

Frenchtown Board of Education Meeting Minutes

September 30, 2014 6:30 p.m.

1. **Call to Order – Opening Statement**

The regular meeting of the Frenchtown Board of Education was called to order at 6:35 pm by President Kate Nugent.

Mrs. Nugent, Board President, 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. 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**

All persons present participated in the recitation of the Pledge of Allegiance.

3. **Roll Call**

Members Present: Mrs. Pearson
Mrs. Buxton
Dr. Eckel
Mrs. Campbell
Mrs. Einhorn
Mrs. Nugent

Members Absent: Mrs. Musolino

Also Present: Daria Wasserbach, Superintendent
Ms. Christina Dalla Palu, Principal
Teresa Barna, Business Administrator
Members of the Public (4)

4. **Public Participation**

Student Council Report

5. **APPROVAL OF MINUTES**

A motion was made by Mrs. Buxton and seconded by Mrs. Pearson to approve the following minutes:

- July 22, 2014 executive session
- August 12, 2014 work session
- August 26, 2014 regular session

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- September 2, 2014 special meeting
- September 23, 2014 work session

Vote: 5 ayes, 0 nays, motion carried on a voice vote with Mrs. Campbell abstaining on the July 22, 2014 executive session.

Vote: 4 ayes, 0 nays, motion carried on a voice vote with Dr. Eckel and Mrs. Nugent abstaining on the August 12, 2014 work session.

Vote: 5 ayes, 0 nays, motion carried on a voice vote with Mrs. Einhorn abstaining on the August 26, 2014 regular session.

Vote: 6 ayes, 0 nays, motion carried on a voice vote on the September 2, 2014 special meeting.

Vote: 5 ayes, 0 nays, motion carried on a voice vote with Mrs. Buxton abstaining on the September 23, 2014 work session.

6. CORRESPONDENCE - None

7. SUPERINTENDENT’S REPORT

Informational Items:

- a. Harassment, Intimidation, and Bullying (HIB) Monthly Incident Report for period ending September 30, 2014.

Month/Year	# of Incidents Reported	# Identified as HIB	Remediation	Discipline & Remediation	Appealed (Y/N)
Sept 1- Sept 30	0	0	-	-	-
Oct 1 – Oct 27					
Oct 28 – Nov 25					
Nov 26 – Dec 16					
Dec 17 – Jan 27					
Jan 28 – Feb 24					
Feb 25 – Mar 24					
Mar 25 – April 28					
April 29 – May 19					
May 20 – June 23					
TOTAL	0	0			

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- b. 2015-2016 School Calendar
- c. Academic Performance of Frenchtown students at the High School.
- d. Emergency Protocols have been reviewed.
- e. Expectations for October Board Agenda.
- f. Testing Schedule

Action Items:

7.1 A motion was made by Mrs. Buxton and seconded by Mrs. Pearson to affirm the HIB report submitted on August 26, 2014.

Vote: 6 ayes, 0 nays, motion carried on a roll call vote.

8. **BOARD PRESIDENT'S REPORT**

9. **BOARD SECRETARY/TREASURER'S REPORT**

A motion was made by Mrs. Buxton and seconded by Mrs. Pearson to approve and acknowledge receipt of the monthly certification of the Board Secretary and after review of the **July 2014** 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).

Vote: 6 ayes, 0 nays, motion carried on a roll call vote.

10. **CONSENT AGENDA**

Matters listed within the consent agenda (designated by *) has 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.

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Actions Items:

Finance

Payment of Bills

10.1 Payment of Bills

BE IT RESOLVED, that the Board of Education approve the September 30, 2014 bills list as follows:

General Fund:	\$349,433.83
Special Revenue Fund:	\$ 1,159.98
Total	\$350,593.81

Moved by Mrs. Buxton and seconded by Mrs. Pearson. On a roll call vote, resolution was adopted as follows: 6 ayes; nays 0.

Budget Transfers

10.2 BE IT RESOLVED, that the Board of Education approve the list of the August 2014 budget transfers in the amount of \$6,017.69.

