

Frenchtown Board of Education

Meeting Minutes

September 28, 2021 6:45 p.m.

1. **CALL TO ORDER – Opening Statement**

The Regular meeting of the Frenchtown Board of Education was called to order at 6:45 p.m. by President Kate Nugent.

Mrs. Nugent read the following:

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 January 14, 2021. 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**

The Pledge of Allegiance was recited by all present.

3. **ROLL CALL**

Members Present: Mr. Adam Blackburn
Mrs. Kara Bobrowski
Mr. Aaron Lambert
Ms. Laine Nauman
Mr. Hugo Rodriguez
Mrs. Kate Nugent

Members Absent: None

Others Present: Daria Wasserbach, Superintendent
Teresa O'Brien, Business Administrator/Board Secretary
James Hintenach, Principal

4. **SCHOOL BOARD CANDIDATE INTERVIEWS**

1. Erinn Nakahara

EXECUTIVE SESSION

BE IT RESOLVED, the Frenchtown Board of Education approved 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 (to conduct board member candidate interviews)
- 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 6:49 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 will be taken following re-entry into regular session.

Moved by Ms. Nauman and seconded by Mr. Blackburn. On a voice vote, resolution was adopted as follows: 6 ayes; nays, 0.

BE IT RESOLVED, the Frenchtown Board of Education approved to reconvene into regular session at 6:51 p.m.

Moved by Mr. Blackburn and seconded by Mr. Lambert. On a voice vote resolution was adopted as follows: 6 ayes; nays, 0.

Appointment of Board Member

BE IT RESOLVED, the Frenchtown Board of Education approved to appoint Erinn Nakahara to the vacant seat on the Board of Education.

Moved by Mr. Blackburn and seconded by Mr. Lambert. On a voice vote, resolution was adopted as follows: 6 ayes; nays, 0.

5. **PUBLIC COMMENT** – None

6. **2021/2022 BOARD and DISTRICT GOALS**

BE IT RESOLVED, the Frenchtown Board of Education approved the following Board District and Board Goals for the 2021-2022 school year:

Frenchtown District Goals (2021-2022)

1. Provide continued management of the Covid 19 crisis as it relates to the district.

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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.

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.

Moved by Mr. Rodriguez and seconded by Mr. Blackburn. On a voice vote, resolution was adopted as follows: 6 ayes; nays, 0.

7. PRESENTATIONS AND RECOGNITIONS - None

8. BOARD SECRETARY REPORT

Informational Items

- Board Meeting Schedule
 - ✓ October 19, 2021 – Action Meeting
 - ✓ November 23, 2021 – Action Meeting
 - ✓ December 21, 2021 – Action Meeting
- School Board's Convention – October 26-28, 2021- Virtual
- Correspondence
- Enrollment – September 30, 2021

Grade	Student Enrollment	Choice In	Choice Out
Pre K	10	1	
Kindergarten	14	4	
Grade 1	9	1	2
Grade 2	18	0	1
Grade 3	6	0	
Grade 4	12	0	1

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Grade 5	18	2	2
Grade 6	9	0	1
Grade 7	3	0	2
Grade 8	12	0	
Out of Dist.	1		
Total	112	8	9

Action Items

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BE IT RESOLVED, the Frenchtown Board of Education approved the following minutes:

- August 24, 2021 – Regular Session
- August 24, 2021 – Executive Session

Moved by Mr. Lambert and seconded by Ms. Nauman. On a voice vote, resolution was adopted as follows: 5 ayes; nays, 0 with Mr. Blackburn abstaining.

9. SUPERINTENDENT’S REPORT

Informational Items:

- a. Harassment, Intimidation, and Bullying (HIB) Monthly Incident Report for period ending September 28, 2021.

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

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b. Short term suspension report:

Student ID	Violation of Student Code of Conduct	Level of Infraction	Terms of Suspension and Dates	Clearance Required
469	Yes	3	Out of School 9/14 and 9/15	No
334	Yes	3	Out of School 9/21	No

c. Security and Fire Drills

Drill	Date Completed
Security Drill	9-8-2021
Fire Drill	9-3-2021

Actions Items:

Frenchtown School District Emergency Virtual or Remote Instruction Programs

BE IT RESOLVED, the Frenchtown Board of Education approved the 2021-2022 Frenchtown School District Emergency Virtual or Remote Instruction Programs in accordance with P.L. 2020, c.27, and authorize its submission to the Department of Education.

Moved by Mr. Blackburn and seconded by Mrs. Bobrowski. On a voice vote, resolution was adopted as follows: 6 ayes; nays, 0.

