

**Frenchtown Board of Education**  
**Work Session Minutes**  
**May 13, 2014**

**I. Call to Order – Opening Statement**

The work session meeting of the Frenchtown Board of Education was called to order at 6:35 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. 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  
                                  Mrs. Nugent

Members Absent:       Dr. Eckel

Others Present:         Dr. J. Michael Schilder, Interim Chief School Administrator  
                                  Ms. Roxanne Kloos  
                                  Mr. Matt Cirigliano  
                                  Mr. Pete Moran  
                                  Ms. Daria Wasserbach

**IV. Presentations**

Technology - Matt Cirigliano presented information about Delaware Valley Regional High School's 1:1 technology efforts and some considerations of similar efforts.

PARCC – Ms. Roxanne Kloos Frenchtown 4<sup>th</sup> grade teacher and FES test coordinator presented information on the PARCC and related standardized testing which starts next school year.

**V. Public Participation**

None

**VI. Approval of Minutes**

A motion was made by Mrs. Einhorn and seconded by Mrs. Buxton to approve the minutes of:

**Frenchtown Board of Education**  
**Work Session Minutes**  
**May 13, 2014**

- March 25, 2014 regular session
- April 23, 2014 special meeting
- April 29, 2014 reorganization meeting

The motion was carried on a roll call with Mrs. Musolino abstaining on March 29, 2014 minutes and Mrs. Pearson and Mrs. Buxton abstaining on March 25, 2014 minutes

**VII. Discussion Topics**

**A. Finance**

**1. Board Secretary's and Treasurer's reports**

A motion was made Mrs. Buxton and seconded by Mrs. Einhorn to approve and acknowledge receipt of the monthly certification of the Board Secretary and after review of the March 31, 2014 Board Secretary and Treasurer Report, 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).

The motion was carried unanimously on a roll call vote.

**2. Requisition for Debt Service payment for 2013-2014**

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

RESOLVED: that the amount of district taxes needed for debt service payment to the bondholders for the 2013-2014 school year is \$143,454.00 total interest payment due by June 15, 2014, and that the Borough of Frenchtown is hereby requested to place in the hands of the Custodian of School Moneys that amount in accordance with the statutes relating thereto.

The motion was carried unanimously on a roll call vote.

**3. NCLB Grant Amendment**

A motion was made by Mrs. Buxton and seconded by Mrs. Einhorn to approve the FY14 No Child Left Behind Grant Amendment to include carryover funds from FY13 in the amount of \$173.00.

The motion was carried unanimously on a roll call vote.

**Frenchtown Board of Education**  
**Work Session Minutes**  
**May 13, 2014**

**A. Facilities**

1. Shed Renovation Project

Dr. Schilder reviewed a project being planned for this summer by building maintenance personnel to repair and renovate the storage shed near the playground. He explained that the project would include replacing the siding on the entire structure, replacing one of the garage doors and removing the other that is not used and painting a protective coating on the roof.

2. Gagaball Project

Mrs. Nugent provided an update on the PTO's effort to install a Gagaball court based on discussion she had with PTO president. She said that location of the Gagaball court had been changed to the grass based on input from Head Custodian, Larry Whitman.

3. Kiln

Mrs. Musolino asked about the status of the Kiln project. Dr. Schilder said that the kiln had been ordered but had not arrived yet.

**B. Transportation**

1. Delaware Valley Regional High School Shared Service

A motion was made by Mrs. Buxton and seconded Mrs. Einhorn to approve the following shared services for the 2014-2015 school year as per the attached resolution:

Maintenance Services Agreement  
Transportation Maintenance and Inspection Services

The motion was carried unanimously on a roll call vote.

**C. Personnel**

1. Delaware Valley Regional High School Shared Service

A motion was made by Mrs. Buxton and seconded by Mrs. Campbell to approve the following shared service for the 2014-2015 school year as per the attached resolution:

Technology Services

The motion was carried unanimously on a roll call vote.

