

Frenchtown Board of Education Meeting Minutes

November 25, 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 6:38 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 on May 6, 2014. 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
 Staff and Members of the Public (5)

4. Public Participation

Mr. Blackburn

- a. Alternates – Extended Warranties
- b. Single vs. Double Hung, Single – 1 screen could offer savings
- c. Dual Fuel - All Gas - Higher efficiencies
- d. Possible to look at drawings tomorrow? Yes in am.

5. PRESENTATIONS

Frenchtown Board of Education Meeting Minutes

November 25, 2014 6:30 p.m.

- A. Tricia Hurley – Presentation on the development of the district’s Gifted and Talented Program.
- B. Peter Moran – Presented information on the NEA Foundation Grant on River Life Project.
- C. SSP Architects – Scott Mihalik presented information on the window replacement project.

6. APPROVAL OF MINUTES

BE IT RESOLVED, that the Board of Education approve the following minutes:

- October 21, 2014 regular session
- November 11, 2014 work session
- November 11, 2014 executive session
- November 4, 2014 special meeting
- November 4, 2014 executive session

Moved by Mrs. Buxton and seconded by Mrs. Einhorn. On a voice vote, resolution was adopted as follows: 6 ayes; nays 0, with Dr. Eckel abstaining on the November 4, 2014 special meeting and executive session.

7. CORRESPONDENCE

- a. Letter from Board of Chosen Freeholders County of Hunterdon

8. SUPERINTENDENT’S REPORT

Informational Items:

- a. Harassment, Intimidation, and Bullying (HIB) Monthly Incident Report for period ending November 25, 2014.

Month/Year	# of Incidents Reported	# Identified as HIB	Remediation	Discipline	Appealed
Sept 1- Sept 30	0	0	-	-	-
Oct 1 – Oct 21	0	0	-	-	-
Oct 22 – Nov 25	14	4	4	2	1
Nov 26 – Dec 18					
Dec 18 – Jan 27					
Jan 28 – Feb 24					

Frenchtown Board of Education Meeting Minutes

November 25, 2014 6:30 p.m.

Feb 25 – Mar 24					
Mar 25 – April 28					
April 29 – May 19					
May 20 – June 23					
TOTAL	14	4	4	2	1

- b. New High School schedule will not allow 8th grade to take Algebra at the High School.
- c. 2015-2016 School Calendar under development.
- d. Possible change to the 2014-2015 calendar.

Action Items:

8.1 BE IT RESOLVED, THAT THE Board of Education affirm the HIB report submitted on October 21, 2014.

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

9. PRINCIPAL’S REPORT

- a. Bus Evacuation Drill conducted on November 12, 2014 at 9:30 am in the Frenchtown School parking lot.
- b. NEA Grant
- c. Evacuation Drill
- e. Teacher Articulation
- f. 1 to 1 Technology Initiative
- g. Opdyke donation of Architect paper
- h. Donation of Dictionaries, Thesaurus and Atlas

10. BOARD PRESIDENT’S REPORT

- a. Board Presidents and Superintendents meeting with the Executive County Superintendent regarding regionalization.

Frenchtown Board of Education Meeting Minutes

November 25, 2014 6:30 p.m.

11. BOARD SECRETARY/TREASURER'S REPORT

BE IT RESOLVED, that the Board of Education approve and acknowledge receipt of the monthly certification of the Board Secretary and after review of the **September 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).

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

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

Discussion Items:

- a. It was determined that a contract was not required for Non-Public Textbooks.

Payment of Bills

BE IT RESOLVED, that the Board of Education approve the November 25, 2014 bill list as follows:

General Fund:	\$252,375.14
Special Revenue Fund:	\$ 6,624.75
Total	\$258,999.89

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

Budget Transfers

BE IT RESOLVED, that the Board of Education approve the list of the October 2014 budget transfers in the amount of \$1,050.00

Moved by Dr. Eckel and seconded by Mrs. Buxton. On a roll call vote,

Frenchtown Board of Education Meeting Minutes

November 25, 2014 6:30 p.m.

resolution was adopted as follows: 6 ayes; 0 nays.

Emergency Contract

BE IT RESOLVED, that the Board of Education approve an emergency contract with SimplexGrinnell in the amount of \$6,867.00 for fire alarm panel replacement.

