

# FRANKLIN TOWNSHIP SCHOOL Board of Education

# REORGANIZATION MEETING January 4, 2022 - 6:00 p.m.

# AGENDA

1.	Call to	Order
	1.01	Pledge of Allegiance

# 1.02 Open Public Meeting Announcement

In accordance with requirements of the Open Public Meeting Act, N.J.S.A. 10:4-6 et seq., adequate notice has been given of tonight's meeting in the Hunterdon County Democrat and have been posted on the bulletin board by the main office of the Franklin Township School, sent to the Township Clerk and to all Board of Education members and posted on the school website on January 21, 2021.

	by the main office of the members and posted on		•	•		Clerk and to all	Board of Educ
2.	Roll Call						
	Mrs. G. Evans	N	lr. R. Falcor	ı	Ms. A	A. Gilpin	
	Mr. J. Giordano	N	lrs. A. Lucia	no	Mrs.	K. Sutton	
	Mrs. E. Tomasini	D	r. N. Diaz, S	upt	Mrs.	L. Tirone, SBA	
3.	Election of Board Memb	ers and Oa	th of Office	to Newly El	ected Memb	ers of the Board	d of Education
	Amy Gilpin, a New Boar James Giordano, a New Erin Tomasini, a Re Elec	Board Mer	nber who w	vill serve for	a 3 year terr		
4.	Nomination of Officers 4.01 Board Secretary				lent		
	<b>Resolved</b> to nominate						
	Motion:		Seco	nd:	<del></del>		
	Additional Nominee	es:					
	Resolved, to close nom	ninations fo	r President	and call for	a roll call vo	te.	
	Motion:	Second:					
	Discussion:						
	Roll Call Vote:						
	Name	Yes	No	Abstain	Absent		
	Mrs. Evans						
	Mr. Falcon						
	Ms. Gilpin						
	Mr. Giordano			]			

Mrs. Luciano		
Mrs. Sutton		
Mrs. Tomasini		
Totals:		

The Board Secretary turns the meeting over to the newly elected President.

#### 4.02 The President will call for nominations for Vice-President

Resolved to nominate			_ for Vice Pre	sident.				
Motion: Seco				nd:				
Additional N	Additional Nominees:							
Resolved, to close nominations for Vice President and call for a roll call vote.								
Motion:				Second:_				
Discussion:								
Roll Call Vote:								
Name		Yes	No	Abstain	Absent			
Mrs. Evans								
Mr. Falcon								
Ms. Gilpin								
Mr. Giordano								
Mrs. Luciano								
Mrs. Sutton								
Mrs. Tomasini								
	Totals:							

# **BOARD ACTION**

Motioned by	Seconded by	
To approve Board Action items 5 through	h 14.	

# 5. Adopt Code of Ethics - 2001 Version

**RESOLVED** that the Board of Education adopts the New Jersey School Boards Association Code of Ethics as read;

**BE IT FURTHER RESOLVED** each Board of Education Member will sign the documentation that he/she has received a copy of the code and it is understood.

#### 6. Board of Education designation of depositories for district funds.

**BE IT RESOLVED** that Investor Bank is hereby designated as depository for funds of the Franklin Township School District: and be it further

**RESOLVED** that the Financial Institutions be required to be insured by either the SLIC or the FDIC and/or as required by both Federal and State statutes:

**RESOLVED** that Investors Bank is hereby designated as the depository for the General Operating Account, Payroll Account, Payroll Agency Account, Flexible Spending Account, Summer Pay Account, Unemployment Trust Account, Student Activity Account, Food Service Account, Capital Reserve Account and August w. Knispel Scholarship Account.

#### 7. Board of Education designation of signatures for district checking accounts.

**BE IT RESOLVED** that the General Operating Account of the Franklin Township School District be drawn upon signatures of the President of the Board of Education, the Secretary of the Board of Education and the Treasurer of the Board of Education. Three (3) signatures are required, and be it further

**RESOLVED** that the Payroll Account of the Franklin Township School District be drawn upon signatures of the Secretary of the Board of Education and the Treasurer of the Board of Education. Two (2) signatures are required, and be it further

**RESOLVED** that the Payroll Agency Account of the Franklin Township School District be drawn upon signatures of the Secretary of the Board of Education and the Treasurer of the Board of Education. Two (2) signatures are required, and be it further

