

# **Frenchtown Board of Education Meeting Minutes**

December 20, 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: Mrs. Kara Bobrowski  
Mr. Michael Dermody  
Ms. Erinn Nakahara  
Ms. Laine Nauman  
Mr. Hugo Rodriguez (arrived at 7:08 p.m.)  
Mrs. Kate Nugent

Members Absent: Mr. Adam Blackburn

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.

# Frenchtown Board of Education Meeting Minutes

December 20, 2022 6:45 p.m.

## 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

- ❖ Presentation of the Fiscal Year 2022 Comprehensive Annual Finance Report – Ms. Laura Atwell, CPA PSA

## 7. BOARD SECRETARY REPORT

### Informational Items

- Board Meeting Schedule
  - ✓ January 3, 2023 – Reorganization Meeting
- Correspondence
- 2023 Meeting Schedule - Draft
- Enrollment – December 16, 2022

Grade	Student Enrollment	Choice In	Choice Out
Pre K	16		
Kindergarten	7	1	0
Grade 1	14	0	2
Grade 2	11	3	0
Grade 3	16	2	2
Grade 4	6	0	1
Grade 5	11	1	4
Grade 6	15	2	3
Grade 7	7	0	1
Grade 8	5	0	0
Out of Dist.	1		
Total	109	9	13

# Frenchtown Board of Education Meeting Minutes

December 20, 2022 6:45 p.m.

## Action Items

### Meeting Minutes

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

- November 22, 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 Mrs. Bobrowski abstaining.

## 8. SUPERINTENDENT'S REPORT

### Informational Items:

- a. Harassment, Intimidation, and Bullying (HIB) Monthly Incident Report for period ending December 20, 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	1	0	Yes	Yes	N
Nov 23 – Dec 20	1	0	Yes	Yes	N
Dec 21 – Jan 28					
Jan 29 – Feb 25					
Feb 26 – Mar 24					
Mar 25 – April 28					
April 29 – May 5					
May 6 – June 23					
<b>TOTAL</b>	<b>2</b>	<b>-</b>			

- b. Short term suspension report:

Student ID	Violation of Student Code of Conduct	Level of Infraction	Terms of Suspension and Dates	Clearance Required
536	Yes	Level 3	12/9/22	No
431	Yes	Level 3	12/8 and 12/9/22	No

- c. Security and Fire Drills

Drill	Date Completed
Security Drill	12/19/2022
Fire Drill	12/2/2022

# **Frenchtown Board of Education**

## **Meeting Minutes**

December 20, 2022 6:45 p.m.

d. 2023-2024 School Calendar

### **Action Items:**

#### **HIB Report**

BE IT RESOLVED, the Frenchtown Board of Education approved and affirmed the HIB report submitted on November 22, 2022.

Moved by Ms. Nauman and seconded by Ms. Nakahara. On a voice vote, resolution was adopted as follows: 6 ayes; nays, 0.

#### **2022/2023 Health & Safety Protocols**

BE IT RESOLVED, the Frenchtown Board of Education approved to acknowledge receipt of the revised Health and Safety Protocols for the 2022-2023 school year.

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

### **9. PRINCIPAL'S REPORT**

- FES started a new tradition with a Thanksgiving Parade right before dismissal. Mrs. Ahrens, Ms. Hurley, and the entire FES Teacher team There were some very creative & imaginative balloons.
- The NJSLs Data is being evaluated for any correlations or trends. We have also received the Start Strong scores and we will be sending them to parents when we get back from the winter break.
- Middle school students went on a trip to the Trenton Museum and we received some positive feedback from both teachers and students.
- River Union Stage is to work with us during the school day and after school. We met last week and we are finalizing details for this year's program.
- Marley was back on December 7<sup>th</sup>! Marley always provides many smiles to staff and students when visiting.
- PTO had their Penguin Patch where students had a chance to participate. Recently, the PTO supported a new Gaga Pit floor for the playground.
- 8<sup>th</sup> grade Fundraiser was a success as students worked with Ms. Yard to support bingo games and the snowman read-along.
- The Winter Music Concert was a hit! Our numbers have more than doubled since last year! We were so proud of the students, families, and many community members that came out.
- FES Team members had the great opportunity to visit the AWESOME Route 29 studio today (and try on some pretty neat hats). We had a chance to meet Kathleen, Hop, and see a number of artists in action! Looking forward to connecting in the near future!
- Clubs: Tutor Time continues to roll with Ms. Siock and Intramural basketball has begun with Mr. Moran. We are excited to announce that Mr. Wollert will be running the

# Frenchtown Board of Education Meeting Minutes

December 20, 2022 6:45 p.m.

volleyball club for 5-8 on Thursdays and Mrs. Ippolito will be running the music club for K-4.

