

Frenchtown Board of Education

Meeting Minutes

September 24, 2013 6:30 p.m.

I. Call to Order – Opening Statement

The regular meeting of the Frenchtown Board of Education was called to order at 6:40 p.m. by President Kate Nugent.

President Kate Nugent, 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. A copy of this notice has also been posted at the public school, at the municipal building and filed with the borough clerk.

II. The Pledge of Allegiance

All persons present participated in the recitation of the Pledge of Allegiance.

III. Roll Call

Members Present: Mrs. Pearson
Mrs. Buxton
Dr. Eckel
Mrs. DenBleyker
Mrs. Musolino
Mrs. Nugent

Members Absent: Ms. Herb

Also Present: Mr. David Bailey, Chief School Administrator
Member of the Public

IV. Public Participation(all school-related topics)

Mr. Warren Cooper, Mayor of Frenchtown, expressed condolences at the passing of FES Business Administrator Susan Schaffner. He informed the BOE of plans by the Town Council to repaint some cross walks. He also described a Rutgers graduate student project in progress and invited participation at input gathering meeting the upcoming Thursday as well involvement in future town council efforts related to park creation and upgrades. Mrs. Buxton asked Mayor Cooper why letters and resolution from BOE to Town council on topic of Dog Park had not yet received a reply. Mayor Copper replied that the concerns the BOE had raised were not clear or had been addressed and when the council pursued the dog park topic further they would contact BOE for clarification.

V. APPROVAL OF MINUTES

Frenchtown Board of Education
Meeting Minutes
September 24, 2013 6:30 p.m.

A motion was made by Dr. Eckel and seconded by Mrs. Buxton to approve the following minutes:

- Minutes of the August 8, 2013 regular session
- Minutes of the August 26, 2013 special meeting
- Minutes of the September 12, 2013 emergency meeting

The motion was carried on a voice vote with Mrs. Buxton abstaining on the August 8, 2013 regular session minutes and Mrs. DenBleyker abstaining on the August 26, 2013 special meeting and September 12, 2013 emergency meeting.

VI. CORRESPONDENCE

1. 2013-2014 HCSBA Calendar of Events

VII. CSA REPORT

Mr. Bailey presented the attached report with additional update that ROD grant had been submitted.

VIII. BOARD PRESIDENT'S REPORT

Mrs. Nugent said the last two weeks had been focused on BA related items.

IX. BOARD SECRETARY/TREASURER'S REPORT - None

X. COMMITTEE REPORTS

A. Business Committee Report

Minutes attached – Mrs. Buxton reviewed the attached minutes.

Mr. Bailey expanded on the topic of the gaga ball court, explaining that the PTO would be providing funds to purchase and resources to assemble. The location is still being worked out and his preference was to have it on the black top to avoid damage to grass and becoming a mud pit when it rained.

Frenchtown Board of Education

Meeting Minutes

September 24, 2013 6:30 p.m.

On the topic of PTO Fund Raisers, Mrs. Buxton said there we are always looking for more instructional time and walk-a-thon was not consistent with that goal. Mrs. Nugent provided background on the history of this event being initiated by previous school administrator as big event to foster school community. Mr. Bailey said that past was scheduled on days which are not highest priority for instruction, was well enjoyed by students and did build school community with special ed buddies and older students paired with younger students.

Action identified for Business Committee to review fund raising policy.

B. Curriculum Committee Report

Minutes attached – Mrs. Pearson reviewed the attached minutes.

XI. 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 Chief School Administrator. If separate discussion is desired, the item may be removed from the consent agenda by Board action.

A motion to approve the below consent agenda items 1-18 was made by Dr. Eckel and seconded by Mrs. Buxton.

The motion was carried on a roll call vote with Mrs. Pearson abstaining from items 2 and 3 and Mrs. Musolino abstaining from item 3.

Finance

Payment of Bills

- *1. Motion to approve the August/September 2013 bills list check numbers 3920 to check number 4013, and noncheck numbers#N0162, N0163, N0164, N0165 in the amount \$195,504.19.

