

Frenchtown Board of Education
Regular Meeting Minutes
September 27, 2011 6:30 p.m.

I. CALL TO ORDER – OPENING STATEMENT

The regular meeting of the Frenchtown Board of Education was called to order at 6:41 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. Buxton
 Mrs. DenBleyker
 Ms. Herb
 Mrs. Huey
 Dr. Eckel
 Mrs. Nugent

Members Absent: None

Also Present: Mr. David Bailey, Acting Superintendent
 Ms. Susan Schaffner, B.A./B.S.
 Members of the Public

IV. APPROVAL OF MINUTES

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

- Minutes of the August 30, 2011 regular session
- Minutes of the August 30, 2011 executive session.

The motion was carried on a voice vote with Ms. Herb abstaining.

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V. PUBLIC PARTICIPATION (all school-related topics) - None

VI. PUBLIC HEARING ON THE EMPLOYMENT CONTRACT OF THE CHIEF SCHOOL ADMINISTRATOR

VII. CORRESPONDENCE

1. Letter to Mr. and Mrs. Dean Richard
2. School District Accountability – Please Review
3. Hunterdon County SBA 2011-12 Meeting Schedule
4. Letter from Executive County SBA Jeff Scott

VIII. ACTING SUPERINTENDENT’S REPORT

Mr. Bailey reviewed the attached report.

IX. BOARD PRESIDENT’S REPORT

Mrs. Nugent discussed the informal meeting held prior to the meeting to discuss Board goals. She reviewed the comments from the public. She also discussed Teacher of the Year awards. Mrs. Nugent reminded Board members to get their criminal history reviews completed. She added that a shared service committee would be formed.

X. BOARD SECRETARY/TREASURER’S REPORT

After review of the Secretary’s and Treasurer’s reports for the month of **July 2011** 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 Mrs. DenBleyker and seconded by Mrs. Buxton to approve the Secretary’s and Treasurer’s report for the month of July 2011.

The motion was carried unanimously on a roll call vote.

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XI. COMMITTEE REPORTS

A. Business Committee Report

Ms. Herb reviewed the attached minutes.

Mr. Bailey updated the Board on Mr. Whitman's condition.

Committee goals and objectives for 2010-2011

- Undertake an energy audit and set as a priority those projects that deliver the greatest energy and financial savings to the district: aggressively pursue outside grants for these purposes;
- Monitor FES-wide management, classroom and other changes during the 2010-2011 year from a fiscal perspective;
- Develop an external communications policy;
- Conduct annual policy review and consider contracting with a policy service firm;
- Revisit the long-range facilities plan (2017) and, with community input, identify key capital projects and begin to plan for their development;
- Continue to leverage FES relationship with DVRHS for purposes of financial savings and advancement of academic programs; continue to expand our working relationship with other K-8 sending districts;
- Monitor school of choice program;
- Undertake early and proactive budget planning effort for 2011-2012 school year including faculty and community input.
- Assist with RUS Frenchtown History roll-out
- Develop process for Principal's evaluation

B. Curriculum Committee Report

Mrs. Huey reviewed the attached minutes

Curriculum Committee Goals for the 2010-2011 School Year:

1. Ensure successful implementation of the Lucy Calkins method of teaching writing.
2. Ensure successful implementation of the No Excuses List.
3. Ensure a cohesive and rigorous academic program for the middle school.
4. Ensure an effective Instructional Support program.
5. Develop a plan for curriculum writing.
6. Monitor status of program changes instituted this school year.

C. P.D.I.C. REPORT

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Dr. Eckel asked several questions regarding the agenda, check register and Chief School Administrator's contract.

XII. CONSENT AGENDA – Roll Call

Matters listed within the consent agenda (designated by *) have 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 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 Ms. Herb and seconded by Dr. Eckel to approve the Board consent agenda items 1- 14.

The motion was carried unanimously on a roll call vote.

Finance

Payment of Bills

- *1. Motion to approve the August/September 2011 bills list check numbers 2760 to check number 2821, non checks # N0122 and payroll checks 0715, 0731, 0815, 0831 and 0915 in the amount \$330,714.65.

Budget Transfers

- *2. Motion to approve the attached list of budget transfers and 10 % transfers from July 26, 2011 to July 31, 2011 in the amount of \$10,000.

