

# Frenchtown Board of Education

## Meeting Minutes

May 12, 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 6:35 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. Amy Musolino  
Mrs. Laura Buxton  
Mr. Adam Blackburn  
Mrs. Laura Einhorn  
Mrs. Kate Nugent

Members Absent: Mrs. Jennifer Campbell

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

**4. PUBLIC COMMENT - None**

**5. APPROVAL OF MINUTES**

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

- April 28, 2015 Regular session

Moved by Mrs. Buxton and seconded by Mrs. Einhorn. On a voice vote, resolution was adopted as follows: 4 ayes; nays 0, with Mrs. Musolino abstaining.

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**6. CORRESPONDENCE**

**7. REFERENDUM UPDATE**

- Boiler Project Bid Results
  - Notify the neighbors of postponement of project.
  - Waiver to tap into the line-time limit
- Toilet Room Renovation Preconstruction Meeting – May 13 2:00 pm
  - Color Selections
- Minutes from recent meetings

**8. SUPERINTENDENT’S REPORT**

Informational Items:

- a. Harassment, Intimidation, and Bullying (HIB) Monthly Incident Report for period ending May 12, 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 12	0	0	-	-	-
May 13 – 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 April 28, 2015.

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

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**9. PRINCIPAL'S REPORT**

- Stage Lighting project is complete, many colors and programmable.
- Teacher Evaluations are complete
- 2015-2016 schedule
- One to one Tech initiative

**10. BOARD PRESIDENT'S REPORT**

- Jenny Haver Scholarship Fund – Donation?
- Budget Presentation Town Council
- Technical Review (Planning Board) Committee-Planning a meeting

**11. BOARD SECRETARY/TREASURER REPORT**

- School Board Candidate Kits are available – Due 4:00 pm, July 27, 2015

**12. 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**

Payment of Bills

BE IT RESOLVED, that the Frenchtown Board of Education approve the May 12, 2015 bills list as follows:

General Fund:	\$96,564.68
Special Revenue Fund:	\$ 1,576.68
<b>Total</b>	<b>\$98,141.36</b>

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

BE IT RESOLVED, that the Frenchtown Board of Education approve the list of the April 2015 Budget Transfers in the amount of \$71,636.00.

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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## Business Services Subcontract Agreement

BE IT RESOLVED, that the Frenchtown Board of Education approve the attached Business Services Subcontract Agreement with Delaware Valley Regional High School in accordance with the contract from July 2015 through June 30, 2016 at a cost of \$45,000.00.

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 Withdraw

BE IT RESOLVED, that the Frenchtown Board of Education approve to withdraw funds from the Capital Reserve account for an Other Capital Project for the Staff Toilet Room in the Girls Bathroom for \$19,500.

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

## Facilities

BE IT RESOLVED, that the Frenchtown Board of Education reject all bids received on May 6, 2014 for the Boiler Project pursuant to N.J.S.A. 18A:18A-22 for the reason that the lowest bid substantially exceeded the cost estimates for the goods or services.

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

## Transportation

### Policy

### Personnel

#### Principal

BE IT RESOLVED, that the Frenchtown Board of Education approve Christina Dalla Palu as Principal from July 1, 2015 through June 30, 2016, contract to be determined.

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

#### Non-Tenured Teachers

BE IT RESOLVED, that the Frenchtown Board of Education approve to offer an employment contract to the following list of non-tenured teachers for the 2015-2016 school year at an annual salary determined by the settlement of the 2013-2017 collective bargaining agreement.

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Teacher	Position	FTE	Step / Column	Salary
Ashley DiLorenzo	Preschool Teacher	1.00	Step 3 / BA	\$50,620.00
Gema Kearns	Special Education Teacher	1.00	Step 6 / BA	\$52,220.00
Gina Niedziejko	Vocal /Music Teacher	.45	Step 6 / BA	\$23,499.00
Holly Siock	Kindergarten Teacher	1.00	Step 6 / MA	\$59,020.00

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

### Tenured Teachers

BE IT RESOLVED, that the Frenchtown Board of Education approve to offer an employment contract to the following list of tenured teachers for the 2015-2016 school year at an annual salary determined by the settlement of the 2013-2017 collective bargaining agreement.

