

Franklin Township Board of Education Minutes
Regular Meeting – March 23, 2022

TIME AND PLACE: The regular meeting of the Board of Education was held on March 23, 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 7:01 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 March 17, 2022. Publications and postings also included notification of Public Audit Hearing for the districts 2020-2021 CAFR.

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
Chester Kucyn
Katherine Matlock
John McGinnis

ABSENT: Xandria Garcia
Scott Hansen
Renee Hart

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

PUBLIC: Deborah Mannon, Christina Hitchcock, Jamie Heater, Jason Banghart

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APPROVAL OF MARCH 1, 2021 MINUTES Action 22-166 Motion

Motion by D. Sbriscia, and seconded by C. Kucyn, to approve minutes of the Regular Meeting of March 1, 2022, as amended (7 votes to 6 on financials and adjournment)

This motion was ADOPTED as follows: ayes, 5; nays, 0; abstain 1 (Matlock).

APPROVAL OF MARCH 1, 2022 EXECUTIVE SESSION MINUTES

Action 22-167 Motion

Motion by D. Sbriscia, and seconded by C. Kucyn, to approve and make public the Executive Session minutes of the Regular Meeting of March 1, 2022.

This motion was ADOPTED as follows: ayes, 5; nays, 0; abstain 1 (Matlock).

CORRESPONDENCE: None

PUBLIC INPUT PRIOR TO AGENDA ITEMS: None

PUBLIC HEARING FOR THE DISTRICT’S 2020-2021 COMPREHENSIVE ANNUAL FINANCIAL REPORT/ANNUAL COMPREHENSIVE FINANCIAL REPORT (CAFR/ACFR)

Mr. Duryea made a presentation on the various fund components of the audit report and reviewed the audit synopsis and responded to questions.

PRESENTATION OF THE PROPOSED 2022-2023 DISTRICT BUDGET TO THE BOARD OF EDUCATION

Mr. Duryea provided the Board with explanations of the various facets of the 2022-2023 budget, including but not limited to: proposed expenditures and revenues, estimated enrollments, and special revenue grants.

CSA REPORT

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

- Mask guidance and quarantine regulations
- Health and Wellness – climate survey
- Travel restrictions
- Standards, student performance, and accelerated learning initiatives
- Communication via Apptegy website
- Curriculum Committee – Social Studies curriculum first reading
- Fireball Newsletter
- Diversity/Equity/Inclusion via staff in-service

COMMITTEE REPORTS:

- **Policy** – (Rep-E. Ames)
 - Currently working on policy alert
- **Curriculum** – No additional reports

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• **Legislation**

- Franklin Township Committee – (Rep-T. Duryea) – no report
- Franklin Township PTA
 - Virtual Paint Night
 - Book Fair – in-person
 - Teacher Appreciation Week
 - Night-Out with the Patriots – May 21st
- Legislative/NJSBA Delegate (Rep-R. DiGilio) –
 - Meeting of the State Legislative Committee – Handout was emailed to all Board members. Regionalization is still a topic of interest by the State of NJ
 - School meal fund
- NJASA (Rep-M. Eagleburger) – No report
- Warren County SBA (Rep. R. DiGilio and D. Sbriscia) –
 - Next Meeting on 4/5/22 – Leadership Meeting

FINANCIAL REPORTS

LINE ITEM TRANSFERS AND RECLASSIFICATIONS – Action 22-168 Motion

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

Reclassifications:

<u>Date</u>	<u>PO Number</u>	<u>Ordering Name</u>	<u>Amount</u>	<u>Reclassification Details and Comments</u>
03/11/22	P202200029	SEESAW	\$550.00	From 11-000-221-590-000-000 to 20-701-100-800-000-000 Reclassify to REAP
03/11/22	P202200057	ONE MORE STORY	\$540.00	From 11-000-221-590-000-000 to 20-701-100-800-000-000
03/11/22	P202200058	STARFALLEDCATION	\$270.00	From 11-000-221-590-000-000 to 20-701-100-800-000-000 Reclassify to REAP
03/11/22	P202200059	BRAIN POP	\$2,490.00	From 11-000-221-590-000-000 to 20-701-100-800-000-000 Reclassify to REAP
03/11/22	P202200060	FACTS4ME, INC.	\$150.00	From 11-000-221-590-000-000 to 20-701-100-800-000-000 Reclassify to REAP

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 22-169 Motion

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

- Approve the district’s Social Studies Curriculum for first reading.
- Approve the 2021-2022 Field Trip Master Plan.

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

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BUILDING & GROUNDS AND TRANSPORTATION-RELATED ITEMS – Action 22-170 *Motion*

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

- Approve the addition of a bus stop on the district’s White route and at 186 Asbury-Broadway Road, Asbury, NJ.
- Approve the district’s 2022 Long Range Facility Plan with an aggregate cost for all “System Actions” in the amount of \$1,484,000.00.