2011-2012 Grants

- *3. Motion to accept the following 2011-2012 grants and to approve submission of applications to the New Jersey Department of Education:

IDEA Basic	\$39,406
IDEA PSD	\$ 1,153
Title I	\$21,386.
Title II	\$ 4,977
REAP	\$21,465.

Middlesex Regional ESC

- *4. Motion to approve the attached resolution approving membership in the Middlesex Regional ESC.

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Alliance for Competitive Telecommunications (ACT)

- *5. Motion to approve the attached resolution to participate in the Alliance for Competitive Telecommunications (ACT).

Tuition Sending

- *6. Motion to approve the following tuition contract for the 2011-2012 school year:

SID#4804649733	Stepping Stones School	\$39,938.40/annual
	(prorated from 9/14/11 to 6/30/2012)	

Facilities

- *7. Motion to approve the following facility use:

Robin Morton Productions	September 24, 2011
For Young Survival Coalition	10:00 am to 3:00 pm (Parking lot only)
Cub Scouts	1 st & 3 rd Thursday each month for 2011-2012 School Year

Transportation –none

Policy- none

Personnel

2011-12 Non-FEA Staffing

- *8. Motion to approve the following hires and fte changes for the 2011-2012 school year
- | | | | |
|------------------------|----------|----------------------------|--------------|
| Special Education Aide | H. Siock | increase 1 hour per day at | \$15.77/hour |
|------------------------|----------|----------------------------|--------------|

Staff Development/Travel Reports

- *9.
a. Motion to approve the following travel:

Glenda Grimes	Vaccines for Children Mercer Community College	11/30/2011	\$40.00
David Bailey	Hunterdon County School Administrators Meeting Shawnee on the Delaware, PA	10/6&7/2011	\$95.00
Lois Bondor	Writers Workshop Newark, NJ	10/17/2011	\$209.00

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Kendra Seneca	Writers Workshop Newark, NJ	10/17/2011	\$209.00
David Bailey	Writers Workshop Newark, NJ	10/17/2011	\$209.00
Jennifer Baker	NJ Ask Performance Busch Campus- Rutgers	12/16/11	\$195.00
Susan Schaffner	Payroll Workshop NJ Law Center New Brunswick NJ	10/21/11	\$99.00

b. Motion to approve the following travel reports:

Susan Schaffner	Ethics for NJ CPAs	9/16/11
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2011-12 Substitute List

- *10. Motion to approve the following additions to the 2011-2012 substitute list at a rate of \$80.00 per day (teacher/secretary), \$100.00 day (school nurse), \$13.00 per hour (custodian) or \$18.90 per hour (bus driver):

Janet Huber (teacher)

Chief School Administrator Employment Contract

- *11. Motion to approve a contract with David Bailey for Chief School Administrator services from October 11, 2011 to June 30, 2015 at an annual salary of \$115,000. (prorated 10/11/11- 6/30/12).

Curriculum

Field Trips

- *12 Motion to approve the following field trips:

Preschool	Cucco	Trauger Farms	10/3/11
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Eighth Grade Fundraisers

- *13 Motion to approve the following 8th Grade Fundraisers:
- | | |
|-------------------|--------------------|
| Car Wash | October 2011 |
| Theme Baskets | Holidays 2011-2012 |
| Ice Cream Socials | Friday 9/30, 10/28 |
| Snack Sales | Home Sports Games |

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Planning

Board Goals 2011-2012

*14 Motion to approve the attached Frenchtown Board of Education goals for the 2011-2012 year.

XIV. NEW BUSINESS

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

XVI. EXECUTIVE SESSION (if needed)

A motion was made by Ms. Herb and seconded by Mrs. DenBleyker 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 7:35 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.

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Inter district School Choice

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

BE IT RESOLVED:

The Frenchtown Board of Education affirms its current policy (file code: 5001) with regards to adherence to State regulation and procedures pursuant to implementation of the Inter district School Choice Program.

The motion was carried unanimously on a voice vote.

Ms. Herb said the Board of Education President should write a letter to the County Executive stating the Board's position.

Members of the Board congratulated Mr. Bailey on his appointment.

XVII. RECONVENE

XVIII. ADJOURNMENT

There being no further business to come before the Board it was moved by Mrs. Huey and Mrs. Buxton to adjourn the meeting at 8:13 p.m.

Respectfully submitted:

Attest:

Susan Schaffner
Business Administrator/
Board Secretary

Kate Nugent
Board President