Memorandum of Agreement

BE IT RESOLVED, the Frenchtown Board of Education approved the 2021/2022 MOA Between Education and Law Enforcement Officials.

Moved by Mr. Blackburn and seconded by Mrs. Bobrowski. On a voice vote, resolution was adopted as follows: 6 ayes; nays, 0.

10. PRINCIPAL'S REPORT

- Off to a good start! Preschool and Kindergarten Orientation on 8/30. The first student day of school was Wednesday, September 1st.
- On the whole, students have transitioned well back to a full day of school. Additionally, our students have been doing well in the almost normal lunch and recess routines.
- Extra-curricular activities have started:
Intramural soccer, STEM Club, and extracurricular and club opportunities throughout the year for our students. Kudos to our 7th and 8th grade volunteers who are helping to support those teachers/activities!

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- 7th and 8th grade students are playing currently playing volleyball and soccer for KTS. Both students have been contributing to their teams and enjoying their time to date.
- Start Strong Testing will be Week of October 11, 2021 /Mrs. Doyle our testing coordinator review will be training the FES Team on 10/11.
- CAP, Week of Respect Violence Awareness Activities coming in the 1st and 3rd week of October! PTO will be having a color run on 10/8 and the Glow dance is scheduled for 10/29.
- Last but not least, it was great to see so many parents on Back to School Night 9/23. FES Families had a chance to connect with all of our teachers, school nurse, and social worker/counselor. Additionally, many families to a minute to write a positive message for the Awesome Sauce Board and decorate a rock as part of our school-wide "Kindness Rock Project"

11. BOARD PRESIDENT'S REPORT

- Mrs. Nugent asked about providing a virtual option for the public to view and participate in our board meeting. Perhaps it can be a live stream or a recording.

12. POLICY

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

BE IT RESOLVED, the Frenchtown Board of Education approved the September 28, 2021 bills list as follows:

General Fund:	\$169,978.33
Special Revenue Fund:	\$ 17,065.95
Total	\$187,044.28

Moved by Mr. Blackburn and seconded by Ms. Nauman. On a roll call vote, resolution was adopted as follows: 6 ayes; nays, 0.

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Budget Transfers

BE IT RESOLVED, the Frenchtown Board of Education approved the list of the August 2021 budget transfers in the amount of \$2,939.69.

Moved by Mr. Blackburn and seconded by Ms. Nauman. On a roll call vote, resolution was adopted as follows: 6 ayes; nays, 0.

Board Secretary/Treasurer Reports

BE IT RESOLVED, the Frenchtown Board of Education approved and acknowledged receipt of the monthly certification of the Board Secretary and after review of the **August 2021** 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).

Moved by Mr. Blackburn and seconded by Ms. Nauman. On a roll call vote, resolution was adopted as follows: 6 ayes; nays, 0.

School Security Grant

BE IT RESOLVED, the Frenchtown Board of Education approved to accept School Security Grant Funds in the amount of \$20,000 for Grant Award Number 20E00121.

Moved by Mr. Blackburn and seconded by Ms. Nauman. On a roll call vote, resolution was adopted as follows: 6 ayes; nays, 0.

Facilities

Facility Use

BE IT RESOLVED, the Frenchtown Board of Education approved the following use of School facilities:

Del-Val Wildcats 10-5-2021 Gym 5:00 p.m. to 6:00 p.m.

Moved by Mr. Blackburn and seconded by Ms. Nauman. On a roll call vote, resolution was adopted as follows: 6 ayes; nays, 0.

Transportation

Joint Transportation 2021-2022

BE IT RESOLVED, the Frenchtown Board of Education approved a joint transportation

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agreement where Delaware Valley Regional High School shall serve as the Lead Educational Authority and Host District for the 2021/2022 school year as follows:

District	Destination	Route No.	Route Cost
Delaware Valley Regional	Warren Glen Academy	DSE2	\$10,019.00

Moved by Mr. Blackburn and seconded by Ms. Nauman. On a roll call vote, resolution was adopted as follows: 6 ayes; nays, 0.

Personnel

Travel/Staff Development

BE IT RESOLVED, the Frenchtown Board of Education approved the following requests for employee/board member travel in accordance with the School District Accountability Act and Board of Education Policy. Only overnight stays are eligible for meal reimbursement. Mileage, meals and lodging reimbursements shall be in accordance with NJ Statute, Code and NJ Department of Treasury Guidelines. OMB Mileage Reimbursement Rate: \$0.35.

