

Frenchtown Board of Education

Meeting Minutes

October 19, 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 6:50 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. **OATH OF OFFICE**

Administration of the Oath of Office to Newly Elected Board Member – Ms. Erinn Nakahara

4. **ROLL CALL**

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

Members Absent: Mr. Aaron Lambert

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

5. **PUBLIC COMMENT** – None

6. **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.

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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.

7. PRESENTATIONS AND RECOGNITIONS

Violence and Vandalism Report Public Hearing

BE IT RESOLVED that the Board of Education accepts the Public Report on Violence, Vandalism, Harassment, Intimidation, and Bullying:

WHEREAS, the Anti-Bullying Bill of Rights Act (P.L. 2010, c.122) requires that at a public hearing two times each year, the Superintendent of Schools provide a report to the board of education on all acts of violence, vandalism, and harassment, intimidation and bullying (HIB) which occurred in the school district during the previous reporting period;

WHEREAS, the Anti-Bullying Bill of Rights Act (P.L. 2010, c.122) designates October 4, 2021 through October 8, 2021 as a "Week of Respect" in New Jersey;

WHEREAS, N.J.S.A. 18A:36-5.1 designates October 18-22, 2021 as School Violence Awareness Week in the state of New Jersey.

WHEREAS, the Frenchtown School District has observed the Week of Respect and School Violence Awareness Week by organizing activities to prevent school violence, vandalism, and HIB including, but not limited to, age appropriate opportunities for student discussion on conflict resolution, issues of student diversity and tolerance;

WHEREAS, law enforcement personnel were invited to join members of the teaching staff in the discussions;

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WHEREAS, programs designated to help recognize warning signs of school violence, vandalism, and HIB and to instruct on recommended conduct during an incident of school violence, vandalism, and HIB were provided for school employees;

WHEREAS, this public hearing is specifically conducted to fulfill the district's legal obligation to present school violence, vandalism, and HIB information to the public and to conduct public hearings on the violence, vandalism, and HIB report;

WHEREAS, pursuant to the Anti-Bullying Bill of Rights Act (P.L. 2010, c.122) the Superintendent has provided a presentation to the Board of Education at the public hearing on all acts of violence, vandalism and HIB which occurred during the previous reporting period, including a report on the district's verified violence and vandalism data submitted under the Electronic Violence and Vandalism Reporting System (EVVRS) to the NJDOE for the previous school year (2020-2021)

THEREFORE, BE IT RESOLVED, that the Board of Education accepts the Superintendent's public report on Violence, Vandalism, Harassment, Intimidation and Bullying.

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

7.2 2020-2021 State Testing Results

8. BOARD SECRETARY REPORT

Informational Items

- Board Meeting Schedule
 - ✓ November 23, 2021 – Action Meeting
 - ✓ December 21, 2021 – Action Meeting
- School Election – November 2, 2021
- Board Member Required Training
- Enrollment – October 15, 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	15	2	3
Grade 6	9	0	1
Grade 7	3	0	2
Grade 8	12	0	
Out of Dist.	1		
Total	109	8	10

Action Items:

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

- September 28, 2021 - Regular Session
- September 28, 2021 – Executive Session 1
- September 28, 2021 – Executive Session 2

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

9. SUPERINTENDENT’S REPORT

Informational Items:

- a. Harassment, Intimidation, and Bullying (HIB) Monthly Incident Report for period ending October 19, 2021.

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					
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				

- b. Short term suspension report: None

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c. Security and Fire Drills

Drill	Date Completed
Security Drill	(Scheduled)
Fire Drill	10-7-2021

Action Items:

HIB Report

BE IT RESOLVED, the Frenchtown Board of Education affirmed the HIB report submitted on September 28, 2021.

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

21/22 Frenchtown School Professional Development Plan

BE IT RESOLVED, the Frenchtown Board of Education approved the attached 2021-2022 Frenchtown School Professional Development Plan.

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

21/22 District Goals Action Plan

BE IT RESOLVED, the Frenchtown Board of Education acknowledged receipt of the attached 2021-2022 District Goals Action Plan.