## 10. BOARD PRESIDENT'S REPORT

- ✓ Correspondence - School Regionalization Study – Matt Davis – Holland Township School Board of Education

## 11. POLICY

### First Reading

BE IT RESOLVED, the Frenchtown Board of Education approved the first reading of the following policies:

3240	Preschool Tuition Fees
6178	Early Childhood Education/Preschool

Moved by Mr. Dermody and seconded by Ms. Nauman. On a voice vote, resolution was adopted as follows: 6 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:

### Finance

#### Payment of Bills

BE IT RESOLVED, the Frenchtown Board of Education approved the December 20, 2022 bills list as follows:

General Fund:	\$234,005.23
Special Revenue Fund:	\$ 16,404.15
<b>Total</b>	<b>\$250,409.38</b>

Moved by Ms. Nauman and seconded by Ms. Nakahara. On a roll call vote, resolution was adopted as follows: 6 ayes; nays, 0.

# Frenchtown Board of Education Meeting Minutes

December 20, 2022 6:45 p.m.

## Budget Transfers

BE IT RESOLVED, the Frenchtown Board of Education approved the list of the November 2022 Budget Transfers in the amount of \$64,283.40.

Moved by Ms. Nauman and seconded by Ms. Nakahara. On a roll call vote, resolution was adopted as follows: 6 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 **November, 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: 6 ayes; nays, 0.

## 2023-2024 Little Paws Preschool Tuition rates

BE IT RESOLVED, the Frenchtown Board of Education approved to establish the Little Paws Preschool 2023-2024 tuition rates as follows:

Full Time Program    \$5,750.00    (\$575.00 per month)

(Application and Tuition information attached)

Moved by Ms. Nauman and seconded by Ms. Nakahara. On a roll call vote, resolution was adopted as follows: 6 ayes; nays, 0.

## ACES Electric

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

A RESOLUTION BINDING THE FRENCHTOWN BOARD OF EDUCATION

TO PURCHASE ELECTRIC GENERATION SERVICES THROUGH THE ALLIANCE FOR COMPETITIVE ENERGY SERVICES ("ACES") Bid Cooperative Pricing System ID#E8801-ACESPCS

WHEREAS, the Alliance For Competitive Energy Services (hereinafter referred to as "ACES"), an alliance composed of the New Jersey School Boards Association (hereinafter referred to as "NJSBA"), the New Jersey Association of School Administrators, and the New Jersey Association of School Business Officials, will from time to time during the Effective Period as defined below solicit bids from electric power

# **Frenchtown Board of Education Meeting Minutes**

December 20, 2022 6:45 p.m.

suppliers for electric generation services through an energy aggregation program in which NJSBA will act as Lead Agency of the ACES Cooperative Pricing System #E8801-ACESCPS in accordance with the "Public School Contracts Law", N.J.S.A. 18A:18A-1 *et seq.*, and the Electric Discount and Energy Competition Act, N.J.S.A. 48:3-49 *et seq.* ("EDECA") and the regulations promulgated thereunder; and

WHEREAS, the Frenchtown Board of Education is a Participating member of the ACES Cooperative Pricing System and is eligible thereby to obtain electric generation services for its own use through one or more contracts to be awarded to electric power suppliers following said bids for electric generation services pursuant to the aggregation program; and

WHEREAS, the Lead Agency will from time to time during the Effective Period (from date of adoption through May, 2028 hereinafter referred to as "Effective Period") issue one or more Requests for Bids for electric generation services on behalf of the ACES Cooperative Pricing System pursuant to the Public School Contracts Law and EDECA; and

