

Franklin Township Board of Education Minutes
Regular Meeting – March 1, 2022

TIME AND PLACE: The Regular meeting of the Board of Education was held on March 1, 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 7:01p.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
Chester Kucyn
John McGinnis

ABSENT: Scott Hansen
Renee Hart
Katherine Matlock

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

PUBLIC: Deborah Mannon, Christina Hitchcock

APPROVAL OF FEBRUARY 16, 2022 MINUTES Action 22-154 Motion
Motion by J. McGinnis, and seconded by D. Sbriscia, to approve minutes of the Regular Meeting of January 19, 2022, as amended (Donna Sbriscia absent).

This motion was ADOPTED as follows: ayes, 4; nays, 0; abstain 2 (Kucyn, Sbriscia).

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APPROVAL OF FEBRUARY 16, 2022 EXECUTIVE SESSION MINUTES *Action 22-155 Motion*

Motion by J. McGinnis, and seconded by D. Sbriscia, to approve and make public the Executive Session minutes of the Regular Meeting of February 16, 2022, as amended (Donna Sbriscia absent).

This motion was ADOPTED as follows: ayes, 4; nays, 0; abstain 2 (Kucyn, Sbriscia).

CORRESPONDENCE:

- Craig Tipton – Revised letter of resignation (date change)

PUBLIC INPUT PRIOR TO AGENDA ITEMS: None

WORK SESSION:

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

Program, Curriculum, and Instruction –

- Social Studies Curriculum – FYI forthcoming
- Climate Survey

Finance/Budget –

- Amend date for March meeting, pending budget approval demands
- Audit hearing to include more in-depth presentation on fund balances

Personnel/Negotiations –

- Superintendent’s Evaluation – March 17, 2022 Evaluation Pre-Conference

Board –

- Completion of Disclosure Forms

FINANCIAL REPORTS

BOARD SECRETARY AND RECONCILIATION REPORT *Action 22-156 Motion*

Motion by J. McGinnis, and seconded by D. Sbriscia, to approve the Board Secretary and Reconciliation Report January, 2022.

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 **January, 2022**; 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.

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TRANSFERS AND RECLASSIFICATIONS – Action 22-157 **Motion**

Motion by J. McGinnis, and seconded by D. Sbriscia, 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>
02/22/2211-000-219-890-000-000	CST - MISCELLANEOUS	11-000-219-800-000-000 WORKSHOPS	CST Misc to CST Wrkshp	400.00
02/22/2211-000-230-895-000-000	BOE MEMBERSHIP & DUES	11-000-230-800-000-000 CSA - WKSHPS/Mmbrshps	Membership/Dues to CSA Workshop	200.00
02/22/2211-000-251-105-000-000	SALARY - BUSINESS OFF	11-000-251-610-000-000 SUPPLIES	Bus Off Salary to Bus Off Supl	500.00

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

PAYROLL AND PAYROLL AGENCY – Action 22-158 **Motion**

Motion by J. McGinnis, and seconded by D. Sbriscia, to approve Payroll and Payroll Agency/FICA as follows:

February, 2022 Net Payroll	\$175,152.08
February, 2022 Agency and Board Share FICA	\$122,783.56
TOTAL PAYROLL February, 2022	\$297,935.64

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

PUBLIC INPUT PRIOR TO BOARD ACTION: None

PROGRAM, CURRICULUM, AND INSTRUCTION-RELATED ITEMS – Action 22-159 **Motion**

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

- Approve the disposal of the following textbooks, as the age of said textbooks is such that they are considered antiquated/obsolete and are not subject to regulations regarding textbook depository participation:

Publisher	Name	Year Published	ISBN 10	Grade	Quantity
Scott Foresman	Regions	2011	328520152	NA	37
Scott Foresman	Envision Math	2011	328489735	4	52
Scott Foresman	Envision Math	2011	328672610	3	51
Scott Foresman	Envision Math	2011	328489743	5	49
Scott Foresman	People and Places	2005	328239720	NA	24
Scott Foresman	Science	2008	328289620	NA	16

