

Frenchtown Board of Education Meeting Minutes

June 23, 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 6:37 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. Kate Nugent

Members Absent: Mrs. Amy Musolino
Mrs. Laura Einhorn

Also Present: Daria Wasserbach, Superintendent
Teresa Barna, Business Administrator/Board Secretary

4. PUBLIC COMMENT - None

5. APPROVAL OF MINUTES

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

- May 12, 2015 Regular session
- May 12, 2015 Executive session - Tabled
- June 16, 2015 Work session
- June 16, 2015 Executive session

Frenchtown Board of Education Meeting Minutes

June 23, 2015 6:30 p.m.

Moved by Mrs. Buxton and seconded by Mrs. Pearson. On a voice vote, resolution was adopted as follows:

4 ayes; nays 0, with Mrs. Campbell abstaining on the May 12, 2015 regular session.
 May 12, 2015 Executive session was tabled until next meeting August 25, 2015
 5 ayes; nays 0 on the June 16, 2015 work session
 5 ayes; nays 0 on the June 16, 2015 executive session

6. CORRESPONDENCE - None

7. REFERENDUM UPDATE

- a. Roof Project – Preconstruction Meeting
- b. Auditorium wall-Special focus for roof project.
- c. Bathroom Project – Temporary floor protection.

8. SUPERINTENDENT’S REPORT

- a. Student Council Advisor and Ski Club positions were advertised, 1 candidate for Student Council
- b. School Register Summary / 95.468 Attendance rate – 143 ADE

Informational Items:

- a. Harassment, Intimidation, and Bullying (HIB) Monthly Incident Report for period ending June 23, 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	6	1	4	1	0
TOTAL	21	5	8	3	1

Frenchtown Board of Education Meeting Minutes

June 23, 2015 6:30 p.m.

Action Items:

BE IT RESOLVED, that the Frenchtown Board of Education affirm the HIB report submitted on May 12, 2015.

Moved by Mrs. Buxton and seconded by Mrs. Campbell. On a roll call vote, resolution was adopted as follows: 5 ayes; nays 0.

9. PRINCIPAL'S REPORT - None

10. BOARD PRESIDENT'S REPORT

- a. Emailing a link for Board Self-Evaluation
- b. Meeting with Milford Board of Education – Open to sharing other positions
- c. Delaware Valley Regional High School Board of Education approved an extension to Daria Wasserbach's Superintendent contract. Two year extension to 2020.

11. 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 **April, 2015 & May 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 Mr. Blackburn. On a roll call vote, resolution was adopted as follows: 5 ayes, nays 0.

12. CONSENT AGENDA

Matters listed within the consent agenda has been referred to members of the Board of Education 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.

Frenchtown Board of Education

Meeting Minutes

June 23, 2015 6:30 p.m.

Action Items:

Finance

Payment of Bills

BE IT RESOLVED, that the Frenchtown Board of Education approve the June 23, 2015 bills list as follows:

General Fund:	\$523,055.68
Special Revenue Fund:	\$ 27,210.06
Total	\$550,265.74

Moved by Mr. Blackburn and seconded by Mrs. Buxton. On a roll call vote, resolution was adopted as follows: 5 ayes; nays 0.

Budget Transfers

BE IT RESOLVED, that the Frenchtown Board of Education approve the list of the May 1, 2015 through June 18, 2015 Budget Transfers in the amount of \$49,416.99.

Moved by Mr. Blackburn and seconded by Mrs. Buxton. On a roll call vote, resolution was adopted as follows: 5 ayes; nays 0.

Close out the Year

BE IT RESOLVED, that the Frenchtown Board of Education approve to authorize the Superintendent and Business Administrator to pay any invoices to close the 2014-2015 school year with approval by the board at the next regular action meeting.

Moved by Mr. Blackburn and seconded by Mrs. Buxton. On a roll call vote, resolution was adopted as follows: 5 ayes; nays 0.

