

Frenchtown Board of Education
Regular Meeting Agenda
March 22, 2022 6:45 p.m.

1. CALL TO ORDER – Opening Statement

Adequate notice of this regularly scheduled meeting of the Frenchtown Board of Education has been provided in accordance with the Open Public Meeting Act by notification to the Hunterdon County Democrat on March 3, 2022. A copy of this notice has also been posted at the public school, at the municipal building and filed with the borough clerk.

2. THE PLEDGE OF ALLEGIANCE

3. ROLL CALL

Mr. Adam Blackburn
Mrs. Kara Bobrowski
Mr. Michael Dermody

Ms. Erinn Nakahara
Ms. Laine Nauman
Mr. Hugo Rodriguez

Mrs. Kate Nugent

4. PUBLIC COMMENT (all school-related topics; time limits: 30 min. total; 3 min. /person)

At this time, comment is invited on any matter relating to the school district.

Anyone wishing to speak before the board may do so during the public commentary portion of the agenda. The presenter shall give his/her name and address and make the presentation as brief as possible. Unless an extension of time is given, each speaker shall be limited to 3 minutes.

Speakers may offer suggestions or express their concerns. However, in public session, the board will not discuss concerns about individual students or staff members. Other, more appropriate, channels are available for expressing concerns about individual students or staff members.

5. 2021/2022 BOARD and DISTRICT GOALS

Frenchtown District Goals (2021-2022)

1. Provide continued management of the Covid 19 crisis as it relates to the district.
2. Continue to explore opportunities with Kingwood Township School for our middle school students.
3. Review Math opportunities for our students, especially at the middle school level, to ensure that our students' math skills transition well to the high school curriculum.

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Board Goals

1. Support a focus on diversity, equity and inclusion in our classroom environment through board policy, curriculum, and professional development.
2. Provide support for needed equipment, communication, and community engagement during the extended Covid 19 crisis.
3. Develop a new mission statement with input from students, staff, and members of the public.

6. PRESENTATIONS AND RECOGNITIONS

7. BOARD SECRETARY REPORT

Informational Items

- Board Meeting Schedule
 - ✓ April 26, 2022 – Action Meeting
 - ✓ May 10, 2022 – Action Meeting
 - ✓ June 21, 2022 – Board Retreat/Goal Setting/Action Meeting
- Enrollment – March 18, 2022

Grade	Student Enrollment	Choice In	Choice Out
Pre K	9		
Kindergarten	13	0	0
Grade 1	10	4	2
Grade 2	17	2	1
Grade 3	5	0	0
Grade 4	13	1	1
Grade 5	15	2	3
Grade 6	8	0	1
Grade 7	3	0	2
Grade 8	11	0	0
Out of Dist.	1		
Total	105	9	10

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Action Items

Meeting Minutes

7.1 Motion to approve the following minutes:

- February 22, 2022 – Regular Session

8. APPROVAL OF PRELIMINARY 2022/2023 BUDGET

Enrollment Adjustment

8.1 Enrollment Adjustment Approval

WHEREAS, N.J.A.C. 6A:23A-11.2(c) allows a district to request an adjustment to the tax levy for increases in enrollment that exceeds two percent of the prebudget year:

WHEREAS, the Frenchtown Board of Education has determined that there is a need to use the enrollment adjustment in the amount of \$20, 514 for the purpose of supporting a thorough and efficient education which has become more difficult as a result of state aid reductions exceeding the 2% tax levy cap in the amount of \$89,958.

THEREFORE, BE IT RESOLVED, that the Frenchtown Board of Education requests the approval of the enrollment adjustment in the amount of \$20,514.

2022-2023 School Budget

8.2 Approval of the 2022-2023 Preliminary School Budget:

WHEREAS, the 2022/2023 preliminary budget includes sufficient funds to implement the proposed planning process as described in this district’s Annual Report pursuant to N.J.S.A. 18A:7A -11 and to provide curriculum and instruction which will enable all students to achieve the Core Curriculum Content Standards;

WHEREAS, the 2022/2023 preliminary budget is in compliance with the requirements set forth in N.J.S.A. 18A and N.J.A.C. Title 6 and 6A;

THEREFORE, BE IT RESOLVED the Frenchtown Board of Education approves the 2022/2023 preliminary General Fund budget in the amount of \$2,687,623 and authorizes its submission to the Hunterdon County Superintendent of Schools for approval as follows:

Fund	Appropriations	Tax Levy
General Fund	\$2,687,623	\$2,236,065
Special Revenue Fund	\$ 56,465	
Debt Service Fund	\$ 111,869	\$ 110,869

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Total Budget	\$2,855,957	\$2,346,934
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BE IT FURTHER RESOLVED that the maximum travel allowance for the 2022/2023 school year shall be established at \$5,000 and the maximum regular business travel amount shall not exceed \$1,500 per employee.

