

Frenchtown Board of Education

Meeting Minutes

May 10, 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 6:45 p.m. by 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**

Member 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. **PUBLIC COMMENT**

- PTO Representative – Mrs. Rodriguez thanked the Board for all they do. Mrs. Rodriguez distributed a bag of treats to each Board member as an expression of appreciation.

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.

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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.

6. PRESENTATIONS AND RECOGNITIONS - None

7. BOARD SECRETARY REPORT

Informational Items

- Board Meeting Schedule
 - ✓ June 21, 2022 – Action Meeting
 - ✓ August 23, 2022 – Action Meeting
 - ✓ September 27, 2022 – Action Meeting
- Enrollment – May 6, 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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- Board Member Candidate Kits are available – Due July 25, 2022 at the Office of the County Clerk.

Action Items

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

- April 26, 2022 – Regular Session
- April 26, 2022 – Executive Session

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

8. SUPERINTENDENT’S REPORT

Informational Items:

- a. Harassment, Intimidation, and Bullying (HIB) Monthly Incident Report for period ending May 10, 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	0				
April 27 – May 10	0				
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

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c. Security and Fire Drills

Drill	Date Completed
Security Drill	TBA
Fire Drill	5-10-2022

Action Items:

HIB Report

BE IT RESOLVED, the Frenchtown Board of Education approved to affirm the HIB report submitted on April 26, 2022.

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

NJ Child Assault Prevention

BE IT RESOLVED, the Frenchtown Board of Education approved the submission of the CAP application to the New Jersey Department of Education.

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

9. PRINCIPAL'S REPORT

NJEA Grant: Thank you to Ms. Hurley, Jeff Buehler, NJEA, and Sustainable NJ for this Opportunity for FES TO work with Modern Fossils and connect FES more to our local Community!

-Teacher Appreciation Week May 2nd through May 6th:-Thank you to the PTO and all families and local businesses that donated to FES!

- NJSLs TESTING May 9-17th.

- FES Summer Accelerated Learning: We are excited to announce that FES will be offering the Summer Accelerated Program (90-minute sessions) from July 5th through July 28th. Information will be sent home with the students tomorrow.

-Frenchtown School is pleased to announce the parent presentation by Senior Special Agent Scott Argetsinger of the United States Secret Service was informative and thank you to all of our many parents/families that attended!

- Sketchbook Club: Sketchbook started on Thursdays!

- Tutor Time: Continues on Mondays and Wednesdays.

- Kickball Club has started on Tuesdays!

- River Union Stage Practice continues on Mondays and Wednesdays!

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- Work-Family Connection registration is open and we are working on a plan to work with them next year based on FES numbers/interest. We will update our current numbers at the June BOE meeting.
- Building Updates: The Facilities team has installed purifiers, 4 water-fill fountains, new fire doors, repaired the outdoor classroom benches, and installed security camera hardware.

-Work-Family Before and After School Care 2022-2023:

If you are in need of before and after school care for the 2022-2023 school year, please reach out to The Work Family Connection. Registration is now open and spots are filling up! Please contact them by calling (908)534-5935, ext. 2010, or go to their website, www.workfamily.org.

Seeking approval for:

- 1) K-2 trip to Frenchtown Park
- 2) 8th-grade art award sponsored by the PTO

10. BOARD PRESIDENT'S REPORT

- Superintendent Evaluation and Board Self-Evaluation timeline

11. POLICY

Second Reading/Adoption

BE IT RESOLVED, the Frenchtown Board of Education approved the second reading and adoption of the following policies:

5131	Conduct/Discipline
5141.10	Face Coverings

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

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.

Action Items:

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Finance

Payment of Bills

BE IT RESOLVED, the Frenchtown Board of Education approved the May 10, 2022 bills list as follows:

General Fund:	\$123,452.79
Special Revenue Fund:	<u>\$ 7,890.35</u>
Total	\$131,343.14

Moved by Ms. Nauman and seconded by Ms. Nakahara. 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 the list of the April 2022 Budget Transfers in the amount of \$1,710.00.

Moved by Ms. Nauman and seconded by Ms. Nakahara. On a roll call vote, resolution was adopted as follows: 7 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 **April, 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).