WHEREAS, due to significant volatility and the potential for price increases in the wholesale electric market, Participating Members will preauthorize the Lead Agency to award contracts for Electric Generation Service in each service territory to one or more electric power suppliers that submit bids which are reasonably forecasted to provide estimated savings to the Participating Member based upon its previous electric usage and utility provided Basic Generation Service rates; and

WHEREAS, the Lead Agency will only award contracts for said electric generation services to electric power suppliers that submit bids with pricing reasonably estimated to be lower than the utility-provided basic generation service; and

WHEREAS, the District agrees to purchase all electric power needed for its own use (exclusive of on-site electric generation sources) during the Effective Period through any electric power supplier(s) awarded a contract, it being understood that the term of any one contract shall be subject to the provisions of Public School Contracts Law;

WHEREAS, the Lead Agency will notify the Department of Community Affairs' Division of Local Government Services by mail prior to the issuance a Request for Bids for electric generation services, with the understanding that if the Division of Local Government Services does not respond within 10 business days, it will be deemed to have approved the issuance of the Request for Bids or the Request for Rebids.

NOW, therefore, be it

RESOLVED that the District binds itself to the ACES Cooperative Pricing System ##E8801-ACESCPS to purchase all electric power needed for its own use (exclusive of on-site electric generation sources) during the Effective Period from the electric power

# **Frenchtown Board of Education Meeting Minutes**

December 20, 2022 6:45 p.m.

supplier or suppliers awarded a contract for electric generation services by the Lead Agency; and, be it

FURTHER RESOLVED that the Lead Agency of the ACES Cooperative Pricing System is hereby authorized to execute a master performance agreement that obligates the district to purchase electricity at the terms and conditions stated therein with a third-party supplier or suppliers who have been awarded the contract or contracts by the Lead Agency on behalf of the participating members of the ACES Cooperative Pricing System #E8801-ACESCPS (or any CPS number to be assigned in the future), and provided further that all such contracts shall be at prices reasonably forecast and estimated by the Lead Agency to provide savings to the Districts relative to the price charged for basic generation service by the electric public utility that would otherwise provide such service; and, be it

FURTHER RESOLVED that ACES is authorized to continue to bid to obtain electric generation services at any time during the Effective Period on behalf of the ACES Cooperative Pricing System including, for example, a rebid if energy market conditions do not initially lead to a successful bid, on additional dates to be determined by the Lead Agency; and

FURTHER RESOLVED that this Resolution shall take effect immediately upon passage. The authorization provided to the NJSBA pursuant to the Local Public Contracts Laws (N.J.S.A. 40A:11-11(5)), and the Local Public and Public School Contracts Laws Administrative Code (N.J.A.C. 5:34-7.1 et seq.) shall be valid until May, 2028 (the Effective Period) at which time the Cooperative Pricing System will be subject to renewal. Any rescission or expiration of this resolution shall not affect any Agreements entered into prior to such rescission or expiration.

Moved by Ms. Nauman and seconded by Ms. Nakahara. On a roll call vote, resolution was adopted as follows: 6 ayes; nays, 0.

## ACES Natural Gas

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

A RESOLUTION BINDING THE FRENCHTOWN BOARD OF EDUCATION TO PURCHASE NATURAL GAS SERVICES THROUGH THE ALLIANCE FOR COMPETITIVE ENERGY SERVICES ("ACES") Bid Cooperative Pricing System ID#E8801-ACESCPS

WHEREAS, the Alliance For Competitive Energy Services (hereinafter referred to as "ACES"), an alliance composed of the New Jersey School Boards Association (hereinafter referred to as "NJSBA"), the New Jersey Association of School Administrators, and the New Jersey Association of School Business Officials, will from



# **Frenchtown Board of Education Meeting Minutes**

December 20, 2022 6:45 p.m.

time to time during the Effective Period as defined below solicit bids from natural gas suppliers for retail natural gas supply services including interstate transportation to the local natural gas distribution utility company (Natural Gas Supply Services) through an energy aggregation program in which NJSBA will act as Lead Agency of the ACES Cooperative Pricing System #E8801-ACESCPS in accordance with the "Public School Contracts Law", N.J.S.A. 18A:18A-1 *et seq.*, and the Electric Discount and Energy Competition Act, N.J.S.A. 48:3-49 *et seq.* ("EDECA") and the regulations promulgated thereunder; and

