

Franklin Township Board of Education Minutes
Regular Meeting – June 7, 2022

TIME AND PLACE: The regular meeting of the Board of Education was held on June 7, 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 7:00 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
Renee Hart
Chester Kucyn
John McGinnis

ABSENT: Katherine Matlock

PRESENT: DISTRICT ADMINISTRATORS
Deborah Mannon, Director of Special Services
Tim Duryea, School Business Administrator/Board Secretary

ABSENT: Matthew Eagleburger, Chief School Administrator

PUBLIC: Kelly Truszkowski, Jason Banghart

APPROVAL OF MAY 18, 2022 MINUTES Action 22-219 Motion
Motion by S. Hansen, and seconded by C. Kucyn, to approve minutes of the Regular Meeting of May 18, 2022.

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

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APPROVAL OF MAY 18, 2022 EXECUTIVE SESSION MINUTES

Action 22-220 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 18, 2022.

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

CORRESPONDENCE:

- Kaitlin Mastrobattista – Letter of resignation
- Xandria Garcia – Letter of resignation from the Board of Education

PUBLIC INPUT PRIOR TO AGENDA ITEMS:

- Mr. Banghart inquired about the mowing of the softball field. Mr. Duryea updated him on the district’s need to replace the district’s mower, due to mechanical failure.

WORK SESSION:

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

Program, Curriculum, and Instruction –

- Computer Science and Design Thinking Curriculum – Final Reading

Finance/Budget –

- ARP Homeless II Grant Refusal - \$380.00
- Tuition Reimbursement Approvals
- End-of-Year Surplus

Building and Grounds

- Zero Turn Commercial Mower

Policy

- Policy Alert 221 – Final Reading

Board –

- NJSBA Workshop
- Petitions for November Election
- Remaining Board meetings for this summer are as follows:
 - June 22, 2022
 - July 20, 2022
 - August 2, 2022
 - August 17, 2022
- Memorial for Paul Rinaldi
- Goal Setting Meeting – Mr. Duryea will poll the Board on availability over the summer months.
- Process for filling a vacated seat on the Board of Education
 - Mr. Hansen proposed reducing the number of seats on the Board from 9 to 7. Discussion followed. No action taken.

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FINANCIAL REPORTS

LINE ITEM TRANSFERS AND RECLASSIFICATIONS – Action 22-221 *Motion*

Motion by R. Hart, and seconded by S. Hansen, 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>
05/04/22	11-000-230-895-000-000 BOE MEMBERSHIP & DUES	11-000-230-800-000-000 CSA - WKSHPs/Mmbrshps	BOE Membership to CSA wkshp	400.00
05/17/22	11-000-230-331-000-000 LEGAL SERVICES	11-000-230-800-000-000 CSA - WKSHPs/Mmbrshps	Legal Fees to CSA Wkshp	100.00
06/01/22	11-212-100-101-000-001 MD Substitute Teacher	11-212-100-610-000-000 MD Supplies	MD Subs to MD Supplies	300.00
06/07/22	11-000-262-610-000-000 SUPPLIES	11-000-262-420-000-000 REPAIRS & MAINTANENCE	Cust Maint Supl to Maint and Repairs	2,500.00

Reclassifications:

<u>Date</u>	<u>PO Number</u>	<u>Ordering Name</u>	<u>Amount</u>	<u>Reclassification Details and Comments</u>
05/04/22	P202200036	CDW GOVERNMENT, INC	\$2,250.00	From 11-190-100-610-008-000 to 20-483-100-600-000-000 Chromebook purchase to CRRSA ESSER II Grant
05/04/22	P202200199	CDW GOVERNMENT, INC	\$19,750.00	From 11-190-100-610-008-000 to 20-483-100-600-000-000 Chromebooks to CRRSA ESSER II Grant

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

PAYROLL AND PAYROLL AGENCY – Action 22-222 *Motion*

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

May, 2022 Net Payroll	\$175,888.97
May, 2022 Agency and Board Share FICA	\$124,633.15
TOTAL PAYROLL May, 2022	\$300,522.12

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

PUBLIC INPUT PRIOR TO BOARD ACTION:

- Mr. Banghart asked what type of memorial was being considered for Mr. Rinaldi.
- Mrs. Truszkowski asked if there were updates on the Health and PE curriculum.

POLICY-RELATED ITEMS – Action 22-223 *Motion*

Motion by R. Hart, and seconded by S. Hansen, to approve the following block of Policy-related items, as recommended by the Chief School Administrator:

- Approve the final reading of Policy Alert 221.

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

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PROGRAM, CURRICULUM, AND INSTRUCTION-RELATED ITEMS – Action 22-224 *Motion*

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

- Approve the final reading of the district’s Computer Science and Design Thinking Curriculum.
- Approve the June 7, 2022 Travel and Related Expense Reimbursement Form.