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

Technology Services 2022-2023

BE IT RESOLVED, the Frenchtown Board of Education approved the following resolution for the 2022/2023 Time and Material Shared Services with Delaware Valley High School Board of Education for **Technology Services**:

WHEREAS FRENCHTOWN BOARD OF EDUCATION (hereinafter referred to as "FES") has received a proposal from DELAWARE VALLEY REGIONAL HIGH SCHOOL BOARD OF EDUCATION (hereinafter referred to as "DVRHS") to provide subcontracted Technology services; and

WHEREAS DVRHS and FES desire to enter into a joint agreement wherein DVRHS will provide the said Technology services; and

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WHEREAS the Uniform Shared Services and Consolidation Act, N.J.S.A. 40A:65-1 et seq., authorizes public entities to enter into a contract with each other to subcontract any service which one of the parties to the agreement is empowered to render within its own jurisdiction including services incidental to the primary purposes of any of the participating entities; and

WHEREAS DVRHS and FES are by definition local units under the said law; and DVRHS is empowered by law to provide Technology services; and

WHEREAS the provision of Technology services by DVRHS is economically advantageous to FES;

NOW THEREFORE BE IT RESOLVED that DVRHS and FES hereby agree enter into the 2022/2023 time and material shared services arrangement for the provision of Technology services in accordance with N.J.S.A. 40A:65-1 et seq. at the following hourly rates:

IT Director: \$80.00
Network Specialist: \$75.00
Technician Level 2: \$60.00
Technician Level 1: \$50.00

Materials will be reimbursable at cost.

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

Substitute Rates 2022-2023

BE IT RESOLVED, the Frenchtown Board of Education approved the 2022-2023 substitute rates as follows:

Position	2022-2023 Rate
Substitute Teacher	\$105.00 Per Day
Substitute School Nurse	\$175.00 Per Day
Substitute Custodian	\$14.00 Per Hour
Substitute Secretary	\$95.00 Per Day

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

2022-2023 Child Study Team Shared Services

BE IT RESOLVED, the Frenchtown Board of Education approved shared services with Delaware Valley Regional High School for Child Study Team Services for the summer of 2022 and for the 2022-2023 school year on an as needed basis at a cost of \$75.00 per hour.

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

2022-2023 ESL Services Agreement

BE IT RESOLVED, the Frenchtown Board of Education approved a shared services agreement with Delaware Valley Regional High School for .3 FTE ESL Instructional Services for the 2022-2023 school year for a total of \$26,500.

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

Pre-School Tuition/Cancellation

BE IT RESOLVED, the Frenchtown Board of Education approved to accept a request to withdraw preschool student from the Little Paws Preschool Program for the 2022/2023 school year and to rescind the tuition contract for the following student:

Student ID#	Amount
00514	\$5,750.00

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

Pre-School Tuition 2022-2023

BE IT RESOLVED, the Frenchtown Board of Education approved to accept preschool student into the Little Paws Preschool Program for the 2022/2023 school year, and to approve tuition contracts for the following students:

Student ID#	Amount
00553	\$5,750.00
00554	\$5,750.00
00555	\$3,500.00-Wrap Around

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

Facilities

Transportation

Personnel

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Non-Tenured Teachers

BE IT RESOLVED, the Frenchtown Board of Education approved the 2022/2023 Employment contract for the following list of **Non-Tenured** teachers:

Teacher	FTE	Step / Column	Salary
Staci Kane	1.00	Step 4 / MA+30	\$65,800.00
Jocelyn Romano	1.00	Step 11 / MA	\$66,900.00

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

Tenured Teachers

BE IT RESOLVED, the Frenchtown Board of Education approved the 2022/2023 Employment contracts for the following list of **Tenured** teachers:

Teacher	FTE	Step / Column	Salary
Paige Ahrens	1.00	Step 8 / BA+30	\$60,100.00
Brandi Bontempo	1.00	Step 14 / BA	\$64,600.00
David DeWolfe	1.00	Step 14 / MA	\$71,400.00
Cristina Doyle	1.00	Step 9 / BA+30	\$61,500.00
Tricia Hurley	1.00	Step 14 / MA	\$71,400.00
Peggy Ippolito	.50	Step 12 / BA	\$31,137.50
Marjorie Leuschner	.80	Step 22 / BA	\$62,704.00
Elizabeth McCann	1.00	Step 17 / MA	\$78,050.00
Peter Moran	1.00	Step 22 / MA	\$87,175.00
Alicia Parker	1.00	Step 17 / MA	\$78,050.00
Brittney Shurts	1.00	Step 8 / BA	\$56,700.00
Holly Siock	1.00	Step 13 / MA	\$71,400.00
Thomas Wollert	.80	Step 20 / MA	\$67,340.00
Katelynn Yard	1.00	Step 9 / MA	\$64,900.00

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

Instructional Aides

BE IT RESOLVED, the Frenchtown Board of Education approved the 2022/2023 Letter of Intent for the following list of **Instructional Aides**, FTE and salary to be determined upon finalization of the schedule:

Name	Position
Heather Critelli	Special Ed Aide
Tracy Folmar	Instructional Aide
Rose Hochenberger	Instructional Aide

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Emily O'Connell	Special Ed Aide
Michaela Schmatz	Instructional Aide

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

Non-FEA Staff

BE IT RESOLVED, the Frenchtown Board of Education approved the 2022/2023 Employment contracts for the following list of **Non-FEA** staff for the 2022-2023 school year.

