

Franklin Township Board of Education Minutes
Regular Meeting – October 4, 2022

TIME AND PLACE: The regular meeting of the Board of Education was held on October 4, 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 7:01 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 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
Jason Banghart
Renee Hart
John McGinnis

ABSENT: Rudolph DiGilio (Board President)
Scott Hansen
Chester Kucyn
Katherine Matlock

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

PUBLIC: Mathew Hoser

APPROVAL OF SEPTEMBER 21, 2022 MINUTES *Action 23-148 Motion*
Motion by J. Banghart, and seconded by J. McGinnis, to approve minutes of the Regular Meeting of September 21, 2022.

This motion was ADOPTED as follows: ayes, 4; nays, 0; abstain 1 (Hart)

CORRESPONDENCE: None

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PUBLIC INPUT PRIOR TO AGENDA ITEMS: None

WORK SESSION:

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

- Program, Curriculum, and Instruction –
 - Update on new, full-day preschool program
- Policy –
 - Policy Alert 223/First Reading, Policy Alert 224 virtually completed
- Finance –
 - Health Insurance Premium Rebate - \$8,339.08
- Building and Grounds/Transportation:
 - Floor cleaning machine replacement
- Board –
 - Action Plans for Annual Goals – It was Board consensus to accept the Action Plans
 - Board Self-Evaluation (October 16 self-imposed deadline)
 - NJSBA Workshop – (10/24-26)
 - School Board Election on November 8th
 - Consolidation of meetings in November

FINANCIAL REPORTS

PAYROLL AND PAYROLL AGENCY – Action 23-149 *Motion*
Motion by R. Hart, and seconded by J. McGinnis, to approve Payroll and Payroll Agency/FICA as follows:

September, 2022 <i>Net Payroll</i>	\$169,693.70
September, 2022 <i>Agency and Board Share FICA</i>	\$122,537.00
<i>TOTAL PAYROLL September, 2022</i>	\$292,230.70

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

BOARD SECRETARY AND RECONCILIATION REPORT (June) Action 23-150
Motion

Motion by R. Hart, and seconded by J. McGinnis, to approve the Board Secretary and Reconciliation Report August, 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);

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*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 **August, 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

POLICY-RELATED ITEMS – Action 23-151 **Motion**

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

- Approve the first reading of Policy Alert 223.

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

PROGRAM, CURRICULUM, AND INSTRUCTION-RELATED ITEMS – Action 23-152 **Motion**

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

- Approve the October 4, 2022 Travel and Related Expense Reimbursement Form.

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

FINANCE-RELATED ITEMS – Action 23-153 **Motion**

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

- Authorize the Chief School Administrator and the School Business Administrator to secure a replacement floor cleaning machine for the district, at a cost not-to-exceed \$7,500.00.
- Accept a health insurance premium rebate in the amount of \$8,339.08 from Amerihealth for a medical loss ratio below 85% during the 2021 calendar year for the Public Employer's Trust.
- Approve the district's 2023-2024 Budget Calendar.

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

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BUILDING & GROUNDS AND TRANSPORTATION-RELATED ITEMS – Action

23-154 *Motion*

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

- Approve the disposition of technology equipment included on the October 4, 2022 disposition list, due to obsolescence, inability to repair, and/or expiration of service terms for Chromebook devices.

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

EXECUTIVE SESSION:

23-155 *Motion*

Motion by R. Hart, and seconded by J. McGinnis, 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, 5; nays, 0; abstain 0.

The Board entered executive session at 7:37 pm.

Action 23-156 *Motion*

Motion by R. Hart, and seconded by J. McGinnis, to reconvene Public Session.

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

The Board reconvened public session at 7:52 pm.

PERSONNEL-RELATED ITEMS – Action 23-157 *Motion*

Motion by R. Hart, and seconded by J. McGinnis, to approve the following block of personnel-related items, as recommended by the Chief School Administrator:

- Approve amending the employment contracts for the following individuals, for the 2022-2023 school year:
 - Jenifer Rodriguez/Paraprofessional – Increased from 29 hours per week to full-time (SC4), effective October, 2022, with a new annual salary of \$22,493.98, pro-rated to \$22,024.46, to reflect the mid-year change.
 - Annabelle O’Brien/Paraprofessional – Increased from .5 FTE to full-time (NC13), effective October, 2022, with an annual salary of \$25,717.42, pro-rated to \$24,431.55, to reflect the mid-year change.
- Approve hiring Morgan Grieger as a teacher for the 2022-2023 school year, effective October 14, 2022, at Step 1/BA, at an annual salary of \$52,470.00, pro-rated to \$44,883.12 to reflect the mid-year hire date. Subject to qualification confirmation by the county office of the Department of Education.

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- Approve revising the job description for the Superintendent/ CSA to reflect the added duty of Program Administrator for programs funded through preschool expansion aid.

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

BILL LIST – Action 23-158 *Motion*

Motion by R. Hart, and seconded by J. McGinnis, to approve the October 4, 2022 bill list in the amount of \$62,751.90.

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

NEW BUSINESS

Mr. Banghart conveyed that the Township Committee had discussion at their recent meeting about a lawn mower owned by the school that is being stored at the Public Works building. Mr. Duryea will follow up on this.

Mr. McGinnis inquired as to the communications methods that exist for the drivers of our bus routes, as a recent situation arose where it appeared that communications was a problem. Mr. Eagleburger responded and will follow up on the issue.

RESCHEDULE NOVEMBER MEETINGS – Action 23-159 *Motion*

Motion by R. Hart, and seconded by J. McGinnis, to authorized the Board President to reschedule the November, 2022 Board meetings to one date, after communication with Board members.

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

ADJOURNMENT - Action 23-160 *Motion*

Motion by R. Hart, and seconded by J. McGinnis, to adjourn the meeting.

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

Meeting adjourned at 8:05 p.m.

Respectfully submitted,

Timothy Duryea
Board Secretary/School Business Administrator

Donna Sbriscia, Board Vice President