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

Award Contract

BE IT RESOLVED, that the Board of Education Award contracts to SSP Architectural Group for Architectural Services as follows:

Project Name	State Project Number	Contract Amount
Window Replacement	1680-050-14-2004	8% of Construction Cost/Estimate \$56,438
Toilet Room Renovation	1680-050-14-2005	8.5% of Construction Cost/Estimate \$29,750
Boiler Conversion/HVAC Upgrades	1680-050-14-2002	8.75% of Construction Cost/Estimate \$29,792
Roof Replacement	1680-050-14-2003	7.75% of Construction Cost/Estimate \$46,288

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

Temporary Note Resolution

BE IT RESOLVED, that the Board of Education approve the following resolution:

**RESOLUTION OF THE BOARD OF EDUCATION
OF THE FRENCHTOWN BOROUGH SCHOOL DISTRICT
IN THE COUNTY OF HUNTERDON, NEW JERSEY
AUTHORIZING THE SALE OF TEMPORARY SCHOOL NOTES
TO INTERIM FINANCE A SCHOOL FACILITIES PROJECT**

WHEREAS, the Board of Education of the Frenchtown Borough School District in the County of Hunterdon, New Jersey (the "Board of Education") approved the submission of a proposal (the "Proposal") to the voters of the School District by a resolution adopted on July 22, 2014, which authorized the Board of Education to (A) undertake physical plant improvements at the Edith Ort Thomas Elementary School (the "Project"); (B) expend on the Project not exceeding \$2,255,000; and (C) issue

Frenchtown Board of Education Meeting Minutes

November 25, 2014 6:30 p.m.

debt obligations of the School District to fund such Project expenditures (1) on an interim and permanent basis, in an amount not to exceed \$1,353,000 to fund the "Local Share" of the Project costs (the remaining, or "State Share", of the Project costs to be funded via an approved State grant in the amount of \$902,000) and (2) on an interim basis, in an additional amount not to exceed \$902,000, to interim fund the State Share of the Project costs pending receipt of the State grant; and

WHEREAS, on September 30, 2014, at a special School District election, the Proposal was approved by the affirmative vote of a majority of the legal voters present and voting; and

WHEREAS, the Board of Education now seeks to authorize temporary school notes (the "Notes") to interim finance a \$800,000.00 portion of the total Project costs; and

WHEREAS, such Notes shall be issued in anticipation of (1) the actual receipt of the State grant to fund the State Share of the Project costs and (2) the issuance of long-term school bonds in July 2015 to permanently finance the Local Share of the Project costs;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE FRENCHTOWN BOROUGH SCHOOL DISTRICT IN THE COUNTY OF HUNTERDON, NEW JERSEY THAT:

1. The Notes are hereby authorized and shall be issued in a principal amount not exceeding \$800,000.00, pursuant to and within the limitations proscribed by Title 18A, Education, of the Revised Statutes of New Jersey (the "Education Law"), to interim finance a portion of the total Project costs.

2. All Notes issued hereunder shall be in the principal amount, shall bear interest at such rate or rates and be in such form and shall mature at such times as may be determined by the Business Administrator, provided that no Note shall mature later than one (1) year from its date. The Business Administrator shall determine all matters in connection with the Notes, and the signature of the Board President upon the Notes shall be conclusive evidence as to all such determinations. All Notes issued hereunder may be renewed from time to time in accordance with the provisions of Section 18A:24-3 of the Education Law. The Business Administrator is hereby authorized to sell part or all of the Notes from time to time at public or private sale and to deliver them to the purchaser thereof upon receipt of payment of the purchase price and accrued interest thereon from their dated dates to the date of delivery thereof. The Business Administrator is directed to report in writing to the Board of Education at the meeting next succeeding the date when any sale or delivery of the Notes is made. Such report must include a description of the principal amount, interest rate, purchase price, maturity schedule and name of the purchaser of the Notes so sold.

Frenchtown Board of Education Meeting Minutes

November 25, 2014 6:30 p.m.

3. This resolution shall take effect immediately.

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

Nonpublic Technology Contract

BE IT RESOLVED, that the Board of Education approve the attached Nonpublic Technology contract with Secret Garden Montessori School for the 2014-2015 school year in the amount of \$64 as provided by the State of New Jersey.

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

Race to the Top Grant Amendment

BE IT RESOLVED, that the Board of Education approve an amendment to the Race to the Top Grant to amend the budget of \$1,703 to match the expenditures for implementation of the Teacher Evaluation System.

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

2015-2016 Little Paws Preschool Tuition rates

BE IT RESOLVED, that the Board of Education establish the Little Paws Preschool 2015-2016 tuition rates as follows:

Full Time Program	\$5,000.00	(\$500.00 per month)
Part Time Program	\$3,000.00	(\$300.00 per month)

(Application and Tuition information attached)

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

Pre-School Tuition

BE IT RESOLVED, that the Board of Education approve a tuition contract for the 2014/2015 school year for one student (ID#00312) in the amount of \$1,800 effective January 1, 2015.

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

Facilities

Frenchtown Board of Education Meeting Minutes

November 25, 2014 6:30 p.m.

Authorizing Execution and Delivery of the Grant Agreement

BE IT RESOLVED, that the Board of Education approve "Authorizing Execution and Delivery of the Grant Agreement," Section 15, in the amount of \$162,000, for School Facilities Project #1680-050-14-2005, Toilet Room Renovations.

