

Franklin Township Board of Education Minutes
Regular Meeting – May 18, 2022

TIME AND PLACE: The regular meeting of the Board of Education was held on May 18, 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 7:05 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
Scott Hansen
Chester Kucyn
Katherine Matlock

ABSENT: Xandria Garcia
Renee Hart
John McGinnis

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

PUBLIC: Deborah Mannon, Jason Banghart, Jamie Heater, Karen Wester, Janie Brown, Julie Shellaway

APPROVAL OF MAY 3, 2022 MINUTES Action 22-206 Motion

Motion by S. Hansen, and seconded by D. Sbriscia, to approve minutes of the Regular Meeting of May 3, 2022.

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

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APPROVAL OF MAY 3, 2022 EXECUTIVE SESSION MINUTES

Action 22-207 Motion

Motion by S. Hansen, and seconded by C. Kucyn, to approve and make public the Executive Session minutes of the Regular Meeting of May 3, 2022.

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

CORRESPONDENCE:

- Pamela Fellner – Letter requesting movement on the salary guide
- Kaitlin Mastrobattista – Letter requesting movement on the salary guide

PUBLIC INPUT PRIOR TO AGENDA ITEMS: None

RECOGNITIONS:

- Julia Cassano – 2022/2023 Teacher of the Year
- David Rodriguez Lenge – 2022/2023 Educational Services Professional of the Year

CSA REPORT:

Mr. Eagleburger updated the Board on the following topics-

- COVID update
- Special events
- Climate survey
- Curriculum (Computer Science & Design Thinking and Health & PE) – Mr. Eagleburger responded to questions from the public regarding the process of review, implementation, and opting out of the Health & Physical Education curriculum.

COMMITTEE REPORTS:

1. **Policy** – (Rep-E. Ames)
 - Alert 221 - first reading; Alert 222 - almost complete; Alert 223 - in process
2. **Curriculum**
 - Computer Science and Design Thinking Curriculum
3. **Legislation**
 - Franklin Township Committee (Rep – Mr. Duryea) – no report
 - Franklin Township PTA
 - Mr. Duryea reviewed the written report prepared by Mrs. Hitchcock, the PTA President.
 - Legislative/NJSBA Delegate (Rep-R. DiGilio) –
 - S-1221 Hygiene Bill
 - Mr. DiGilio provided updates from recent interaction with State legislators, including:
 - Response to teacher shortages; Special Education COVID response timeline; Evaluation of existing funding formula
 - NJASA (Rep-M. Eagleburger) – no report
 - Warren County SBA (Rep. R. DiGilio and D. Sbriscia)
 - Next Meeting on 5/24/22 – Celebrations
 - NJSBA Leadership Conference – June 3-5

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FINANCIAL REPORTS

BOARD SECRETARY AND RECONCILIATION REPORT *Action 22-208*

Motion

Motion by S. Hansen, and seconded by C. Kucyn, to approve the Board Secretary and Reconciliation Report April, 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 **April, 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.

LINE ITEM TRANSFERS AND RECLASSIFICATIONS – Action 22-209 *Motion*

Motion by S. Hansen, and seconded by C. Kucyn, 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>
05/06/2211-000-251-105-000-000	SALARY - BUSINESS OFF	11-000-251-610-000-000 SUPPLIES	Bus Off Salary to Bus Off Supplies	1,000.00
05/18/2211-000-266-420-000-000	REPAIRS & MAINTANENCE	11-000-262-621-000-000 ENERGY (NATURAL GAS)	Security Repairs to Gas	3,500.00
05/18/2211-000-262-622-000-000	ENERGY (ELECTRICITY)	11-000-262-621-000-000 ENERGY (NATURAL GAS)	Electric to Gas	2,500.00

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

PUBLIC INPUT PRIOR TO BOARD ACTION:

- Karen Wester – Commented on technology topics

PROGRAM, CURRICULUM, AND INSTRUCTION-RELATED ITEMS – Action 22-210 *Motion*

Motion by S. Hansen, 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 Computer Science and Design Thinking Curriculum for first reading.

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- Approve for the 2022-2023 school year the use of the Learning Sciences International Evaluation Model – i.e. Marzano Model.
- Approve the district’s revised 2021-2022 Master Field Trip Plan.
- Approve the May 18, 2022 Travel and Related Expense Reimbursement Form.

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

BUILDING & GROUNDS AND TRANSPORTATION-RELATED ITEMS – Action 22-211 *Motion*

Motion by S. Hansen, 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 district-generated resolution endorsing modifications to NJ Senate Bill S-1221.
- Approve the annual shared services contract with the Township of Franklin for snow and ice removal and floor cleaning services for the 2022-2023 school year.