Teacher	Position	FTE	Step / Column	Salary
Jennifer Baker	6-8 Math Teacher	1.00	Step 9 / MA+30	\$65,220.00
Lois Bondor	Grade 3 Teacher	1.00	Step 13 / MA	\$66,850.00
Lynne Cucco	Special Education/LDTC	1.00	Step 19 / MA`	\$81,745.00
Glenda Grimes	School Nurse	1.00	Step 15 / BA	\$64,910.00
Tricia Hurley	Art / G&T Teacher	1.00	Step 7 / MA	\$60,420.00
Roxanne Kloos	Grade 4 Teacher	1.00	Step 19 / MA	\$81,745.00
Hildegarde Kress-Berhalter	6-8 Science Teacher	1.00	Step 14 / MA	\$69,230.00
Marjorie Leuschner	World Language Teacher	.80	Step 16 / BA	\$53,992.00
Elizabeth McCann	6-8 Language Arts Teacher	1.00	Step 10 / MA	\$61,820.00
Peter Moran	Technology/Library Teacher	1.00	Step 16 / MA	\$74,290.00
Allison Okolichany	Grade 2 Teacher	1.00	Step 14 / MA	\$69,230.00
Alicia Parker	Grade 1 Teacher	1.00	Step 10 / MA	\$61,820.00
Melanie Ryan	CST Coordinator/Guidance/Social Worker	.60	Step TOP / MA	\$55,251.05
Kendra Sullivan	Grade 5 Teacher	1.00	Step 6 / BA	\$52,220.00
Susan Valle	Speech Teacher	.40	Step 19 / MA	\$32,698.00
Jeanine Walck	Special Education Teacher	1.00	Step 19 / MA+30	\$85,430.00
Thomas Wollert	PE/Health Teacher	.80	Step 13 / MA	\$53,480.00

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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Instructional Aides

BE IT RESOLVED, that the Frenchtown Board of Education approve to offer an employment contract to the following list of Instructional Aides for the 2015-2016 school year:

<b>Name</b>	<b>Position</b>	<b>FTE</b>	<b>Salary</b>
Tracy McKinnon	Pre-K Instructional Aide	.35	\$7,253.37
Emily O'Connell	Pre-K Aide (PM)	.57	\$11,812.63
Kathy Skerbetz	Pre-K Aide (AM)	.65	\$13,470.54
Charu Vadehra	Target Instruction Aide	.75	\$15,542.94
Julia Smith	Media Center Aide	.13	16.09 per hour

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

Non-FEA Staff

BE IT RESOLVED, that the Frenchtown Board of Education approve to offer an employment contract to the following list of non-FEA staff for the 2015-2016 school year.

<b>Name</b>	<b>Position</b>	<b>FTE</b>	<b>Salary</b>
Helen Kovatch	Night Custodian	1.00	41,477
Lisa Lubonty	Assistant Business Administrator	.80	30,765
Kathy Petro	School & CST Secretary	1.00	60,483
Larry Whitman	Facilities Manager	1.00	56,944

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

School Psychologist

BE IT RESOLVED, that the Frenchtown Board of Education approve to offer an employment contract to the following list of non-FEA staff for the 2015-2016 school year:

<b>Name</b>	<b>Position</b>	<b>Salary</b>
Richard Auletta	School Psychologist	\$5,000.00

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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Travel/Staff Development

BE IT RESOLVED, that the Frenchtown 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.

<b>Employee/ BOE Member</b>	<b>Program Title/ Location</b>	<b>Date(s)</b>	<b>Cost</b>	<b>Mileage</b>	<b>Lodging (per diem)</b>	<b>Meals (per diem)</b>
<b>Glenda Grimes</b>	Bullying Law Update Monroe Twp, NJ	6-3-2015	\$150.00	\$26.00	N/A	N/A

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

2014-2015 Substitute List

BE IT RESOLVED, that the Frenchtown 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):

Heather Wilson

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

**Curriculum**

Disposal Textbooks

BE IT RESOLVED, that the Frenchtown Board of Education approve disposal of 45 obsolete French textbooks, workbooks and teacher’s edition titled Discovering French, Publisher McDougal Littell, published 1998.

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

**Planning**

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**13. NEW BUSINESS**

**14. PUBLIC COMMENT - None**

**15. EXECUTIVE SESSION**

BE IT RESOLVED, that the Frenchtown Board of Education 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. Collective Bargaining/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 7:59 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.

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

Mrs. Einhorn and Mrs. Pearson leave the meeting at 8:30 p.m.

**16. ADJOURNMENT**

There being no further business to come before the Board, it was moved by Mrs. Einhorn and Mr. Blackburn to adjourn the meeting at 8:33 p.m. On a roll call vote, resolution was adopted as follows: 4 ayes; nays 0.



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Respectfully submitted:

Attest:

Teresa Barna  
Business Administrator/  
Board Secretary

Kate Nugent  
Board President