to approve the minutes of the Regular Meeting of May 19, 2021 (with heading amended to correct date).

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

APPROVAL OF MAY 19, 2021 EXECUTIVE SESSION MINUTES

Action 21-208 Motion

Motion by J. Butler, and seconded by K. Matlock, to approve and make public the Executive Session minutes of the Regular Meeting of May 19, 2021.

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

CORRESPONDENCE: None

PUBLIC INPUT PRIOR TO AGENDA ITEMS: None

WORK SESSION:

Informational updates were provided by the Administration on the following topics:
Program, Curriculum, and Instruction –

- Language Arts Series – Savvas/My View 2020
- Update on Summer Programs
 - 4-week program available to all students (grant funded)
 - ESY program by IEP is 6 weeks

Franklin Township Board of Education Minutes
Regular Meeting – June 8, 2021

Finance –

- Surplus funds for 2020-2021

Board –

- NJSBA Fall Workshop
- Remaining Board meetings for this summer.
- Goal Setting Meeting
- Election Petitions

FINANCIAL REPORTS

BOARD SECRETARY AND RECONCILIATION REPORT- April, 2021

Action 21-209

Motion

Motion by R. Hart, and seconded by J. Butler, to approve the revised Board Secretary and Reconciliation Report - April, 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);

*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 **April, 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, 7; nays, 0; abstain, 0.

TRANSFERS AND RECLASSIFICATIONS – Action 21-210

Motion

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

Transfers:

<u>Date</u>	<u>Source Account/Title</u>	<u>Target Account/Title</u>	<u>Comments</u>	<u>Amount</u>
05/14/21	11-000-262-622-000-000 ENERGY (ELECTRICITY)	11-000-262-621-000-000 ENERGY (NATURAL GAS)	Electric to Natural Gas	4,500.00
05/14/21	11-000-291-241-000-000 BOARD SHARE - PERS	11-000-291-270-000-000 INS - HLTH/DENTL/LIFE	Pension to Health Insurance	1,500.00
05/28/21	11-000-266-420-000-000 REPAIRS & MAINTANENCE	11-000-262-610-000-000 SUPPLIES	Sec Maint to Gen Maint	6,000.00
06/04/21	11-000-100-561-000-000 Tuit to Other LEAs In State-Re	11-000-100-562-000-000 TUITION TO OTHER LEA IN STAT	Tuition Reg to Tuition Spec	2,000.00

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

Franklin Township Board of Education Minutes
Regular Meeting – June 8, 2021

PAYROLL AND PAYROLL AGENCY APPROVAL – Action 21-211 ***Motion***

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

May, 2021 Net Payroll	\$175,716.05
May, 2021 Agency and Board Share FICA	\$122,090.14
TOTAL PAYROLL May, 2021	\$297,806.19

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

PUBLIC INPUT PRIOR TO BOARD ACTION:

- Lexia Matlock and Kelly Truskowski both provided comments on the re-opening of school in the fall and had questions regarding the school's plan for the re-opening, particularly with regard to the use of masks.

PROGRAM, CURRICULUM, AND INSTRUCTION-RELATED ITEMS – Action 21-212 ***Motion***

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

- Approve the purchase of the 2020 My View language arts series, published by Savvas.
- Retroactively approve a tuition contract with the Holland Township Board of Education for an out-of-district placement for a Franklin Township student (confidentiality number 20210504001) for the period 5/25/21-6/30/21, at a tuition rate of \$2,304.89.

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

FINANCE-RELATED ITEMS – Action 21-213 ***Motion***

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

- Approve a parental transportation contract for a Franklin Township student (Confidentiality #20210217001) for a 19-day ESY program for the summer of 2021. Cost of contract is \$2,068.89.
- Approve contracting with the Hunterdon County Educational Services Commission for paraprofessional services for a Franklin Township student in an out-of-district placement for the summer 2021 ESY program and for the 2021-2022 school year at a rate to be determined.
- Approve the transfer of anticipated surplus funds for the 2020-2021 school year in an amount not to exceed \$225,000 from the district's General Fund to the district's Capital Reserve Fund.

Franklin Township Board of Education Minutes
Regular Meeting – June 8, 2021

- Authorize the School Business Administrator and the Chief School Administrator to make payments to Horizon Blue Cross and Blue Shield and to Amerihealth for dental and health insurance premiums, respectively, during the 2021-2022 school year, as bills are received, with detailed approval to follow at next subsequent Board meeting, in order to meet payment deadlines for both.
- Approve contract for payroll processing services with R&L Data Centers, Inc., for the 2021-2022 school year.
- Approve the resolution to join the New Jersey School Insurance Group for the 2021-2022 school year.
- Approve the Memorandum of Agreement with the Warren County Special Services School District for related services on an as-needed basis for the summer of 2021 and the 2021-2022 school year.
- Approve the following food services contract resolution:
 - BE IT RESOLVED THAT THE BOARD OF EDUCATION of Franklin Township/Warren County, upon the recommendation of the Chief School Administrator approves the renewal of the FSMC base year contract with Maschio’s Food Services, Inc. for the 2021-2022 school year as follows:
 - Annual management fee of \$7,899.75
 - Guarantee of loss not to exceed \$10,000.00
 - Includes lunch and breakfast services
 - All provisions as stated in FSMC
- Approve the following 2021-2022 dental insurance rates through Horizon Blue Cross: (no change from 2020-2021)
 - Single \$49.31
 - 2-Adult \$77.64
 - Family \$113.39
- Approve the following contract renewals for related services for the summer of 2021 and the 2021-2022 school year
 - Brett DiNovi Associates, LLC – Behavioral Services - \$135.00/hour.
 - Michele DeSanto – Physical Therapy Services - \$82.00/hour.
- Approve the Resolution for Participation in Coordinated Transportation/2021-2022 School Year with the Warren County Special Services School District.
- Authorize the CSA and SBA to make purchases, payments, reclassifications, and transfers that are necessary to finalize the financial activity for the 2020-2021 school year, with formal approval to follow at a subsequent meeting.

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

PERSONNEL-RELATED ITEMS – Action 21-214 Motion

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

Franklin Township Board of Education Minutes
Regular Meeting – June 8, 2021

- Approve the following staff tuition reimbursements for the Spring, 2021 session:
 - Kaitlin Matrobattista
3 credits at Monmouth University... \$2,217.00
 - Pamela Fellner
6 credits at American College of Education.. \$1,410.00
- Authorize the Chief School Administrator and School Business Administrator to secure necessary staff for the district’s summer academic programs and to address summer custodial/maintenance needs, with formal approval to follow at a subsequent meeting.
- Approve the following individuals as summer custodial/ maintenance workers for the summer of 2021, at the rates specified:
 - John Jacob \$15.50/hour
 - Peyton Carter \$14.00/hour
- Approve a lateral move on the teachers’ salary guide from MA+15 to MA+30 for Stacy Ackerman for the 2021-2022 school year, revising her annual salary from \$67,745.00 to \$69,495.00 for said year.
- Approve holding a public hearing for the review and potential amendment of the Chief School Administrator’s employment contract at the Board’s regular June 23, 2021 meeting.

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

BILL LIST – Action 21-215 *Motion*

Motion by J. Butler, and seconded by R. Hart, to approve the June 8, 2021 bill list in the amount of \$27,702.06.

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

ADJOURNMENT - Action 21-216 *Motion*

Motion by J. Butler, and seconded by R. Hart, to adjourn the meeting.

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

Meeting adjourned at 8:18 p.m.

Respectfully submitted,

Tim Duryea
Board Secretary / School Business Administrator

Board President: _____
Jean Hansen