

Frenchtown Board of Education

Work Session Minutes

April 8, 2014 6:30 p.m.

I. Call to Order – Opening Statement

The Work Session of the Frenchtown Board of Education was called to order at 6:30 p.m. by President Kate Nugent.

Mrs. Kate 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. 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. Campbell
Mrs. Einhorn
Mrs. Pearson
Mrs. Musolino
Mrs. Buxton
Dr. Eckel
Mrs. Nugent

Members Absent: None

Others Present: Dr. J. Michael Schilder, Interim Chief School Administrator
Susan Joyce, Interim Business Administrator/Board Secretary
Members of the Public

IV. Presentation to the Board of Education – Lois Bondor , 3rd Grade– Persuasive Writing Project: Playground Equipment

V. Public Participation (all school-related topics) - None

VI. Discussion Items:

A. Finance

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1. A motion was made by Dr. Eckel and seconded by Mrs. Campbell to approve the corrected Minutes of the March 18, 2014 special meeting session.

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

2. A motion was made by Dr. Eckel and seconded by Mrs. Pearson to approve the 2014-2015 preliminary Budget as follows:

BE IT RESOLVED that the preliminary budget be approved for the 2014-2015 School Year using the 2014-2015 state aid figures and the Secretary to the Board of Education be authorized to submit the following tentative budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline:

General Fund	\$2,557,629
Capital Outlay	\$ 12,808
Special Revenue	\$ 73,000
Debt Service	<u>\$ 147,673</u>
Total Base Budget	\$2,791,110

And, be it further,

Resolved that the Frenchtown Board of Education acknowledge that the 2014-2015 budget results in a general fund tax levy of \$1,739,200.00.

And be it further,

Resolved that the Frenchtown Board of Education acknowledges that the 2014-2015 budget results in a debt service tax levy of \$147,673.00.

And be it further

Resolved that:

The Board of Education of Frenchtown hereby adopts the following tentative budget for the 2014-15 school year:

The proposed budget includes sufficient funds to provide curriculum and instruction which will enable all students to achieve the Core Curriculum Content Standards, and is in compliance with N.J.S.A. 18A and N.J.A.C. Title 6 and 6A.

Anticipated Enrollment 140

Expenditures

Revenue

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General Current Expense	\$2,557,629	Budgeted Fund Balance	\$29,712
Capital Outlay	\$12,808	Local Tax Levy	\$1,739,200
Special Revenue Fund	\$73,000	Special Revenue Fund	\$73,000
	\$2,643,437	Tuition	\$56,500
Repayment of Debt	\$147,673	Debt Tax Levy	\$147,673
		Misc Revenue	0
		State Aid	\$745,025
Total Expenditures	\$ 2,791,110	Total Revenue	\$ 2,791,110

As per NJAC 6A:23B-1.2(b), the proposed budget provides for a maximum expenditure amount that may be allotted for travel and expense reimbursement.

The 2014-15 tentative budget includes a maximum travel appropriation of

The School Business Administrator shall track and record these costs to insure that the maximum amount is not exceeded.

Included in the 2014-15 proposed budget is a maximum regular business travel amount of \$16,200

Resolved that a Public Hearing for adoption of the 2014-15 budget be held on April 29, 2014 at 6:30 PM at the Frenchtown Elementary School for board approval on April 29, 2014.

The motion was carried unanimously on a roll call vote.

Acceptance of 2014-2015 State Aid

A motion was made by Mrs. Buxton and seconded by Mrs. Einhorn to accept the 2014-2015 State Aid:

School Choice Aid	\$145,095
Categorical Special Education Aid	\$ 85,703
Equalization Aid	\$508,039
Security Aid	\$ 3,251
Transportation Aid	\$ 457
PARCC Aid	\$ 1,240
Growth Aid	\$ 1,240
Total Fund 10	\$745,025

The motion was carried unanimously on a roll call vote.

B. Facilities

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

RESOLUTION OF THE BOARD OF EDUCATION OF THE BOROUGH OF FRENCHTOWN IN THE COUNTY OF HUNTERDON, NEW JERSEY AUTHORIZING THE EXECUTION AND DELIVERY OF GRANT AGREEMENTS AND DELEGATING AUTHORITY TO THE BUSINESS ADMINISTRATOR FOR SUPERVISION OF THE SCHOOL FACILITIES PROJECTS

WHEREAS, pursuant to the Educational Facilities Construction and Financing Act, the New Jersey Department of Education has determined the “Final Eligible Costs” of each of the school facilities projects as set forth on the attached Schedule A (collectively, the “School Facilities Projects”) being proposed by the Board of Education of the Borough of Frenchtown in the County of Hunterdon, New Jersey (the “Board”); and

WHEREAS, the State of New Jersey has agreed to provide grants in the amount of 40% of the costs of each of the School Facilities Projects; and

WHEREAS, the Board has received a grant agreement for Board execution with respect to each of the School Facilities Projects (collectively, the “Grant Agreements”) from the New Jersey Schools Development Authority (“SDA”); and

WHEREAS, pursuant to the terms of the Grant Agreements, the Board seeks to (i) authorize the execution and the delivery of the Grant Agreements and (ii) delegate the supervision of the School Facilities Projects to the Business Administrator.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD THAT:

Section 1. The Board hereby authorizes the execution and delivery of each of the Grant Agreements with respect to the School Facilities Projects set forth on Schedule A. The Business Administrator is hereby authorized and directed to execute such Grant Agreements.