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

10. PRINCIPAL'S REPORT

- Week of Respect on 10/4 to 10/8 including visits from the local police and classroom visits by Director Gantner. We concluded the Week of Respect with a color run sponsored by our FES PTO! Students and staff had a great week. Thank you again to the PTO.
- 10/11: CAP (Child Assault Prevention) Presentations for parents and students.
- 10/11: Staff Professional Development and thank you to the FES Board of Education for such a kind gesture of lunch. It was very much appreciated!
- Start Strong Testing: 10/12-10/14. Almost all students are complete with and a few re-takes this week. Kudos to Cristina Doyle and the FES Team!
- Violence Awareness Week 10/18-10/22. This week includes a number of activities such as Picture Day best, tie-dye for "Peace-out" day, mix-it-up for diversity day, blue and red for fire and police along with a visit, and sock it to violence with mismatched socks.
- Intramural soccer, Tutor Time, and STEM Club continue to roll with ambitious students and staff leaders. All programs continue to be very well attended.

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Next week: Parents and soccer players will have one last game on Wednesday, October 27th.

- Keep an eye out for more information regarding Halloween activities and PTO Glow Dance.

11. BOARD PRESIDENT'S REPORT

- ✓ NJSBA Position Statement on S-3488 regarding regionalization

12. POLICY - None

13. 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;

- 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 7:53 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. 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 8:16 p.m.

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

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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

BE IT RESOLVED, the Frenchtown Board of Education approved the October 19, 2021 bills list as follows:

General Fund:	\$232,653.65
Special Revenue Fund:	\$ 6,848.75
Total	\$239,502.40

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

Budget Transfers

BE IT RESOLVED, the Frenchtown Board of Education approved the list of the September 2021 Budget Transfers in the amount of \$23,645.00.

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

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 **September 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 Ms. Nauman and seconded by Mr. Blackburn. On a roll call vote, resolution was adopted as follows: 6 ayes, nays, 0 with Mrs. Nugent abstaining.

Budget Development Calendar

BE IT RESOLVED, the Frenchtown Board of Education approved the attached 2022/2023 Budget Development Calendar

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

Facilities

Comprehensive Maintenance Plan

BE IT RESOLVED, the Frenchtown Board of Education approved the attached resolution approving submission of the 2022-2023 Comprehensive Maintenance Plan (attached) to the NJ Department of Education.

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

Form M-1

BE IT RESOLVED, the Frenchtown Board of Education approved the submission of the attached 2022-2023 M-1 to the New Jersey Department of Education.

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

Transportation

Personnel

Ratification of the Collective Bargaining Agreement with the FEA

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

Whereas, the Frenchtown Board of Education, herein after referred to "FBOE" and the Frenchtown Education Association, herein after referred to as "FEA" have met to discuss the terms and conditions of a successor agreement for the contract that expired on June 30, 2021, and

Whereas, the FBOE and the FEA have reached a settlement and signed a Memorandum of Agreement on September 28, 2021, and

Whereas, the FEA has ratified the agreement,

Now Therefore Be It Resolved, that the Frenchtown Board of Education hereby ratifies the successor agreement for the period of July 1, 2021 through June 30, 2024 including salary guides.

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

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2021-2022 Substitutes

Motion to approve the following substitute for the 2021-2022 substitute list at a rate of \$95.00 per day (Teacher), \$175.00 day (School Nurse), \$14.00 per hour (Custodian) or \$90.00 per day (Secretary)

Katahdin Brown Nurse \$175.00 per day

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

Principal's Employment Contract 2021-2022

BE IT RESOLVED, the Frenchtown Board of Education approved the Employment Contract for Mr. James Hintenach for the 2021-2022 school year at an increase of 2.6% salary of \$115,118.00 and as per the other terms and conditions of the employment contract.

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

Non-FEA Staff

BE IT RESOLVED, the Frenchtown Board of Education approved to offer an employment contract to the following list of non-FEA staff for the 2021-2022 school year:

Name	Position	FTE	Salary
Lisa Lubonty	Assistant to the Business Administrator	.80	\$36,715.00
Kathy Petro	School & CST Secretary	1.00	\$69,411.00
Larry Whitman	Head Custodian	1.00	\$65,350.00

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

Part Time Custodian

BE IT RESOLVED, the Frenchtown Board of Education approved a revision in contractual hours effective September 1, 2021 and to approve an increase in hourly rate from \$17.00 to \$17.44 retroactively for the following custodian:

Name	Previous Hours	Previous Salary 2021-2022	New Hours	New Salary 2021-2022
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Estela Dominguez	20 Hours Week/ 4 Hours a Day	\$17,680.00 (\$17.00 per Hour)	22.50 Week / 4.5 Hours a Day	\$20,404.80 (\$17.44 per Hour)
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Moved by Ms. Nauman and seconded by Ms. Nakahara. On a voice vote, resolution was adopted as follows: 6 ayes; nays, 0.

