



**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.*

**2. Roll Call**

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

**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 will call for nominations for President**

**Resolved** to nominate \_\_\_\_\_ for President.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

Additional Nominees:

**Resolved**, to close nominations for 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:				

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 President.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

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 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;





**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. Resolved, to Adjourn from the Public Meeting at \_\_\_\_\_.**

Motion

Second

By Voice Vote

Yes	No	Abstain	Absent
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