

Frenchtown Board of Education Meeting Minutes

April 28, 2015 6:30 p.m.

1. CALL TO ORDER – Opening Statement

The regular meeting of the Frenchtown Board of Education was called to order at 6:34 p.m. 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 January 15, 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. Laura Buxton
Mr. Adam Blackburn
Mrs. Jennifer Campbell
Mrs. Laura Einhorn
Mrs. Kate Nugent

Members Absent: Mrs. Amy Musolino

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

4. PUBLIC HEARING ON THE 2015-2016 BUDGET

5. PUBLIC COMMENT - None

6. APPROVAL OF MINUTES

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

- March 10, 2015 Special Meeting (as amended)
- March 10, 2015 Executive Session

Frenchtown Board of Education Meeting Minutes

April 28, 2015 6:30 p.m.

- March 17, 2015 Regular Session
- April 21, 2015 Work Session (as amended)

Moved by Mrs. Buxton and seconded by Mrs. Pearson. On a voice vote, resolution was adopted as follows: 6 ayes; nays 0, with Mrs. Einhorn and Mr. Blackburn abstaining on the April 21, 2015 Minutes.

7. CORRESPONDENCE

8. REFERENDUM UPDATE

- Bathroom Project – Color selections

9. SUPERINTENDENT’S REPORT

Informational Items:

- a. Harassment, Intimidation, and Bullying (HIB) Monthly Incident Report for period ending April 28, 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	0	0	-	-	-
April 29 – May 19					
May 20 – June 23					
TOTAL	15	4	4	2	1

Action Items:

BE IT RESOLVED, that the Frenchtown Board of Education affirm the HIB report submitted on March 17, 2015.

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

Discussion Item

Frenchtown Board of Education Meeting Minutes

April 28, 2015 6:30 p.m.

- Superintendent Evaluation

10. PRINCIPAL'S REPORT

- Roxanne Kloos – Recognition for PARCC Success
- Sports Banquet – April 9, 2015
- Parent Conferences – April 16, 2015
- Blood Drive in June
- Shared Assembly with Milford
- Arbor Day Presentation
- Nelson Theater to install lights

11. BOARD PRESIDENT'S REPORT

- President's Meeting
 - Budgets
 - PARCC
 - Regionalization Meeting
 - Shared Curriculum Coordinator
 - Shared Business Services
 - Planning Board Committee for future development

12. BOARD SECRETARY/TREASURER REPORT

BE IT RESOLVED, that the Frenchtown Board of Education approve and acknowledge receipt of the monthly certification of the Board Secretary and after review of the **March, 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. Pearson and seconded by Mrs. Buxton. On a roll call vote, resolution was adopted as follows: 6 ayes; nays 0.

13. 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.

Action Items:

Finance

Frenchtown Board of Education Meeting Minutes

April 28, 2015 6:30 p.m.

Payment of Bills

BE IT RESOLVED, that the Frenchtown Board of Education approve the April 28, 2015 bills list as follows:

General Fund:	\$412,207.07
Special Revenue Fund:	\$ 11,481.81
Total	\$423,688.88

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

Professional Services

BE IT RESOLVED, that the Frenchtown Board of Education approve the following professional services for the 2015-2016 school year:

Professional Service	Professional	Rate
Auditor	William Colantano Jr., CPA	\$145/hr
Attorney	Cleary, Giacobbe, Alfieri	\$140/hr
School Physician	Delaware Valley Health Assoc.	\$1,000 retainer
Architect of Record	SSP Architectural Group	\$165/hr
Occupational Therapy	Caroline Beidelman, OTR	\$73/hr
Physical Therapy Services	Sam's Kids Pediatric Therapy	\$80/hr
Environmental Consultant	RK Environmental	\$110/hr

These contracts are awarded without public bidding for the reasons that the services to be rendered are recognized professions, licensed and regulated by law and their services are required by the Board of Education. The Board of Education used a deliberate process that considered cost and other relevant factors Fees per hour for Principal/Partner/Physician.

Summer Speech Therapy

BE IT RESOLVED, that the Frenchtown Board of Education approve the following professional service contract for the 2015-2016 school year:

Summer Speech Therapy Invo HealthCare Associates \$85.00 per hour

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

2015-2016 School Budget Adoption

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

Frenchtown Board of Education Meeting Minutes

April 28, 2015 6:30 p.m.

WHEREAS, the 2015/2016 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 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 adopts the 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 Mr. Blackburn. On a roll call vote, resolution was adopted as follows: 6ayes; nays 0.

Request the Use of Banked CAP

BE IT RESOLVED, that the Frenchtown 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.

Frenchtown Board of Education Meeting Minutes

April 28, 2015 6:30 p.m.

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

Health Care Cost Adjustment

BE IT RESOLVED, that the Frenchtown 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 Mr. Blackburn. On a roll call vote, resolution was adopted as follows: 6ayes; nays 0.

