

**Frenchtown Board of Education  
Meeting Minutes**

January 25, 2022 6:45 p.m.

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

The regular meeting of the Frenchtown Board of Education was called to order at 6:47 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 13, 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**

The Pledge of Allegiance was recited by all present.

**3. ROLL CALL**

Members Present: Mr. Adam Blackburn  
Mrs. Kara Bobrowski  
Mr. Michael Dermody  
Ms. Erinn Nakahara  
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. PRESENTATIONS AND RECOGNITIONS**

- ❖ Presentation of the Fiscal Year 2021 Comprehensive Annual Finance Report – Ms. Laura Atwell, CPA PSA

**5. PUBLIC COMMENT - None**

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

**Frenchtown District Goals (2021-2022)**

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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.

## 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. BOARD SECRETARY REPORT

### Informational Items

- Board Meeting Schedule
  - ✓ February 22, 2022 – Action Meeting
  - ✓ March 15, 2022 – Action Meeting – Preliminary Budget Approval
  - ✓ April 26, 2022 – Action Meeting
- Correspondence – Discussion regarding student screen time
- Enrollment – January 21, 2022

Grade	Student Enrollment	Choice In	Choice Out
Pre K	10		
Kindergarten	14	0	0
Grade 1	10	4	2
Grade 2	17	2	1
Grade 3	6	0	0
Grade 4	13	1	1
Grade 5	15	2	3
Grade 6	9	0	1
Grade 7	3	0	2
Grade 8	11	0	0
Out of Dist.	1		

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Total	109	9	10
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**Action Items**

**Meeting Minutes**

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

- December 21, 2021 - Regular Session

Moved by Ms. Nakahara and seconded by Ms. Nauman. On a voice vote, resolution was adopted as follows: 7 ayes; nays, 0.

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

- January 4, 2022 - Reorganization Meeting – As amended

Moved by Ms. Nakahara and seconded by Ms. Nauman. On a voice vote, resolution was adopted as follows: 7 ayes; nays, 0.

**8. SUPERINTENDENT’S REPORT**

**Informational Items:**

- a. Harassment, Intimidation, and Bullying (HIB) Monthly Incident Report for period ending January 25, 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					
Feb 23 – Mar 15					
Mar 16 – April 26					
April 27 – May 10					
May 11 – June 21					
<b>TOTAL</b>	<b>1</b>	<b>0</b>			

- b. Short term suspension report: None

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c. Security and Fire Drills

Drill	Date Completed
Security Drill	1-13-2022
Fire Drill	1-5-2022

- d. QSAC Update
- e. Quarantine update / COVID report
- f. Security Drill Parent notification

**Action Items:**

HIB Report

BE IT RESOLVED, the Frenchtown Board of Education approved to affirm the HIB report submitted on December 21, 2021.

Moved by Mr. Blackburn and seconded by Ms. Nakahara. On a voice vote, resolution was adopted as follows: 7 ayes; nays, 0.

School Board Recognition Month

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

**WHEREAS,** The New Jersey School Boards Association has declared January 2022 to be School Board Recognition Month, a time when all residents can acknowledge the contributions made by our local school board members; and

**WHEREAS,** The Frenchtown School District Board of Education is one of 580 local school boards in New Jersey, which sets policies and oversees operations for public school districts; and

**WHEREAS,** The Frenchtown Board of Education embraces the goal of high-quality education for all New Jersey public school students; and

**WHEREAS,** New Jersey's local school boards help determine the educational goals for approximately 1.4 million children in pre-kindergarten through 12<sup>th</sup> grade; and

**WHEREAS,** New Jersey's 5,000 local school board members, who receive no remuneration for their services, act as advocates for public school students as they work with administrators, teachers and parents for the betterment of public education; and

**WHEREAS,** School boards strive to provide the resources necessary to meet the needs of all students, including those with special needs; and

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**WHEREAS**, Boards of education provide accountability to the public; they communicate the needs of the school district to the public; and they convey to school administrators the public's expectations for the schools; and

**WHEREAS**, New Jersey can take pride in its schools, which rank among the nation's best in key achievement indicators such as the National Assessment of Educational Progress scores, and the preparation for college through advanced placement offerings and SAT assessments; Now, therefore, be it

**RESOLVED**, That the Frenchtown District Board of Education, does hereby recognize the services of local school board members throughout New Jersey as we join communities statewide in observing January 2022 as SCHOOL BOARD RECOGNITION MONTH; and be it further

**RESOLVED**, That the Frenchtown District Board of Education urges all New Jersey citizens to work with their local boards of education and public school staffs toward the advancement of our children's education.

