

Frenchtown Board of Education

Regular Meeting Agenda

February 27, 2024 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 11, 2024. 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
Mr. Michael Dermody
Ms. Rachel Howard

Ms. Julie Klein
Ms. Erinn Nakahara
Mrs. Kate Nugent

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 2023-2024

1. Evaluate the success of blended classes and report to the 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 2023-2024

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
 - ✓ March 19, 2024 – Action Meeting – Preliminary Budget Approval
 - ✓ April 30, 2024 – Action Meeting
 - ✓ May 14, 2024 – Action Meeting
- Personal and Financial Disclosure Forms due April 1st.
- Enrollment – February 23, 2024

Grade	Student Enrollment	Choice In	Choice Out	Home Schooled
Pre K	13	0	0	
Kindergarten	10	3	1	
Grade 1	6	1	0	
Grade 2	14	1	1	1
Grade 3	10	2	2	
Grade 4	15	1	3	
Grade 5	5	0	1	
Grade 6	11	1	2	1

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Grade 7	11	0	5	
Grade 8	8	0	1	
Out of Dist.	3			
Total	106	9	16	2

Discussion Items

- 2024/2025 Budget Development

Action Items

Meeting Minutes

7.1 Motion to approve the following minutes:

✓ January 23, 2024 - Regular Session

8. CHIEF SCHOOL ADMINISTRATOR REPORT

Informational Items:

- a. Harassment, Intimidation, and Bullying (HIB) Monthly Incident Report for the period ending February 27, 2024.

Month/Year	# of Incidents Reported	# Identified as HIB	Remediation	Discipline & Remediation	Appealed (Y/N)
Aug 30- Sept 26	1	1	Yes	Yes	
Sept 27 – Oct 17	0	0	-	-	-
Oct 18– Nov 28	0	0	-	-	-
Nov 29 – Dec 19	0	0	-	-	-
Dec 20 – Jan 23	0	0	-	-	-
Jan 24 – Feb 27	1	1	Yes	Yes	-
Feb 28 – Mar 19					
Mar 20 – April 30					
May 1 – May 14					
May 15 – June 18					
TOTAL	2	2			

- b. Short-term suspension report:

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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	01/30/24
Fire Drill	01/11/24

Action Items:

HIB Report

8.1 Motion to affirm the HIB report submitted on January 23, 2024.

9. BOARD PRESIDENT'S REPORT

Discussion Items:

- Strategic Planning

10. POLICY

No Updates

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 a separate discussion is desired, the item may be removed from the consent agenda by Board action.

Action Items:

Finance

Payment of Bills

11.1 Motion to approve the February 27, 2024 bill list as follows:

General Fund:	\$264,553.28
Special Revenue Fund:	\$ 17,980.73
Total	\$282,534.01

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Budget Transfers

- 11.2 Motion to approve the list of January 2024 budget transfers in the amount of \$18,045.10.

Board Secretary/Treasurer Report

- 11.3 Motion to approve and acknowledge receipt of the monthly certification of the Board Secretary and after review of the **January, 2024** 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).

SEMI Waiver

- 11.4 Motion to approve the following resolution requesting a waiver of requirements for the Special Education Medicaid Initiative (SEMI) Program

WHEREAS, N.J.A.C. 6A:23A-5.3 provides that a school district may request a waiver of compliance with respect to the district's participation in the Special Education Medicaid Initiative (SEMI) Program for the 2024-2025; and

WHEREAS the Frenchtown Elementary School Board of Education desires to apply for this waiver due to the fact that it projects having fewer than 40 Medicaid eligible classified students 2024-2025 budget year;

NOW THEREFORE BE IT RESOLVED that the Frenchtown Elementary School Board of Education hereby authorizes the Chief School Administrator to submit to the Executive County Superintendent of Schools in the County of Hunterdon an appropriate waiver of the requirements of NJAC 6A23A-5.3 for the 2024-2025 school year.

Accept PILOT Revenues

- 11.5 Motion to accept the calendar year 2023 Frenchtown Borough PILOT Revenues in the amount of \$XXX.XX in accordance with the Shared Services Agreement for the Sharing of Payments in Lieu of Taxes.

Designate Capital Reserve Funds

- 11.6 Motion to designate \$259,200 of Capital Reserve Funds for the local share of State Project #1680-050-23-R501, HVAC System Upgrades.

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Speech Therapy Services

- 11.7 Motion to approve an agreement for Speech Therapy Services with Chris Cross Kids, LLC from February 1, 2024 through June 2024 at a rate of \$105.00 per hour, evaluations at \$400.00.

Facilities

Accept Final Eligible Costs - HVAC System Upgrades

- 11.8 Motion to approve the following resolution accepting final eligible costs for HVAC System Upgrades:

Whereas, the New Jersey Department of Education has determined that State Project #1680-050-23-R501, HVAC System Upgrades in the amount of \$432,000, qualifies as a school facilities project eligible for State support under the Regular Operating District Grant pursuant to the Educational Facilities Construction and Financing Act, P.L. 2000, c. 72 and the New Jersey Department of Education implementing regulations at N.J.A.C. 6A:26-1 et seq.; and

Whereas, the New Jersey Department of Education has approved Final Eligible Costs for this project to be calculated at the District's Aid Percentage (DAP) of 2.5460% or 40.000%, whichever is greater.