2015-2016 School Lunch Prices

a.) BE IT RESOLVED, that the Frenchtown Board of Education approve the following school lunch prices for the 2015-2016 school year:

	2012-2013	2013-2014	2014-2015	2015-2016
Student	\$2.60	\$2.70	\$2.75	\$2.75
Adult	\$3.10	\$3.20	\$3.25	\$3.25
Milk	\$.50	\$.50	\$.50	\$.50
Reduced			\$.40	\$.40

Frenchtown Board of Education Meeting Minutes

June 23, 2015 6:30 p.m.

2015-2016 School Breakfast Prices

b.) BE IT RESOLVED, that the Frenchtown Board of Education approve the following school Breakfast prices for the 2015-2016 school year:

	2012-2013	2013-2014	2014-2015	2015-2016
Student	\$1.75	\$1.75	\$1.75	\$1.75
Adult	\$2.25	\$2.25	\$2.25	\$2.25
Milk	\$.50	\$.50	\$.50	\$.50
Reduced				

Moved by Mr. Blackburn and seconded by Mrs. Buxton. On a roll call vote, resolution was adopted as follows: 5 ayes; nays 0.

Management Contract

BE IT RESOLVED, that the Frenchtown Board of Education approve to renew the Food Service Management Company contract with Maschio's Food Service, Inc. for the 2015-2016 year for an annual management fee of \$6,302.00 and a loss guarantee of \$4,000.00.

Moved by Mr. Blackburn and seconded by Mrs. Buxton. On a roll call vote, resolution was adopted as follows: 5 ayes; nays 0.

Satellite Lunch Program

BE IT RESOLVED, that the Frenchtown Board of Education approve to extend the satellite lunch program with Milford Board of Education to the 2015-2016 school year at a cost per lunch of \$2.75 (includes milk and consumables) in accordance with the attached contract.

Moved by Mr. Blackburn and seconded by Mrs. Buxton. On a roll call vote, resolution was adopted as follows: 5 ayes; nays 0.

NCLB Grants

BE IT RESOLVED, that the Frenchtown Board of Education approves the Fiscal Year 2016 No Child Left Behind Grant (NCLB) Application and accept the funds as follows:

Title I:	\$18,679
Title II:	\$ 4,558
Total :	\$23,237

Moved by Mr. Blackburn and seconded by Mrs. Buxton. On a roll call vote, resolution was adopted as follows: 5 ayes; nays 0.

Frenchtown Board of Education Meeting Minutes

June 23, 2015 6:30 p.m.

IDEA Grant

BE IT RESOLVED, that the Frenchtown Board of Education approve the Fiscal Year 2016 Individuals with Disabilities Improvement Education Act (IDEA) Grant and to accept the funds in the amounts as follows:

BASIC:	\$39,323
Preschool:	\$ 1,097
Total:	\$40,420

Moved by Mr. Blackburn and seconded by Mrs. Buxton. On a roll call vote, resolution was adopted as follows: 5 ayes; nays 0.

Deposit into Reserve Accounts

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

WHEREAS, N.J.S.A. 18A:21-2 and N.J.S.A. 18A:7G-13 permit a Board of Education to establish and/or deposit into certain reserve accounts at year end, and

WHEREAS, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a board of education to transfer anticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution, and

WHEREAS, the Frenchtown Board of Education wishes to deposit anticipated current year surplus into the following reserve accounts at year end:

Maintenance Reserve – Not to exceed \$25,000

NOW THEREFORE BE IT RESOLVED by the Frenchtown Board of Education that it hereby authorizes the district's School Business Administrator to make this transfer consistent with all applicable laws and regulations

Moved by Mr. Blackburn and seconded by Mrs. Buxton. On a roll call vote, resolution was adopted as follows: 5 ayes; nays 0.

Bond Disclosure Agent Services

BE IT RESOLVED, that the Frenchtown Board of Education approve to enter into an agreement with Phoenix Advisors, LLC as Bond Continuing Disclosure Agent and Municipal Advisor of Record for the 2015-2016 school year in accordance with the attached contract for a fee of \$\$650.00 for up to three outstanding issues, plus \$100 for each additional outstanding issue.

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

Frenchtown Board of Education Meeting Minutes

June 23, 2015 6:30 p.m.

was adopted as follows: 5 ayes; nays 0.

Bond Authorizing Resolution

BE IT RESOLVED, that the Frenchtown Board of Education approve the attached Bond Authorizing Resolution for the issuance of school bonds, series 2015 in the amount of \$1,353,000.