Fundraisers

- *2. Motion to approve PTO Fundraisers for the 2013-2014 school year.

Silent Auction - November 23, 2013
Box tops/eBoxtops - Ongoing
Market Day - Ongoing (once per month)

Frenchtown Board of Education

Meeting Minutes

September 24, 2013 6:30 p.m.

Printer cartridge recycling - Ongoing
Walk-a-thon - late May/Early June
Shop rite cards - Ongoing
Spirit wear - Late September
Holiday Shop – December

Assemblies

*3. Motion to approve the following PTO assemblies for the 2013-14 school year:

STEM Museum, October 11, 2013 (K-8)
Subject Area: Science, Technology, Engineering, Math

Young Authors Day, November 6, 2013 (K-8)
Subject Area: Language Arts/Writing

Ha La La iAfrika, Acceptance Day Assembly, February 6, 2014 (K-8)
Subject Area: Music, Acceptance, Culture

Facilities

Use of Facilities

*4. Motion to approve the following use of facilities:

Borough of Frenchtown September 28, 2013
8:00 a.m. – 5:00 p.m.

Transportation - None

Policy - None

Personnel

Shared Service: Delaware Valley Regional High School

*5. Motion to approve a shared service contract with Delaware Valley Regional High School for Music Teacher from September 1, 2013 to June 30, 2014 at a cost of \$10,000:

Tempory Leave:

Frenchtown Board of Education

Meeting Minutes

September 24, 2013 6:30 p.m.

- *6. Motion to approve a maternity leave for Lindsay Klesney from approximately October 11, 2013 to approximately January 15, 2014.
- *7. Motion for Pete Moran to attend an NJEA/NEA Directors' event on September 26, 2013 as the association representative.

Contract:

- *8. Motion to approve attached interim Business Administrator contract beginning on September 24, 2013.

Permission to Hire:

- *9. Motion giving the superintendent permission to hire a long-term substitute aide to fill a leave.
- *10. Motion giving the superintendent permission to hire a long-term substitute teacher to fill a leave.

2013-14 Substitute List

- *11. Motion to approve the attached additions to the 2013-2014 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):

Emily Schrack*
Sarah Scott

* Pending receipt of substitute certificate, criminal history, TB testing.

Inservice/Additional Hours

- *12. Motion to approve the following Teacher In-Service/Additional hours:

G Kearns	Teacher In Service	4 hours	@ \$34.23 per hour
C Vadehra	Teacher In Service	2.75 hours	@ \$16.09 per hour
J Petschauer	Back to School Night	2.25 hours	@ \$16.09 per hour
C Vadehra	Back to School night	2.25 hrs	@ 16.09 per hour
K Skerbetz	Teacher In Service	3.00 hrs	@ 16.09 per hour

Extra Curricular Activities

- *13. Motion to approve the following extracurricular positions for the 2013-2014 school year:

Detention (\$34.23/hour)	Kathy Skerbetz
Breakfast Monitor (\$16.09/hour)	Kathy Skerbetz

Staff Development/Travel Reports

- *14.

Frenchtown Board of Education

Meeting Minutes

September 24, 2013 6:30 p.m.

A. Motion to approve the following travel:

David Bailey	Student Rights (Legal One/NJPSA) F.E.A., Jackson, NJ	12/4/2013	\$ 75.00
H. Kress	Science Convention Princeton, NJ	10/15 – 10/16/13	\$280.00
R. Kloos	Ralph Fletcher Rutgers University	10/17/13	\$55.00
K. Sullivan	Ralph Fletcher Rutgers University	10/17/13	\$55.00
T. Hurley	2013 Artist's for Art's Sake Hunterdon Art Museum	10/21/13	\$45.00
A. DiLorenzo	Dr. Jean's Rock, Rhyme Mt. Laurel, NJ	10/23/13	\$209.00
David Bailey	2013 NJSBA Workshop Trump Plaza	10/22 – 10/24/13	\$150.00 \$190.00
Kate Nugent	2013 NJSBA Workshop Trump Plaza	10/22 – 10/24/13	\$150.00 \$ 95.00

