

Franklin Township Board of Education Minutes
Regular Meeting – December 21, 2022

TIME AND PLACE: The regular meeting of the Board of Education was held on December 21, 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 10:03 a.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 December 19, 2022. (Meeting was rescheduled from original date of December 14, 2022, due to lack of quorum.)

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
John McGinnis

ABSENT: Jason Banghart
Renee Hart
Chester Kucyn
Katherine Matlock

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

PUBLIC: None

APPROVAL OF NOVEMBER 7, 2022 MINUTES Action 23-185 Motion
Motion by S. Hansen, and seconded by J. McGinnis, to approve minutes of the Regular Meeting of November 7, 2022.

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

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**APPROVAL OF NOVEMBER 7, 2022 EXECUTIVE SESSION MINUTES *Action*
23-186 Motion**

Motion by S. Hansen, and seconded by J. McGinnis, to approve and make public the Executive Session minutes of the Regular Meeting of November 7, 2022.

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

CORRESPONDENCE:

- Barbara Weinstein – Letter/Retirement Notification
- Misha Shoblock – Letter of Resignation and date revision

PUBLIC INPUT PRIOR TO AGENDA ITEMS: None

CSA REPORT

Mr. Eagleburger provided a written CSA report in advance of the meeting.

WORK SESSION:

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

Policy –

- Policy Alert 224 – First Reading
- HIB policy changes – First Reading

Technology:

- Category II Erate Application for wireless access points.

Building and Grounds/Transportation:

- Roof Repair (Three quotes obtained – Warren Thompson roofing was lowest.)

Finance:

- Contract with HCESC for Public Services

Personnel –

- Stacy Ackerman – FTS Governor’s Teacher of the Year Recipient
- Annabelle O’Brien – FTS Governor’s Educational Service Professional of the Year Recipient
- Approval from County Office of NJDOE for portion of CSA salary to be paid out of Preschool Expansion Aide for Program Coordination.
- CSA Annual Professional Development Plan
- New hire/teacher – Danielle Yawger

Board –

- Board Self-Evaluation
- Proposed Board meeting calendar for 2023
- Financial Disclosure Forms – Following our reorganization meeting, the district census will be updated with the State and all Board members will receive an email with a link to the 2023 financial disclosure site.
- School Board Election Results
 - Elizabeth Ames – 3-year seat
 - Jason Banghart – 3-year seat
 - Kelly Truskowski – 3-year seat
 - Scott Hansen – Unexpired term 2-year seat

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COMMITTEE REPORTS:

1. **Policy** – (Rep-E. Ames) – No report
2. **Legislation**
 - Franklin Township Committee (Rep – Mr. Banghart) – No report
 - Franklin Township PTA (Rep – Christina Hitchcock) – No report
 - Legislative/NJSBA Delegate (Rep-R. DiGilio) – No report
 - NJASA (Rep-M. Eagleburger) – No report
 - Warren County SBA (Rep. R. DiGilio and D. Sbriscia) – No report

FINANCIAL REPORTS

PAYROLL AND PAYROLL AGENCY – Action 23-187 **Motion**

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

November, 2022 <i>Net Payroll</i>	\$175,536.92
November, 2022 <i>Agency and Board Share FICA</i>	\$124,283.78
TOTAL PAYROLL November, 2022	\$299,820.70

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

LINE ITEM TRANSFERS AND RECLASSIFICATIONS – Action 23-188 **Motion**

Motion by S. Hansen, and seconded by J. McGinnis, to approve the following 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>
11/08/2211-000-270-800-000-000	Misc Transportation	11-000-270-518-000-000 CONTRACT SPED	Misc Trans to Spec Ed Trans	200.00
11/22/2211-000-222-580-000-000	LIBRARY - MILEAGE	11-000-222-610-000-000 SUPPLIES	Library Mileage to Library Supplies	50.00
11/23/2211-000-223-610-000-000	SUPPLIES	11-000-223-580-000-000 TRAVEL	PD Supl to PD Mileage	200.00

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

BOARD SECRETARY AND RECONCILIATION REPORT **Action 23-189**

Motion

Motion by S. Hansen, and seconded by J. McGinnis, to approve the Board Secretary and Reconciliation Report October, 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 **October, 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 23-190 ***Motion***

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

- Approve the first reading of Policy Alert 224.
- Approve the first reading of HIB Policy changes.

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

PROGRAM, CURRICULUM, AND INSTRUCTION-RELATED ITEMS – Action 23-191 ***Motion***

Motion by S. Hansen, 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 district's 2022-2023 revised Master Field Trip Plan.
- Approve the revised American Rescue Plan/ ESSER Safe Return to In-Person Instruction plan.
- Approve the December 14, 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 23-192 ***Motion***

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

- Authorize the CSA to apply for the Emergent and Capital Maintenance Grant for FY'23, in the amount of \$4,110.00.
- Approve an agreement for Public Services with the Hunterdon County Educational Services Commission for the 2022-2023 school year, with rates as detailed in the agreement attachment.