**RESOLVED** that the Flexible Spending Account of the Franklin Township School District be drawn upon signatures of the Secretary of the Board of Education and the Treasurer of the Board of Education. Two (2) signatures are required, and be it further

**RESOLVED** that the Summer Pay Account of the Franklin Township School District be drawn upon signatures of the Secretary of the Board of Education and the Treasurer of the Board of Education. Two (2) signatures are required, and be it further

**RESOLVED** that the Unemployment Trust Account of the Franklin Township School District be drawn upon signatures of the Secretary of the Board of Education and the Treasurer of the Board of Education. Two (2) signatures are required, and be it further

**RESOLVED** that the Student Activity Account of the Franklin Township School District be drawn upon signatures of the Chief School Administrator, Secretary of the Board of Education or the Treasurer of the Board of Education. Two (2 of 3) signatures are required, and be it further

**RESOLVED** that the Food Service Account of the Franklin Township School District be drawn upon signatures of the Secretary of the Board of Education and the Treasurer of the Board of Education. Two (2) signatures are required, and be it further

**RESOLVED** that the Capital Reserve Account of the Franklin Township School District be drawn upon signatures of the President of the Board of Education, the Secretary of the Board of Education and the Treasurer of the Board of Education. Three (3) signatures are required, and be it further

**RESOLVED** that the August W. Knispel Scholarship Account of the Franklin Township School District be drawn upon signatures of the President of the Board of Education, the Secretary of the Board of Education and the Treasurer of the Board of Education. Three (3) signatures are required.

#### 8. EFT Claimant Certification (Electronic Funds Transfer)

**BE IT RESOLVED** that the Board adopt the following required under Local Finance Notice #2018-13, distributed on 3/29/18 addressing electronic funds transfer or "EFT" and claimant certification changes and requirements; and be it further

**RESOLVED** the School Business Administrator/Board Secretary shall be responsible to initiate a claim for payment using an EFT method that has been approved in accordance with the N.J.S.A. 18A:19-1 et seq. and Policy and Regulation and to make the payment once authorization is granted, and be it further

**RESOLVED** the Superintendent of Schools or the Superintendent's designee not under the direct supervision of the School Business Administrator/Board Secretary shall be responsible to review and authorize, in writing, the EFT payment of claim using an EFT technology that was initiated and presented by the School Business Administrator/Board Secretary, and be it further

**RESOLVED** an employee, non-employee, Board President, or other individual who is not under the direct supervision of the School Business Administrator/Board Secretary shall be responsible to review all EFT weekly Activity Reports on all EFT-based transactions.

#### 9. Designate Official Newspapers

**WHEREAS**, Chapter 231 of the Public Laws of NJ (1975) known as, and hereinafter designated as, the "Open Public Meetings Act" requires notification of meetings of public bodies, as therein defined, in the manner there in set forth, now therefore be it

**RESOLVED** that for purposes of compliance with the Open Public Meetings Act, the Board of Education of Franklin Township School hereby makes the following designations of the "Hunterdon County Democrat" (primary) and the "Express Times" (secondary) are hereby designated as the two newspapers to receive notification of meetings as required by any and all sections of the Open Public Meetings Act, and be it further

**RESOLVED** that the "Hunterdon County Democrat", the "Star Ledger", the "Courier News" and the "Express Times" are hereby designated as official newspapers of the Board of Education of the Franklin Township School District for the publication of legal notices and advertisements.

10. Establishment of place, time and date for regularly scheduled meetings of the Board of Education

BE IT RESOLVED that the regular monthly meeting of the Board of Education of the Franklin Township School

District will be held in the Media Center/Library at the Franklin Township School located at 226 Quakertown

Road, Quakertown, New Jersey, with exceptions designated by the Board of Education, and be it further

**RESOLVED** that all meetings will begin at 6:30 p.m. unless otherwise noted;

BE IT FURTHER RESOLVED that the annual board meeting calendar as follows;

Tuesday, January 18, 2022

Tuesday, February 15, 2022

Monday, March 14, 2022

Monday, April 25, 2022

Monday, May 16, 2022

Monday, June 13, 2022

Monday, July 18, 2022

Monday, August 22, 2022

Monday, September 19, 2022

Monday, October 17, 2022

Monday, November 14, 2022

Monday, December 12, 2022

Tuesday, January 3, 2023

#### 11. Adopt existing Board of Education Policy Manual

**RESOLVED** to adopt all existing written policies, by-laws and rules/regulations of the Franklin Township School District for the period from the date of this Reorganization Meeting until the Reorganization Meeting in the next calendar year unless modified by the Board of Education in accordance with those applicable policies, by-laws and/or rules/regulations.

