

Frenchtown Board of Education

Meeting Minutes

March 17, 2015

1. CALL TO ORDER – Opening Statement

The regular meeting of the Frenchtown Board of Education was called to order at 6:34 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 March 5, 2015. 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: Mrs. Teresa Pearson
Mrs. Amy Musolino
Mrs. Laura Buxton
Mr. Adam Blackburn
Mrs. Jennifer Campbell
Mrs. Laura Einhorn
Mrs. Kate Nugent

Members Absent: None

Also Present: Daria Wasserbach, Superintendent
Ms. Christina Dalla Palu, Principal
Teresa Barna, Business Administrator/Board Secretary

4. PUBLIC COMMENT - None

5. APPROVAL OF MINUTES

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

- February 24, 2015 Regular session

Moved by Mr. Blackburn and seconded by Mrs. Buxton. On a voice vote, resolution was adopted as follows: 7 ayes; nays 0.

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6. CORRESPONDENCE

None

7. REFERENDUM UPDATE

- Roof Replacement Project kick-off meeting is scheduled for March 24, 2015 at 2:00 p.m.
- Toilet Room Renovation Project kick-off meeting is scheduled for March 24, 2105 at 3:00 p.m.
- Boiler project is moving forward. Letters to the neighboring residents regarding this project will be mailed shortly.
- Project budgets and architect fees.
- New furnace will use the chimney.
- Second floor windows will have a 4” stop.
- A discussion took place at the town council meeting regarding the use of the lot for material storage. We are waiting to hear a response.

8. SUPERINTENDENT’S REPORT

Informational Items:

- a. Harassment, Intimidation, and Bullying (HIB) Monthly Incident Report for period ending March 17, 2015.

Month/Year	# of Incidents Reported	# Identified as HIB	Remediation	Discipline & Remediation	Appealed (Y/N)
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	0	0	-	-	-
Dec 19 – Feb 3	0	0	-	-	-
Feb 4 – Feb 24	1	0	-	-	-
Feb 25 – Mar 17	0	0	-	-	-
Mar 18 – April 28					
April 29 – May 19					
May 20 – June 23					
TOTAL	15	4	4	2	1

Action Items:

BE IT RESOLVED, that the Board of Education affirm the HIB report submitted on February 24, 2015.

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Moved by Mrs. Pearson and seconded by Mrs. Campbell. On a roll call vote, resolution was adopted as follows: 7 ayes; nays 0.

9. PRINCIPAL'S REPORT

- PARCC

10. BOARD PRESIDENT'S REPORT

- Communication with the public regarding the budget.

11. BOARD SECRETARY/TREASURER 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 **February, 2015** 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. Buxton and seconded by Mrs. Einhorn. On a roll call vote, resolution was adopted as follows: 7 ayes; nays 0.

12. CONSENT AGENDA

Matters listed within the consent agenda 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.

Action Items:

Finance

Payment of Bills

BE IT RESOLVED, that the Board of Education approve the March 17, 2015 bills list as follows:

General Fund:	\$394,826.88
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Special Revenue Fund: \$ 4,081.34
Total **\$398,908.22**

Moved by Mrs. Pearson and seconded by Mrs. Buxton. On a roll call vote, resolution was adopted as follows: 7 ayes; nays 0.

Budget Transfers

BE IT RESOLVED, that the Board of Education approve the list of the February 2015 Budget Transfers in the amount of \$37,778.

Moved by Mrs. Pearson and seconded by Mrs. Buxton. On a roll call vote, resolution was adopted as follows: 7 ayes; nays 0.

2015-2016 School Budget

BE IT RESOLVED, that the Board of Education approve the 2015-2016 Preliminary School Budget:

WHEREAS, the 2015/2016 preliminary budget includes sufficient funds to implement the proposed planning process as described in this district’s Annual Report pursuant to N.J.S.A. 18A:7A -11 and to provide curriculum and instruction which will enable all students to achieve the Core Curriculum Content Standards;

WHEREAS, the 2015/016 preliminary budget is in compliance with the requirements set forth in N.J.S.A. 18A and N.J.A.C. Title 6 and 6A;

THEREFORE BE IT RESOLVED the Frenchtown Board of Education approves the preliminary 2015/2016 budget in the amount of \$3,052,917 and authorizes its submission to the Hunterdon County Superintendent of Schools for approval as follows:

Fund	Appropriations	Tax Levy
General Fund	\$2,815,788	\$1,833,860
Special Revenue Fund	\$ 69,700	
Debt Service Fund	\$ 167,429	\$ 114,100
Total Budget	\$3,052,917	\$1,947,960

BE IT FURTHER RESOLVED that the maximum travel allowance for the 2015/2016 school year shall be established at \$6,000, and the maximum regular business travel amount shall not exceed \$1,500 per employee.

Moved by Mrs. Pearson and seconded by Mrs. Buxton. On a roll call vote, resolution was adopted as follows: 7 ayes; nays 0.