Moved by Mr. Dermody and seconded by Ms. Nauman. On a voice vote, resolution was adopted as follows: 7 ayes; nays, 0.

## Revised 2021-2022 School Calendar

BE IT RESOLVED, the Frenchtown Board of Education approved the attached revised 2021-2022 School Calendar reflecting the cancellation of the Spring conference half day on April 12, 2022.

Moved by Mr. Blackburn and seconded by Mr. Dermody. On a voice vote, resolution was adopted as follows: 7 ayes; nays, 0.

## 2022-2023 School Calendar

BE IT RESOLVED, the Frenchtown Board of Education approved the attached 2022-2023 School Calendar.

Moved by Ms. Nakahara and seconded by Ms. Nauman. On a voice vote, resolution was adopted as follows: 7 ayes; nays, 0.

## 9. PRINCIPAL'S REPORT

- Health and Strategy Updates will be sent weekly to share the plan for the following week.
- Safety: Crosswalks, Snow piles and Sidewalks: Please help us in keeping students safe at drop-off and pick-up times.
- PTO members are needed-Please email [frenchtownpto@yahoo.com](mailto:frenchtownpto@yahoo.com) if you are interested.

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- ArtYard: Thank you again Sandra Ramos and many of our 5<sup>th</sup> and 6<sup>th</sup> grade students and families for their participation in the project and attending the gallery. A big Thank You to the ArtYard for this opportunity.
- Intramural Basketball and Tutor Time: Intramural Basketball and Tutor Time 2<sup>nd</sup> have taken a break the last few weeks in “very high” health status. We will continue to update in the Health and Strategy weekly update. We hope to resume 1/31.
- The FES Wellness Room is open and many students have now had a chance or two to be in the room a few times. We will be sharing a student survey shortly.
- WorkFamily Connection registration will open next week. Please watch out for emails from them.
- FES School Spirit Store was open most of December. Orders are expected shortly.
- KTS basketball – 3-2. Congrats to our players for contributing to the team!
- River Union Stage will be sending us a proposal to view in February.
- End of 2<sup>nd</sup> Marking Period: We look forward to posting honor roll and high honor roll recipients next month.

## **Action items:**

### **Curriculum Review**

BE IT RESOLVED, the Frenchtown Board of Education approved Brittney Shurts to review and update the curriculum/NJSLS alignment in preparation for QSAC monitoring not to exceed 20 hours at the rate of \$45.00 per hour.

Moved by Ms. Nauman and seconded by Mr. Blackburn. On a voice vote, resolution was adopted as follows: 7 ayes; nays, 0.

## **10. BOARD PRESIDENT’S REPORT**

- ✓ County meeting this Thursday, January 27, 2022
- ✓ S3488
- ✓ Virtual meetings
- ✓ Parking lines
- ✓ Administrative Structure for 2022/2023

## **11. POLICY**

## **12. 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.

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**Action Items:**

**Finance**

Payment of Bills

BE IT RESOLVED, the Frenchtown Board of Education approved the January 25, 2022 bills list as follows:

General Fund:	\$251,697.70
Special Revenue Fund:	\$ 2,056.95
<b>Total</b>	<b>\$253,754.65</b>

Moved by Ms. Nauman and seconded by Mr. Dermody. On a roll call vote, resolution was adopted as follows: 7 ayes; nays, 0.

Budget Transfers

BE IT RESOLVED, the Frenchtown Board of Education approved line item transfers for the month of December 2021, in the amount of \$603.24

Moved by Ms. Nauman and seconded by Mr. Dermody. On a roll call vote, resolution was adopted as follows: 7 ayes; nays, 0.

Board Secretary/Treasurer Report

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 **December, 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(a) 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. Dermody. On a roll call vote, resolution was adopted as follows: 7 ayes; nays, 0.

SEMI Waiver

BE IT RESOLVED, the Frenchtown Board of Education approved the following resolution requesting a waiver of requirements for the Special Education Medicaid Initiative (SEMI) Program

WHEREAS, N.J.A.C. 6A:23A-5.3 provides that a school district may request a waiver of compliance with respect to the district's participation in the Special Education Medicaid Initiative (SEMI) Program for the 2022-2023; and

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WHEREAS the Frenchtown Elementary School Board of Education desires to apply for this waiver due to the fact that it projects having fewer than 40 Medicaid eligible classified students 2022-2023 budget year;

NOW THEREFORE BE IT RESOLVED that the Frenchtown Elementary School Board of Education hereby authorizes the Chief School Administrator to submit to the Executive County Superintendent of Schools in the County of Hunterdon an appropriate waiver of the requirements of NJAC 6A23A-5.3 for the 2022-2023 school year.

