

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

TIME AND PLACE: The regular meeting of the Board of Education was held on November 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 October 27, 2022. (Meeting was rescheduled from original date.)

FLAG SALUTE: Pledge of Allegiance and a moment of silence.

ROLL CALL - Mr. Duryea conducted the Roll Call.

PRESENT: Rudolph DiGilio (Board President)
Elizabeth Ames
Jason Banghart
Scott Hansen
Chester Kucyn
Katherine Matlock
John McGinnis

ABSENT: Donna Sbriscia (Board Vice President)
Renee Hart

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

PUBLIC: Deborah Mannon

APPROVAL OF OCTOBER 19, 2022 MINUTES Action 23-172 Motion
Motion by S. Hansen, and seconded by J. McGinnis, to approve minutes of the Regular Meeting of October 19, 2022.

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

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CORRESPONDENCE:

- Susan Preiss – Letter/Retirement Notification

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 224 – FYI
- HIB policy changes - FYI

Finance –

- New round of ROD (Regular Operating District) Grants
- Emergent and Capital Maintenance Grant
- Designated Farm-to-School Grant - \$1,000
- Competitive Farm-to-School Grant - \$10,000min/\$100,000max
- Professional development experience contract – Kennedy Greene LLC
- Amazon Future Engineer grant

Building and Grounds/Transportation:

- Replacement of commercial freezer
- Facility Checklist

Safety/Security –

- Uniform State Memorandum of Agreement Between Education and Law Enforcement

Personnel –

- New hire/paraprofessional – Teresa Caswell

Board –

- Board Self-Evaluation
- School Board Election on November 8th

COMMITTEE REPORTS:

1. **Policy** – (Rep-E. Ames) – No additional information
2. **Curriculum** –
 - Ad Hoc Committee Dissolved
3. **Legislation**
 - Franklin Township Committee (Rep – Mr. Banghart) –
 - Franklin Township PTA (Rep – Christina Hitchcock) – No report
 - Legislative/NJSBA Delegate (Rep-R. DiGilio)
 - NJSBA Workshop update
 - Proposal for Tutoring for Learning Loss legislation
 - Residency Law legislation
 - Bill to initiate an 18-month study of learning loss
 - Mental health initiatives
 - Delegate Assembly on November 19

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- NJASA (Rep-M. Eagleburger) – no report
- Warren County SBA (Rep. R. DiGilio and D. Sbriscia)
 - Next meeting – November 10th at Hawk Pointe

FINANCIAL REPORTS

PAYROLL AND PAYROLL AGENCY – Action 23-173

Motion

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

October, 2022 Net Payroll	\$123,016.37
October, 2022 Agency and Board Share FICA	\$171,690.15
TOTAL PAYROLL October, 2022	\$294,706.52

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

LINE ITEM TRANSFERS AND RECLASSIFICATIONS – Action 23-174

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>
10/06/2211-000-251-105-000-000	SALARY - BUSINESS OFF	11-000-251-890-000-000 WORKSHOPS	Bus Off Sal to Bus Off Misc	110.00
11/01/2211-000-270-518-000-000	CONTRACT SPED	11-000-270-511-000-000 CONTRACTED ROUTES	Trans Spec to Trans Reg	40,000.00
11/04/2211-000-291-270-000-000	INS - HLTH/DENTL/LIFE	12-000-262-730-000-000 Undist Expend - Custodial Svcs	Benefits to Cust Equip	6,595.00

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

BOARD SECRETARY AND RECONCILIATION REPORT

Action 23-175

Motion

Motion by S. Hansen, and seconded by J. McGinnis, to approve the Board Secretary and Reconciliation Report September, 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 **September, 2022**; and further recommends, in compliance with N.J.A.C. 6A: 23A-16.10 (c) 4, that the Board of*

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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, 7; nays, 0; abstain, 0.

