

Frenchtown Board of Education
Regular Meeting Minutes
May 29, 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 6:39 pm 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 (enters the meeting at 6:41 pm)
Ms. Herb
Mrs. Nugent

Members Absent: Dr. Eckel
Mrs. Huey

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

IV. Public Participation - None

V. APPROVAL OF MINUTES – voice vote

- A. A motion was made by Ms. Herb and seconded by Mrs. Buxton to approve the following minutes:
- Minutes of the April 24, 2012 regular session
 - Minutes of the April 24, 2012 executive session.

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

Frenchtown Board of Education
Regular Meeting Minutes
May 29, 2012 6:30 p.m.

Mrs. DenBleyker enters the meeting at 6:41 p.m.

VI. CORRESPONDENCE

1. Letter from William Colantano, CPA
2. Letter from New Jersey's Clean Energy Program

VII. CSA REPORT

Mr. Bailey reviewed the attached report.

Mrs. Leuschner presented the 8th grade STAMP test scores. She discussed the large number of students who tested into Spanish 2. Mr. Bailey reported the 8th grade class tested above average for the sending districts.

Ms. Herb reviewed the Fairview Lake trip. The Board discussed the option and decided to proceed on a trial basis.

Mr. Bailey thanked River Union Stage and Ms. Klesney for their hard work on the Middle School Musical.

Mr. Bailey reviewed the Governor's Teacher Recognition Program/Educational Services Professionals Program process for selection.

VIII. BOARD PRESIDENT'S REPORT

Mrs. Nugent presented Mrs. Allison Okolichany with the Governor's Teacher Recognition award. Mrs. Okolichany said it was an honor to be selected. Mr. Bailey said a teacher award breakfast was held at the school in Mrs. Okolichany's honor and Mrs. Okolichany would be honored by the Hunterdon County on June 1, 2012.

Mrs. Nugent discussed the Board Presidents meeting. She reviewed the topics discussed. She discussed other districts purchasing iPads for students. She also said the Board of Education Presidents discussed dropping enrollment in the sending districts. She said Mr. Bailey and herself were invited to attend a dog park meeting. They discussed safety and noise issues concerning the proposed dog park. The Board discussed options for this issue. The Board expressed concern that the council was asking for Board approval on the dog park issue. Issues of concern were future field expansion, noise and safety. A letter will be composed by Mrs. Nugent and reviewed

Frenchtown Board of Education
Regular Meeting Minutes
May 29, 2012 6:30 p.m.

by the Board. The letter will then go out to the school community alerting them to the Dog park meeting.

IX. BOARD SECRETARY/TREASURER'S REPORT –roll call

After review of the Secretary's and Treasurer's reports for the month of **April 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 Board Secretary's and Treasurer's report for the month of April, 2012.

The motion was carried unanimously on a roll call vote.

X. COMMITTEE REPORTS

- Ms. Herb reviewed the attached minutes.

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

- Mrs. Kunzmann 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.

Frenchtown Board of Education
Regular Meeting Minutes
May 29, 2012 6:30 p.m.

- 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 – Roll Call

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 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 Mrs. Buxton to approve the Board consent agenda items 1-18.

The motion was carried unanimously on a roll call vote.

Finance

Payment of Bills

- *1. Motion to approve the April/May 2012 bills list check numbers 3115 to check number 3180 , payroll checks #0430 and 0515 and noncheck number#N0139, N0140 and N0141 in the amount \$238,044.86.

Budget Transfers

- *2 Motion to approve the attached list of budget transfers from April 1, 2012 to April 30, 2012 in the amount of \$41,352.08.

Anti Bullying Bill of Rights Act

- *3 Motion to approve amended grant of \$1,495.00

Facilities

Frenchtown Board of Education
Regular Meeting Minutes
May 29, 2012 6:30 p.m.

Energy Audit Consultant Contract

*4. Motion to approve a consulting contract with Clough Harbour and Associates at a cost of \$6,982 (cost to be reimbursed upon completion of the audit by New Jersey Clean Energy Program).

Proposals Received:

Clough Harbour Associates	\$6,982.00
Concord Engineering Group	\$7,811.00
Steven Winter	\$7,657.00

Declined to Quote:

Camp Dresser McKee
Dome-tech Group

Transportation

Coordinated Transportation Agreement

*5. Motion to approve the attached resolution for Participation in Coordinated Transportation with the Hunterdon County Educational Services Commission for the 2012-2013 year at a cost of 5.5% administrative fee.

Policy

Policy Book Review

*6. Motion to authorize review of the Frenchtown Board of Education Policy Book by the New Jersey School Boards Association at a cost of \$0.00.

Job Description

*7. Motion to approve an addition to the following job description:

Assistant to Business Administrator

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.

Non-Tenured Teachers CORRECTION

*8. Motion to offer an employment contract to the attached list of non-tenured teachers for the 2012-2013 school year.

Frenchtown Board of Education
Regular Meeting Minutes
 May 29, 2012 6:30 p.m.

