

# **Frenchtown Board of Education**

## **Meeting Minutes**

January 24, 2023 6:45 p.m.

1. **CALL TO ORDER – Opening Statement**

The regular meeting of the Frenchtown Board of Education was called to order at 6:47 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 12, 2023. 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. Laine Nauman  
Mr. Hugo Rodriguez  
Mrs. Kate Nugent

Members Absent: Ms. Erinn Nakahara

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

January 24, 2023 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

- ♣ Start Strong Scores - Mr. James Hintenach

## 7. BOARD SECRETARY REPORT

### Informational Items

- Board Meeting Schedule
  - ✓ February 28, 2023 – Action Meeting
  - ✓ March 14, 2023 – Action Meeting – Preliminary Budget Approval
  - ✓ April 25, 2023 – Action Meeting
- Correspondence
- Enrollment – January 20, 2023

Grade	Student Enrollment	Choice In	Choice Out
Pre K	17		
Kindergarten	7	2	0
Grade 1	14	0	2
Grade 2	11	3	0
Grade 3	16	2	2
Grade 4	6	0	1
Grade 5	11	2	4
Grade 6	15	2	3
Grade 7	7	0	1
Grade 8	5	0	0
Out of Dist.	1		
Total	110	11	13

**Frenchtown Board of Education**  
**Meeting Minutes**  
January 24, 2023 6:45 p.m.

**Action Items**

**Meeting Minutes**

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

- December 20, 2022 - Regular Session

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

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

- January 3, 2023 - Reorganization Meeting

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

**8. SUPERINTENDENT'S REPORT**

**Informational Items:**

- a. Harassment, Intimidation, and Bullying (HIB) Monthly Incident Report for period ending January 24, 2023.

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 24	0	0	-	-	-
Jan 25 – Feb 28					
Mar 1 – Mar 14					
Mar 15 – April 25					
April 26 – May 9					
May 10 – June 27					
TOTAL	2	-			

- b. Short term suspension report: None

**Frenchtown Board of Education**  
**Meeting Minutes**  
January 24, 2023 6:45 p.m.

c. Security and Fire Drills

Drill	Date Completed
Security Drill	TBD
Fire Drill	1-6-2023

**Action Items:**

HIB Report

BE IT RESOLVED, the Frenchtown Board of Education approved and affirmed the HIB report submitted on December 20, 2022.

Moved by Mr. Blackburn and seconded by Mr. Dermody. On a voice vote, resolution was adopted as follows: 6 ayes; nays, 0.

School Board Recognition Month

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

**WHEREAS**, The New Jersey School Boards Association has declared January 2023 to be School Board Recognition Month, a time when all residents can acknowledge the contributions made by our local school board members; and

**WHEREAS**, The Frenchtown School District Board of Education is one of 580 local school boards in New Jersey, which sets policies and oversees operations for public school districts; and

**WHEREAS**, The Frenchtown Board of Education embraces the goal of high-quality education for all New Jersey public school students; and

**WHEREAS**, New Jersey's local school boards help determine the educational goals for approximately 1.4 million children in pre-kindergarten through 12<sup>th</sup> grade; and

**WHEREAS**, New Jersey's 5,000 local school board members, who receive no remuneration for their services, act as advocates for public school students as they work with administrators, teachers and parents for the betterment of public education; and

**WHEREAS**, School boards strive to provide the resources necessary to meet the needs of all students, including those with special needs; and

**WHEREAS**, Boards of education provide accountability to the public; they communicate the needs of the school district to the public; and they convey to school administrators the public's expectations for the schools; and

**WHEREAS**, New Jersey can take pride in its schools, which rank among the nation's best in key achievement indicators such as the National Assessment of Educational

# Frenchtown Board of Education Meeting Minutes

January 24, 2023 6:45 p.m.

Progress scores, and the preparation for college through advanced placement offerings and SAT assessments; Now, therefore, be it

**RESOLVED**, That the Frenchtown District Board of Education, does hereby recognize the services of local school board members throughout New Jersey as we join communities statewide in observing January 2023 as SCHOOL BOARD RECOGNITION MONTH; and be it further

**RESOLVED**, That the Frenchtown District Board of Education urges all New Jersey citizens to work with their local boards of education and public school staffs toward the advancement of our children's education.

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

## 2023-2024 School Calendar

BE IT RESOLVED, the Frenchtown Board of Education approved the attached 2023-2024 School Calendar.

