

Frenchtown Board of Education

Meeting Minutes

December 3, 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 6:38 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 all present

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

Members Absent: None

Also Present: Mr. David Bailey, Chief School Administrator
Mrs. Susan Joyce, Interim B.A./B.S.
Members of the Public

Thank you to Ms. Jeanne Herb and Mrs. Jodi DenBleyker

Public Thank you's – Kathy Petro, Kathy Skerbetz, Kate Nugent, Dr. Eckel and others thanked Ms. Jeanne Herb and Mrs. Jodi DenBleyker for their many years of valuable service.

A motion was made by Mrs. Buxton and seconded by Dr. Eckel to adjourn for refreshments from 6:48 p.m.

The motion was carried unanimously on a voice vote.

Mrs. Nugent called the meeting back to order at 7:06 p.m.

IV. Presentation of Long Range Facility Review Committee Report

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1. Opportunity

Mrs. Nugent introduced and discussed the Long Range Facility Review Committee Report which provided focused on 3 areas:

1. Energy Efficiency
2. Maintenance
3. 21st Century Learning

The report is available for public review.

The District applied for ROD grant funding for some of the eligible projects in the Long Range Facility Report.

Ms. Herb stated it was a great blueprint for future planning and prioritizing.

Mrs. Musolino asked whether the numbers are listed in any order or prioritized? Mrs. Nugent responded, yes. The items are generally prioritized but there are also wish list items. The Committee's job was to talk about the needs, not to identify funding.

Mrs. Nugent would like to share the report with the Community and plan a future meeting for public input and to answer any questions.

V. Public Participation(all school-related topics)

Adam Blackburn – There is no mention of solar in report. It should be stated in the report why it's not feasible, etc., the issue of the fuel switch, heating oil or natural gas, was met with divided opinions on committee – fracking etc. Could this be mentioned in the report rather than omitted? Energy improvements should always be part of capital improvements.

Randi Eckel – Always need to be sure students are prepared to go to the High School especially in Science. We don't have appropriate facilities to prepare them in the area of Science, placing our students at a disadvantage.

Adam Blackburn Thanked Mrs. Nugent for her work on the Committee.

Teresa Pearson asked, does the report address in more detail what we're lacking in Science facilities?

Randi Eckel – Modern Middle School Science facility can be found with information an online google search. The report does not have these details spelled out.

VI. APPROVAL OF MINUTES

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

- Minutes of the October 29, 2013 regular meeting
- Minutes of the October 29, 2013 executive session

The motion was carried on a voice vote with Mrs. DenBleyker abstaining.

VII. CORRESPONDENCE - None

VIII. CSA REPORT

Mr. Bailey presented the attached report, including Harassment, Intimidation and Bullying and a presentation of the NJASK test scores analysis.

IX. BOARD PRESIDENT'S REPORT

Mrs. Nugent said she met with the sending districts regarding the Quarterly meeting. Mrs. Nugent also advised the next Frenchtown Board of Education meeting will be held on January 2, 2014 at 5:30 p.m.

X. BOARD SECRETARY/TREASURER'S REPORT

XI. COMMITTEE REPORTS

A. Business Committee Report

Ms. Herb presented the attached report

B. Curriculum Committee Report

Mrs. Pearson presented the attached report

XII. 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

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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 was made by Dr. Eckel and seconded by Ms. Herb to approve the below consent agenda items 1-24, with item# 14 removed and tabled until after Executive Session.

The motion was carried unanimously on a roll call vote.

Finance

Payment of Bills

- *1. Motion to approve the November 2013 bills list check numbers 4073 to check number 4125 and noncheck numbers#N0167, in the amount \$102,610.66

River Union Stage

- *2 Motion to approve a contract with River Union Stage for the 2013-2014 Out Reach Program at a cost of \$7,325.00.

Mrs. Buxton asked if all Middle School students could be required to participate in some area, it's after school hours for Middle School students.

QSAC SOA (Statement of Assurance)

- *3. Motion to approve the QSAC SOA 2013-2014 (statement of assurance) of scoring on the indicators as outlined by the Department of Education.

Facilities

Comprehensive Maintenance Plan

- *4. Motion to approve the attached resolution approving submission of the 2013-14 Comprehensive Maintenance Plan (attached) to the NJ Department of Education.

Form M-1

- *5. Motion to approve the submission of the attached 2013-14 M-1 to the New Jersey Department of Education.

Use of Facilities

- *6 Motion to approve the following use of facilities:

Kingwood Basketball League	Monday & Friday 12/2/13 – 3/5/14 6:30 pm – 8:30 pm* Saturdays 10:00 am – 1:00 pm Except 12/20-31/123 1/20/13, 2/17/13
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*In the event FES sports games or practices run late a delay in facility availability may occur.