Moved by Mrs. Buxton and seconded by Mrs. Pearson. On a roll call vote, resolution was adopted as follows: 6 ayes; nays 0.

Revised Finance Report

10.3 BE IT RESOLVED, that the Board of Education approve the revised June 30, 2014 Fund 10 Finance Report.

Moved by Mrs. Buxton and seconded by Mrs. Pearson. On a roll call vote, resolution was adopted as follows: 6 ayes; nays 0.

Non-Public Transportation

10.4 BE IT RESOLVED, that the Board of Education approve the Appropriation of Non-Public Transportation Aid for the 2014 fiscal year in the amount of \$1,014.00 into account number 11-000-270-600 entitled Transportation supplies.

Moved by Mrs. Buxton and seconded by Mrs. Pearson. On a roll call vote, resolution was adopted as follows: 6 ayes; nays 0.

Capital Reserve Amendment

10.5 BE IT RESOLVED, that the Board of Education approve an amendment to the year end deposit into Capital Reserve Account from \$127,970 to \$110,970

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Moved by Mrs. Buxton and seconded by Mrs. Pearson. On a roll call vote, resolution was adopted as follows: 6 ayes; nays 0.

Middlesex Regional ESC

10.6 BE IT RESOLVED, that the Board of Education approve Membership in the Middlesex Regional Educational Services Commission Cooperative Pricing System.

Moved by Mrs. Buxton and seconded by Mrs. Pearson. On a roll call vote, resolution was adopted as follows: 6 ayes; nays 0.

Phoenix Advisors, LLC.

10.7 BE IT RESOLVED, that the Board of Education approve Financial Advisor contract and Continuing Disclosure Agent contract with Phoenix Advisors, LLC.

Moved by Mrs. Buxton and seconded by Mrs. Pearson. On a roll call vote, resolution was adopted as follows: 6 ayes; nays 0.

Elementary Tuition

10.8 BE IT RESOLVED, that the Board of Education approve a tuition contract for the 2014/2015 school year for one out of state student (ID#00307) in the amount of \$4,455 effective October 1, 2014.

Moved by Mrs. Buxton and seconded by Mrs. Pearson. On a roll call vote, resolution was adopted as follows: 6 ayes; nays 0.

Facilities

Facility Use

10.9 BE IT RESOLVED, that the Board of Education approve the following use of school facilities:

Frenchtown PTO September 1, 2014 – June 30, 2015

Milford Merchants Assoc. September 27, 2014 Parking Lot

Moved by Mrs. Buxton and seconded by Mrs. Pearson. On a roll call vote, resolution was adopted as follows: 6 ayes; nays 0.

Transportation

Policy

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Curriculum

Child Assault Prevention Grant Award

10.10 BE IT RESOLVED, that the Board of Education accept the Child Assault Prevention (CAP) Grant Award for the 2014-2015 school year. Award total = \$3,465 with no district responsibility.

Moved by Mrs. Buxton and seconded by Mrs. Pearson. On a roll call vote, resolution was adopted as follows: 6 ayes; nays 0.

District Evaluation Advisory Committee

10.11 BE IT RESOLVED, that the Board of Education establish the 2014-2015 District Evaluation Advisory Committee (DEAC) as follows:

Daria Wasserbach, Superintendent
Christina Dalla Palu, Principal
Kate Nugent, Board President
Hildegarde Kress-Berhalter, Teacher-in-Charge
Allison Okolichany, Teacher
Marjorie Leuschner, Teacher
Melanie Ryan, Coordinator of Child Study Team

Moved by Mrs. Buxton and seconded by Mrs. Pearson. On a roll call vote, resolution was adopted as follows: 6 ayes; nays 0.