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

BE IT RESOLVED, that the Board of Education approve "Authorizing Execution and Delivery of the Grant Agreement," Section 15, in the amount of \$180,000, for School Facilities Project #1680-050-14-2002, Boiler Conversion and HVAC Upgrades.

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

BE IT RESOLVED, that the Board of Education approve "Authorizing Execution and Delivery of the Grant Agreement," Section 15, in the amount of \$252,000, for School Facilities Project #1680-050-14-2003, Roof Replacement.

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

BE IT RESOLVED, that the Board of Education approve "Authorizing Execution and Delivery of the Grant Agreement," Section 15, in the amount of \$308,000, for School Facilities Project #1680-050-14-2004, Window Replacement.

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

Delegation of Authority

BE IT RESOLVED, that the Board of Education approve the "Delegation of Authority" to Teresa E. Barna, School Business Administrator, for Supervision of the School Facilities Project #1680-050-14-2005, Toilet Room Renovations.

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

BE IT RESOLVED, that the Board of Education approve the "Delegation of Authority" to Teresa E. Barna, School Business Administrator, for Supervision of the School Facilities Project #1680-050-14-2002, Boiler Conversion and HVAC Upgrades.

Moved by Dr. Eckel and seconded by Mrs. Buxton. On a roll call vote,

Frenchtown Board of Education Meeting Minutes

November 25, 2014 6:30 p.m.

resolution was adopted as follows: 6 ayes; 0 nays.

BE IT RESOLVED, that the Board of Education approve the “Delegation of Authority” to Teresa E. Barna, School Business Administrator, for Supervision of the School Facilities Project #1680-050-14-2003, Roof Replacement.

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

BE IT RESOLVED, that the Board of Education approve the “Delegation of Authority” to Teresa E. Barna, School Business Administrator, for Supervision of the School Facilities Project #1680-050-14-2004, Window Replacement.

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

Transportation

Joint Transportation Agreement

BE IT RESOLVED, that the Board of Education approve the following Joint Transportation Agreement with the Delaware Valley Regional High School for Choice Student Transportation for the 2014-2015 school year as per the attached agreement:

- Joint Transportation Agreement Route A01 - \$692.00
- Joint Transportation Agreement Route K01 - \$2,076.00

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

Policy

BE IT RESOLVED, that the Board of Education approve the first reading of the following policy:

6178 Early Childhood/Preschool

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

BE IT RESOLVED, that the Board of Education abolish policy# 5118-A – Tuition and Payment Policy

Moved by Dr. Eckel and seconded by Mrs. Buxton. On a roll call vote,

Frenchtown Board of Education Meeting Minutes

November 25, 2014 6:30 p.m.

resolution was adopted as follows: 6 ayes; 0 nays.

Personnel

2014-2015 Substitute List

BE IT RESOLVED, that the Board of Education approve the following 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):

Leah Petro

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

Designate Title I Personnel

BE IT RESOLVED, that the Board of Education designate budgeted Title I salaries to support staff member Lynne Cucco's salary in the amount of \$13,500, a .17 FTE.

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

Designate IDEA Personnel

BE IT RESOLVED, that the Board of Education designate budgeted IDEA salaries to support staff member Tracey McKinnon as a personal aide in the amount of \$6,822, a 1.0 FTE.

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

Travel/Staff Development

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/BOE Member	Program Title/Location	Date(s)	Cost	Mileage	Lodging (per diem)	Meals (per diem)
Elizabeth McCann	Understanding the PARCC	12-5-14	\$150.00	\$0.00	N/A	N/A

Frenchtown Board of Education Meeting Minutes

November 25, 2014 6:30 p.m.

	Inside & Out, Clark, NJ					
Elizabeth McCann	Succeeding on the PARCC, Clark, NJ	1-22-15	\$150.00	\$0.00	N/A	N/A
Elizabeth McCann	Gearing Up for the PARCC, Clark, NJ	2-26-15	\$150.00	\$0.00	N/A	N/A
Lois Bondor	Rutgers Reading & Writing Conference, New Brunswick, NJ	1-23-15	\$180.00	\$23.31	N/A	N/A

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

Curriculum

Fundraiser

BE IT RESOLVED, that the Board of Education approve a request for a Student Council fundraiser on Thursday, February 26, 2014, 5:30 pm to 7:00 pm, to raise money for a state charity.

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

NEA Foundation

BE IT RESOLVED, that the Board of Education accept Student Achievement Grant from the NEA Foundation in the amount of \$2,000.00

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

Planning

13. NEW BUSINESS

14. PUBLIC COMMENT - None

Frenchtown Board of Education Meeting Minutes

November 25, 2014 6:30 p.m.

15. **EXECUTIVE SESSION** - None

16. **ADJOURNMENT**

There being no further business to come before the Board, it was moved by Mrs. Campbell and Mrs. Einhorn to adjourn the meeting at 8:39 pm.

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

Respectfully submitted:

Attest:

Teresa Barna
Business Administrator/
Board Secretary

Kate Nugent
Board President