*7 Motion to approve the attached Resolution on the vehicle speeds for Milford Road nearest the school.

Transportation-none

Policy

- *8 Evaluation of Teaching Staff Members #4116 (first read)
- *9 Teacher Evaluation #4116R (first read)
- *10 School Choice #5118.1 (first read and approval)

Personnel

2013-2014 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):

Rosa Guzman Teacher

Staff Development/Travel Reports

*12

a. Motion to approve the following travel:

P. Moran	NJEA Convention Atlantic City, NJ	11/7 & 11/8/2013	\$100.00
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H. Kress	NJEA Convention	11/7/2013	\$50.00
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b. Motion to approve the following district travel reports:

G Kearns	Adapting Readers & Writers	12/2/2013
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Curriculum Writing Stipend

*13 Motion to approve Elizabeth McCann for Language Arts Curriculum Writing grade 7 & 8 for the 2013-2014 school year at a rate of \$34.23 per hours not to exceed 25 hours.

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Contract Revision for Non-FEA Employees

*14 A motion was made by Dr. Eckel and seconded by Ms. Herb to table until after Executive Session the attached revised employment contracts for the following staff:

Helen Kovatch

Kathy Petro

Lawrence Whitman

Lisa Lubonty

(L. Lubonty includes an increase in hours from 20 hours per week to 30 hours per week with benefits Effective December 1, 2013)

The motion was made unanimously on a roll call vote.

Extra-Curricular Activities

*15 Motion to approve name correction for the 2013-2014 Girl's Basketball season from Kendra Sullivan to Ashley DiLorenzo split with Pete Moran.

Home Instruction

*16 Motion to approve home instruction for student# 5952379647, by Carol Curtis at a rate of \$34.23 per hour from November 18, 2013 to December 13th 2013 not to exceed \$700.00

Professional Development

*17 Motion to approve Roxanne Kloos for Professional Development and facilitator of the Writing Across the Curriculum school-wide goal at a rate of \$34.23 per hour (Not to exceed 30 hours)

Mrs. Buxton asked about using a staff member versus an outside consultant, for Curriculum Writing.

Parent Conferences

*18. Motion to approve the following payments for fall parent conferences:

L. Bondor	5 hours @ \$34.23
G Kearns	3.75 hours @ \$34.23
H. Kress	6 hours @ \$34.23
M Leuschner	5.5 hours @ \$34.23
E McCann	6 hours @ \$34.23
A. Parker	5 hours @ \$34.23
K.Sullivan	4.5 hours @ \$34.23
J. Walck	3.5 hours @ \$34.23
G. Warkala	6 hours @ \$34.23
H Siock	3.5 hours @ \$34.23

In-Service/Additional hours

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

Emily O'Connell 8 hours @ \$16.09 per hour

Ski Club

*20 Motion to change from Mr. Wollert as Ski Club Coordinator to Mr. Wollert and Mrs. McCann as sharing the position and stipend.

Student Council

*21 Motion to accept the resignation of Mrs. Baker from her shared Student Council position

Student Council

*22 Motion to approve Mrs. McCann as a Student Council Coordinator who will share the position and stipend with Mrs. Kloos.

Curriculum

Field Trips

*23 Motion to approve the following field trip:

RVCC Grade 2 February 21, 2013

Fundraiser

*24 A motion was made by Ms. Herb and seconded by Mrs. DenBleyker to approve the following fundraiser:

Santa's Little Helper 8th grade 3:15 – 6:30 p.m.

Planning-none

P.D.I.C. REPORT none

XIII. NEW BUSINESS

XIV. PUBLIC COMMENT (all school-related topics)

Mrs. Laura Einhorn asked about Math, and if they are being split up into different groupings.

XV. EXECUTIVE SESSION

A motion was made by Ms. Herb and seconded by Mrs. Buxton to approve the following resolution:

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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 9:10 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.

The motion was carried unanimously on a voice vote.

Item# 14

A motion was made by Ms. Herb and seconded by Mrs. Buxton to approve the attached revised employment contracts for the following staff:

Helen Kovatch

Kathy Petro

Lawrence Whitman

Lisa Lubonty

(L. Lubonty includes an increase in hours from 20 hours per week to 30 hours per week with benefits Effective December 1, 2013)

The motion was carried unanimously on a voice vote with Mrs. DenBleyker abstaining.

XVI. ADJOURNMENT

There being no further business to come before the Board it was moved by Ms. Herb and seconded by Mrs. Buxton to adjourn the meeting at 10:06 p.m.

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Respectfully submitted:

Attest:

Susan Joyce
Interim Business Administrator/
Board Secretary

Kate Nugent
Board President