9. SUPERINTENDENT’S REPORT

Informational Items:

- a. Harassment, Intimidation, and Bullying (HIB) Monthly Incident Report for period ending March 22, 2022.

Month/Year	# of Incidents Reported	# Identified as HIB	Remediation	Discipline & Remediation	Appealed (Y/N)
Sept 1- Sept 28	0				
Sept 29 – Oct 19	0				
Oct 20– Nov 23	0				
Nov 24 – Dec 21	1	0		Yes	
Dec 22 – Jan 25	0				
Jan 26 – Feb 22	0				
Feb 23 – Mar 22	0				
Mar 23 – April 26					
April 27 – May 10					
May 11 – June 21					
TOTAL	1	0			

- b. Short term suspension report: None

Student ID	Violation of Student Code of Conduct	Level of Infraction	Terms of Suspension and Dates	Clearance Required

- c. Security and Fire Drills

Drill	Date Completed
Security Drill	TBD
Fire Drill	3-16-2022

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- d. Report on Student Safety Data System (SSDS), Period 1 (September 1 - December 31, 2021) *Twice per year, the CSA presents to the district board of education a summary of violence, vandalism, substance abuse, and harassment, intimidation and bullying (HIB) incidents submitted on the Department's incident reporting system. (N.J.A.C. 6A:16-5.3)*

Incidents (Violence, Vandalism, Substances, Weapons, and HIB Confirmed)	
Violence	0
Vandalism	0
Substances	0
Weapons	0
HIB Confirmed	0
False Public Alarm	0
Total Incidents	0
Other Incidents Leading to Removal	
HIB Alleged	1
HIB Programs	
	17

Action Items:

HIB Report

- 9.1 Motion to affirm the HIB report submitted on February 22, 2022.
- 9.2 Motion to acknowledge receipt of evidence of completion of emergency exit transportation drill.

10. PRINCIPAL'S REPORT

- a. Report of the Completion of the School Bus Emergency Bus Evacuation Drill conducted on March 10, 2022 from 8:30 – 10:00 am in the Frenchtown Elementary School parking lot.

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11. BOARD PRESIDENT’S REPORT

12. POLICY

Second Reading/Approval

12.1 Motion to approve the second reading and approval of the following policy:

9322	Public and Executive Sessions
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13. CONSENT AGENDA

Matters listed within the consent agenda have been referred to members of the Board of Education and/or its standing committees, for reading and study and will be enacted with one motion. The Personnel items on the consent agenda are recommended by the Superintendent. If separate discussion is desired, the item may be removed from the consent agenda by Board action.

Action Items:

Finance

Payment of Bills

13.1 Motion to approve the March 22, 2022 bills list as follows:

General Fund:	\$241,955.88
Special Revenue Fund:	\$ 61,117.98
Total	\$303,073.86

Budget Transfers

13.2 Motion to approve the list of the February 2022 Budget Transfers in the amount of \$86,300.26.

Board Secretary/Treasurer Reports

13.3 Motion to approve and acknowledge receipt of the monthly certification of the Board Secretary and after review of the **February 2022** Board Secretary’s and Treasurer’s Reports, certify no major account or fund has been over-expended in violation of N.J.A.C.6A:23 – 2.11(c) 3 and that sufficient funds are available to meet the District’s financial obligation for the remainder of the fiscal year and that no budgetary line-item account has been exceeded pursuant to N.J.S.A. 18A:22-8.1, and that no line-item account has encumbrances and expenditure, which in total exceed the line-item appropriation in violation of N.J.A.C. 6A23-2.11(a).

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2022/2023 Tuition Rates

13.4 Motion to approve the following tuition rates for the 2022/2023 school year:

K-8 (Employees and Out of State Residents)	\$ 6,500
K-8 (All Others)	\$20,000
Preschool Disabilities	\$45,000

Bond Disclosure Agent Services

13.5 Motion to enter into an agreement with Phoenix Advisors, LLC as Bond Continuing Disclosure Agent and Municipal Advisor of Record for the 2022-2023 school year in accordance with the attached contract for a base fee of \$1,000.00 for up to three outstanding issues, plus \$200 initial set up fee for each new bond issue set up during the year.

