

Frenchtown Board of Education

Meeting Minutes

October 18, 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 6:48 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**

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: Teresa O'Brien, Business Administrator/Board Secretary
James Hintenach, Principal

4. **PUBLIC COMMENT** – None

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. 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 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;

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

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

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- 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
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

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

- September 27, 2022 Regular Session

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

9. SUPERINTENDENT'S REPORT

Informational Items:

- 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					

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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

c. Security and Fire Drills

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

Action Items:

HIB Report

BE IT RESOLVED, the Frenchtown Board of Education approved to affirm the HIB report submitted on September 27, 2022.

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

Emergency Exit/Transportation Drill

BE IT RESOLVED, the Frenchtown Board of Education approved to acknowledge receipt of evidence of completion of emergency exit transportation drill.

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

HIB Self-Assessment

BE IT RESOLVED, the Frenchtown Board of Education approved 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.

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

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.
- b. Other Items:
 - We have had the “Magic in Me” assembly sponsored by our PTO.
 - The Week of Respect October 3-7th) will include theme/spirit activities.
 - Marley, the service dog, participated in International Walk to school day. We had well over 50 students, staff, and family members take part as we were escorted by Officer Gillikin and GoHunterdon’s own Ryan Fisher.
 - PTO Rainbow Run was on 10-14.
 - 8th-grade Terrier fundraiser was a success!
 - Violence Awareness Week October 17-21 will be another theme and spirit week.
 - All of our clubs continue to roll: K-3 Running Club, 4-8 Running club, Intramural Soccer (5-8), Music Club (K-3), Tutor Time and we have a middle school soccer player playing for KTS.
 - In the next few weeks, we have Violence Awareness Week, Red Ribbon Week, and Halloween activities, and believe it or not, we are coming to the end of the 1st marking period in early November.

11. BOARD PRESIDENT'S REPORT

Discussion Items

- Regionalization Study

12. POLICY

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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 18, 2022 bills list as follows:

General Fund:	\$260,887.32
Special Revenue Fund:	\$ 7,260.17
Total	\$268,147.49

Moved by Ms. Nauman and seconded by Mr. Blackburn. 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 September 2022 Budget Transfers in the amount of \$12,636.00.

Moved by Ms. Nauman and seconded by Mr. Blackburn. 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 **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).

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

Budget Development Calendar

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BE IT RESOLVED, the Frenchtown Board of Education approved the attached 2023/2024 Budget Development Calendar

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

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: 7 ayes; nays, 0.

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: 7 ayes; nays, 0.

Facility Use

BE IT RESOLVED, the Frenchtown Board of Education approved 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.

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

Transportation

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Personnel

Revision Custodian Contract

BE IT RESOLVED, the Frenchtown Board of Education approved 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

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

Long Term Substitute

BE IT RESOLVED, the Frenchtown Board of Education approved Long-Term Maternity substitute effective October 18, 2022 as follows:

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

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

School Nurse Substitute

BE IT RESOLVED, the Frenchtown Board of Education approved the following substitute for School Nurse up until an emergency certification is acquired as follows:

Amy Gercie School Nurse \$275.00 per day

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

Leave of Absence

BE IT RESOLVED, the Frenchtown Board of Education approved 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.

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

Curriculum

Field Trips

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BE IT RESOLVED, the Frenchtown Board of Education approved the following list of field trips for the 2022-2023 school year:

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

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

Planning

14. NEW BUSINESS

Substitute

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

Kenneth Nohe Teacher \$110.00 per day

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

15. PUBLIC COMMENT – None

16. EXECUTIVE SESSION

BE IT RESOLVED, the Frenchtown Board of Education approved 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

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- X 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 7:45 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 Mrs. Bobrowski. On a roll call vote, resolution was adopted as follows: 7 ayes; nays, 0.

Discussion Items:

- PILOT

BE IT RESOLVED, the Frenchtown Board of Education approved to reconvene into regular session at 8:16 p.m.

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

17. ADJOURNMENT

BE IT RESOLVED, the Frenchtown Board of Education adjourned the meeting at 8:16 p.m. Moved by Mr. Blackburn and seconded by Mr. Dermody. 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