# 12. Parliamentary Procedures

**RESOLVED** that the Board adopt Robert's Rules of Order as the official parliamentary procedure manual to be used to conduct meetings and appoint the board secretary and board attorney to act as the parliamentarians until the next Reorganization Meeting on January 3, 2023.

#### 13. Adopt existing Curricula

**RESOLVED** that the curricula, presently in existence, be adopted by the Board of Education of the Franklin Township School District.

#### 14. Adopt existing Textbooks

**RESOLVED** that all textbooks, presently in use be adopted by the Board of Education of the Franklin Township School District.

Motion: Second:

Discussion: Roll Call Vote:

Name	Yes	No	Abstain	Absent
Mrs. Evans				
Mr. Falcon				
Ms. Gilpin				
Mr. Giordano				
Mrs. Luciano				
Mrs. Sutton				
Mrs. Tomasini				
Totals:				

# 15. Appointment of Delegates and Representatives

Discussion: Roll Call Vote:  Name Yes No Abstain Absent  Mrs. Evans  Mr. Falcon  Ms. Gilpin  Mr. Giordano  Mrs. Luciano  Mrs. Sutton  Mrs. Tomasini
D. Township Committee Liaison  Motion: Second: Discussion: Roll Call Vote:  Name Yes No Abstain Absent  Mrs. Evans  Mr. Falcon  Ms. Gilpin  Mr. Giordano  Mrs. Luciano  Mrs. Sutton  Mrs. Tomasini
Motion: Second: Discussion: Roll Call Vote:  Name Yes No Abstain Absent  Mrs. Evans  Mr. Falcon  Ms. Gilpin  Mr. Giordano  Mrs. Luciano  Mrs. Sutton  Mrs. Tomasini
Discussion: Roll Call Vote:  Name Yes No Abstain Absent  Mrs. Evans Mr. Falcon Ms. Gilpin Mr. Giordano Mrs. Luciano Mrs. Sutton Mrs. Tomasini
Name Yes No Abstain Absent  Mrs. Evans  Mr. Falcon  Ms. Gilpin  Mr. Giordano  Mrs. Luciano  Mrs. Sutton  Mrs. Tomasini
Name Yes No Abstain Absent  Mrs. Evans  Mr. Falcon  Ms. Gilpin  Mr. Giordano  Mrs. Luciano  Mrs. Sutton  Mrs. Tomasini
Mrs. Evans Mr. Falcon Ms. Gilpin Mr. Giordano Mrs. Luciano Mrs. Sutton Mrs. Tomasini
Mr. Falcon  Ms. Gilpin  Mr. Giordano  Mrs. Luciano  Mrs. Sutton  Mrs. Tomasini
Ms. Gilpin Mr. Giordano Mrs. Luciano Mrs. Sutton Mrs. Tomasini
Mr. Giordano Mrs. Luciano Mrs. Sutton Mrs. Tomasini
Mrs. Luciano Mrs. Sutton Mrs. Tomasini
Mrs. Sutton Mrs. Tomasini
Mrs. Tomasini
Totals:
A. Negotiations
B. Policy
C. Facilities & Finance
Curriculum & Education
. Ad Hoc/Strategic Plan
Motion: Second:
Discussion
Roll Call Vote:
Name Yes No Abstain Absent
Mrs. Evans
IVII 5. EVAIIS
Mr. Falcon
Mr. Falcon
Mr. Falcon Ms. Gilpin
Mr. Falcon Ms. Gilpin Mr. Giordano
Mr. Falcon Ms. Gilpin Mr. Giordano Mrs. Luciano

This concludes the Reorganization Meeting of the Franklin Township Board of Education.

# 17. Public Comments - Privilege of the Floor (3 minutes)

All comments should be directed to the board president. The Board will not respond to complaints from and to school personnel unless the chain of command has been followed, without satisfaction. Furthermore, the Board cannot respond to any complaints from the public directed at any district employee or student, as the Board must protect each employee and each student's right to privacy.

Those wishing to share comments during this portion of the meeting are asked to state their name and address. Each speaker will be given three minutes.

18.	3. Resolved, to Adjourn from the Public Meeting at								
	Motion	Second	By Voice Vote	Yes	No	Abstain	Absent		