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

FINANCE-RELATED ITEMS – Action 22-212 *Motion*

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

- Approve applying for and accepting the following 2022-2023 grant allocations:
 - Title I - \$26,550.00
 - Title II - \$4,612.00
 - Title IV - \$10,000.00

(Footnote: Currently, Title I is being spent on salaries of paraprofessionals that provide in-class support. Title II and a portion of Title IV is transferred to Title I. The remainder of Title IV is used for after school programs.)

- Approve a tuition contract with the Washington Borough Board of Education for a Washington Borough student to be enrolled in the Franklin Township Multiple Disabilities class for the 2022-2023 school year and the Summer 2022 Extended School Year, at the tuition and related services costs as follows:
 - 2022-2023 Tuition - \$36,950.00
 - Summer 2022 Extended School Year - \$1,500.00
 - It is also understood that Washington Borough will supply all transportation needs and the student’s personal aide, who will be employed and paid directly by Washington Borough.
- Approve contracting with Ameriflex for COBRA Administration services, at a rate of \$60 per month, for the 2022-2023 school year.
- Approve the following resolution regarding the district’s FSMC for 2022-2023:
BE IT RESOLVED THAT THE FRANKLIN TOWNSHIP BOARD OF EDUCATION, upon the recommendation of Timothy Duryea, the School Business Administrator, does hereby award and approve the food service

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management contract for the 2022-2023 school year to Maschio's Food Service, Inc., inclusive of an annual management fee of \$8,689.73 and a guarantee of no more than a \$10,000.00 loss.

- Approve renewing the shared services contract with the Oxford Township Board of Education for a shared School Social Worker for the 2022-2023 school year, with both schools sharing costs equally, 50% / 50%.
- 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 2022-2023 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 2022-2023 school year.
- Approve the resolution to join the New Jersey School Insurance Group for the 2022-2023 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 2022 and the 2022-2023 school year.
- Approve contracting with the Hunterdon County Educational Services Commission for the following technology-related services at the specified rates:
 - Systems Administration (offsite backup, antivirus, server admin, network admin) - \$755.00/month
 - Onsite technology support - \$5,096.00/month

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

EXECUTIVE SESSION:

Action 22-213 Motion

Motion by S. Hansen, 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 15 minutes.)

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

The Board entered executive session at 7:47 pm.

Action 22-214 Motion

Motion by S. Hansen, 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 7:57 pm.

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PERSONNEL-RELATED ITEMS – Action 22-215 *Motion*

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

- 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 22, 2021 meeting.
- Amend the previously approved reappointment of Jane Petrozzino for the 2022-2023 school year to reflect a reduction to 2 days per month at 7 hours per day, with a corresponding reduction in compensation to \$12,974.00. This is based upon a ten-month schedule.
- Retroactively approve increasing Sandra Siroky from 20 hours per week to 20.5 hours per week, per the addition of a ½ hour chorus program, effective April 20, 2022, and to revise her pro-rated annual salary to \$15,707.49 to reflect said increase.
- Approve John Jacob, Peyton Carter, Gabriella Fama, and Cale Rosso as Summer Custodial/ Maintenance Workers for the summer of 2022 at a rate of \$15.97/hour. For the purpose of this motion, “Summer” will be defined as May 23, 2022 through August 31, 2022.
- Approve the following teachers for lateral moves on the district’s salary guide for the 2022-2023 school year, and corresponding revised salaries, per the completion of the required graduate level courses
 - Kaitlin Mastrobattista – Step 9/MA+15 - \$68,270.00
 - Pamela Fellner – Step 10/MA - \$67,620.00
- Revise the previously approved 2022-2023 salary for Deborah Mannon to \$110,887.00.
- Approve posting for a part-time paraprofessional(s) position(s) for the 2022-2023 school year.
- Retroactively approve the following after school programs and corresponding teacher/instructor pay:

Program	Teacher	Hours	Rate	Total
Yearbook/Layout and Design (additional time to meet deadline)	Wachter, Johanna	10	\$50.00	\$500.00
Yearbook/Layout and Design (additional time to meet deadline)	Wood-Rosso, Jessica	6	\$50.00	\$300.00
6th Grade Trip	Preiss, Susan	4	\$50.00	\$200.00
6th Grade Trip	Beer, Deborah	4	\$50.00	\$200.00
6th Grade Trip	Fellner, Pamela	4	\$50.00	\$200.00

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

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BILL LIST – Action 22-216 **Motion**

Motion by S. Hansen, and seconded by C. Kucyn, to approve the May 18, 2022 bill list in the amount of \$88,885.83.

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

Policy – Action 22-217 **Motion**

Motion by E. Ames, and seconded by S.Hansen, to approve the first reading of Policy Alert 221.

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

ADJOURNMENT - Action 22-218 **Motion**

Motion by S. Hansen, and seconded by C. Kucyn, to adjourn the meeting.

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

Meeting adjourned at 8:00 p.m.

Respectfully submitted,

Timothy Duryea
Board Secretary/School Business Administrator

Rudolph DiGilio, Board President