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

FINANCE-RELATED ITEMS – Action 22-225 *Motion*

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

- Approve the purchase of a new 2021 Ferris 5901978 zero-turn commercial mower, at a cost of \$10,900.00, pending provision of State Contract confirmation, and to authorize the School Business Administrator to dispose of/trade-in the district’s inoperable Dixie Chopper zero-turn mower.
 - Approve the revised ESY 2022 tuition rate for a Washington Borough student attending Franklin Township to \$2,500, inclusive of existing related services.
 - Authorize the School Business Administrator to solicit quotations for bus routes Green and Brown and the corresponding routes on the joint transportation agreement for the 2022-2023 school year, per the vendor’s inability to renew at a cost within the CPI.
 - Authorize the School Business Administrator to solicit quotations for the district’s White (7) bus route for the 2022-2023 school year, per the vendor’s inability to renew at a cost within the CPI.
 - Approve a Joint Transportation Agreement with the Warren Hills Regional Board of Education for the 2022-2023 school year for the Franklin Township “35/Yellow” bus route, at an annual cost of \$16,165.13.
 - Approve the following contract renewals for related services for the summer of 2021 and the 2022-2023 school year
11. Michele DeSanto – Physical Therapy Services - \$93.00/hour.
- Approve the Resolution for Participation in Coordinated Transportation/2022-2023 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 2021-2022 school year, with formal approval to follow at a subsequent meeting.
 - Approve contracting with Dr. Hong Chen for the completion of a psychiatric evaluation, at a cost of \$1,400.00.
 - Approve the transfer of anticipated surplus funds for the 2021-2022 school year in an amount not to exceed \$200,000 from the district’s General Fund to the district’s Capital Reserve Fund.

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

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EXECUTIVE SESSION:

Action 22-226 Motion

Motion by R. Hart, and seconded by S. Hansen, 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 20 minutes.)

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

The Board entered executive session at 7:40 pm.

Action 22-227 Motion

Motion by R. Hart, and seconded by S. Hansen, to reconvene Public Session.

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

The Board reconvened public session at 7:51 pm.

MASTROBATTISTA TUITION REIMBURSEMENT

Given that Kaitlin Mastrobattista (KM) was specifically requested by the administration to complete a course of study (masters program) necessary to obtain a certification that would be beneficial to the Board, and given that KM agreed to take on this task for the good of the district, it was the unanimous opinion of the Board that reimbursement for tuition related to this course of study, beyond the annual 12-credit contractual limitation, would be approved. In light of KM's recent notice of resignation, it was also the unanimous opinion of the Board to waive the contractual provision that would require KM to repay the Board for any tuition reimbursements received within two years of resignation.

PERSONNEL-RELATED ITEMS – Action 22-228 Motion

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

- Accept a letter of resignation from Kaitlin Mastrobattista, with regret. Ms. Mastrobattista's last day employed by the district will be June 30, 2022.
- Approve Pamela Fellner to provide home instruction services to a Franklin Township student for the remainder of the 2021-2022 school year, at a rate of \$50/hour, per the district's collective bargaining agreement, with prep time as detailed in said agreement. It is anticipated that the instructional time will not exceed 20 hours in total.
- Approve the following after school clubs/programs and the corresponding instructor and rates:
 - Face Painting Club – Instructor/Karen Wester – 3 Sessions at \$50.00 per session for a total of \$150.00.
 - Student Council – Instructor/Karen Wester – 3 Sessions at \$50.00 per session for a total of \$150.00.
- Retroactively accept the resignation of Xandria Garcia from the Board of Education, with regret, effective June 7, 2022, and to approve posting for an individual to fill Mrs. Garcia's vacated seat.

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- Approve the following spring 2022 tuition reimbursements:

Name	Institution	Credits	Cost
Mastrobattista, Kaitlin	Monmouth Univ.	6	\$4,545.00*
Fellner, Pamela	American College of Educ.	3	\$828.90
Mallory, Audrey Diana	Rutgers Univ	3	\$2,272.50
Eagleburger, Matthew	Centenary Univ.	6	\$4,513.50
*plus \$4.50 balance from prior semester			

- 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, 2022 meeting.

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

BILL LIST – Action 22-229 *Motion*

Motion by R. Hart, and seconded by S. Hansen, to approve the June 7, 2022 bill list in the amount of \$69,974.82.

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

PUBLIC INPUT SESSION DISCUSSION

The Board discussed the protocols for conducting the Public Input portion of a meeting.

ADJOURNMENT - Action 22-230 *Motion*

Motion by R. Hart, and seconded by S. Hansen, to adjourn the meeting.

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

Meeting adjourned at 8:03 p.m.

Respectfully submitted,

Timothy Duryea
Board Secretary/School Business Administrator

Rudolph DiGilio, Board President