School Improvement Panel

10.12 BE IT RESOLVED, that the Board of Education establish the 2014-2015 School Improvement Panel (SCIP) as required by Achieve NJ as follows:

Christina Dalla Palu, Principal
Lois Bondor, Teacher
Hildegarde Kress-Berhalter, Teacher-in-Charge
Roxanne Kloos, Teacher
Peter Moran, FEA President

Moved by Mrs. Buxton and seconded by Mrs. Pearson. On a roll call vote, resolution was adopted as follows: 6 ayes; nays 0.

Field Trips

10.13 BE IT RESOLVED, that the Board of Education approve the following field trips:

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West Portal Pumpkin Patch Pre-School 10-30-2014
Rain Date 10-31-2014

Moved by Mrs. Buxton and seconded by Mrs. Pearson. On a roll call vote, resolution was adopted as follows: 6 ayes; nays 0.

Planning

Personnel

Travel/Staff Development

10.14 BE IT RESOLVED, that the Board of Education 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: \$0.31.

Employee/BO E Member	Program Title/ Location	Date(s)	Cost	Mileage	Lodging (per diem)	Meals (per diem)
Lynne Cucco	NJALC Fall Symposium 2014	10-24-14	\$195.00	\$18.22	N/A	N/A
Christina Dalla Palu	Charlotte Danielson Workshop	10-17-14	\$249.00	\$50.40	N/A	N/A
Tracey McKinnon	Intro to ABA Training Annandale, NJ	10-20-14 & 10-21-14	\$0.00	\$9.06	N/A	N/A
Glenda Grimes	Post-Concussion Syndrome	11-14-14	\$199.99	\$37.32	N/A	N/A

Moved by Mrs. Buxton and seconded by Mrs. Pearson. On a roll call vote, resolution was adopted as follows: 6 ayes; nays 0.

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2014-2015 Substitute List

10.15 BE IT RESOLVED, that the Board of Education approve of the attached additions to the 2014-2015 substitute list at a rate of \$80.00 per day (teacher/secretary), \$100.00 day (school nurse), \$13.00 per hour (custodian) or \$18.90 per hour (bus driver):

Ellen A. Madill

Moved by Mrs. Buxton and seconded by Mrs. Pearson. On a roll call vote, resolution was adopted as follows: 6 ayes; nays 0.

Extra-Curricular Activities

10.16 BE IT RESOLVED, that the Board of Education approve the following extra-curricular appointments for the 2014-2015 school year:

Ashley DiLorenzo Girls' Basketball

Moved by Mrs. Buxton and seconded by Mrs. Pearson. On a roll call vote, resolution was adopted as follows: 6 ayes; nays 0.

Resignation of Extra-Curricular Activity

10.17 BE IT RESOLVED, that the Board of Education approve the resignation from Thomas Wollert for Ski Club Coordinator extra-curricular activity.

Moved by Mrs. Buxton and seconded by Mrs. Pearson. On a roll call vote, resolution was adopted as follows: 6 ayes; nays 0.

11. NEW BUSINESS

12. PUBLIC COMMENT – None

13. EXECUTIVE SESSION

A motion was made by Mrs. Einhorn and seconded by Mrs. Buxton 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

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- 2. Release of information which would impair receipt of federal funds
- 3. Individual Privacy/ Student Matters
- 4. Collective Bargaining/Negotiations (FEA)
- 5. Real estate matters
- 6. Disclosure could impair public safety
- 7. Pending/Anticipated Litigation
- 8. Terms and conditions of employment (CSA/BA)
- 9. Deliberations involving imposition of specific civil penalty.

NOW THEREFORE BE IT RESOLVED that the Board of Education adjourn to executive session at 7:08 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.

14. **RECONVENE**

A motion was made by Mrs. Buxton and seconded by Mrs. Einhorn to reconvene into regular session at 7:12 p.m.

13. **ADJOURNMENT**

There being no further business to come before the Board, it was moved by Mrs. Campbell and Mrs. Buxton to adjourn the meeting at 7:17 p.m.

Vote: 6 ayes, 0 nays, motion carried on a voice vote.

Respectfully submitted:

Attest:

Teresa Barna
Business Administrator/
Board Secretary

Kate Nugent
Board President