

**Franklin Township Board of Education Minutes**  
**Regular Meeting – January 19, 2022**

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**TIME AND PLACE:** The regular meeting of the Board of Education was held on January 19, 2022 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:** Board President, Rudolph DiGilio, 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 Ledger on January 13, 2022.

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

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

**PRESENT:** Rudolph DiGilio (Board President)  
Donna Sbriscia (Board Vice President)  
Elizabeth Ames  
Xandria Garcia (arrived at 7:06pm)  
Chester Kucyn  
Katherine Matlock  
John McGinnis

**ABSENT:** Scott Hansen  
Renee Hart

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

**PUBLIC:** Deborah Mannon, Christina Hitchcock

**APPROVAL OF JANUARY 4, 2021 MINUTES Action 22-123 Motion**  
Motion by J. McGinnis, and seconded by D. Sbriscia, to approve minutes of the Reorganization Meeting of January 4, 2022, as amended (Sbriscia VP election=unanimous).

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

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**APPROVAL OF JANUARY 4, 2022 EXECUTIVE SESSION MINUTES**

**Action 22-124 Motion**

Motion by J. McGinnis, and seconded by D. Sbriscia, to approve and make public the Executive Session minutes of the Regular Meeting of January 4, 2022.

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

**CORRESPONDENCE:**

- Alexandra Maguire – Leave of Absence Request
- Franklin Township Committee – School Board Recognition Month Resolution

**PUBLIC INPUT PRIOR TO AGENDA ITEMS:** None

**ARRIVAL OF XANDRIA GARCIA**

Xandria Garcia arrived at the Board meeting at 7:06pm, prior to the NJSBA presentation.

**ETHICS PRESENTATION BY NJSBA REPRESENTATIVE, KATHY HELEWA**

Mrs. Helewa reviewed the School Board Code of Ethics and related topics.

**PUBLIC HEARING: VIOLENCE AND VANDALISM**

Mr. Eagleburger presented the following information on Violence and Vandalism, per the requirement for Public Hearings.

As per Public Law 6A:16-5.3, each school district shall report incidents of violence, vandalism and substance abuse two times per year. Those incidents shall also be reported to the NJ Department of Education via the department's Electronic Violence and Vandalism Reporting System (EVVRS).

As reported to the Department of Education, there were 0 (zero) incidents of violence or vandalism during from January 1, 2021-August 31, 2021 and September 1, 2021-December 31, 2022, which rose to the standards established by the Department of Education.

As reported to the Department of Education, there were 0 (zero) incidents of violence or vandalism during from September 1, 2021-December 31, 2022, which rose to the standards established by the Department of Education.

The Franklin Township Board of Education accepts the Bi-Annual Reports of Violence and Vandalism dated January 19, 2022, as recommended by the Chief School Administrator.

**CSA REPORT**

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

- New School Psychologist
- Social Worker Candidate Interviews
- Band and Chorus Programs
- Health and Wellness
- COVID Case Count
- Student Assessments
- Social Media – Teacher Training

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- Curriculum – Career Readiness
- Franklin Fireball

**COMMITTEE REPORTS:**

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

- Franklin Township Committee –
  - In lieu of a Committee Representative, Mr. Duryea will reach out each month to the Township Clerk for municipal updates.
- Franklin Township PTA
  - Founders’ Day Rescheduled to March 2<sup>nd</sup>
  - Fund Raising
  - Trivia Night
- Legislative/NJSBA Delegate (Rep-R. DiGilio) –
  - School Security Drills [A-5727/S-3726](#) (signed)
  - Hiring Retired Staff [S-3685/A-5576](#) (pending signing)
  - District Website Access [A-4856/S-3094](#) (pending signing)
- NJASA (Rep-M. Eagleburger) –
  - Techspo
  - Cooperative advocacy with NJEA on COVID issues
- Warren County SBA (Rep. R. DiGilio and D. Sbriscia) –
  - Mrs. Sbriscia submitted a comprehensive report on the recent WCSBA meeting.
  - Discussion on equity in schools, per Dr. Green’s presentation at the meeting. Mrs. Sbriscia indicated that Franklin Township was a model for equitable practices.
  - Discussion on diversity training

**FINANCIAL REPORTS**

**LINE ITEM TRANSFERS AND RECLASSIFICATIONS – Action 22-125 Motion**

Motion by D. Sbriscia, and seconded by J. McGinnis, to approve the line item transfers and reclassifications, as recommended by the Chief School Administrator:

<u>Date</u>	<u>Source Account/Title</u>	<u>Target Account/Title</u>	<u>Comments</u>	<u>Amount</u>
01/05/22	11-000-213-320-000-000 PURCHPROF SERVICES	11-000-213-610-000-000 SUPPLIES		400.00
01/18/22	11-000-190-100-610-099-000 SUPPLIES - CROSS CONT	11-000-221-590-000-000 SOFTWARE LICENSING	School Supplies to Software	1,000.00

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

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

**Action 22-126 Motion**

Motion by D. Sbriscia, and seconded by J. McGinnis, to approve the Board Secretary and Reconciliation Report - November, 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 **November, 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.*

**PUBLIC INPUT PRIOR TO BOARD ACTION:** None

**PROGRAM, CURRICULUM, AND INSTRUCTION-RELATED ITEMS – Action 22-127 Motion**

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

- The Franklin Township Board of Education accepts the Bi-Annual Reports of Violence and Vandalism dated January 19, 2022, as recommended by the Chief School Administrator.
- Approve the district's January 19, 2022 Travel and Related Expense Report.

