



**FRANKLIN TOWNSHIP SCHOOL
Board of Education**

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

1. Call to Order

1.01 Pledge of Allegiance – Board Secretary Tirone called the meeting to order at 6:02 p.m.

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.

2. Roll Call

Mrs. G. Evans	<u> v </u>	Mr. R. Falcon	<u> v </u>	Ms. A. Gilpin	<u> v </u>
Mr. J. Giordano	<u> v </u>	Mrs. A. Luciano	<u> v </u>	Mrs. K. Sutton	<u> v </u>
Mrs. E. Tomasini	<u> v </u>	Dr. N. Diaz, Supt.	<u> v </u>	Mrs. L. Tirone, SBA	<u> v </u>

3. Election of Board Members and Oath of Office to Newly Elected Members of the Board of Education:

Amy Gilpin, a New Board Member who will serve for a 1 year term.
James Giordano, a New Board Member who will serve for a 3 year term.
Erin Tomasini, a Re Elected Board Member will serve for a 3 year term.

4. Nomination of Officers

4.01 Board Secretary called for nominations for President

Resolved to nominate Karen Sutton for President.
Motion: Evans Second: Tomasini

Additional Nominees: None

Resolved, to close nominations for President and call for a roll call vote.

Motion: Evans Second: Falcon
Discussion: None

Roll Call Vote:

Name	Yes	No	Abstain	Absent
Mrs. Evans	X			
Mr. Falcon	X			
Ms. Gilpin	X			
Mr. Giordano	X			

Mrs. Luciano	X			
Mrs. Sutton	X			
Mrs. Tomasini	X			
Totals:	7	0	0	0
Motion Carried				

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

4.02 The President called for nominations for Vice-President

Resolved to nominate Virginia Evans for Vice President.

Motion: Tomasini Second: Gilpin

Additional Nominees: None

Resolved, to close nominations for Vice President and call for a roll call vote.

Motion: Tomasini Second: Gilpin

Discussion: None

Roll Call Vote:

Name	Yes	No	Abstain	Absent
Mrs. Evans	X			
Mr. Falcon	X			
Ms. Gilpin	X			
Mr. Giordano	X			
Mrs. Luciano	X			
Mrs. Sutton	X			
Mrs. Tomasini	X			
Totals:	7	0	0	0
Motion Carried				

BOARD ACTION

Resolved, to approve Board Action items 5 through 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
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: Evans Second: Tomasini

Discussion: None

Roll Call Vote:

Name	Yes	No	Abstain	Absent
Mrs. Evans	X			
Mr. Falcon	X			
Ms. Gilpin	X			
Mr. Giordano	X			
Mrs. Luciano	X			
Mrs. Sutton	X			
Mrs. Tomasini	X			
Totals:	7	0	0	0
Motion Carried				

15. Appointment of Delegates and Representatives

Resolved, to appoint the following delegates/representatives:

- A. Hunterdon County Educational Services Commission - Mrs. Tomasini
- B. Hunterdon County School Boards Association - Ms. Gilpin
- C. New Jersey School Boards Association - Mrs. Sutton, Mr. Giordano (Substitute)
- D. Township Committee Liaison - Mrs. Evans

Motion: Falcon Second: Tomasini

Discussion: None

Roll Call Vote:

Name	Yes	No	Abstain	Absent
Mrs. Evans	X			
Mr. Falcon	X			
Ms. Gilpin	X			
Mr. Giordano	X			
Mrs. Luciano	X			
Mrs. Sutton	X			
Mrs. Tomasini	X			
Totals:	7	0	0	0
Motion Carried				

16. Resolved, to appoint members of the following subcommittees.

- | | | | |
|---------------------------|----------------------|---------------------|---------------------|
| A. Negotiations | <u>Mrs. Sutton</u> | <u>Mr. Giordano</u> | <u>Mr. Falcon</u> |
| B. Policy | <u>Mrs. Tomasini</u> | <u>Mrs. Evans</u> | <u>Ms. Gilpin</u> |
| C. Facilities & Finance | <u>Mrs. Sutton</u> | <u>Mrs. Evans</u> | <u>Mr. Giordano</u> |
| D. Curriculum & Education | <u>Mrs. Tomasini</u> | <u>Mrs. Luciano</u> | <u>Ms. Gilpin</u> |
| E. Ad Hoc/Strategic Plan | <u>Mrs. Tomasini</u> | <u>Mrs. Luciano</u> | <u>Mr. Falcon</u> |

Motion: Evans Second: Luciano

Discussion: None

Roll Call Vote:

Name	Yes	No	Abstain	Absent
Mrs. Evans	X			
Mr. Falcon	X			
Ms. Gilpin	X			
Mr. Giordano	X			
Mrs. Luciano	X			
Mrs. Sutton	X			
Mrs. Tomasini	X			
Totals:	7	0	0	0

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

17. **Update on Facilities**

Dr. Diaz and Mrs. Tirone updated the Board on the underground storage tank and work associated with the project.

18. **Public Comments - Privilege of the Floor (3 minutes)**

There were no comments from the public.

19. **Board Member Comments**

Mr. Falcon asked about the status of the Spanish position and Dr. Diaz gave an update on the program. Mr. Falcon also asked about staffing during COVID. Dr. Diaz said that staffing remains difficult with the illness. Dr. Diaz also talked about new Testing and COVID guidelines. More data will be provided at the January BOE meeting.

20. **Resolved, to Adjourn from the Public Meeting at 6:49 p.m.**

Motion Falcon Second Evans By Voice Vote

Yes	No	Abstain	Absent
7	0	0	0

Respectfully submitted,

Lori Tirone
SBA/Board Secretary