PUBLIC INPUT PRIOR TO BOARD ACTION: None

PROGRAM, CURRICULUM, AND INSTRUCTION-RELATED ITEMS – Action

23-176 *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 submission of the Division of Early Childhood Services/Three-Year Preschool Program Operational Plan for Former Abbott's, Charter Schools and PEA Districts (due 11/15/22).
- Approve the November 7, 2022 Travel and Related Expense Reimbursement Form.
- Approve the district's 2022-2023 Nursing Services Plan
- Approve the districts amended Master Field Trip Plan for 2022-2023.

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

FINANCE-RELATED ITEMS – Action 23-177 *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:

- Approve accepting a grant from Amazon which provides free access to the Amazon Future Engineer sponsorship program for the 2022-2023 school year. No monetary value has been placed upon this grant, but benefits may include, but not be limited to: professional development, supplies, training materials, etc.
- Approve contracting with Kennedy Greene LLC for on-site staff professional development services, during the 2022-2023 school year, at a rate of \$165/hour, plus \$95/hour for related travel. Estimated total of \$2,468.00.

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

BUILDING & GROUNDS AND TRANSPORTATION-RELATED ITEMS – Action

23-178 *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 districts 2022-2023 Annual Facilities Checklist/Health and Safety Evaluation of School Buildings.

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

EXECUTIVE SESSION:

23-179 Motion

Motion by S. Hansen, 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, 7; nays, 0; abstain 0.

The Board entered executive session at 8:07 pm.

Action 23-180 Motion

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

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

The Board reconvened public session at 8:13 pm.

PERSONNEL-RELATED ITEMS – Action 23-181 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 the following volunteers for the 2022-2023 school year:
 - Chau McAuley
 - Kathy Creveling
 - Nathalyn Estevez
 - Kristyn Sbriscia
- Accept the notification of retirement from Susan Preiss, with regret. Mrs. Preiss' last day of employment will be June 30, 2023.
- Authorize the CSA to post for a teaching position for the 2023-2024 school year, per Mrs. Preiss' retirement.
- Approve hiring Teresa Caswell as a paraprofessional, for the 2022-2023 school year, effective 11/14/22, on Step NC11, for 29 hours per week, at an annual salary of \$19,463.61, pro-rated to \$14,812.76, to reflect the mid-year start date.
- Approve the NJSBA Superintendent Evaluation System (2018 version) as the official instrument for the evaluation of the Chief School Administrator for the 2022-2023 school year.
- Approve correcting the October 4, 2022 approval of the hiring of Morgan Grieger to read Morgan Grieser.
- Approve Julie Guth as a substitute teacher for the 2022-2023 school year, pending completion of all required paperwork/ clearances.

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

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MOA-LAW ENFORCEMENT – Action 23-182 **Motion**

Motion by S. Hansen, and seconded by J. McGinnis, approve the 2022-2023 Uniform State Memorandum of Agreement Between Education and Law Enforcement as recommended by the Chief School Administrator.

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

BILL LIST – Action 23-183 **Motion**

Motion by S. Hansen, and seconded by J. McGinnis, to approve the November 7, 2022 bill list in the amount of \$153,965.13, and the following non-checks.

Date	Check #	To	For	Amount	Account
9/6/2022	N0981	Horizon Healthcare Ins. Agency	Flex Admin	\$36.00	11-000-230-590
10/3/2022	N0984	Horizon Healthcare Ins. Agency	Flex Admin	\$36.00	11-000-230-590
10/31/2022	N0987	Horizon Healthcare Ins. Agency	Flex Admin	\$36.00	11-000-230-590

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

NEW BUSINESS

- Mr. Kucyn initiated discussion on vehicles passing stopped school buses.
- Mrs. Matlock initiated discussion on the digital sign activation.

ADJOURNMENT - Action 23-184 **Motion**

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

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

Meeting adjourned at 8:27 p.m.

Respectfully submitted,

Timothy Duryea
Board Secretary/School Business Administrator

Rudolph DiGilio, Board President