Moved by Mr. Blackburn and seconded by Mrs. Buxton. On a roll call vote, resolution was adopted as follows: 5 ayes; nays 0.

List of Contracts for 2014-2015

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

Pursuant to PL 2015, Chapter 47 the Frenchtown Board of Education hereby approves a list of contracts previously awarded by the board of education. These contracts are, and have been, in full compliance with all state and federal statutes and regulations; in particular, New Jersey Title 18A:18. et.seq, NJAC Chapter 23, and Federal Uniform Administrative Requirements 2 CFR, Part200.

Moved by Mr. Blackburn and seconded by Mrs. Buxton. On a roll call vote, resolution was adopted as follows: 5 ayes; nays 0.

Non Public Instructional Services Agreement

BE IT RESOLVED, that the Frenchtown Board of Education approve a Non-Public Instructional Services contract with the Hunterdon County Educational Services Commission from July 1, 2015 to June 30, 2016 and to approve Non-Public School Nursing Services contract.

Moved by Mr. Blackburn and seconded by Mrs. Buxton. On a roll call vote, resolution was adopted as follows: 5 ayes; nays 0.

Facilities

Transportation

Policy

Personnel

Frenchtown Board of Education Meeting Minutes

June 23, 2015 6:30 p.m.

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.

Employee/ BOE Member	Program Title/ Location	Date(s)	Cost	Mileage	Lodging (per diem)	Meals (per diem)
Christina Dalla Palu	IPads & The Common Core, Monroe Twp, NJ	7-27-15	\$149.00	\$29.76	N/A	N/A

Moved by Mr. Blackburn and seconded by Mrs. Buxton. On a roll call vote, resolution was adopted as follows: 5 ayes; nays 0.

2015-2016 Substitute List

BE IT RESOLVED, that the Frenchtown Board of Education approve the attached lists of substitutes for the 2015-2016 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)

Moved by Mr. Blackburn and seconded by Mrs. Buxton. On a roll call vote, resolution was adopted as follows: 5 ayes; nays 0.

Extra-Curricular Activities

BE IT RESOLVED, that the Frenchtown Board of Education approve the following extra-curricular positions for the 2015-2016 school year:

Position	2015-2016 Stipend Rate
Co-Ed Soccer	\$3,500.00
Boys Basketball	\$3,500.00
Girls Basketball	\$3,500.00
Student Council (1)	\$1,500.00 per person
Yearbook	\$1,500.00
Teacher-In-Charge	\$3,195.00
Eighth Grade Coordinator	\$1,200.00
Ski Club Coordinator (1)	\$1,365.03 per person
Home Instruction	\$45.00 per hour
School Testing Coordinator	\$45.00 per hour

Frenchtown Board of Education Meeting Minutes

June 23, 2015 6:30 p.m.

Moved by Mr. Blackburn and seconded by Mrs. Buxton. On a roll call vote, resolution was adopted as follows: 5 ayes; nays 0.

Extra-Curricular Activities

BE IT RESOLVED, that the Frenchtown Board of Education approve the following extra-curricular appointments for the 2015-2016 school year:

Position	Teacher	Stipend Rate
Co-Ed Soccer	Thomas Wollert	\$3,500.00
Boys Basketball	Peter Moran	\$3,500.00
Girls Basketball	Ashley DiLorenzo	\$3,500.00
Yearbook	Elizabeth McCann	\$1,500.00
Teacher-In-Charge	Hildegarde Kress-Berhalter	\$3,195.00
Eighth Grade Coordinator	Jennifer Baker	\$1,200.00
School Testing Coordinator	Roxanne Kloos	\$45.00 per hour

Moved by Mr. Blackburn and seconded by Mrs. Buxton. On a roll call vote, resolution was adopted as follows: 5 ayes; nays 0.