Instructional Aide Rate

BE IT RESOLVED, the Frenchtown Board of Education approved a 2.6% increase in the Instructional Aide rate as follows:

Previous Rate Years 1-3	New Rate Years 1-3	Previous Rate Year 4 & After	New Rate Year 4 & After
\$16.09	\$16.50	\$16.41	\$17.00

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

Instructional Aides

BE IT RESOLVED, the Frenchtown Board of Education approved an increase in salary reflecting the above new rates retroactively for the following Aides:

Name	Position	FTE	21/22 Previous Salary	New Salary 2021-2022
Heather Critelli	Special Ed Aide	1.00	\$20,723.92	\$21,252.00
Tracy Folmar	Instructional Aide	.45	\$9,325.76	\$9,563.40
Rose Hochenberger	Instructional Aide	.30	\$6,217.17	\$6,375.60
Emily O'Connell	Pre-School Aide	.78	\$16,486.14	\$17,078.88
Michaela Schmatz	Instructional Aide	.78	\$16,164.65	\$16,576.56
Kathy Skerbetz	Pre-School Aide	.71	\$15,006.61	\$15,546.16
Chelsea Valderas	Special Ed Aide	1.00	\$20,723.92	\$21,252.00

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

Non-Tenured Teachers

BE IT RESOLVED, the Frenchtown Board of Education approved to offer an employment contract to the following list of Non-Tenured teachers for the 2021-2022 school year at an annual salary determined by the 2021-2024 collective bargaining agreement:

Teacher	FTE	Step / Column	Salary
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Staci Kane	1.00	Step 3 / MA+30	\$63,385.00
Jocelyn Romano	1.00	Step 10 / MA	\$64,715.00

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

Tenured Teachers

BE IT RESOLVED, the Frenchtown Board of Education approved to offer an employment contract to the following list of Tenured teachers for the 2021-2022 school year at an annual salary determined by the 2021-2024 collective bargaining agreement:

Teacher	FTE	Step / Column	Salary
Paige Ahrens	1.00	Step 7 / BA+30	\$58,510.00
Brandi Bontempo	1.00	Step 13 / BA	\$62,370.00
David DeWolfe	1.00	Step 13 / MA	\$69,170.00
Cristina Doyle	1.00	Step 8 / BA+30	\$59,910.00
Tricia Hurley	1.00	Step 13 / MA	\$69,170.00
Peggy Ippolito	.46	Step 11 / BA	\$27,632.20
Marjorie Leuschner	.80	Step 22 / BA	\$62,304.00
Elizabeth McCann	1.00	Step 16 / MA	\$74,230.00
Peter Moran	1.00	Step 22 / MA	\$86,675.00
Alicia Parker	1.00	Step 16 / MA	\$74,230.00
Ashley Seneca	1.00	Step 9 / BA	\$56,510.00
Brittney Shurts	1.00	Step 7 / BA	\$55,110.00
Holly Siock	1.00	Step 12 / MA	\$69,170.00
Thomas Wollert	.80	Step 19 / MA	\$66,712.00
Katelynn Yard	1.00	Step 8 / MA	\$63,310.00

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

Curriculum

Field Trips

BE IT RESOLVED, the Frenchtown Board of Education approved the following list of field trips for the 2021-2022 school year:

Date	Grade	Location
10/5/2021	Pre-K	West Portal Pumpkin Patch

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

Nursing Services Plan

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BE IT RESOLVED, the Frenchtown Board of Education approved the attached Nursing Services Plan for the 2021/2022 school year.

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

Planning

14. NEW BUSINESS

15. PUBLIC COMMENT - None

17. ADJOURNMENT

BE IT RESOLVED, the Frenchtown Board of Education adjourned the meeting at 8:17 p.m. Moved by Ms. Nauman and seconded by Mrs. Bobrowski. 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