WHEREAS, the Frenchtown Board of Education is a Participating member of the ACES Cooperative Pricing System and is eligible thereby to obtain natural gas services for its own use through one or more contracts to be awarded to natural gas suppliers following said bids for natural gas services pursuant to the aggregation program; and

WHEREAS, the Lead Agency will from time to time during the Effective Period (from date of adoption through May, 2028, hereinafter referred to as "Effective Period") issue one or more Requests for Bids for natural gas services on behalf of the ACES Cooperative Pricing System pursuant to the Public School Contracts Law and EDECA; and

WHEREAS, due to significant volatility and the potential for price increases in the wholesale natural gas market, Participating Members will preauthorize the Lead Agency to award contracts for Natural Gas Supply Service in each service territory to one or more natural gas suppliers that submits bids which are reasonably forecasted to provide estimated savings to the Participating Member based upon its previous natural gas usage and utility provided Basic Gas Supply Service rates; and

WHEREAS, the Lead Agency will only award contracts for said Natural Gas Supply Services to natural gas suppliers that submit bids with pricing reasonably estimated to be lower than the utility-provided basic gas supply service; and

WHEREAS, the District agrees to purchase all Natural Gas Supply Services for its own use during the Effective Period through any natural gas supplier(s) awarded a contract, it being understood that the term of any one contract shall be subject to the provisions of Public School Contracts Law; and

WHEREAS, the Lead Agency will notify the Department of Community Affairs' Division of Local Government Services by mail prior to the issuance a Request for Bids for natural gas supply services, with the understanding that if the Division of Local Government Services does not respond within 10 business days, it will be deemed to have approved the issuance of the Request for Bids or the Request for Rebids.

NOW, therefore, be it

RESOLVED that the District binds itself to the ACES Cooperative Pricing System ##E8801-ACESCPS to purchase all natural gas supply services needed for its own use

# **Frenchtown Board of Education Meeting Minutes**

December 20, 2022 6:45 p.m.

during the Effective Period from the natural gas supplier or suppliers awarded a contract for natural Gas supply services by the Lead Agency; and, be it

FURTHER RESOLVED that the Lead Agency of the ACES Cooperative Pricing System is hereby authorized to execute a master performance agreement that obligates the district to purchase natural gas at the terms and conditions stated therein with a third-party supplier or suppliers who have been awarded the contract or contracts by the Lead Agency on behalf of the participating members of the ACES Cooperative Pricing System #E8801-ACESCPS (or any CPS number to be assigned in the future), and provided further that all such contracts shall be at prices reasonably forecast and estimated by the Lead Agency to provide savings to the districts relative to the price charged for basic gas supply service by the natural gas public utility that would otherwise provide such service; and, be it

FURTHER RESOLVED that ACES is authorized to continue to bid to obtain natural gas services at any time during the Effective Period on behalf of the ACES Cooperative Pricing System including, for example, a rebid if energy market conditions do not initially lead to a successful bid, on additional dates to be determined by the Lead Agency; and

FURTHER RESOLVED that this Resolution shall take effect immediately upon passage. The authorization provided to the NJSBA pursuant to the Local Public Contracts Laws (N.J.S.A. 40A:11-11(5)), and the Local Public and Public School Contracts Laws Administrative Code (N.J.A.C. 5:34-7.1 et seq.) shall be valid until May, 2028 (the Effective Period) at which time the Cooperative Pricing System will be subject to renewal. Any rescission of this resolution shall not affect any Agreements entered into prior to such rescission or expiration.

Moved by Ms. Nauman and seconded by Ms. Nakahara. On a roll call vote, resolution was adopted as follows: 6 ayes; nays, 0.

## **B & R E-Rate Consulting Services**

BE IT RESOLVED, the Frenchtown Board of Education approved the attached contract for E-Rate Consulting Services with B & R on a as needed basis at a rate of 10% of the total amount reimbursed to the District/Library on Cat1 applications and 5% of the total amount reimbursed for Cat2 applications.

Moved by Ms. Nauman and seconded by Ms. Nakahara. On a roll call vote, resolution was adopted as follows: 6 ayes; nays, 0.

## **Facilities**

### **Facility Use**

BE IT RESOLVED, the Frenchtown Board of Education approved the following use of School facilities:

Kingwood Township Basketball League    Gym    5:30 p.m. to 7:00 p.m.