2. Technology Assistant

A motion was made by Mrs. Buxton and seconded by Mrs. Campbell to approve a high school student (TBD) as technology assistant from July 1, 2014 to August 31, 2015 at a cost of \$12.00 per hour not to exceed 100 hours.

The motion was carried unanimously on a roll call vote.

**Frenchtown Board of Education**  
**Work Session Minutes**  
**May 13, 2014**

3. A motion was made by Mrs. Campbell and seconded by Mrs. Einhorn to approve the following College course on a pre-payment basis:

Kendra Sullivan - Differentiated Instruction      online TCNJ      \$1,320.00

The motion was carried unanimously on a roll call vote.

4. Motion to approve the following was tabled pending ratification of contract with FES Teachers' Association.

Post Master College course, maximum 6 credits and district aggregate of \$7,500.00: Allison Okolichany Del Val College or Holy Family University  
\$675.00 per credit

5. A motion was made by Mrs. Musolino and seconded by Mrs. Einhorn to approve the following Full Masters College course:

Ashley DiLorenzo      Centenary College      maximum of \$1,872.00 per year

(Teacher submitted request in February 2014 but was not placed on agenda, re-submission to the Board May 13, 2014)

The motion was carried unanimously on a roll call vote.

6. Agenda item to approve the following Staff Development was deemed to be within administrator's authority not requiring action by the board.

Lynne Cucco      Articulation/Hunterdon County      no cost; North Hunterdon HS

7. A motion was made by Mrs. Buxton and seconded by Mrs. Campbell to approve the following Staff Development Reports:

Lynne Cucco                      TCNJ-Deplexia workshop                      4/17/14

The motion was carried unanimously on a voice vote

8. A motion was made by Mrs. Buxton and seconded by Mrs. Einhorn to approve an increase of half hour per day for Kathy Skerbetz for the 2014-2015 school year.

The motion was carried unanimously on a roll call vote

**D. Curriculum/Instruction**

1. A motion was made by Mrs. Buxton and seconded by Mrs. Einhorn to approve the following field trips:

Junior Solar Sprint	7 <sup>th</sup> Grade Science	5/16/14	Kingwood Twp. School
NJ State Museum	3 <sup>rd</sup> Grade	5/21/14	Trenton, NJ

The motion was carried unanimously on a voice vote

**Frenchtown Board of Education**  
**Work Session Minutes**  
**May 13, 2014**

2. A motion was made by Mrs. Buxton and seconded by Mrs. Einhorn to approve donation of \$200.00 to the Class of 2014

The motion was carried unanimously on a roll call vote

**E. Other Items**

**1. Bond Referendum**

A motion was made by Mrs. Pearson and seconded by Mrs. Buxton to hold a bond referendum vote on September 30, 2014 for the local portion of ROD grant approved projects.

The motion was carried unanimously on a roll call vote

**2. Tuition Notice Update**

Dr. Schilder explained that there were 4 families which had past due preschool tuition invoices totaling \$7,732. He updated the board on efforts to contact these families including a recent letter that had been sent to each. He said that 1 family had paid the balance due and another had contacted him about payment however two had not responded. The general guidance from the board was to have the school attorney attempt to contact the families with outstanding balances. Board discussed review pre-school tuition policy and identifies ways to avoid this in the future.

**VIII. EXECUTIVE SESSION**

A motion was made by Mrs. Einhorn and seconded by Mrs. Musolino 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 9:18 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.

**Frenchtown Board of Education**  
**Work Session Minutes**  
**May 13, 2014**

**IX. RECONVENE**

A motion was made by Mrs. Einhorn and seconded by Mrs. Buxton to reconvene at 10:25 p.m.

The motion was carried unanimously on a voice vote

**X. 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 10:25 p.m.

The motion was carried unanimously on a voice vote

Respectfully submitted:

Attest:

Teresa Pearson  
Board Vice President

Kate Nugent  
Board President