

Frenchtown Board of Education

Work Session Minutes

March 11, 2014 6:30 p.m.

I. Call to Order – Opening Statement

The working session 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. Nugent
Mrs. Pearson
Mrs. Buxton
Dr. Eckel
Mrs. Campbell
Mrs. Einhorn

Members Absent: Mrs. Musolino

Also Present: Mr. David Bailey, Chief School Administrator
Ms. Susan Joyce, Interim Business Administrator/Board Secretary
Ms. Lisa Gorab

IV. Public Participation (all school-related topics; time limits: 30 min. total; 3 min. /person)

None

V. Discussion Items:

A. Finance

1. .O.D. Grants – Presentation from Lisa A Gorab, Esq., Wilentz, Goldman & Spritzer
2. R Reimbursement to D. Bailey for webhosting payments (Approximately \$12.00/month)
 - FES does not currently have credit card
 - Provider that hosts FES website does not accept PO, requires credit card

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- Has been paid using Mr. Bailey's personal credit card since taking the position at FES
- Mr. Bailey will be submitting for reimbursement for several months of these charges before he departs.
 - a) Board members looking into alternative options for handling this type of situation in the future. Mr. Bailey will speak to auditor to get guidance and recommendations, related to having a credit card or debit card in the business office for small purchases like this in the future.

B. Facilities

1. LED Lighting for Auditorium. \$4,812.00. (have budgeted for this purpose)
 - a) Mr. Bailey described the planned change
 - b) Mr. Bailey will prepare the Purchase Order documentation
 - c) The BOE will evaluate proceeding at future meeting

C. Transportation

No discussion

D. Policy

1. School Choice #5118.1
 - a) Discussed clarifications to drafted policy including reference to number and type of lotteries
 - b) Discussed communication of specifics each year
 - c) Discussed specific situations that may lead to unfunded school of choice classification of a student.
 - d) Discussed difference between unfunded school of choice and no/zero tuition statuses
2. Evaluation of Teaching Staff Members #4116
3. Evaluation of Teaching Staff Members (Regulation) #4116 R
 - a) Mr. Bailey explained that the draft of these two policies on evaluations of teaching staff are based on regulation and model policies provided by NJSBA
4. New Members and Terms of Office #9110
5. Qualifications #9111
6. Committees #9130
 - a) Mrs. Nugent explained that changes to these three policies from the 9000 series were to correct references about the size of the BOE or committee structures which were outdated.

E. Personnel

1. President's Day and 12 month employees
 - a) Mr. Bailey explained that a small number of staff lost a holiday that is specified in their contracts when school was closed due to snow

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emergency on that holiday. He explained that he will be offering them the option to make up that holiday before the end of the school year.

2. Unpaid Leaves: Grimes, Valle, Vadehra
 - a) Mr. Bailey provided update about the changes due to unplanned snow closings on school calendar and the challenges this has presented to some of the staff that had significant travel planned for spring break. He explained that he will be offering those limited staff the option of unpaid leave and has found coverage
3. Professional Development: Lynne Cuco, Lucy Calkins, Summer 2014
4. Professional Development: Beth McCann, Lucy Calkins, Summer 2014 (6-8th New)
5. Professional Development: Lynne Cuco, Dyslexia LC Regional, 4/17/14
 - a) Mr. Bailey provided update on Professional Development items that would be submitted for or approval at next BOE meeting.
 - b) Mr. Bailey said that Lucy Calkins aligned to Lynn Cucco's role
 - c) Mr. Bailey explained that Lucy Calkin's was recently released for middle school.
 - d) Mr. Bailey explained that there was recent changes in regulations that make the Dyslexia related PD needed.
6. Substitute hire: Kristina Brophy
 - a) Mr. Bailey explained that there would be a new substitute identified for approval at next BOE meeting.
7. Mural Club by T. Hurley (5th-8th)
8. Sketch Book Club by T. Hurley (4th-8th)
 - a) Mr. Bailey said that two additional clubs had been identified for spring and will be included for approval at next BOE meeting.
 - b) Both proposed clubs were run in previous year.
 - c) Mr. Bailey provided an update on Run4Life club which had started recently and reached approved maximum number of participants

F. Curriculum/Instruction

1. Waiver Update
 - a) Mr. Bailey said that no update was available
2. Middle School LA –Curriculum writing is on going
 - a) Mr. Bailey said that the Curriculum writing was still on-going because a number of the planned sessions set-aside for that purpose had been postponed due to the weather closings and illness.

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- b) Mr. Bailey provided update that materials to support the curriculum, Lucy Calkins for Middle school, had been ordered.
- c) Mr. Bailey said that the Lucy Calkins program had undergone significant revision.
- d) Mrs. Pearson, suggested that presentation on the revised Lucy Calkins program be included at future BOE meeting.

G. Planning

- 1. Calendar Draft for 2014-15'
 - a) Mr. Bailey said that draft of calendar for 2015-15 was closely aligned with DVRHS.

H. Other Items

- 1. Cafeteria: Nutrition
 - a) Mr. Bailey explained that a concern had been raised about the inclusion of Trix and Cinnamon Toast Crunch Cereal as part of the lunch options.
 - b) Mrs. Eihorn provided an update on her conversation cafeteria staff where it was confirmed that the cereals met the nutrition guidelines provided.
 - c) BOE members discussed background on cafeteria menu and Mashio's considerations to setting menu and options available to students.
 - d) Additional follow-ups such as finding out why these items had been added to the menu were identified.
- 2. Jeanie Haver – Letter of Correspondence
 - a) Mrs. Nugent provided update on conversations she has had on this topic with PTO as well as information about sending district based scholarships availability more generally at DVRHS
- 3. Board Donation for 8th grade Class trip - \$200.00
 - a) Discussed donations made in the past for this purpose.
 - b) No issues were raised about continuing this tradition.
 - c) Approval for current 8th grade will included in next BOE meeting
- 4. Additional Meeting dates
 - a) Reviewed the current schedule of meetings and identified March 18th and April 8th as additional dates for BOE working sessions/special meetings.

VI. ADJOURNMENT

There being no further business to come before the Board it was moved by Mrs. Einhorn and seconded by Mrs. Campbell to adjourn the meeting at 9:50 p.m.

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Respectfully submitted:

Attest:

Teresa Pearson
Board Vice President

Kate Nugent
Board President