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Request the Use of Banked CAP

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

WHEREAS, N.J.A.C. 6A:23A-10.3(b) allows a district to request the use of banked cap only after it has fully exhausted all eligible statutory spending authority in the budget year;

WHEREAS, after being impacted with unanticipated expenditures in the area of health benefit costs, reductions in E-Rate funding and special education costs and making necessary cuts, the Frenchtown Board of Education has determined that there is a need to use a portion of the banked cap from the 2012/2013 budget year in the amount of \$822 and from 2013/2014 budget year in the amount of \$21,436 for the purpose of funding the general operations of the school district and to maintain a thorough and efficient education in the 2015/2016 school year;

THEREFORE BE IT RESOLVED, that the Frenchtown Board of Education requests the use of \$22,258 of banked cap in order to support the general operations of the 2015/2016 school year budget.

Moved by Mrs. Pearson and seconded by Mrs. Buxton. On a roll call vote, resolution was adopted as follows: 7 ayes; nays 0.

Health Care Cost Adjustment

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

WHEREAS, N.J.A.C. 6A:23A-11.4(c) allows a district to request an adjustment to the tax levy for an increase in health care costs that exceeds two percent of the prebudget year;

WHEREAS, the Frenchtown Board of Education has determined that there is a need to use the health care adjustment in the amount of \$23,539 for the purpose of funding an anticipated increase in health care costs that exceed two percent of the prebudget year;

THEREFORE BE IT RESOLVED, that the Frenchtown Board of Education requests the approval of the health care adjustment in the amount of \$23,539.

Moved by Mrs. Pearson and seconded by Mrs. Buxton. On a roll call vote, resolution was adopted as follows: 7 ayes; nays 0.

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2015/2016 Tuition Rates

BE IT RESOLVED, that the Board of Education approve the following tuition rates for the 2015/2016 school year:

K-8 (Employees and Out of State Residents)	\$ 5,550
K-8 (All Others)	\$14,000
Preschool Disabilities	\$35,000

Moved by Mrs. Pearson and seconded by Mrs. Buxton. On a roll call vote, resolution was adopted as follows: 7 ayes; nays 0.

Enrollment Adjustment

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

WHEREAS, N.J.A.C. 6A:23A-11.2(a) allows a district to request an adjustment to the tax levy for an increases in enrollment as calculated by the Commissioner;

WHEREAS, the Frenchtown Board of Education has determined that there is a need to use the enrollment adjustment in the amount of \$13,803 for the 2015-2016 school year;

THEREFORE BE IT RESOLVED, that the Frenchtown Board of Education requests the approval of an enrollment adjustment in the amount of \$13,803.

Moved by Mrs. Einhorn and seconded by Mrs. Buxton. On a roll call vote, resolution was adopted as follows: 7 ayes; nays 0.

Facilities

Transportation

Policy

Personnel

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

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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)
Glenda Grimes	Mommy I Don't Feel So Good, Cherry Hill, NJ	5-13-2015	\$199.99	\$37.70	N/A	N/A
Teresa Barna	CDK Personnel Annual User Meeting	5-6-2015	\$0	\$0	N/A	N/A

Moved by Mrs. Pearson and seconded by Mrs. Buxton. On a roll call vote, resolution was adopted as follows: 7 ayes; nays 0.

Donation-Running Club

BE IT RESOLVED, that the Board of Education accept a donation from the Frenchtown PTO in the amount of \$525.00 to be used as a Running Club extra-curricular stipend.

Moved by Mrs. Pearson and seconded by Mrs. Buxton. On a roll call vote, resolution was adopted as follows: 7 ayes; nays 0.

Running Club Appointment

BE IT RESOLVED, that the Board of Education appoint Ashley DiLorenzo as an advisor for the Running Club to be paid a maximum stipend of \$525.00.

Moved by Mrs. Pearson and seconded by Mrs. Buxton. On a roll call vote, resolution was adopted as follows: 7 ayes; nays 0.

River Union Stage Outreach Program Aide

BE IT RESOLVED, that the Board of Education approve Julia Faye Smith to serve as an aide supporting River Union Stage musical rehearsals and performance at a rate of \$16.09 per hour.

Moved by Mrs. Pearson and seconded by Mrs. Buxton. On a roll call vote, resolution was adopted as follows: 7 ayes; nays 0.

Curriculum

Milford School Softball

BE IT RESOLVED, that the Board of Education authorize Frenchtown students in grade 6, 7, 8 to participate in the Milford School extra-curricular girls' softball program.

Moved by Mrs. Campbell and seconded by Mrs. Buxton. On a roll call vote, resolution

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was adopted as follows: 6 ayes; nays 1-Nugent.

Planning

- 13. **NEW BUSINESS** - None
- 14. **PUBLIC COMMENT** - None
- 15. **EXECUTIVE SESSION** - None
- 16. **ADJOURNMENT**

There being no further business to come before the Board, it was moved by Mrs. Buxton and Mrs. Einhorn to adjourn the meeting at 8:16 p.m. On a roll call vote, resolution was adopted as follows: 7 ayes; nays 0.

Respectfully submitted:

Attest:

Teresa Barna
Business Administrator/
Board Secretary

Kate Nugent
Board President