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

**BUILDING & GROUNDS AND TRANSPORTATION-RELATED ITEMS – Action 22-128 Motion**

Motion by D. Sbriscia, and seconded by J. McGinnis, to approve the following block of Building & Grounds and Transportation -related items, as recommended by the Chief School Administrator:

- Approve adding a bus stop at 28 Edison Road, Stewartsville, on the district's Brown bus route.
- Acknowledge that the Board has determined that no walking routes for students in the district can be considered non-hazardous for the 2021-2022 school year, due to their proximity to traffic, lack of sidewalks, and/or the lack of crossing guards. As a result, the district has determined that all resident students will be transported. Students attending on a tuition basis will not be transported.

*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 22-129 Motion**

Motion by D. Sbriscia, and seconded by J. McGinnis, to approve the following block of Finance-related items, as recommended by the Chief School Administrator:

- Approve contracting with Hillmar, LLC for a bilingual social assessment for a Franklin Township student, at a cost not to exceed \$650.00.
- Approve Waiver of Requirements for the Special Education Medicaid Initiative program (SEMI) for the 2022-2023 school year, due to the low number of students within the Franklin Township School District that would be eligible for participation in the program.
- Approve utilizing a pro-rated calculation for aid-in-lieu of transportation payments for all Franklin Township students attending private schools or choice school districts, in response to guidelines from the State of New Jersey that provides public school districts with the option to reimburse aid-in-lieu payments based upon actual days of in-person attendance, as opposed to a flat annual reimbursement, conditioned upon the extension of said guidance to the 2021-2022 school year.
- Authorize the School Business Administrator to forward payment in an amount not to exceed \$70,000.00 to the Public Employee’s Retirement System in payment of the Annual Employer Appropriation Invoice (employer share of pension, non-contributory life insurance, and long-term disability contributions).

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

**PERSONNEL-RELATED ITEMS – Action 22-130 Motion**

Motion by D. Sbriscia, and seconded by J. McGinnis, to approve the following block of Personnel-related items, as recommended by the Chief School Administrator:

- Authorize the Chief School Administrator to make an offer of employment to a candidate of his selection, for the School Social Worker position, with Board approval to follow at the next subsequent Board meeting.
- Approve the request for a Leave of Absence by Alexandra Maguire, as detailed in her request.
- Approve the following employee not-to-exceed tuition reimbursements for the Summer and Fall 2021 terms, pending receipt of all transcript and evidence of payment documentation and to authorize the School Business Administrator to issue payment for the same, with formal approval to follow at a subsequent Board meeting:

Name	Summer	Credits	Cost	Fall	Credits	Cost
Mastrobattista, Kaitlin	Monmouth Univ.	6	\$4,542.00	Monmouth Univ.	3	\$2,271.00
Fellner, Pamela	Ntl Inst. for STEM Educ/Amer Col of Educ.	3	\$769.45	Ntl Inst. for STEM Educ/Amer Col of Educ.	6	\$1,538.90

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

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**BILL LIST – Action 22-131**                      *Motion*

Motion by D. Sbriscia, and seconded by J. McGinnis, to approve the January 19, 2022 bill list in the amount of \$110,710.91 and the following non-checks:

<b>Date</b>	<b>Check #</b>	<b>To</b>	<b>For</b>	<b>Amount</b>	<b>Account</b>
11/1/2021	N0941	M. Eagleburger	Stud. Activity - EOR supplies	\$214.20	20-475-100-600
12/22/2021	N0944	FTS Café	Café Aid and Payment	\$18,791.02	10-402
12/31/2021	N0945	Horizon Healthcare Ins. Agency	Flex Admin	\$36.00	11-000-230-590

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

**BOARD MEMBER INFORMATION**

A Board member contact form was provided for each member to complete.

**BOARD COMMITTEES**

The Board President has appointed the following individuals to the existing Board committees for the 2022 calendar year.

- Policy Committee
  - Elizabeth Ames
  - Donna Sbriscia
- Curriculum Committee
  - Renee Hart
  - Kathleen Matlock
  - John McGinnis

**ADJOURNMENT - Action 22-132**                      *Motion*

Motion by D. Sbriscia, and seconded by J. McGinnis, to adjourn the meeting.

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

*Meeting adjourned at 9:01 p.m.*

Respectfully submitted,

Timothy Duryea  
Board Secretary/School Business Administrator

Rudolph DiGilio, Board President