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 23-193 *Motion*

Motion by S. Hansen, 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 district’s 2022-2023 School Safety and Security Plan.

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

EXECUTIVE SESSION:

ACTION 23-194 *Motion*

Motion by S. Hansen, and seconded by J. McGinnis, to enter Executive Session to discuss items related to confidential student 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 5 minutes.)

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

The Board entered executive session at 10:12 am.

Action 23-195 *Motion*

Motion by S. Hansen, 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 10:17 am.

PERSONNEL-RELATED ITEMS – Action 23-196 *Motion*

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

- Approve Lara Smith as a substitute teacher for the 2022-2023 school year.
- Accept the resignation of Misha Shoblock, with regret. Ms. Shoblock’s last day of employment will be 12/31/22.
- Approve hiring Danielle Yawger as a long-term substitute, per the resignation of Ms. Shoblock, at a daily rate of \$283.62 and to approve hiring Ms. Yawger as a teacher for the 2022-2023 school year, effective 3/1/23, pending receipt of teacher certification, on Step 2/BA, at an annual salary of \$53,570.00, pro-rated to \$21,428.00 for the balance of the school year.
- Accept the notification of retirement from Barbara Weinstein, with regret. Mrs. Weinstein’s last day of employment will be 6/30/23.
- Authorize the Chief School Administrator to post for a teaching position for the 2023-2024 school year, per the retirement of Mrs. Weinstein.
- Approve Audrey Diana Mallory and Julie Shellaway as Beyond the School Day Accelerated Learning Instructors for the 2022-2023 school year, at a rate of \$50.00/session (funded via grant).

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- Approve the following list of participants for the 2022-2023 multi-session, after-school, professional development program, entitled “Belonging Through a Culture of Dignity”, with each participant receiving a stipend of \$600.00 for participation and preparation time:
 - Stacy Ackerman
 - Chris Allen
 - Deborah Beer
 - Sheri Billows
 - Janie Brown
 - Julia Cassano
 - Teresa Caswell
 - Leslie DaSilva
 - Pamela Fellner
 - Jennifer Fischer
 - Morgan Grieser
 - Loren Hamblin
 - Kathy Henry
 - Donna Herzer
 - Karen Kane
 - Alex Maguire
 - Diana Mallory
 - Jennifer Miller
 - Annabelle O'Brien
 - Alanna Piccirillo
 - Maryann Pratola
 - Paola Ramirez
 - Jenifer Rodriguez
 - Jesenia Rodriguez
 - David Rodriguez-Lenge
 - Sarah Rush
 - Nicole Scaplen
 - Julie Shellaway
 - Larisa Trumpy
 - Johanna Wachter
 - Barbara Weinstein
 - Karen Wester
 - Jessica Wood-Rosso
- Authorize the SBA to issue tuition reimbursement(s) to staff, prior to the end of the 2022 calendar year, as he deems prudent, in order to minimize the tax consequence for said staff member(s), with formal approval to follow at a subsequent Board meeting. (payments are typically made in January of each year)
- Approve/recognize highly-qualified paraprofessionals providing Title I services for the 2022-2023 school year, funded through the Title I grant with salaries and percentages as noted below:

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- Maryann Pratola - \$17,300 of her \$19,437.48 compensation, which equals 89%. (FTE .61)
- Christine Allen - \$19,172 of her \$25,272.34 compensation, which equals 76%. (FTE .76)

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

Volunteers – Action 23-197 Motion

Motion by J. Hansen, and seconded by J. McGinnis, to approve the following volunteers for the 2022-2023 school year, as recommended by the Chief School Administrator:

- Jessica Ascough
- Heather Radcliffe-McGinnis
- Christina Borelli
- Dana Mutek

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

HIB Report – Action 23-198 Motion

Motion by S. Hansen, and seconded by J. McGinnis, Motion to affirm the determination for HIB Report #2223001, presented during Executive Session.

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

BILL LIST – Action 23-199 Motion

Motion by S. Hansen, and seconded by J. McGinnis, to approve the December 14, 2022 bill list in the amount of \$173,500.03, and the following non-checks.

Date	Check #	To	For	Amount	Account
11/30/2022	N0990	Horizon Healthcare Ins. Agency	Flex Admin	\$36.00	11-000-230-590

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

NEW BUSINESS

Mr. McGinnis initiated discussion regarding the timing of the release of information by the Warren Hills Regional School District to the constituent and sending districts, related to activities in which the elementary school students may be interested in participating. Recently, the release of information on events has not appeared uniform.

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ADJOURNMENT - Action 23-200

Motion

Motion by S. Hansen, and seconded by J. McGinnis, to adjourn the meeting.

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

Meeting adjourned at 10:24 a.m.

Respectfully submitted,

Timothy Duryea
Board Secretary/School Business Administrator

Rudolph DiGilio, Board President