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

FINANCE-RELATED ITEMS – Action 22-171 *Motion*

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

- Approve the following budget resolution:

WHEREAS, the 2022/2023 budget includes sufficient funds to implement the proposed planning process as described in this district’s Annual Report pursuant to N.J.S.A. 18A:7A-11 and to provide curriculum and instruction which will enable all students to achieve the Core Curriculum Content Standards;

THEREFORE BE IT RESOLVED, the Board of Education approves the 2022/2023 budget in the amount of \$4,888,651 as follows:

Operating Budget	\$4,810,710
Grants and Entitlements	\$77,941
Repayment of Debt	\$0.00
Total Base Budget	\$4,888,651

BE IT FURTHER RESOLVED, that the following amounts shall be raised from taxes:

Operating Budget	\$4,069,896
Repayment of Debt	\$0.00
Total	\$4,069,896

BE IT FURTHER RESOLVED, to acknowledge that the 2022/2023 budget has described above results in an operating budget tax levy in the amount of \$4,069,896.

BE IT FURTHER RESOLVED, that the district accepts the State-generated tax levy cap adjustment of \$95,612.00, relative to the enrollment increase over the prior year, however, the district will not be utilizing this as a means to exceed the 2% tax levy cap in the 2022-2023 budget, leaving said adjustment in banked cap for potential use in a future budget(s).

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- Approve the following maximum travel expenditure resolution:

WHEREAS, school district policy #0147 and NJAC 6A:23B-1.2(b) provides that the board of education shall establish in the annual school budget a maximum expenditure amount that may be allotted for such travel and expense reimbursement for the 2022/2023 school year,

NOW THEREFORE BE IT RESOLVED, that the Franklin Township Board of Education hereby establishes the school district travel maximum for the 2022/2023 school year at the sum of \$40,000, and

BE IT FURTHER RESOLVED, that the School Business Administrator shall track and record these costs to insure the maximum amount is not exceeded.

- Approve the following maximum public relations expenditure resolution:

WHEREAS, school district policy #9120 and NJAC 6A:23A-9.3(c)14 provides that the board of education shall establish in the annual school budget a maximum expenditure amount that may be allotted for such Public Relation purposes for the 2022/2023 school year,

NOW THEREFORE BE IT RESOLVED, that the Franklin Township Board of Education hereby establishes the school district Public Relations maximum for the 2022/2023 school year at the sum of \$4,000, and

BE IT FURTHER RESOLVED, that the School Business Administrator shall track and record these costs to insure the maximum amount is not exceeded.

- Approve holding and advertising for the public hearing for the district's 2022-2023 annual budget, to be held on May 3, 2022 at the district's regular meeting at 7:00pm.
- Accept the June 30, 2021 Comprehensive Annual Financial Report/Annual Comprehensive Financial Report (CAFR/ACFR) as prepared by BKC Certified Public Accountants, PC, School Board Auditor.
- Approve the district Audit Recommendations and the Corrective Action Plan for FY'21: - No recommendations
- Approve the application for and acceptance of the 2021-2022 School Security Grant through the Securing our Children's Future Bond Act, in the amount of \$20,000.00.
- Approve contracting with Parette Somjen Architects, LLC, regarding the architectural services related to the installation of a solar array on the south side of the school building. Cost of professional services is \$35,000.00, payable, as earned over the current and two subsequent school years.

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

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EXECUTIVE SESSION:

Action 22-172 Motion

Motion by D. Sbriscia, and seconded by C. Kucyn, to enter Executive Session to discuss items related to personnel matters, 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 8:26 pm.

Action 22-173 Motion

Motion by D. Sbriscia, and seconded by C. Kucyn, to reconvene Public Session.

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

The Board reconvened public session at 8:33 pm.

PERSONNEL-RELATED ITEMS – Action 22-174 Motion

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

- Approve a request by Craig Tipton for a revised resignation date, with his last day in district as March 1, 2022.
- Retroactively approve March 14, 2022 as the start date for Sarah Rush as a teacher in the district. Per a previous motion approving Ms. Rush to start at Step 2/BA, at an annual salary of \$52,720.00, the March 14, 2022 start date will generate a pro-rated salary for the balance of the school year of \$18,523.27.
- Approve hiring Heather King as a School Nurse for the 2022-2023 school year at a step and annual salary to be determined at a later date. Hiring of Mrs. King is on a provisional certificate basis.
- Approve the following individuals as instructors for after-school programs, as noted: (to be provided at the Board meeting, as we are still receiving responses from teachers)
- Retroactively approve hiring Sandra Siroky as a music teacher for the balance of the 2021-2022 school year, effective March 15, 2022. This approval replaces the prior approval to hire Ms. Siroky as a long-term substitute. Ms. Siroky is hired for four hours per day at Step 24, MA+30, with an annual salary of \$79,590.00, pro-rated to reflect the portion of the year remaining and the 4/7.33 FTE. Her pro-rated salary will be \$15,436.04.

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

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BILL LIST – Action 22-175 **Motion**

Motion by D. Sbriscia, and seconded by C. Kucyn, to approve the March 23, 2022 bill list in the amount of \$180,316.68 and the following non-checks:

Date	Check #	To	For	Amount	Account
2/25/2022	N0942	Horizon Healthcare Ins. Agency	Flex Admin	\$30.00	11-000-230-590

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

ADJOURNMENT - Action 22-176 **Motion**

Motion by D. Sbriscia, and seconded by C. Kucyn, to adjourn the meeting.

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

Meeting adjourned at 8:36 p.m.

Respectfully submitted,

Timothy Duryea
Board Secretary/School Business Administrator

Rudolph DiGilio, Board President