

Frenchtown Board of Education

Regular Meeting Agenda

December 19, 2023 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 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

3. ROLL CALL

Mr. Adam Blackburn	Ms. Rachel Howard	Mrs. Kate Nugent
Mrs. Kara Bobrowski	Ms. Erinn Nakahara	
Mr. Michael Dermody	Ms. Veda Partalo	

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. 2023/2024 BOARD and DISTRICT GOALS

Frenchtown District Goals

1. Evaluate the success of blended classes and report to board on any needs for additional support.
2. Revise the current equity plan with input from all stakeholders by June 1, 2024.
3. Create and implement a climate survey for staff, students and families by May 1, 2024.

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Frenchtown Board Goals

1. By March 1, 2024, create a CSA Evaluation that is relevant and unique for our district to begin use in the 2023/2024 school year.
2. Prepare to implement a 2024/2025 Strategic Planning Strategy.
3. By June 30, 2024, successfully negotiate a new contract with the Frenchtown Education Association.
4. Increase public recognition of students and staff.

6. PRESENTATIONS AND RECOGNITIONS

7. BOARD SECRETARY REPORT

Informational Items

- Board Meeting Schedule
 - ✓ January 2, 2024 – Reorganization Meeting
- 2024 Meeting Schedule – Draft
- Enrollment as of December 15, 2023

Grade	Student Enrollment	Choice In	Choice Out	Home Schooled
Pre K	12	0	0	
Kindergarten	10	3	1	
Grade 1	6	1	0	
Grade 2	15	1	1	
Grade 3	10	2	2	
Grade 4	15	1	3	
Grade 5	5	0	1	
Grade 6	11	1	2	1
Grade 7	11	0	5	
Grade 8	8	0	1	
Out of Dist.	3			
Total	106	9	16	1

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Action Items

Meeting Minutes

7.1 Motion to approve the following minutes:

- November 28, 2023 Regular Session
- November 28, 2023 Executive Session

8. CHIEF SCHOOL ADMINISTRATOR REPORT

Informational Items:

a. Harassment, Intimidation, and Bullying (HIB) Monthly Incident Report for period ending December 19, 2023.

Month/Year	# of Incidents Reported	# Identified as HIB	Remediation	Discipline & Remediation	Appealed (Y/N)
Aug 30- Sept 26	1	1	Yes	Yes	N
Sept 27 – Oct 17	0	0	-	-	-
Oct 18– Nov 28	0	0			
Nov 29 – Dec 19	0	0			
Dec 20 – Jan 23					
Jan 24 – Feb 27					
Feb 28 – Mar 19					
Mar 20 – April 30					
May 1 – May 14					
May 15 – June 18					
TOTAL	1	1			

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	11/20/23
Fire Drill	11/7/23

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d. Discussion of 2024-2025 School Year Calendar

Action Items:

HIB Report

8.1 Motion to affirm the HIB report submitted on November 28, 2023.

9. BOARD PRESIDENT'S REPORT

10. POLICY

Second Reading and Adoption

10.1 Motion to approve the second reading and adoption of the following policies:

Policy	Description
5111	Admission
5113	Attendance, Absences and Excuses

First Reading

10.2 Motion to approve the first reading of the following policy:

Policy	Description
5141.8	Sports Related Concussion and Head Injury

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.

Action Items:

Finance

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Payment of Bills

11.1 Motion to approve the December 19, 2023 bills list as follows:

General Fund:	\$240,955.99
Special Revenue Fund:	\$ 11,956.47
Total	\$252,912.46

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 **November, 2023** 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

Facility Use

11.3 Motion to approve the following Use of School Facilities:

Organization	Days	Time	Duration
Kingwood Township Basketball League	Tuesday, Wednesday & Thursdays	5:00 p.m. through 7:00 p.m.	January & February

Accept Final Eligible Cost Determination

11.4 Motion that the Frenchtown Board of Education accepts the Final Eligible Cost (FEC) Determination issued by the New Jersey Department of Education, Office of School Facilities for a chiller installation, State Project #1680-050-23-R501 as follows:

Local Share	\$259,200
State Share	\$172,800
Total Project Cost	\$432,000

Transportation

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Joint Transportation - School Related Activities 2023-2024

- 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 2023/2024 school year as follows:

<u>District</u>	<u>Route Cost</u>	<u>Destination</u>
Delaware Valley Regional	First 60 Miles Billed at \$2.75/Mile Additional Miles Billed at \$1.45/Mile First Hour Billed at \$68/Hour Additional Hours Billed at \$40/Hour	Various Athletic Trips

Personnel

Notice of Retirement

- 11.6 Motion to accept with regret, the retirement of Marjorie Leuschner, World Language Teacher, effective July 1, 2024.

Travel/Staff Development

- 11.7 Motion to approve the following requests for employee/board member travel in accordance with the School District Accountability Act and Board of Education Policy. Only overnight stays are eligible for meal reimbursement. Mileage, meals and lodging reimbursements shall be in accordance with NJ Statute, Code and NJ Department of Treasury Guidelines. OMB Mileage Reimbursement Rate: \$0.47.

Employee/ BOE Member	Program Title/ Location	Date(s)	Cost	Mileage	Lodging (per diem)	Meals (per diem)
Brittney Shurts	What's New in Children's Books Online Webinar	1-17-2024	\$295.00	N/A	N/A	N/A

2023-2024 Substitutes

- 11.8 Motion to approve the following substitutes for the 2023-2024 substitute list at a rate of \$115.00 per day (Teacher), \$175.00 day (School Nurse), \$16.00 per hour (Custodian) or \$95.00 per day (Secretary).

Peter Rosenberg Teacher/Aide \$115.00 per day

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Unpaid Leave of Absence

- 11.9 Motion to approve an unpaid leave of absence for employee number 1101 from January 16, 2024 through February 15, 2024.

Instructional One to One Aide

- 11.10 Motion to approve the appointment of the following Instructional Aide effective January 2, 2024:

Name	FTE	Salary January 2, 2024 through June 12, 2024
Lori Riker	.43 (3 Hours/Day 5 Days/Week)	\$6,259.50 (\$19.50/Hour)

Night Custodian

- 11.11 Motion to approve to hire the following Night Custodian effective January 2, 2024:

Name	Hours	Salary January 2, 2024 through June 30, 2024
Wes Santo	4 Hours/Day 4 Days/Week	\$9,920.00

Curriculum

Planning

12. NEW BUSINESS

13. 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.

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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.

14. EXECUTIVE SESSION (If Necessary)

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 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.

15. ADJOURNMENT