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

FINANCE-RELATED ITEMS – Action 22-160 ***Motion***

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

- Approve holding and advertising for the district’s public hearing for the 2022-2023 budget at its Regular Board meeting on May 3, 2022 at 7:00pm.
- Authorize the Board President to revise the date of the second, regularly scheduled Board of Education meeting, if necessary, and to approve advertising for the same, in response to the two-week delay in the budget address by the Governor and subsequent release of State School Aid figures.
- Approve holding and advertising for the public hearing for the districts 2020-2021 Comprehensive Annual Financial Report/ Independent Audit at the second Board meeting in March or the first meeting in April, subject to the release of necessary audit data by the State of New Jersey and completion of the CAFR by the district’s independent auditor.
- Approve the Resolution for Participation in Coordinated Transportation for the 2022-2023 school year with the Warren County Special Services School District, inclusive of an administrative fee to be paid to them, in the amount of 4% of the contract costs.
- Approve contracting with Ramapo for Children/National School Climate Center/Youth Development Institute for Climate Survey Services at a total cost not-to-exceed \$2,600.00. Cost to be paid for out of grant money targeted toward mental health issues.

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

EXECUTIVE SESSION:

Action 22-161 ***Motion***

Motion by J. McGinnis, and seconded by D. Sbriscia, to enter Executive Session for reasons of personnel matters, with information to be released at a later date, not yet determined. (It is anticipated that the Board will be in Executive Session for 10 minutes.)

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

Board entered Executive Session at 7:25pm.

Action 22-162 ***Motion***

Motion by J. McGinnis, and seconded by D. Sbriscia, to reconvene public session.

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

Board reconvened Public Session at 7:30pm.

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PERSONNEL-RELATED ITEMS – Action 22-163

Motion

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

- Approve Lesley DaSilva as an after-school instructor for the Battle of the Books program. The program will be 11 sessions paid at a rate of \$50/session, for a total of \$550.00.
- Approve Sandra Siroky as a long-term, music teacher substitute for the balance of the 2021-2022 school year at a per diem rate of \$234.66 for a 4-hour day, to commence on March 15, 2022. This approval is subject to guidelines established by the State of New Jersey Department of Education and the New Jersey Division of Pensions and Benefits, per recent legislation allowing the employment of retired teachers who are able to fill specialized positions, without impact on current pension benefits. The CSA is authorized to modify the temporary employment offer, should limitations be established in said guidance, with formal approval to follow at a subsequent Board meeting.
- Approve a request by Craig Tipton for an early release from his employment contract. Mr. Tipton's last day in-district will be March 14, 2022.
- Approve Jesenia Rodriguez as a long-term paraprofessional substitute for the 2021-2022 school year.

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

BILL LIST – Action 22-164

Motion

Motion by J. McGinnis, and seconded by D. Sbriscia, to approve the March 1, 2022 bill list in the amount of \$63,450.92, as well as the following authorized payments, per the details below:

- Chk#26622 to Pamela Fellner – P202200286 11-000-291-280 on 1/31/22 in the amount of \$2,115.00 for a tuition reimbursement
- Chk#26623 to Kaitlin Mastorbattista – P202200282 11-000-291-280 on 1/31/22 in the amount of \$5,250.00 for a tuition reimbursement

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

BOARD INPUT

Mrs. Garcia inquired as to when standardized testing for students would be held, for the 2022-2023 school year. Mr. Eagleburger indicated that testing would occur April to mid-May.

Mr. McGinnis asked if a copy of the PowerPoint presentation on school ethics that was done by Kathy Helewa at a previous Board meeting could be emailed to the Board members.

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ADJOURNMENT - Action 22-165

Motion

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

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

Meeting adjourned at 7:35 p.m.

Respectfully submitted,

Timothy Duryea
Board Secretary/School Business Administrator

Rudolph DiGilio, Board President