# **Frenchtown Board of Education**

## **Meeting Minutes**

December 20, 2022 6:45 p.m.

Tuesdays only in January and February 2023

Moved by Ms. Nauman and seconded by Ms. Nakahara. On a roll call vote, resolution was adopted as follows: 6 ayes; nays, 0.

### **Transportation**

### **Personnel**

#### **Instructional Aide**

BE IT RESOLVED, the Frenchtown Board of Education approved the following Instructional Aide as follows:

<b>Name</b>	<b>FTE</b>	<b>Duration</b>	<b>Rate</b>
Kenneth Nohe	.49	January 2, 2023 – June 30, 2023	\$10,413.48 (Prorated)

Moved by Ms. Nauman and seconded by Ms. Nakahara. On a roll call vote, resolution was adopted as follows: 6 ayes; nays, 0.

#### **2022-2023 Substitutes**

BE IT RESOLVED, the Frenchtown Board of Education approved the following substitute for the 2022-2023 substitute list at a rate of \$110.00 per day (Teacher), \$175.00 day (School Nurse), \$14.13 per hour (Custodian) or \$95.00 per day (Secretary)

Juliana Scricco      Teacher      \$110.00 per day

Moved by Ms. Nauman and seconded by Ms. Nakahara. On a roll call vote, resolution was adopted as follows: 6 ayes; nays, 0.

#### **Custodial Rate**

BE IT RESOLVED, the Frenchtown Board of Education approved an increase in hourly rate for custodians that hold a boilers license from \$17.00 to \$18.00 per hour and to approve an increase in substitute custodian rate from \$14.00 per hour to \$14.13 effective January 1, 2023 to reflect the cost of living increase to NJ State Minimum wage.

Moved by Ms. Nauman and seconded by Ms. Nakahara. On a roll call vote, resolution was adopted as follows: 6 ayes; nays, 0.

# **Frenchtown Board of Education Meeting Minutes**

December 20, 2022 6:45 p.m.

## Custodians

BE IT RESOLVED, the Frenchtown Board of Education approved to hire the following custodians:

<b>Name</b>	<b>Days / Hours</b>	<b>Rate</b>
Todd Kuhl	3 Days per week / 4 Hours per day	\$17.00
Tracy Lonczak	2 Days / 4 Hours per day	\$17.00

Moved by Ms. Nauman and seconded by Ms. Nakahara. On a roll call vote, resolution was adopted as follows: 6 ayes; nays, 0.

## School Nurse

BE IT RESOLVED, the Frenchtown Board of Education approved an Employment contract for the following School Nurse effective January 2, 2023 for the 2022-2023 school year:

<b>Name</b>	<b>FTE</b>	<b>Step / Column</b>	<b>Salary</b>
Amy Gercie	1.00	Step 6 / BA	\$55,300 (Prorated)

Moved by Ms. Nauman and seconded by Ms. Nakahara. On a roll call vote, resolution was adopted as follows: 6 ayes; nays, 0.

## Curriculum

### Field Trips

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

<b>Destination</b>	<b>Grade (s)</b>	<b>Date</b>
Frenchtown Café	K-2 Special Education	December 23, 2022 December 21, 2022 (Rain Date)

Moved by Ms. Nauman and seconded by Ms. Nakahara. On a roll call vote, resolution was adopted as follows: 6 ayes; nays, 0.

### Tutor Time Volunteer

BE IT RESOLVED, the Frenchtown Board of Education approved Tutor Time volunteer: Allysa Catalla, DVRHS

Moved by Ms. Nauman and seconded by Ms. Nakahara. On a roll call vote, resolution was adopted as follows: 6 ayes; nays, 0.

# Frenchtown Board of Education Meeting Minutes

December 20, 2022 6:45 p.m.

## Planning

13. NEW BUSINESS

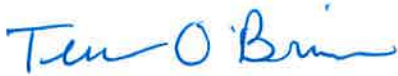
14. PUBLIC COMMENT - None

15. EXECUTIVE SESSION - None

16. ADJOURNMENT

BE IT RESOLVED, the Frenchtown Board of Education adjourned the meeting at 7:48 p.m. Moved by Mr. Rodriguez 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