Moved by Ms. Nauman and seconded by Mr. Dermody. On a roll call vote, resolution was adopted as follows: 7 ayes; nays, 0.

Pre-School Tuition

BE IT RESOLVED, the Frenchtown Board of Education approved to accept preschool students into the Little Paws Preschool Program for the 2021/2022 school year, effective February 1, 2021 on a prorated basis and to approve tuition contracts for the following students:

Student ID#	Amount
00542	\$2,875.00
00543	\$2,587.50 (10% Sibling Discount)

Moved by Ms. Nauman and seconded by Mr. Dermody. On a roll call vote, resolution was adopted as follows: 7 ayes; nays, 0.

Facilities

Security Cameras

BE IT RESOLVED, the Frenchtown Board of Education approved to award a contract to Sonitrol of Central Jersey to provide and install access control devices and surveillance cameras in the amount of \$27,203.50 as per the Hunterdon County ESC, bid # HCESC-Tech-17-01 and to be paid using the following revenue sources:

Security Grant	\$20,000
General Fund	\$7,203.50

Moved by Ms. Nauman and seconded by Mr. Dermody. On a roll call vote, resolution was adopted as follows: 7 ayes; nays, 0.

Transportation



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**Personnel**

**Post Master Course**

BE IT RESOLVED, the Frenchtown Board of Education approved the following Post Master Course:

Katelynn Yard	Rowan University	Advance Assessment Learning Disabilities May 2022	\$2,055.00
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Moved by Ms. Nauman and seconded by Mr. Dermody. On a roll call vote, resolution was adopted as follows: 7 ayes; nays, 0.

**LDTG Graduate Program Requirement**

BE IT RESOLVED, the Frenchtown Board of Education approved to authorize Kate Yard to conduct the following required study as part of her LDTG graduate program:

Select a student that has an IEP (requires parental approval) and review CST records, including diagnostic testing, IEPs, etc., and school records (academic, attendance, report cards. Medical, etc.) Note similar findings and/or discrepancies within diagnostic reports, classroom performance, teacher report, etc. and summarize all findings.

Moved by Ms. Nauman and seconded by Mr. Dermody. On a roll call vote, resolution was adopted as follows: 7 ayes; nays, 0.

**Master Course**

BE IT RESOLVED, the Frenchtown Board of Education approved the following Master Course Prepayment Reimbursement:

Brittney Shurts	Clemson University	Classroom Based Research II March 2022	\$1,527.00
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Moved by Ms. Nauman and seconded by Mr. Dermody. On a roll call vote, resolution was adopted as follows: 7 ayes; nays, 0.

**Re-Approve Post Master Course**

BE IT RESOLVED, the Frenchtown Board of Education re-approved Post Master Level Course for James Hintenach, Principal, previously approved on September 28, 2021 as follows:

School	Course	Date	Re Approve Cost
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Centenary University	School Administrator Internship	Fall 2021	From \$1,877.85 To \$2,000.00
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Moved by Ms. Nauman and seconded by Mr. Dermody. On a roll call vote, resolution was adopted as follows: 7 ayes; nays, 0.

**Curriculum**

English Language Learner-3 Year Plan

BE IT RESOLVED, the Frenchtown Board of Education approved the attached English Language Learner 3 Year Plan and to approve its submission to the New Jersey Department of Education.

Moved by Ms. Nauman and seconded by Mr. Dermody. On a roll call vote, resolution was adopted as follows: 7 ayes; nays, 0.

**Planning**

13. **NEW BUSINESS**

14. **2022/2023 BUDGET DISCUSSIONS**

15. **PUBLIC COMMENT** – None

16. **EXECUTIVE SESSION** - None

17. **ADJOURNMENT**

BE IT RSOLVED, the Frenchtown Board of Education adjourned the meeting at 8:42 p.m. Moved by Ms. Nauman and seconded by Mrs. Bobrowski. On a voice vote, resolution was adopted as follows: 7 ayes; nays, 0.

Respectfully submitted:



Teresa O'Brien  
Board Secretary

Attest:



Kate Nugent  
Board President