Enrollment Adjustment

BE IT RESOLVED, that the Frenchtown 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 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. Pearson and seconded by Mr. Blackburn. On a roll call vote, resolution was adopted as follows: 6ayes; nays 0.

Requisition for Taxes

BE IT RESOLVED, that the Frenchtown Board of Education approve the amount of district taxes needed to meet the obligations of the Board for the 2015-2016 school year is \$1,947,960, and that the Borough of Frenchtown is hereby requested to place in the hands of the Custodian of School Moneys that amount in accordance with the statutes relating thereto.

Frenchtown Board of Education Meeting Minutes

April 28, 2015 6:30 p.m.

Date Due	General Fund Levy	Debt Service Levy	Total Payment
July 1, 2015	\$301,840.00	\$22,820.00	\$324,660.00
September 1, 2015	\$301,840.00	\$22,820.00	\$324,660.00
November 1, 2015	\$301,840.00	\$22,820.00	\$324,660.00
January 1, 2016	\$301,840.00	\$22,820.00	\$324,660.00
March 1, 2016	\$301,840.00	\$22,820.00	\$324,660.00
May 1, 2016	\$324,660.00		\$324,660.00
Total	\$1,833,860.00	\$114,100.00	\$1,947,960.00

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

Revise 2014/2015 Budget

BE IT RESOLVED, that the Frenchtown Board of Education approve the revision to the 2014/2015 budget to reflect a reduction in School Choice Aid as follows:

School Choice Aid	10-3116-000	-\$9,673
Preschool Aide	11-215-100-106	-\$9,673

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

Pre-School Tuition

BE IT RESOLVED, that the Frenchtown Board of Education accept preschool students into the Little Paws Preschool Program for the 2015/2016 school year and to approve tuition contracts for the following students:

Student ID#	Full Time / Part Time	Amount
00322	Full Time	\$5,000.00
00323	Full Time	\$5,000.00

Kindergarten Tuition

BE IT RESOLVED, that the Frenchtown Board of Education accept Kindergarten student for the 2015/2016 school year and to approve tuition contracts for the following student:

Student ID#	Grade	Amount
00265	Kindergarten	\$4,995.00

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

Frenchtown Board of Education Meeting Minutes

April 28, 2015 6:30 p.m.

Disposal of Property

BE IT RESOLVED, that the Frenchtown Board of Education approve the disposal of obsolete technology equipment with an estimated value of \$0 as follows:

- 2- SMC Tigerstack II 10/100 Switch
 - SN: T100400117 Asset: 01084
 - SN: T100400045 Asset: 01035

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

Facilities

Pavement Coring

BE IT RESOLVED, that the Frenchtown Board of Education accept a proposal from Melick-Tully and Associates, P.C. for pavement coring samples as it relates to State Project # 1680-050-14-2002, Boiler Replacement/HVAC upgrades in the amount of \$3,800.

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

Temporary Instructional Space

BE IT RESOLVED, that the Frenchtown Board of Education approve submission of Application for Temporary Instructional Space for the extended school year.

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

Transportation

BE IT RESOLVED, that the Frenchtown Board of Education approve the 2015 Joint Transportation Agreements as indicated below. Delaware Valley Regional High School shall serve as the Lead Educational Authority and Host District:

District	Destination	Route No.	Route Cost
Frenchtown Elementary	JP Chase, Fleming-Reading, Barley Sheaf	FBS1	\$20,366.34
	St. Peter's Hospital	FBS2	\$14,160.00
Total			\$34,526.34

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

Policy

Frenchtown Board of Education Meeting Minutes

April 28, 2015 6:30 p.m.

Personnel

2015-2016 Referee Stipends

BE IT RESOLVED, that the Frenchtown Board of Education approve the following stipends for athletic referees for the 2015-2016 school year:

\$52.50 per game
\$26.25 B Game
\$78.75 Sole Referee

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

ESY Teacher and Aide

BE IT RESOLVED, that the Frenchtown Board of Education approve the following summer instruction from July 6, 2015 – July 30, 2015:

ESY/Summer Pre-K Teacher	Jeanine Walck	\$45.00 per hour
ESY/Summer Teacher Aide	Tracy McKinnon	\$16.09 per hour

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

14. **NEW BUSINESS**

15. **PUBLIC COMMENT** - None

16. **EXECUTIVE SESSION** - None

17. **ADJOURNMENT**

There being no further business to come before the Board, it was moved by Mrs. Einhorn and Mrs. Buxton to adjourn the meeting at 7:41 p.m. On a roll call vote, resolution was adopted as follows: 6ayes; nays 0.

Respectfully submitted:

Attest:

Teresa Barna

Kate Nugent

Frenchtown Board of Education
Meeting Minutes
April 28, 2015 6:30 p.m.

Business Administrator/
Board Secretary

Board President