Food Service Consolidation Agreement

13.6 Motion to approve the following resolution:

WHEREAS, the Delaware Valley Regional High School Board of Education, the Frenchtown Board of Education and the Milford Board of Education, hereinafter referred to as "School Food Authorities", participate in the Child Nutrition Programs sponsored by the United States Department of Agriculture, and

WHEREAS, the School Food Authorities have determined that it is beneficial both operationally and financially for all districts to continue to consolidate the food service operations for the 2022/2023 school year, and

WHEREAS, the School Food Authorities have also determined that Milford Board of Education and Frenchtown Board of Education will transfer and relinquish its authority, duties and obligations associated with the programs to Delaware Valley Regional High School, and

WHEREAS, the Delaware Valley Regional High School Board of Education agrees to be the Sponsor School Food Authority and accepts authority, duty and obligation for Frenchtown Board of Education and Milford Board of Education as it relates to the School Nutrition Programs,

NOW THEREFORE BE IT RESOLVED, that the Frenchtown Board of Education renews and approves the Agreement for School Food Authorities Consolidation of School Nutrition Programs effective July 1, 2022.

Pre-School Tuition 2022-2023

13.7 Motion to accept preschool students into the Little Paws Preschool Program for the 2022/2023 school year, and to approve tuition contracts for the following students:

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Student ID#	Amount
00513	\$5,750.00
00515	\$5,750.00
00549	\$5,750.00
00550	\$5,750.00
00551	\$5,750.00

Facilities

Transportation

Warren County Special Services

13.8 Motion to approve a participation agreement with Warren County Special Services for coordinated transportation services for the 2022-2023 school year with an administrative fee of 4%.

Personnel

ESY Teacher and Instructional Aide

13.9 Motion to approve the following summer instruction Teachers and summer instructional aide from July 5, 2022– July 28, 2022 from 9:00am to 12:00pm:

Teacher/Aide	Position	Rate
TBD	Summer ESY Teacher	\$45.00 per hour
TBD	Summer ESY Teacher	\$45.00 per hour
TBD	Summer ESY Instructional Aide	\$16.50 per hour
TBD	Summer ESY Instructional Aide	\$16.50 per hour

Post Master Course

13.10 Motion to approve the following Post Master Course for the **2022-2023** school year:

Katelynn Yard	Rowan University	LDTC-Clinical & Field Exp. 18650	\$2,055.00
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Employee Resignation

13.11 Motion to accept with regret a letter of resignation for Chelsea Valderas effective June 9, 2022 or after the conclusion of the ESY 2022 if needed.

Highly Effective Option

13.12 Motion to approve the use of the highly effective option for teacher evaluations for the 2021/2022 school year.

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Curriculum

Fundraiser

13.13 Motion to approve the following fundraiser:

Grade	Description	Date
8 th Grade	Egg Hunt Pre-K to 6 th Grade	4-14-2022

Field Trip

13.14 Motion to approve the following field trip:

Destination	Grade	Date
Frenchtown Library	Kindergarten	TBD – May 2022

Planning

14. NEW BUSINESS

15. PUBLIC COMMENT (all school-related topics; time limits: 30 min. total; 3 min. /person)

At this time, comment is invited on any matter relating to the school district.

Anyone wishing to speak before the board may do so during the public commentary portion of the agenda. The presenter shall give his/her name and address and make the presentation as brief as possible. Unless an extension of time is given, each speaker shall be limited to 3 minutes.

Speakers may offer suggestions or express their concerns. However, in public session, the board will not discuss concerns about individual students or staff members. Other, more appropriate, channels are available for expressing concerns about individual students or staff members.

The Board President may terminate the remarks of any individual, when they do not adhere to the rules established above.

16. EXECUTIVE SESSION

Motion to approve the following resolution:

WHEREAS, Section 6 of the Open Public Meetings Act, Chapter 231, P.L. 1975 (R.S. 10:4-13), permits the exclusion of the public from a meeting or portion of a meeting of this public body in certain circumstances and

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WHEREAS, the Board must consider (see check below), which is/are exempt from public discussion pursuant to the Act;

- 1. Matter which by express provision of law is rendered confidential
- 2. Release of information which would impair receipt of federal funds
- 3. Individual Privacy/ Student Matters
- 4. Collective Bargaining/Negotiations
- 5. Real estate matters
- 6. Disclosure could impair public safety
- 7. Pending/Anticipated Litigation
- 8. Terms and conditions of employment
- 9. Deliberations involving imposition of specific civil penalty.

NOW THEREFORE BE IT RESOLVED that the Board of Education adjourn to executive session at _____p.m. to discuss the above-mentioned matters to the exclusion of all others. Matters discussed may or may not be made public this evening. Resulting action may or may not be taken following re-entry into regular session.

17. ADJOURNMENT