

Frenchtown Board of Education

Meeting Minutes

May 28, 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 6:35 p.m. by President Kate 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. Pearson
Mrs. Musolino
Dr. Eckel
Mrs. DenBleyker (arrives at 6:45 p.m.)
Ms. Herb
Mrs. Buxton
Mrs. Nugent

Members Absent: None

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. Einhorn asked why all students would not automatically go into the pre-algebra class. Mr. Bailey said some students may not have the pre-requisite skills to enter the class. He said the students who do not test into the class will be in a core curriculum math course. She also asked if Spanish would be offered in K,1,2. Mr. Bailey said this cost had not been factor into the 2013-14 budget. He said there is discussion on some implementation in K,1,2

V. APPROVAL OF MINUTES

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

- Minutes of the April 30, 2013 regular session
- Minutes of the April 30, 2013 executive session (as amended)
- Minutes of the May 7, 2013 special meeting

The motion was carried on a voice vote with Mrs. Buxton abstaining on the May 7, 2013 special meeting.

Mrs. DenBleyker enters the meeting at 6:45 pm.

VI. CORRESPONDENCE

1. Email from William Colantano CPA (Math Award)
2. Email 2013 NJSBA Workshop and Exhibition

VII. CSA REPORT

Mr. Bailey reviewed the attached report. Ms. Herb asked about the 3,4,5 donation to another school district. After discussion it was decided that the board motion to donate the funds to the other school district. Ms Herb also questioned the comparison between the energy audit and the Donnelly contract.

VIII. BOARD PRESIDENT'S REPORT

Mrs. Nugent discussed the Board Self-Evaluation and ways to revise it to make it more efficient for our Board. She also said she had drafted some preliminary board goals. The Board reviewed the goals and discussed phrasing of specific goals.

IX. BOARD SECRETARY/TREASURER'S REPORT – no report

X. COMMITTEE REPORTS

A. Business Committee Report

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- Ms. Herb reviewed the attached minutes.

Dog Park Issue

The Board discussed the Dog Park issue and possible actions that the Board could take. Mrs. Nugent said a sign must be posted at least 30 days before the public hearing and as of today nothing has been posted. The Board also discussed if other sports teams have been notified about the possibility of the dog park near the athletic field.

Committee goals and objectives for 2012-2013

1. *Provide support (i.e. budgetary projections and analysis) for FEA negotiations;*
2. *Serve as the lead for shared service discussions with DVRHS;*
3. *Serve as the BOE's lead in support for the Administration with regards to QSAC;*
4. *Provide support (i.e. recommendations and analyses) for ad-hoc FES Long-Range Facilities Committee*
5. *Oversee immediate (e.g. 2012-2013) facilities initiatives*
6. *Oversee update of policies as a result of QSAC*

B. Curriculum Committee Report

Mrs. Pearson reviewed the attached minutes.

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

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study and will be enacted with one motion. The Personnel 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.

A motion to approve the below consent agenda items 1-13 was made by Ms. Herb and seconded by Mrs. Buxton.

The motion was carried unanimously on a roll call vote.

Donation to Atlantic Highlands School remove from consent agenda

A motion was made by Mrs. Mussolino and seconded by Mrs. Buxton to remove the Highlands school donation from the consent agenda for further discussion.

Motion carried on a voice vote.

Finance

Payment of Bills

- *1. Motion to approve the/April/May 2013 bills list check numbers 3714 to check number 3761 , payroll check 0515 and nonchecks number#N0158 in the amount \$144,847.18

Budget Transfers

- *2 Motion to approve the attached list of budget transfers from April 1, 2013 to April 30, 2013 in the amount of \$115,043.54

Official Signatures for Bank Accounts

- *3. Motion to approve the following signers for the below Money Market Account:

<u>Title of Account</u>	<u>Signatures Required</u>	<u>Authorized Signers</u>
Money Market Capital Reserve	3	President/Vice- President/Business Administrator/Treasurer

Delta Dental Renewal

- *4. Motion to approve the below renewal for the 2013-14 year:

Preferred -monthly

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One Party	\$43.12
Two Party	\$82.79
Three Party	\$138.59

Premier-monthly

One Party	\$57.49
Two Party	\$110.39
Three Party	\$184.79

Dog Park Resolution

*5. Resolved that the Board of Education has repeatedly expressed safety and operational concerns regarding the establishment of a dog park at old Frenchtown field and based on the information currently available from the Town Council to the board at this time, the Board of Education recommends to the Town Council not to proceed with the Dog park as currently planned at that location.

Facilities

NJ Smart Start Direct Install Program

*6. Motion to approve submission of a grant application to NJ Direct Install Program for lighting retrofit project at the Frenchtown Elementary School.

Donnelly Energy Contract

*7. Motion to approve a contract with Donnelly Energy for lighting retrofit at a cost of \$10,270.79. The Balance of the cost \$23,965.18 to be paid through the State of New Jersey Direct Install Grant.