Employee/ BOE Member	Program Title/ Location	Date(s)	Cost	Mileage	Lodging (per diem)	Meals (per diem)
James Hintenach	Handle With Care Full Program, Hamilton, NJ	9-13-21 to 9-15-21	\$1,250.00	\$94.50	N/A	N/A
Jocelyn Romano	Stepping into Schoolwide Zones Webinar	10-7-21	\$95.00	N/A	N/A	N/A

Moved by Mr. Blackburn and seconded by Ms. Nauman. On a roll call vote, resolution was adopted as follows: 6 ayes; nays, 0.

Home Instruction

BE IT RESOLVED, the Frenchtown Board of Education approved authorize all active Frenchtown Elementary **Certificated Staff members to provide homebound instruction** in their areas of certification beginning September 1, 2021 through August 30, 2022 at the negotiated hourly rate of \$45.00/hr.

Moved by Mr. Blackburn and seconded by Ms. Nauman. On a roll call vote, resolution was adopted as follows: 6 ayes; nays, 0.

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Part Time Custodian

BE IT RESOLVED, the Frenchtown Board of Education approved a revision in contract and hours effective September 1, 2021 for the following custodian:

Name	Old Hours	Old Salary	New Hours	New Salary(Prorated)
Ronald Marinelli	25 / 5 Hours a Day	\$22,100.00 (Prorated)	Timesheet Basis	\$17.00 per Hour

Moved by Mr. Blackburn and seconded by Ms. Nauman. On a roll call vote, resolution was adopted as follows: 6 ayes; nays, 0.

New-Hire Part Time Custodian

BE IT RESOLVED, the Frenchtown Board of Education approved a new part-time custodian effective September 8, 2021 as follows:

Steve Weber Timesheet Basis \$17.00 per Hour

Moved by Mr. Blackburn and seconded by Ms. Nauman. On a roll call vote, resolution was adopted as follows: 6 ayes; nays, 0.

BE IT RESOLVED, the Frenchtown Board of Education approved new night part-time custodian* as follows:

Brett Liskowaski Timesheet Basis \$17.00 per Hour

*Pending Criminal History.

Moved by Mr. Blackburn and seconded by Ms. Nauman. On a roll call vote, resolution was adopted as follows: 6 ayes; nays, 0.

Leave without Pay

BE IT RESOLVED, the Frenchtown Board of Education approved two weeks without pay for Kathy Skerbetz from September 20, 2021 through October 1, 2021.

Moved by Mr. Blackburn and seconded by Ms. Nauman. On a roll call vote, resolution was adopted as follows: 6 ayes; nays, 0.

Post Master Course Approval

BE IT RESOLVED, the Frenchtown Board of Education approved Post Master Level Course for James Hintenach, Principal, as follows:

School	Course	Date	Cost
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Centenary University	School Administrator Internship	Fall 2021	\$1,877.85
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Moved by Mr. Blackburn and seconded by Ms. Nauman. On a roll call vote, resolution was adopted as follows: 6 ayes; nays, 0.

Curriculum

SCIP and School Safety Committees

BE IT RESOLVED, the Frenchtown Board of Education approved the following personnel for the SCIP and School Safety Committees:

SCIP	SCHOOL SAFETY
Holly Siock	Staci Kane
Peter Moran	Jocelyn Romano
Brandi Bontempo	Cristina Doyle
David DeWolfe	Tricia Hurley
Peggy Ippolito	James Hintenach
Marjorie Leuschner	
James Hintenach	

Moved by Mr. Blackburn and seconded by Ms. Nauman. On a roll call vote, resolution was adopted as follows: 6 ayes; nays, 0.

Planning

14. NEW BUSINESS

15. PUBLIC COMMENT - None

16. EXECUTIVE SESSION

BE IT RESOLVED, the Frenchtown Board of Education approved 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

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

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- 6. Disclosure could impair public safety
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- 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 7:42 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.

Moved by Ms. Nauman and seconded by Mr. Lambert. On a voice vote, resolution was adopted as follows: 6 ayes; nays, 0.

BE IT RESOLVED, the Frenchtown Board of Education approved to reconvene into regular session at 8:33p.m.

Moved by Mr. Lambert and seconded by Ms. Nauman. On a voice vote, resolution was adopted as follows: 6 ayes; nays, 0.

17. ADJOURNMENT

BE IT RESOLVED, the Frenchtown Board of Education adjourned the meeting at 8:34 p.m. Moved by Mr. Lambert and seconded by Ms. Nauman. On a voice vote, resolution was adopted as follows: 6 ayes; nays, 0.

Respectfully submitted:



Teresa O'Brien
Board Secretary

Attest:



Kate Nugent
Board President