

Frenchtown Board of Education

Meeting Minutes

July 24, 2012 6:30 p.m.

I. Call to Order – Opening Statement

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

Ms. Schaffner, Business Administrator, 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. Kunzmann
Mrs. DenBleyker
Ms. Herb
Mrs. Nugent

Members Absent: Mrs. Buxton
Mrs. Huey
Dr. Eckel

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

IV. Public Participation (all school-related topics)

Mrs. Szepleki asked about the music program.

Mr. Bailey said Mr. Cooney would continue in his current position.

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V. APPROVAL OF MINUTES – voice vote

- A. A motion was made by Mrs. DenBleyker and seconded by Ms. Herb to approve the following minutes:
- Minutes of the June 19, 2012 regular session
 - Minutes of the June 19, 2012 executive session.
 - Minutes of the May 29, 2012 executive session

The motion was carried on a voice vote with Mrs. Kunzmann abstaining on the June 19, 2012 Executive Session Minutes.

VI. CORRESPONDENCE

1. Letter from David Pearson, PTO President
2. Letter from David Pearson, PTO President – This letter will be referred to the Facility Committee.
3. Letter from Mrs. Nugent to Frenchtown Borough Council
4. Clarification of Letter to Council
5. Letter from Mrs. Kathy Petro
6. Letter from Mrs. Lisa Lubonty
7. Letter from Ms. Susan Schaffner

VII. CSA REPORT

Mr. Bailey Reviewed the attached report.

VIII. BOARD PRESIDENT’S REPORT

Mrs. Nugent reviewed the goals that were compiled at June’s meeting.

IX. BOARD SECRETARY/TREASURER’S REPORT

After review of the Secretary’s and Treasurer’s reports for the month of **May 2012** based upon consultation with the Board Secretary, the Board of Education of the Borough of Frenchtown has ascertained, to the best of our knowledge and ability, with the information provided, that no major account has been over-expended, that no line item account has encumbrances and expenditures, which in total exceed the line item appropriation and that sufficient funds are available to meet the district’s financial obligations for the remainder of the fiscal year, and hereby certifies the district’s financial plan as approved is being followed as revealed in the financial reports.

A motion was made by Ms. Herb and seconded by Mrs. DenBleyker to approve the May 2012 Secretary’s and Treasurer’s report.

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The motion was carried unanimously on a roll call vote.

X. COMMITTEE REPORTS

- Minutes attached

A. Business Committee Report

Committee goals and objectives for 2011-2012

- Undertake an energy audit to prioritize projects based upon potential to deliver the greatest energy and financial savings to the district
- Monitor school choice program implementation
- Serve as the shared service review committee for the full Board of Education
- Establish a long range (2017) facilities committee to advise the Board on key capital projects and begin planning for their development;
- Develop a mid-range technology plan for the district and pursue private funds to support its implementation.
- Establish a clear, aggressive and year-long focus on academic enhancement and resist pressure to sway from this priority.

B. Curriculum Committee Report

Curriculum Committee Goals for the 2011-2012 School Year:

- Establish search committee and process for selection of new Math text book.
- Monitor the development of the K-8 Science curriculum with other districts.
- Examine the writing program and make revisions to better align it with state testing expectations.
- Monitor and evaluate the implementation of the new World Language (Spanish) program.
- Monitor and evaluate the implementation of the new Music program.
- Monitor use and effectiveness of new & existing technology in the classrooms
- Define/develop other assessments for evaluation of student achievement & progress.
- Establish a continued focus and effort to continue strong academics within the district in each grade.

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

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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 Mrs. DenBleyker and seconded by Ms. Herb to approve the Board consent agenda items 1-13.

The motion was carried unanimously on a roll call vote.

Finance

Payment of Bills

- *1. Motion to approve the June 2012 bills list check numbers 3271 to check number 3328 , payroll checks #0629 and noncheck numbers#N0142 and 143 in the amount \$147,508.05

Budget Transfers

- *2 Motion to approve the attached list of budget transfers from June 12, 2012 to June 30, 2012 in the amount of \$44,583.45.

Debt Service Requisition

- *3. Motion to approve the following resolution:

RESOLVED, that the amount of district taxes needed for debt service payment to bondholders is \$11,886.27 total interest payment due September 1, 2012, 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 statutes related thereto.

2012-2013 School Lunch Prices

- *4. a.) Motion to approve the following school lunch prices for the 2012-2013 school year:

	2010-11	2011-12	2012-13
Student	\$2.50	\$2.50	\$2.60
Adult	\$3.00	\$3.00	\$3.10
Milk	\$.50	\$.50	\$.50

School Breakfast Program

- b.) Motion to approve the following school Breakfast prices for the 2012-2013 school year:

	2011-12	2012-13
Student	\$1.75	\$1.75
Adult	\$2.25	\$2.25
Milk	\$.50	\$.50

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Delta Dental Renewal

- *5. Motion to approve the below rate renewal for the period of July 1, 2012 to June 30, 2012:

<u>Coverage</u>	<u>01</u>	<u>6001</u>
One Party	58.17	43.63
Two Party	111.69	83.77
Three Party	186.97	140.23

Tuition Sending

- *6. Motion to approve the following tuition contract:

SID#4804649733	Stepping Stone	\$51,433.20
	2012-2013 school year July-June	

Management Contract

- *7. Motion to approve a renewal contract for Food Service Management with Maschio's Food Service, Inc for the 2012-2013 year at a cost of \$6,240.00 with a loss guarantee of \$4,000.00.

Satellite Lunch Program

- *8. Motion to extend the satellite lunch program with Milford Board of Education to the 2012-2013 school year at a cost per lunch of \$2.60 (includes milk and consumables).

Non Public Instructional Services Agreement

- *9. Motion to approve a contract with the Hunterdon County Educational Services Commission from July 1, 2012 to June 30, 2013 at a cost of \$0.00 (paid from State Aid Funds – non public)

Credit Card Purchase

- *10. Motion to approve the reimbursement credit card charges of \$5,296.40 to David Bailey for the purchase of HP computers (vendor did not take purchase orders for this purchase).

Facilities

Use of Facilities

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Disposal of Assets

*11. Motion to authorize the disposal of the following assets:

Lockers – girls locker room

Transportation- none

Policy-none

Personnel

Consent Agenda

Matters listed within the consent agenda 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. All 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.

Technology Assistant

*12. Motion to hire Paul Tomko as technology assistant at \$12.00/hour (not to exceed 120 hours) from July 1, 2012 to June 30, 2013.

Curriculum-none

Planning

Travel/Staff Development

*13

a. Motion to approve the following district staff development/travel:

D Bailey	NJSBA Workshop	10/23-25/12	\$ 350.00*
* Registration and accommodations			

b. Motion to approve the following district travel reports: none

D. P.D.I.C. REPORT

XII. NEW BUSINESS

XIII. PUBLIC COMMENT (all school-related topics) - None

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XIV. EXECUTIVE SESSION - None

Motion 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 ____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.

XV. RECONVENE

XVI. ADJOURNMENT

There being no further to come before the Board, it was moved by Mrs. DenBleyker and Ms. Herb to adjourn at 7:23 p.m.

Respectfully submitted:

Attest:

Susan Schaffner
Business Administrator/
Board Secretary

Kate Nugent
Board President