

# **Frenchtown Board of Education**

## **Regular Meeting Agenda**

October 18, 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.

#### **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.

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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. **PRESENTATIONS AND RECOGNITIONS**

#### 6.1 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 3 – 7, 2022 as a “Week of Respect” in New Jersey;

WHEREAS, N.J.S.A. 18A:36-5.1 designates October 17-21, 2022 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;

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;

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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.

6.2 2021-2022 State Testing results

### 7. **PUBLIC HEARING ON THE 2021/2022 HIB SELF- ASSESSMENT DATA**

Presented by James Hintenach, Principal

### 8. **BOARD SECRETARY REPORT**

#### Informational Items

- Board Meeting Schedule
  - ✓ November 22, 2022 – Action Meeting
  - ✓ December 20, 2022 – Action Meeting
  - ✓ January 3, 2023 – Reorganization Meeting
- NJSBA Convention – October 24-26, 2022
  - ✓ Administrators –Mrs. Teresa O'Brien
- School Election – November 8, 2022
- Correspondence
- Board Member Required Training
- Enrollment – as of October 14, 2022

Grade	Student Enrollment	Choice In	Choice Out
Pre K	16		
Kindergarten	7	1	0
Grade 1	13	0	1
Grade 2	11	3	0

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Grade 3	16	2	1
Grade 4	4	0	1
Grade 5	11	1	3
Grade 6	14	2	2
Grade 7	7	0	2
Grade 8	5	0	0
Out of Dist.	1		
Total	105	9	10

**Action Items**

Meeting Minutes

8.1 Motion to approve the following minutes:

- September 27, 2022 Regular Session

**9. SUPERINTENDENT’S REPORT**

Informational Items:

a. Harassment, Intimidation, and Bullying (HIB) Monthly Incident Report for period ending October 18, 2022.

Month/Year	# of Incidents Reported	# Identified as HIB	Remediation	Discipline & Remediation	Appealed (Y/N)
Aug 31- Sept 27	0	-	-	-	-
Sept 28 – Oct 18	0	-	-	-	-
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	-			

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b. Short term suspension report: None

Student ID	Violation of Student Code of Conduct	Level of Infraction	Terms of Suspension and Dates	Clearance Required

c. Security and Fire Drills

Drill	Date Completed
Security Drill	TBD
Fire Drill	10-11-2022

### **Action Items:**

#### HIB Report

9.1 Motion to affirm the HIB report submitted on September 27, 2022.

#### Emergency Exit/Transportation Drill

9.2 Motion to acknowledge receipt of evidence of completion of emergency exit transportation drill.

#### HIB Self-Assessment

9.3 Motion to approve the 2021/2022 School Self-Assessment for Determining Grades under the Anti-Bullying Bill of Rights Act and to authorize submission to the NJ Department of Education.

## **10. PRINCIPAL'S REPORT**

a. Report of the Completion of the School Bus Emergency Bus Evacuation Drill conducted on October 13, 2022 from 8:30 – 10:00 am in the Frenchtown Elementary School parking lot.

## **11. BOARD PRESIDENT'S REPORT**

### Discussion Items

- Regionalization Study

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### 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

13.1 Motion to approve the October 18, 2022 bills list as follows:

General Fund:	\$260,887.32
Special Revenue Fund:	\$ 7,260.17
<b>Total</b>	<b>\$268,147.49</b>

##### Budget Transfers

13.2 Motion to approve the list of the September 2022 Budget Transfers in the amount of \$12,636.00.

##### Board Secretary/Treasurer Reports

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

##### Budget Development Calendar

13.4 Motion to approve the attached 2023/2024 Budget Development Calendar

#### Facilities

##### Comprehensive Maintenance Plan

13.5 Motion to approve the attached resolution approving submission of the 2022-2023 Comprehensive Maintenance Plan (attached) to the NJ Department of Education.

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Form M-1

13.6 Motion to approve the submission of the attached 2022-2023 M-1 to the New Jersey Department of Education.

Facility Use

13.7 Motion to approve the following Facility use:

Organization	Date	Time / Place
Borough of Frenchtown	October 22, 2022 October 25, 2022	9:00 am to 11:00 am 7:00 pm to 9:00 pm Auditorium
PTO	October 28, 2022	5:00 pm to 9:00 pm Gym Halloween Dance
PTO	10/25, 11/15, 12/13, 1/17, 2/21, 3/21, 4/18 & 5/23/2023	Monthly Meetings 6:30 p.m.

Transportation

Personnel

Revision Custodian Contract

13.8 Motion to revised the night custodian, Estela Dominguez employee contract Effective October 1, 2022 as follows:

Original Contract	Revised Contract
22.50 Hours per week Salary \$20,404.80	20 Hours per week Salary \$18,137.60 Prorated

Long Term Substitute

13.9 Motion to approve Long-Term Maternity substitute effective October 18 2022 as follows:

Name	Step / Column	Salary (Prorated) 2022-2023
Matthew Marciano	1 / MA	\$59,700.00

School Nurse Substitute

13.10 Motion to approve the following substitute for School Nurse up until an emergency certification is acquired as follows:

Amy Gercie                      School Nurse                      \$275.00 per day

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### Leave of Absence

13.11 Motion to approve a paid maternity medical leave of absence for Katelynn Yard for approximately 9-10 weeks, beginning on or about March 8, 2023 through April 28, 2023 and to approve unpaid family leave from May 1, 2023 through May 22, 2023.

### Curriculum

#### Field Trips

13.12 Motion to approve the following list of field trips for the 2022-2023 school year:

Destination	Grade (s)	Date
Doyle's Farm	Pre-K Through 2 <sup>nd</sup> Grade	October 25, 2022
NJ State Museum	Grades 5 through 8th	December 2, 2022

### Planning

#### 14. NEW BUSINESS

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

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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.

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

#### 16. EXECUTIVE SESSION

Motion to approve the following resolution:



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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 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.

Discussion Items:

- PILOT

**17. ADJOURNMENT**