Section 2. The Board hereby delegates the authority to supervise the School Facilities Projects to the Business Administrator.

Section 3. This resolution shall take effect immediately.

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SCHEDULE A

Project	Project #	Final Eligible Cost	Grant Amount	Local Share
Boiler Conversion/ HVAC Upgrades	DOE# 1680-050-14-2002 SDA# 1680-050-14-G2ZL	\$450,000	\$180,000	\$270,000
Roof Replacement	DOE# 1680-050-14-2003 SDA# 1680-050-14-G2ZM	\$630,000	\$252,000	\$378,000
Window Replacement	DOE# 1680-050-14-2004 SDA# 1680-050-14-G2ZN	\$770,000	\$308,000	\$462,000
Toilet Room Renovation	DOE# 1680-050-14-2005 SDA# 1680-050-14-G2ZO	\$405,000	\$162,000	\$243,000
		\$2,255,000	\$902,000	\$1,353,000

The motion was carried unanimously on a roll call vote.

C. Transportation

D. Policy

E. Personnel

1. President's Day and 12 month employees
 - a) Mr. Bailey explained in the March 11, 2014 Work Session that a small number of staff lost a holiday that is specified in their contracts when school was opened on February 17, 2014 due to that day becoming a make-up day. He explained that he will be offering them a holiday before the end of the school year.

A motion was made by Mrs. Pearson and seconded by Mrs. Buxton to approve one floating holiday for Non-FEA personnel

The motion was carried unanimously on a roll call vote.

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2. Unpaid Leaves: Glenda Grimes and Charu Vadehra
 - a) Mr. Bailey had discussed on March 11, 2014 work session meeting and 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

A motion was made by Mrs. Campbell and seconded by Mrs. Einhorn to approve unpaid leave for the following staff members:

Glenda Grimes	April 14 – April 16, 2014 (3 days)
Charu Vadehra	April 10, 11, 14, 15, & 16, 2014 (5 days)*
*(Correction from the March 25, 2014 regular meeting)	

The motion was carried unanimously on a roll call vote.

3. Mr. Bailey discussed at the March 11, 2014 Work Session meeting-
Professional Development: Beth McCann, Lucy Calkins, Summer 2014 (6-8th
New)

A motion was made by Mrs. Pearson and seconded by Mrs. Einhorn to approve Elizabeth McCann for Professional Development as follows:

Lucy Calkins	August 4 – August 8, 2014	Columbia U, NYC *
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*\$750.00 for workshop. Room and Board pending FEA contract agreement and terms

The motion was carried unanimously on a roll call vote.

A motion was made by Dr. Eckel and seconded by Mrs. Campbell to approve corrected amount of \$750.00* for the Lucy Calkins workshop approved at the February 25, 2014 and March 25, 2014 regular meeting for the following staff:

Jeanine Walck, Holly Siock, Alicia Parker, Gema Kearns, Lynne Cucco

*\$750.00 for workshop. Room and Board pending FEA contract agreement & terms.

The motion was carried unanimously on a roll call vote.

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Mr. Bailey discussed the following topics at the March 11, 2014 Work Session meeting:

4. Mural Club by T. Hurley (5th-8th)
5. 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.

A motion was made by Mrs. Pearson and seconded by Mrs. Einhorn to approve the following extracurricular activities:

Tricia Hurley	Mural Club	\$34.23 per hour (not to exceed 8 hrs)
Tricia Hurley	Sketch Book Club (Club I Mondays) (Club II Wednesdays)	\$34.23 per hour (not to exceed 8 hrs)

The motion was carried unanimously on a roll call vote.

6. Additional/In-Service hours

A motion was made by Mrs. Pearson and seconded by Mrs. Buxton to approve the following Teacher in-Service/Additional hours:

Lindsay Klesney	1.75 hours @ \$16.09 per hour	3/10/14 In Service
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The motion was carried unanimously on a roll call vote.

F. Curriculum/Instruction

G. Other Items

1. Peer Leaders Transitional Program with the Delaware Valley Regional High School.
2. Calendar Draft for 2014-2015
3. Curriculum Committee: Active & Future Topics list (attached)

H. For your Information

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1. New Jersey Interdistrict Public School Choice Association

VII. ADJOURNMENT

There being no further business to come before the Board it was moved by Mrs. Einhorn and seconded by Mrs. Buxton to adjourn the meeting at 9:07 p.m.

Respectfully submitted:

Attest:

Susan Joyce
Interim Business Administrator/
Board Secretary

Kate Nugent
Board President