Therefore, the Frenchtown Board of Education, accepts State Share Final Eligible Costs, \$172,800, and agrees to locally fund the excess costs; and

Whereas, the Frenchtown Board of Education has selected to construct the school facilities project #1680-050-23-R501, HVAC System Upgrades; and

Therefore Be It Resolved, the Frenchtown Board of Education elects State funding support in the form of a Grant for State Project #1680-050-23-R501, HVAC System Upgrades.

Execute Grant Agreement

- 11.9 Motion that the Frenchtown Board of Education approve "Authorizing execution and delivery of the Grant Agreement ", Section 15, in the amount of \$172,800, for the School Facilities Project# 1680-050-23-R501 for the purpose of HVAC System upgrades.

Delegation of Authority

- 11.10 Motion that the Frenchtown Board of Education approve the "Delegation of Authority" to Teresa O'Brien, Business Administrator, for supervision of the School Facilities Project #1680-050-23-R501, HVAC System upgrades.

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Accept FY24 Emergent Capital Maintenance Funding

11.11 Motion to accept FY24 Emergent Capital Maintenance Funding distributed by the New Jersey School Development Authority in the amount of \$2,294 to partially fund the main water line replacement project.

Transportation

Personnel

Employee Resignation

11.12 Motion to accept with regret the resignation of Heather Lorenzi, Instructional Aide, effective March 28, 2024.

Employee Leave of Absence

11.13 Motion to approve a leave of absence for Michele Schwallie on or about March 8, 2024 through June 12, 2024 utilizing her sick/personal time in addition to unpaid NJFLA.

Appoint Facility Manager

11.14 Motion to hire a Facility Manager effective February 16, 2024 as recommended by the Chief School Administrator as follows:

Name	FTE	Prorated Salary (2023/2024)
Matthew O'Brien	.15	\$10,000.00

Appoint Head Custodian

11.15 Motion to hire a Head Custodian effective February 20, 2024 as recommended by the Chief School Administrator as follows:

Name	FTE	Prorated Salary (2023/2024)
Douglas Van Camp	1.00	\$52,000.00

Afterschool Club Appointment

11.16 Motion to appoint Tricia Hurley for Studio Route 29 for an Afterschool Club at a rate of \$35.00 per hour for up to 10 hours paid with ESSER Beyond the School Day funds.

Travel/Staff Development

11.17 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.

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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	Mile age	Lodging (per diem)	Meals (per diem)
<u>Holly Siock</u>	Practical Early Intervention Strategies	Recorded Workshop	\$279.00	N/A	N/A	N/A

Curriculum

Field Trip

11.18 Motion to approve the following field trips:

Destination	Grade	Date
Philadelphia, PA	8 th Grade	5-22-2024
Del-Val Regional High School	Music / Chorus	3-26-2024 3-27-2024 (Rain Date)
Del-Val Regional High School	Concert / Band	3-26-2024 3-27-2024 (Rain Date)
Del-Val Regional High School	Special Education Tournament of Champions	4-15-2024 4-16-2024 (Rain Date)

Class of 2024

11.19 Motion to approve a \$200.00 donation from the Frenchtown Board of Education to the Frenchtown class of 2024 for their annual 8th Grade field trip.

Accept Donations

11.20 Motion to approve to accept the following donations:

From	Amount	Purpose
B2 Associates, LLC	\$750.00	Student Positive Behavior

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Extracurricular Club

11.21 Motion to approve an afterschool club with Studio Route 29 for 10 weeks with an emphasis on creating materials involving music, dance, and illumination to be shown during the Aqualumia festival at a cost of \$1000.00 to be paid for with ESSER III - Beyond the School Day funds.

Summer Accelerated Learning Program

11.22 Motion to approve a summer accelerated learning program that will run from July 8 through August 1, 2024 to be paid with ESSER Summer Learning Funds.

Dynamic Learning Maps (DLM) Program

11.23 Motion to approve a DLM summer accelerated learning program that will run Monday through Thursday from June 17 through June 27, 2024 to be paid with ESSER Summer Learning Funds.

Art, Science & Music Camps ESY 2024

11.24 Motion to approve the following teachers to support Art, Science, and Music Day Camps for the 2024 summer session:

Name	Duration	Hours	Rate
Tricia Hurley	July 8 - 12, 2024	Mon.-Thurs. 12:00pm-3:00pm Friday 9:00am - 12:00pm	\$35.00/Hour
Peggy Ippolito	July 8 - 12, 2024	Mon.-Thurs. 12:0pm-3:00pm Friday 9:00am - 12:00pm	\$35.00/Hour
Tricia Hurley	July 15 - Aug. 1, 2024	Mon.-Thurs. 12:00pm-3:00pm Friday 9:00am - 12:00pm	\$45.00/Hour
Peggy Ippolito	July 15 - Aug. 1, 2024	Mon.-Thurs. 12:00pm-3:00pm Friday 9:00am - 12:00pm	\$45.00/Hour

Planning

12. NEW BUSINESS

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

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

14. EXECUTIVE SESSION

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. Contract / 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