Club Proposals and Appointments

BE IT RESOLVED, that the Frenchtown Board of Education approve the following club proposals and club advisor appointments:

- Club Proposals– Budget availability \$3,000

Club	Frequency	# of hours	Maximum Fee
Mural Club (1 session)	1 x per week	10 hours	\$350.00
Sketchbook Club	1 x per week	7.5 hours	\$262.50
Reading Olympics	1 x per week	21 hours	\$735.00
Running Club	1 x per week	15 hours	\$525.00
Running Club*Only if max of student reaches 75	1 x per week	15 hours	\$525.00
German Club	1 x per week	13 hours	\$455.00
Total Clubs			\$2,852.50

- Club Advisor Appointments

Club	Advisor
Mural Club (1 session)	Tricia Hurley
Sketchbook Club	Tricia Hurley
Reading Olympics	Kendra Sullivan

Frenchtown Board of Education Meeting Minutes

June 23, 2015 6:30 p.m.

Running Club	Allison Okolichany
Running Club*Only if max of student reaches 75	Ashley DiLorenzo
German Club	Marjorie Leuschner

Moved by Mr. Blackburn and seconded by Mrs. Buxton. On a roll call vote, resolution was adopted as follows: 5 ayes; nays 0.

Shared Services

BE IT RESOLVED, that the Frenchtown Board of Education approve to continue the Inter-local Services Agreement with the Milford Board of Education for World Language Teacher Services from September 1, 2015 to June 30, 2016 at a cost of \$30,433.00.

Moved by Mr. Blackburn and seconded by Mrs. Buxton. On a roll call vote, resolution was adopted as follows: 5 ayes; nays 0.

Mentor Plan 2015-2016

BE IT RESOLVED, that the Frenchtown Board of Education approve Frenchtown Mentor Plan for the 2015-2016 school year.

Moved by Mr. Blackburn and seconded by Mrs. Buxton. On a roll call vote, resolution was adopted as follows: 5 ayes; nays 0.

Shared Superintendent

BE IT RESOLVED, that the Frenchtown Board of Education approve to appoint Mrs. Daria Wasserbach as the District Superintendent for the 2015-2016 school year under the shared services agreement with Delaware Valley Regional High School.

Moved by Mr. Blackburn and seconded by Mrs. Buxton. On a roll call vote, resolution was adopted as follows: 5 ayes; nays 0.

Pre-K Instructional Aide 2015-2016

BE IT RESOLVED, that the Frenchtown Board of Education approve an increase in hours for Tracy McKinnon as a Pre-K Instructional Aide for the 2015-2016 school year. Increase FTE from .45 to FTE .57 at a rate of \$16.09 per hour, total salary \$11,812.63.

Moved by Mr. Blackburn and seconded by Mrs. Buxton. On a roll call vote, resolution was adopted as follows: 5 ayes; nays 0.

Principal's Employment Contract 2015/2016

BE IT RESOLVED, that the Frenchtown Board of Education approve the Employment Contract for Ms. Christina Dalla Palu for the 2015/2016 school year at a salary of \$100,940.

Frenchtown Board of Education Meeting Minutes

June 23, 2015 6:30 p.m.

Moved by Mr. Blackburn and seconded by Mrs. Buxton. On a roll call vote, resolution was adopted as follows: 5 ayes; nays 0.

Curriculum

Field Trip

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

Ridgedale Middle School 7th Grade 5-28-15

Moved by Mr. Blackburn and seconded by Mrs. Buxton. On a roll call vote, resolution was adopted as follows: 5 ayes; nays 0.

Planning

13. NEW BUSINESS

a. Dates for Goal Setting Meeting potentially August 25, 2015.

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

Frenchtown Board of Education Meeting Minutes

June 23, 2015 6:30 p.m.

___ 9. Deliberations involving imposition of specific civil penalty.

NOW THEREFORE BE IT RESOLVED that the Board of Education adjourn to executive session at 7:34 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: 5 ayes; nays 0.

BE IT RESOLVED, that the Frenchtown Board of Education approve to reconvene into regular session at 7:39 p.m.

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

16. ADJOURNMENT

There being no further business to come before the Board, it was moved by Mrs. Buxton and Mr. Blackburn to adjourn the meeting at 7:41 p.m. On a roll call vote, resolution was adopted as follows: 5 ayes; nays 0.

Respectfully submitted:

Attest:

Teresa Barna
Business Administrator/
Board Secretary

Kate Nugent
Board President