B. Motion to approve the following district travel reports:

A. Parker	Readers Workshop	Kingwood School	6/24/13
-----------	------------------	-----------------	---------

Curriculum

Field Trips

*15. Motion to approve the following field trips:

Hunterdon County Library	Language Arts	9/27/13
Fair View Lake Trip	Science/team building (7 th)	10/9-11/13

Week Of Respect & School Violence Awareness Week

*16. Motion to approve observation of the Week of Respect October 7-11 2013 and School Violence Awareness week October 21-25, 2013.

Nursing Services Plan

Frenchtown Board of Education

Meeting Minutes

September 24, 2013 6:30 p.m.

- *17. Motion to approve the attached Nursing Services Plan for the 2013-2014 school year.

Planning

School Calendar 2013-14- revision

- *18. Motion to approve the following revision to the 2013-14 calendar:

Elimination of June 20, 2014 from the school calendar.

D. P.D.I.C. REPORT

XII. NEW BUSINESS - None

XIII. PUBLIC COMMENT (all school-related topics)

Mrs. Julie Hanley shared that the PTO is proposing sponsoring a Student Bulletin club and shared related materials. She asked what the procedure was for getting a PTO sponsored club started. Mr. Bailey explained that business committee has had discussions on this topic and there are some concerns Dr. Eckel indicated that Business Committees continue to discuss the topic.

Mrs. Laura Einhorn expressed concern that students are being pulled out of instruction to participate in music program. She asked if there were any other scheduling alternatives. Mr. Bailey provided background on instrumental music instruction schedule. Mrs. DenBleyker said that pulling students out of instruction is not unusual and done in other schools.

Mrs. Einhorn said as a parent it would be sad to see walk-a-thon discontinued.

Mrs. Einhorn said that back to school night was a challenge for parents with students in both elementary and middle school. She ask if a separate Back to School night for the Middle School could be considered.

Mrs. Einhorn asked if the BOE has an articulation committee. Mrs. Nugent replied, no.

Mrs. Einhorn asked if there were plans to have teachers post assignments. Mrs. DenBleyker responded explaining that this was not a BOE question and should be directed to school administration. Mr. Bailey explained that current position not to post homework assignments online. He said that this decision was made to encourage student responsibility, have students use their assignment books, and focus teacher time on instructional tasks.

Frenchtown Board of Education

Meeting Minutes

September 24, 2013 6:30 p.m.

Mrs. Einhorn asked about the status of the Kiln. Mr. Bailey replied that we are waiting for DOE response.

Mrs. Einhorn said span of grades 4 – 8 for lunch was large and asked if there was any consideration of moving the 4th grade to the lunch period with lower grades. Mr. Bailey explained that there are now that preschool if full day there are 5 grades in each lunch period, Pre-School to 3rd and 4th – 8th.

Mrs. Einhorn asked if the BOE self-evaluation was available to the public. Mrs. Nugent said she would follow-up.

Mrs. Hanley asked about the rationale for not allowing the older students on the playground equipment during recess. Mr. Bailey provided background including that some of the equipment was rated only for younger children and there had been problems in the past with older children dominating the equipment. Mr. Bailey said he would discuss the topic with staff.

XIV. EXECUTIVE SESSION

A motion was made by Mrs. DenBleyker and seconded by Mrs. Buxton to 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 8:10 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.

Mrs. DenBleyker departs at 8:11 p.m.

Frenchtown Board of Education

Meeting Minutes

September 24, 2013 6:30 p.m.

XIV. ADJOURNMENT

There being no further business to come before the Board it was moved by Dr. Eckel and Mrs. Buxton to adjourn the meeting at 9:10 p.m.

Respectfully submitted:

Attest:

Susan Joyce
Interim Business Administrator/
Board Secretary

Kate Nugent
Board President