

Franklin Township Board of Education Minutes
Regular Meeting – August 2, 2022

TIME AND PLACE: The regular meeting of the Board of Education was held on August 2, 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 Vice President, Donna Sbriscia, called the meeting to order at 7:03 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: Donna Sbriscia (Board Vice President)
Elizabeth Ames
Chester Kucyn
Katherine Matlock
Jason Banghart

ABSENT: Rudolph DiGilio (Board President)
Scott Hansen
Renee Hart
John McGinnis

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

PUBLIC: Christina Hitchcock, Kelly Truszkowski

APPROVAL OF JUNE 22, 2022 MINUTES Action 23-116 Motion
Motion by K. Matlock, and seconded by C. Kucyn, to approve minutes of the Regular Meeting of July 20, 2022.

This motion was ADOPTED as follows: ayes, 3; nays, 0; abstain 2 (Ames, Sbriscia)

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APPROVAL OF JUNE 22, 2022 EXECUTIVE SESSION MINUTES

Action 23-117 Motion

Motion by E. Ames, and seconded by C. Kucyn, to approve and make public the Executive Session minutes of the Regular Meeting of July 20, 2022.

This motion was ADOPTED as follows: ayes, 3; nays, 0; abstain 2 (Ames, Sbristica)

CORRESPONDENCE: None

PUBLIC INPUT PRIOR TO AGENDA ITEMS: None

ANNUAL GOAL SETTING SESSION

Kathy Helewa, the districts field representative from the NJSBA, served as facilitator for the Board's annual Goal Setting Session.

WORK SESSION:

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

Program, Curriculum, and Instruction –

- Health/PE curriculum update
- Update of staff list to complete curriculum work

Policy –

- Policy Alert 222 – First reading

Building and Grounds/Transportation:

- Update on completed summer projects/building preparation
- Update on remaining summer projects/building preparation

Board –

- Board Self-Evaluation
- NJSBA Workshop – (10/24-26)
- Candidates that have filed petitions for the November School Board Election –

Esly Peters	3 year term
Elizabeth Ames	3 year term
Jason E. Banghart	3 year term
John McGinnis	3 year term
Kelly Truszkowski	3 year term
No petition filed	2 year unexpired term

FINANCIAL REPORTS

PAYROLL AND PAYROLL AGENCY – Action 23-118

Motion

Motion by C. Kucy, and seconded by K. Matlock, to approve Payroll and Payroll Agency/FICA as follows:

June, 2022 Net Payroll	\$244,047.55
June, 2022 Agency and Board Share FICA	\$165,134.92
TOTAL PAYROLL June, 2022	\$409,182.47

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ON A ROLL CALL VOTE, this motion was ADOPTED as follows: ayes, 5; nays, 0; abstain, 0.

LINE ITEM TRANSFERS AND RECLASSIFICATIONS – Action 22-248 Motion

Motion by C. Kucyn, and seconded by K. Matlock, to approve the following reclassifications, as recommended by the Chief School Administrator:

Reclassifications:

6/23/22 Kites in the Sky \$70.18 from 11-401-100-610 (Co Curr Supl) to 20-701-100-600 (REAP Grant 20-21)

This motion was ADOPTED as follows: ayes, 5; nays, 0; abstain 0.

BOARD SECRETARY AND RECONCILIATION REPORT (June) Action 23-119

Motion

Motion by C. Kucyn, and seconded by K. Matlock, to approve the revised preliminary Board Secretary and Reconciliation Report June, 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 revised preliminary monthly financial reports of the Secretary and the Reconciliation for the Month of **June, 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, 5; nays, 0; abstain, 0.

PUBLIC INPUT PRIOR TO BOARD ACTION: none

PROGRAM, CURRICULUM, AND INSTRUCTION-RELATED ITEMS – Action 23-120 Motion

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

- Approve the district's revised school calendar for the 2022-2023 school year.
- Approve the August 2, 2022 Travel and Related Expense Reimbursement Form.
- Approve the district's Comprehensive Health and Physical Education Curriculum for first reading.

ON A ROLL CALL VOTE, this motion was ADOPTED as follows: ayes, 4; nays, 0; abstain, 1 (Banghart)

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FINANCE-RELATED ITEMS – Action 23-121 *Motion*

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

- Approve a retainer agreement with Scarinci Hollenbeck Attorneys at Law/Nathanya Simon, for the 2022-2023 school year.
- Approve contracting with Stephen Falcone to develop a preschool report card for the district and all digital formatting necessary to integrate the report card into the Genesis student data base program, at a cost of \$250.00.
- Approve authorizing the Chief School Administrator to apply for and accept funding through the Preschool Expansion Aid program and to modify the district’s existing preschool program in such a way as to be in compliance with the requirements of said program.
- Approve a 60-month lease with Pitney Bowes for a Send Pro C200 postage meter at a cost of \$71.38 per month.
- Approve revising the rates for school lunches to the following, for the 2022-2023 school year:
 - Student lunches \$3.50
 - Adult lunches \$4.00
- Approve the following tuition contracts for the 2022-2023 school year:
 - Hampton Borough Board of Education as sending district to Franklin Township as receiving district / one general education student in grade 6 at an annual tuition of \$16,500.00.

ON A ROLL CALL VOTE, this motion was ADOPTED as follows: ayes, 5; nays, 0; abstain, 0.

BUILDING & GROUNDS AND TRANSPORTATION-RELATED ITEMS – Action 23-122 *Motion*

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

- Approve the listing of bus stops for the district’s transportation routes for the 2022-2023 school year.

ON A ROLL CALL VOTE, this motion was ADOPTED as follows: ayes, 5; nays, 0; abstain, 0.

PERSONNEL-RELATED ITEMS – Action 23-123 *Motion*

Motion by C. Kucyn, and seconded by K. Matlock, to approve the following block of personnel-related items, as recommended by the Chief School Administrator:

- Retroactively approve the following individual for summer assignments/compensation with total hours to be determined by the CSA:
 - Karen Wester – Technology Tasks - \$50/hour
 - Alanna Maniscalco – CST Meetings - \$50/hour
 - Dr. Jane Petrozzino – CST Meetings - \$89.97/hour

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- Paola Ramirez – CST Meetings - \$54.57/hour
- Karen Kane – CST Meetings - \$52.45/hour
- Approve the district’s initial 2022-2023 volunteer list.
- Approve the submission of the Full-Time Principal Waiver Request for the 2022-2023 school year.
- Approve the district’s substitute list for the 2022-2023 school year.
- Approve the following teacher to complete curriculum development work during the summer of 2022 at a rate of \$50/hour, not to exceed 10 hours:
 - Deborah Beer

ON A ROLL CALL VOTE, this motion was ADOPTED as follows: ayes, 5; nays, 0; abstain, 0.

BILL LIST – Action 23-124 **Motion**

Motion by C. Kucyn, and seconded by K. Matlock, to approve the August 2, 2022 bill list in the amount of \$170308.30.

This motion was ADOPTED as follows: ayes, 5; nays, 0; abstain, 0.

ADJOURNMENT - Action 23-125 **Motion**

Motion by C. Kucyn, and seconded by J. Banghart, to adjourn the meeting.

This motion was ADOPTED as follows: ayes, 5; nays, 0; abstain, 0.

Meeting adjourned at 9:42 p.m.

Respectfully submitted,

Timothy Duryea
Board Secretary/School Business Administrator

Donna Sbriscia, Board Vice President