

# Frenchtown Board of Education

## Regular Meeting Agenda

September 27, 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 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**

**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. 2022/2023 BOARD and DISTRICT GOALS**

**Frenchtown District Goals (2022-2023)**

1. Evaluate the success of blended classes and plan for transition back to additional middle school staff.
2. Evaluate the amount of time spent on screens for students and create goals to minimize that time if deemed necessary.
3. Create a climate survey to be used at the end of the school year.

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### Frenchtown Board Goals (2022-2023)

1. Continue to support a focus on diversity, equity and inclusion in our classroom environment through board policy, curriculum, and professional development. Specifically, schedule DEI training for board members by the end of the calendar year.
2. Provide continued management of the administrative transition for a superintendent/principal model to a Chief School Administrator model.
3. Approve a new mission statement and create a list of district beliefs with input from students, staff, and members of the public.
4. Increase public recognition of students and staff.

## 6. **BOARD SECRETARY REPORT**

### Informational Items

- Board Meeting Schedule
  - ✓ October 18, 2022 – Action Meeting
  - ✓ November 22, 2022 – Action Meeting
  - ✓ December 20, 2022 – Action Meeting
- School Board’s Convention – October 24-26, 2022 – In person
- Enrollment as of September 23, 2022:

Grade	Student Enrollment	Choice In	Choice Out
Pre K	16		
Kindergarten	6	1	0
Grade 1	13	0	1
Grade 2	11	3	0
Grade 3	16	2	1
Grade 4	4	0	1
Grade 5	10	1	3
Grade 6	14	2	2
Grade 7	7	0	2
Grade 8	5	0	0
Out of Dist.	1		
Total	103	9	10

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- Correspondence – State Senate Michael Doherty – SEHBP Rate Hikes

**Action Items**

**Meeting Minutes**

6.1 Motion to approve the following minutes:

- August 23, 2022 – Regular Session

**7. SUPERINTENDENT’S REPORT**

**Informational Items:**

a. Harassment, Intimidation, and Bullying (HIB) Monthly Incident Report for period ending September 27, 2022.

Month/Year	# of Incidents Reported	# Identified as HIB	Remediation	Discipline & Remediation	Appealed (Y/N)
Aug 31- Sept 27	0	-	-	-	-
Sept 28 – Oct 18					
Oct 19– Nov 22					
Nov 23 – Dec 20					
Dec 21 – Jan 28					
Jan 29 – Feb 25					
Feb 26 – Mar 24					
Mar 25 – April 28					
April 29 – May 5					
May 6 – June 23					
TOTAL	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	9-14-2022
Fire Drill	8-31-2022 & 9-8-2022

**Action Items:**

Memorandum of Agreement

7.1 Motion to approve the 2022/2023 MOA Between Education and Law Enforcement Officials.

Frenchtown School District Emergency Virtual or Remote Instruction Programs

7.2 Motion to approve the 2022-2023 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.

**8. PRINCIPAL’S REPORT**

**9. BOARD PRESIDENT’S REPORT**

**10. POLICY**

Second Reading and Adoption

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

3517 - Policy	Security and Electronic Surveillance
3517 – Regulation	Electronic Surveillance

**11. 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**

11.1 Motion to approve the September 27, 2022 bills list as follows:

General Fund:	\$165,467.20
Special Revenue Fund:	\$ 14,159.84
<b>Total</b>	<b>\$179,627.04</b>

**Board Secretary/Treasurer Reports**

11.2 Motion to approve and acknowledge receipt of the monthly certification of the Board Secretary and after review of the **August 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).

**Facilities**

**Before and Afterschool Care**

11.3 Motion to approve an agreement with Work Family Connection for Before and Afterschool Care for the 2022-2023 school year.

**Transportation**

**Joint Transportation 2022-2023**

11.4 Motion to approve a joint transportation agreement where Delaware Valley Regional High School shall serve as the Lead Educational Authority and Host District for the 2022/2023 school year as follows:

District	Destination	Route No.	Route Cost
Delaware Valley Regional	Warren Glen Academy	1820	\$15,325.00
Delaware Valley Regional	Warren Glen Academy	1820 Aide Shared Portion	\$3,600.00
		<b>Total</b>	<b>\$18,925.00</b>

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Joint Transportation ESY 2022-2023

11.5 Motion to approve a joint transportation agreement where Delaware Valley Regional High School shall serve as the Lead Educational Authority and Host District for the ESY 2022/2023 school year as follows:

District	Destination	Route No.	Route Cost
Delaware Valley Regional	Warren Glen Academy	1820	\$2,129.00
Delaware Valley Regional	Warren Glen Academy	1820 Aide Shared Portion	\$500.00
		<b>Total</b>	<b>\$2,629.00</b>

Personnel

2022-2023 Substitutes

11.5 Motion to approve the following substitute for the 2022-2023 substitute list at a rate of \$110.00 per day (Teacher), \$175.00 day (School Nurse), \$14.00 per hour (Custodian) or \$95.00 per day (Secretary)

Krystina Mahon	Teacher	\$110.00 per day
Sarah Carlon	Teacher	\$110.00 per day
Kimberly Cordaro	Teacher	\$110.00 per day
Kristen Wirasnik	Teacher	\$110.00 per day

Home Instruction

11.6 Motion to authorize all active Frenchtown Elementary **Certificated Staff members to provide homebound instruction** in their areas of certification beginning September 1, 2022 through August 30, 2023 at the negotiated hourly rate of \$45.00/hr.

Employee Resignation

11.7 Motion to approve and accept with regret the resignation of Staci Kane, School Nurse effective on or about October 21, 2022.

Appoint Math Teacher

11.8 Motion to appoint a Math Teacher, effective October 1, 2022, pending praxis score of passing and reference checks as recommended by the Superintendent as follows:

Name	Step / Column	2022-2023 Salary
Kristen Wirasnik	8 / MA	\$63,500.00 (Prorated)

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Afterschool Care Supervisor

11.9 Motion to appoint a Supervisor for the Afterschool Care program for the 2022-2023 school year as follows:

Name	Rate
Krystina Mahon	\$25.00 per hour

Before and Afterschool Care Substitutes

11.10 Motion to approve the entire Frenchtown Elementary School Staff to be substitutes in the Before and Afterschool Care Program for the 2022-2023 school year at the following rates:

Paraprofessionals	\$25.00 per hour
Certificated Staff	\$35.00 per hour

**Curriculum**

Field Trips

11.11 Motion to approve the following field trips:

Location	Grade	Date
Art Yard	5 <sup>th</sup> & 6 <sup>th</sup>	9-20-2022

Nursing Services Plan

11.12 Motion to approve the attached Nursing Services Plan for the 2022/2023 school year.

SCIP and School Safety Committees

11.13 Motion to approve the following personnel for the SCIP and School Safety Committees:

SCIP	SCHOOL SAFETY
Holly Siock	School Nurse
Peter Moran	Social Worker
Brandi Bontempo	Cristina Doyle
Middle School Representative	Tricia Hurley
Peggy Ippolito	James Hintenach
Marjorie Leuschner	
James Hintenach	

**Planning**

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**13. NEW BUSINESS**

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

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

**15. 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

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



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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.

16. **ADJOURNMENT**