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

## 9. PRINCIPAL'S REPORT

- Marley was here the day before the break to ensure many smiles for staff and students as we went into winter break.
- The FES Team continues to review NJSLS and Start Strong Data to make recommendations for future planning.
- 2nd Marking Period ended 1/20 and grades will be posted on 1/27.
- We are excited to announce that we will be working with River Union Stage again this school year.
- The Kindness Challenge has been going well.
- Ms. Hurley intends to take 7<sup>th</sup> and 8th-grade students to modern fossils.
- FES Team members had the great opportunity to visit the AWESOME Route 29 studio last month. We are planning our first student collaboration in February.
- FES Clubs: Tutor Time continues to roll with Ms. Siock, intramural basketball with Mr. Moran, volleyball club with Mr. Wollert, and music/drama club with Mrs. Ippolito. We continue to be proud of our many after-school activities this year.

## 10. BOARD PRESIDENT'S REPORT

- ✓ NJSBA Representative will attend our March 14, 2023 Board meeting to give DEI Training

# Frenchtown Board of Education

## Meeting Minutes

January 24, 2023 6:45 p.m.

### 11. POLICY

#### Second Reading/Adoption

BE IT RESOLVED, the Frenchtown Board of Education approved the second reading and adoption 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 January 24, 2023 bills list as follows:

General Fund:	\$255,799.53
Special Revenue Fund:	\$ 9,977.75
<b>Total</b>	<b>\$265,777.28</b>

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

#### Budget Transfers

BE IT RESOLVED, the Frenchtown Board of Education approved line item transfers for the month of December 2022, in the amount of \$367.00

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

#### Board Secretary/Treasurer Report

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 **December, 2022** Board Secretary's and Treasurer's Reports, certify no major account or fund has been

# Frenchtown Board of Education Meeting Minutes

January 24, 2023 6:45 p.m.

over-expended in violation of N.J.A.C.6A:23 – 2.11(a) 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 Mr. Blackburn and seconded by Ms. Nauman. On a roll call vote, resolution was adopted as follows: 6 ayes; nays, 0.

## River Union Stage

BE IT RESOLVED, the Frenchtown Board of Education approved to accept the attached proposal from River Union Stage for the 2022-2023 Out Reach Program at a cost not to exceed \$5,175.00.

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

## Facilities

## Transportation

## Personnel

### 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)

Denise Kucharski	Teacher	\$110.00 per day
Kathy Petro	Secretary	\$95.00 per day

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

### River Union Stage Aide

BE IT RESOLVED, the Frenchtown Board of Education approved the following Aide to support River Union Stage for the 2022-2023 school year:

Position	Teacher	Stipend Rate
River Union Stage Aide	Julia Faye Smith	\$16.50/hour

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

## Leave of Absence

# **Frenchtown Board of Education Meeting Minutes**

January 24, 2023 6:45 p.m.

BE IT RESOLVED, the Frenchtown Board of Education approved a paid leave of absence for Thomas Wollert for approximately 4 weeks, beginning on January 23, 2023 through on or about February 24, 2023.

Moved by Mr. Blackburn and seconded by Ms. Nauman. 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 field trips:

<b>Destination</b>	<b>Grade</b>	<b>Date</b>
Modern Fossils	7 <sup>th</sup> & 8 <sup>th</sup>	January 26, 2023

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

### **ESY 2023**

BE IT RESOLVED, the Frenchtown Board of Education approved the summer ESY dates from July 5, 2023 through July 27, 2023.

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

### **Fundraiser**

BE IT RESOLVED, the Frenchtown Board of Education approved the following fundraiser for the 2023-2024 school year:

<b>Fundraiser</b>	<b>Date</b>	<b>Purpose</b>
Friendship Grams	2-14-2023 / Valentine's Day	2023 8 <sup>th</sup> Grade Trip

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

## **Planning**

### **13. NEW BUSINESS**

### **14. 2023/2024 BUDGET DISCUSSIONS**



# Frenchtown Board of Education Meeting Minutes

January 24, 2023 6:45 p.m.

- Chapter 44
- Health Care Adjustment

15. **PUBLIC COMMENT** - None

16. **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 7:41 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. Blackburn. On a voice vote, resolution was adopted as follows: 6 ayes; nays, 0.

BE IT RESOLVED, the Frenchtown Board of Education approved to reconvene into regular session at 7:58 p.m.

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

**Column Movement Request**

BE IT RESOLVED, the Frenchtown Board of Education approved a request for column movement for Brittney Shurts effective January 1, 2023 with a condition to submit an official transcript by June 1, 2023 as follows:

**Frenchtown Board of Education**  
**Meeting Minutes**

January 24, 2023 6:45 p.m.

Previous Step/Column	Previous Salary	New Step/Column	New Salary
Step 8 / BA	\$56,700.00	Step 8 / MA	\$63,500.00 (Prorated)

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

**17. ADJOURNMENT**

BE IT RESOLVED, the Frenchtown Board of Education adjourned the meeting at 8:00 p.m. Moved by Mrs. Bobrowski and seconded by Ms. Nauman. 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