Name	Position	FTE	Salary
Estela Dominguez	Custodian	22.50 Hours/Wk	\$20,404.80
Lisa Lubonty	Assistant to the Business Administrator	.80	\$37,762.00
Larry Whitman	Head Custodian	1.00	\$67,212.00

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

2021-2022 Master Course Reimbursement

BE IT RESOLVED, the Frenchtown Board of Education approved the following Master Course Reimbursement for the 2021-2022 school year:

Brittney Shurts	Clemson University	STEAM Assessment 6-29-2022	\$973.00
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Moved by Ms. Nauman and seconded by Ms. Nakahara. On a roll call vote, resolution was adopted as follows: 7 ayes; nays, 0.

ESY Teachers and Instructional Aides

BE IT RESOLVED, the Frenchtown Board of Education approved the following summer instruction Teachers and summer instructional aides from July 5, 2022– July 28, 2022 from 9:00am to 12:00pm:

Teacher/Aide	Position	Rate
Brandi Bontempo	Summer ESY Teacher	\$45.00 per hour
Ashley Seneca	Summer ESY Teacher	\$45.00 per hour
Heather Critelli	Summer ESY Instructional Aide	\$16.50 per hour
Chelsea Valderas	Summer ESY Instructional Aide	\$16.50 per hour

Moved by Ms. Nauman and seconded by Ms. Nakahara. On a roll call vote, resolution was adopted as follows: 7 ayes; nays, 0 with Mrs. Nugent abstaining.

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Summer Accelerated/ESY Substitute List

BE IT RESOLVED, the Frenchtown Board of Education approved the following Teacher and Aide substitutes for Summer Accelerated Program and ESY:

Name	Position	Rate
Cristina Doyle	Teacher	\$45.00/Hour
Peggy Ippolito	Teacher	\$45.00/Hour
Peter Moran	Teacher	\$45.00/Hour
Brittney Shurts	Teacher	\$45.00/Hour
Holly Siock	Teacher	\$45.00/Hour
Katelynn Yard	Teacher	\$45.00/Hour
Rose Hochenberger	Aide	\$16.50/Hour
Emily O'Connell	Aide	\$17.00/Hour
Chelsea Valderas	Aide	\$16.50/Hour

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

ESSER Administration & Employee Bonus

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

Whereas, the Frenchtown Board of Education recognizes the challenges that the administration and staff have faced as a result of the pandemic, and

Whereas, the Frenchtown Board of Education has received ARP/ESSER III grant funds which allows the board to recognize the efforts put forth by the employees of the district who successfully performed their duties during the 2020/2021 school year, now

Therefore Be It Resolved, that the Frenchtown Board of Education hereby authorizes a financial bonus for the employees and contracted administration as a thank you for the extra efforts put forth for the students of Frenchtown Borough as follows:

Administration / Employee	Amount
Daria Wasserbach	\$500.00
Teresa O'Brien	\$500.00
Hintenach, James	\$500.00
Ahrens, Paige	\$500.00
Bontempo, Brandi	\$500.00
deWolfe, David	\$500.00
Doyle, Cristina	\$500.00
Hurley, Tricia	\$500.00

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Ippolito, Peggy	\$250.00
Kane, Staci	\$500.00
Leuschner, Marjorie	\$400.00
Matlee, Amanda	\$500.00
McCann, Elizabeth	\$500.00
Moran, Peter	\$500.00
Parker, Alicia	\$500.00
Seneca, Ashley	\$500.00
Shurts, Brittney	\$500.00
Siock, Holly	\$500.00
Wirasnik, Kristen	\$500.00
Wollert, Thomas	\$400.00
Yard, Katelynn	\$500.00
Critelli, Heather	\$500.00
Folmar, Tracy	\$320.00
Smith, Julia	\$390.00
Valderas, Chelsea	\$320.00
Lubonty, Lisa	\$400.00
Petro, Kathleen	\$500.00
Whitman, Larry	\$500.00
Dominguez, Estela	\$250.00
Kovatch, Helen	\$200.00

Moved by Ms. Nauman and seconded by Ms. Nakahara. On a roll call vote, resolution was adopted as follows: 7 ayes; nays, 0 with Mrs. Nugent abstaining.

Curriculum

Field Trip

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

Destination	Grade	Date
Frenchtown Library	1 st Grade	May 26, 2022

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

Planning

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13. NEW BUSINESS

- Mrs. Wasserbach thanked the Board for considering her in the bonus but respectfully refused since her employment contract precludes her from receiving bonuses. She requested that the money be used for end of the year activities.

14. PUBLIC COMMENT - None

15. 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 7:18 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 Ms. Nakahara. On a voice vote, resolution was adopted as follows: 7 ayes; nays, 0.

BE IT RESOLVED, the Frenchtown Board of Education approved to reconvene into regular session at 7:37 p.m.

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

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16. **ADJOURNMENT**

BE IT RESOLVED, the Frenchtown Board of Education adjourned the meeting at 7:38 p.m. Moved by Mr. Blackburn and seconded by Mr. Dermody. 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