			Tenure		
Scheig	0.20	18-BA+30	9/1/2014		14,266.00

Tenured Teachers

*9. Motion to offer an employment contract to the attached list of tenured teachers for the 2012-2013 school at an annual salary per the 2010-2013 negotiated agreement.

Non-Bargaining Unit Staff

*10. Motion to offer employment contracts to the attached list of non-bargaining unit staff for the 2012-2013 school year.

Spring Conferences

*11. Motion to approve the following payments for Middle School Spring Conferences:

H. Kress	4.50 hours at \$ 34.23 per hour
J. Baker	4.00 hours at \$ 34.23 per hour
E. McCann	4.50 hours at \$ 34.23 per hour
L. Bondor	3.00 hours at \$34.23 per hour
L. Cucco	1.75 hours at \$34.23 per hour
D. Fiebig	5.00 hours at \$34.23 per hour
C. Gilmore	4.00 hours at \$34.23 per hour
R. Kloos	2.75 hours at \$34.23 per hour
M. Leuschner	4.50 hours at \$34.23 per hour
A. Okolichany	4.00 hours at \$34.23 per hour
J. Walck	4.00 hours at \$34.23 per hour

Summer Staffing

*12 Motion to approve the following summer positions from July 9, 2012 to August 2, 2012 (Monday – Thursday)

Aide PSD	8:30 am -11:30 am	A. DiLorenzo	\$16.09/hour
School Nurse/Aide	8:30 am -12:30 pm	L. Patterson	\$150.00/day
SE Teacher ESY	8:00 am– 12:30 pm	J. Walck	\$34.23/hour
PSD Teacher ESY	8:30 am- 11:30 am	H. Siock	\$34.23/hour
Tutoring Teacher	8:30 am- 11:30 am	K. Seneca	\$34.23/hour
Art Teacher (Camp)*	Not to exceed 30 hours	T. Toone	\$34.23/hour

Frenchtown Board of Education
Regular Meeting Minutes
May 29, 2012 6:30 p.m.

*The Board discussed having a minimum number of students for break even amount to meet for this program to move forward.

Professional Services

*13 Motion to approve the following professional services for the 2012-2013 school year:

Speech Therapy	Invo HealthCare Associates, Inc.,	\$85.00/hour
----------------	-----------------------------------	--------------

These contracts are awarded without public bidding for the reasons that the services to be rendered are recognized professions, licensed and regulated by law and their services are required by the Board of Education. The Board of Education used a deliberate process that considered cost and other relevant factors Fees per hour for Principal/Partner/Physician

Shared Service Agreement

*14. Motion to approve a shared service agreement with Delaware Valley Regional High School for Instrumental Music Instruction for the 2012-2013 school year at a cost of \$10,000.00.

Ms. Herb said discussion had been held with Delaware Valley Regional High School to expand the music program, however extra time was not available.

Curriculum

*15 New Math Book Text Series

Motion to approve adoption of new math text book series for K-5 titled: EnVision Math Core 2012 as published by Pearson, Scott-Foresman-Addison Wesley. This is the recommendation of the Math Book Selection Committee and the Board Curriculum Committee.

Field Trips

*16 Motion to approve the following field trips:

Frenchtown Park - Picnic	K,1,2 6/7/12	Parker,Fiebig, Okolichany
--------------------------	--------------	---------------------------

*17 Art Camp

Frenchtown Board of Education
Regular Meeting Minutes
May 29, 2012 6:30 p.m.

Motion to approve 2012 Summer Art Enrichment Camp July 9 - July 12, 2012, 8:30-11:30 am and 12:30-3:30pm.

Planning

Travel/Staff Development

*18

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

S Schaffner	Effective Supervision	7/27/12	\$ 99.00
S Schaffner	Single Audits of Govt	7/24/12	\$199.00
J Walck	IPad in Special Education	6/19/12	\$ 80.00
G Grimes	New in Health Services	6/8/12	\$ 0.00

b. Motion to approve the following district travel reports:

S Schaffner	Ethics in Government	4/30/12
S Schaffner	Defensive Driving	1/27/12
L Cucco	IEP Review	3/30/12
S Valle	Autistic Children	5/2/12
P Moran	Google Apps in Education	4/30/12

D. P.D.I.C. REPORT

XII. NEW BUSINESS

XIII. PUBLIC COMMENT (all school-related topics)

Mrs. Pierson asked if the state names and capitols could be added. Mr. Bailey will poll the staff for their opinions. Mrs. Pierson also asked why the textbooks were K-5. Mr. Bailey said these were the grades being implemented. She also expressed concern about the dog park being on the athletic fields.

XIV. EXECUTIVE SESSION

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

Frenchtown Board of Education
Regular Meeting Minutes
May 29, 2012 6:30 p.m.

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 8:04 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 business to come before the Board, it was moved by Mrs. DenBleyker and Ms. Herb to adjourn at 8:51 p.m.

Respectfully submitted:

Attest:

Susan Schaffner
Business Administrator/
Board Secretary

Kate Nugent
Board President