Asbestos Removal Summer 2013

*8. Motion to award the below quote for asbestos removal at the Frenchtown School:

BAKO Construction	\$ 8,125.00
Also received:	
B& G Restoration	\$ 8,800.00
Greenwood Abatement	\$19,980.00

Transportation-none

Policy

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Second Reading

*9. Motion to approve the second reading and adoption of the following policies:

1410P	Local Units
1410LR	
5141.4	Child Abuse and Neglect
5141.4R	
5145.5	Photographs of Pupils
5145.5R	
5145.11	Questioning and Apprehension
5145.11R	

Personnel-after executive session

Curriculum

Nurses Report

*10. Motion to approve the attached School Nurse Report for the month of May 2013.

Summer Art Camp 2013

*11. Motion to approve the following summer camp:

Art Camp M-Th 8:00 am – 12:30 pm July 22-25, 2013

PreAlgebra Course

*12. Motion to approve the following course for the 2013-14 school year:

PreAlgebra (7th grade)

Planning

Travel/Staff Development

*13

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

**Holly Siock Daily 5 Café Charlotte, NC (2 travel days) conference fee \$590.00

**does not include approval of travel/lodging expense

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- b. Motion to approve the following district travel reports:

D. Bailey	Student Growth Objectives (SGO)	4/29/13
	Monroe, NJ	

Highlands School Donation

A motion to approve the below resolution was made by Mrs. Denbleyker and seconded by Mrs. Pearson

1. Motion that the Board accept the donation from the Shakesphere theater program to the Highlands School for the purpose of buying textbooks to replace those lost in Super Storm Sandy. The amount of the donation is approximately \$400.00.

The Board discussed the procedure for fundraising and the issue of using funds that would have gone toward the Frenchtown Theater program to make a donation to another school.

The motion passed on the following roll call vote:

Yes – Pearson, Eckel, DenBleyker, Nugent
No- Mussolino, Buxton, Herb

D. P.D.I.C. REPORT

XII. NEW BUSINESS

XIII. PUBLIC COMMENT (all school-related topics)

Mrs. Okolichany asked if the running club should be dismissed after school. Mr. Bailey said they would work out the logistics. Mrs. Walck said the cover letters of the resumes stated where the applicant saw the advertisement. She suggested this would be a good way to gauge the success of different advertising venues.

Mrs. Einhorn asked for clarification on the curriculum writing that will take place over the summer. She asked if the curriculum was articulated among the sending districts. Mr. Bailey said yes. He also said the teachers who are teaching the curriculum would be writing it this summer.

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She also asked for ways to publicize the impending dog park. Mrs. Nugent said some letters had gone out in an alert now as well the resolution is posted in the minutes on the website.

Mrs. Einhorn also asked how each child is being prepared for math at the high school. She asked that all students have the opportunity to participate in the pre-algebra class. Mrs. DenBleyker, a middle school math teacher, said it would be frustrating to a student to be pushed into pre-algebra when they are not ready. Mrs. Einhorn asked if in 8th grade the students who did not take pre-algebra would be behinds as they enter the high school. Mrs. DenBleyker said all students receive the algebra concepts in the elementary. Mr. Bailey said most of the other districts split math into different offerings. He said he was happy Frenchtown is now giving different offerings.

EXECUTIVE SESSION

XIV.

A motion was made by Mrs. Buxton and seconded by Ms. Herb 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 8:15 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

The Board reconvened into regular session at 8:51 p.m.

XVI. Personnel

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Consent Agenda

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A motion to approve the below consent agenda items #1 – 5 was made by Ms. Herb and seconded by Mrs. Buxton.

The motion was carried on a roll with Mrs. Musolino abstaining on number 4.

Summer Staffing

*1 Motion to approve the following summer positions from July 22, 2013 to July 25, 2013 (Monday – Thursday)

Art Camp Teacher 8:30 am– 12:30 pm T. Hurley \$34.23/hour
Not to exceed 20 hours

Curriculum Writing

*2. Motion to approve the following extracurricular stipends:

T Wollert	Health Curriculum Writing	not to exceed 15 hours at \$34.23/hours
M Leuschner	Spanish Curriculum Writing	not to exceed 40.75* hours at \$34.23/hours
T Hurley	Art Curriculum Writing	not to exceed 15 hours at \$34.23/hours

*24.25 hours invoiced to Milford Board of Education

Substitute Custodian Rate Change – Weekend/Holiday Hours

*3. Motion to approve the following rate change for substitute custodian effective May 15, 2013:

\$12.00 per hour to \$18.00 per hour (weekend/Holiday rate)

Non-Tenured Teachers

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*4. Motion to offer an employment contract to the attached list of non-tenured teachers for the 2013-2014 school at an annual salary to be determined following settlement of the 2013-2017 agreement.

Name	Column/Step	Tenure Datae
Holly Siock	MA Step 4	9/01/2017

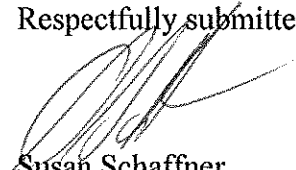
Preschool

*5. Motion to authorize the CSA to increase the preschool to 5 days per week, full day.


XVII. ADJOURNMENT

There being no further business to come before the board it was moved by Ms. Herb and Mrs. DenBleyker to adjourn the meeting at 8:55 p.m.

Respectfully submitted:


Susan Schaffner
Business Administrator/
Board Secretary

Attest:


Kate Nugent
Board President