

Frenchtown Board of Education
Regular Meeting Minutes
July 27, 2010 6:30 p.m.

I. CALL TO ORDER – OPENING STATEMENT

The regular meeting of the Frenchtown Board of Education was called to order at 6:40 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: Dr. Petivan
 Mrs. Buxton
 Dr. Eckel
 Mrs. DenBleyker
 Ms. Herb
 Mrs. Huey
 Mrs. Nugent

Also Present: Mr. Rick Falkenstein, C.S.A., Ms. Schaffner, B.A./B.S.
 Members of the Public

Members Absent: None

IV. APPROVAL OF MINUTES

- A. A motion was made by Dr. Eckel and seconded by Mrs. Buxton to approve the following minutes:
- Minutes of the June 29, 2010 regular session.
 - Minutes of the June 29, 2010 executive session.

Dr. Petivan noted an error in Mrs. Toone's FTE

The motion was carried on a voice vote with Mrs. Buxton abstaining on the Executive session minutes.

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V. Public Hearing on the Employment Contract of the Chief School Administrator

Mrs. Nugent noted that the public hearing and motions on shared service and Chief School Administrator contract was no longer a viable alternative.

VI. Presentation – Outdoor Classroom – Rob Benson

VII. PUBLIC PARTICIPATION (all school-related topics)

Eagle Scout Project

Mr. Benson said he met with the Landscaper who suggested an area behind the playground. Mr. Falkenstein said there was a concern that the classroom would be in full sun. The Business Committee suggested an area to the side. Mr. Benson reviewed his plans. He also described the process of doing the project for his Eagle Scout badge.

Mrs. Nugent thanked Mr. Benson for his interest in the school and for his effort in doing this project. Mr. Falkenstein will be the contact person for the project.

New Teacher

Mr. Falkenstein introduced Ms. Kendra Seneca who will be the new part-time 5th grade teacher. Ms. Seneca briefly described her resume and said was thrilled to be joining the staff at Frenchtown.

VIII. CORRESPONDENCE

1. Letter from Education Commissioner Bret Schundler
2. Frenchtown PTO Board Members Roster

IX. CHIEF SCHOOL ADMINISTRATOR’S REPORT

Mr. Falkenstein said the interviews for the 5th grade teacher and 2 aides have been completed. He said Mrs. Toone is working as a summer custodian. He said the schedule is done for fall. He also discussed extra curricular postings.

X. BOARD PRESIDENT’S REPORT

Mrs. Nugent said she met with Milford Board of Education President, Teresa Kane. She said talks for sharing services with the high school had not been feasible. The Board also discussed the new Superintendent salary caps. Mrs. Nugent discussed the interviews tomorrow.

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XI. BOARD SECRETARY/TREASURER'S REPORT – none

XI. COMMITTEE REPORTS

A. Business Committee Report

Ms. Herb reviewed the attached report.

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 Dr. Eckel and seconded by Mrs. Buxton to approve the Finance committee consent agenda items A.1- A.9.

The motion was carried unanimously on a roll call vote.

Finance

Payment of Bills

*A1. Motion to approve the June 2010 bills list check numbers 2083 to check number 2105, payroll checks #0630 in the amount \$117,897.14.

Debt Service Requisition

*A2

Motion to approve the following resolution:

RESOLVED, that the amount of district taxes needed for debt service payment to bondholders is \$16,973.77 total interest payment due September 1, 2010, 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.

Budget Transfers

*A3 Motion to approve the attached list of budget transfers from June 2, 2010 to June 30, 2010 in the amount of \$51,643.59.

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Resolution to Increase Bid Threshold and appoint QPA

*A4 Motion to approve the attached resolution increasing the bid threshold and appointing a qualified purchasing agent.

2010-2011 School Lunch Prices

*A5. Motion to approve the following school lunch prices for the 2010-2011 school year:

	2008-09	2009-11	2010-11
Student	\$2.50	\$2.50	\$2.50
Adult	\$3.00	\$3.00	\$3.00
Milk	\$.50	\$.50	\$.50

Satellite Lunch Program

*A6 Motion to extend the satellite lunch program with Milford Board of Education to the 2010-2011 school year at a cost per lunch of \$2.50 (includes milk and consumables).

Management Contract

*A7 Motion to approve the extension of the contract for Food Service Management with Maschio's Food Service, Inc for the 2010-2011 year at a cost of \$6,240.00 with a loss guarantee of \$5,000.00.

Facilities - none

Transportation -none

Policy

*A8 Motion to approve the second reading and adoption of the following policies:

1140	Distribution of Materials by Pupils and Staff
4112.8	Nepotism
4212.8	Nepotism
3516	Safety
6114	Emergencies and Disaster Preparedness
6114-A	Lockdown Procedures (regulation)

Planning

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Staff Development

*A9. Motion to approve the following district staff development/travel: NONE

Motion to approve the following travel reports:

L Cucco	LDTC Conference	3/12/10
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B. Curriculum Committee Report

Dr. Petivan presented the attached report

CONSENT AGENDA – Roll Call

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A motion was made by Ms. Herb and seconded by Dr. Petivan to approve the committee consent agenda items B.1- B.4 with B5 approved on a separate motion.

The motion was carried unanimously on a roll call vote.

Policy

*B1 Motion to approve the second reading and adoption of the following policies:

- a. 5113 Attendance
- b. 5114 Suspension & Expulsion

Personnel

*B2. Non-Tenured Teachers

Motion to offer an employment contract to the following non-tenured teachers for the 2010-2011 school years at an annual salary pending contract settlement.

Kendra Seneca	BA 1-2.54 FTE \$24,521 (09-10 guide)
(Tenure 9/1/2013)	

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*B3. Non –Bargaining Unit Staff

Motion to offer an employment contract to the following staff for the 2010-2011 school year.

Lindsay Klesney	.50 FTE	special education aide	\$15.50 hour
Holly Siock	1.00 FTE	special education aide	\$15.50 hour
Tricia Toone	30/hrs week	summer custodian	\$10.00/hr
	(not to exceed 150 hours)		

*B4. 2010-2011 Substitute List

Motion to approve the following additions to 2010-2011 substitute list as recommended by the Chief School Administrator 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):

Erica Cranden (teacher)

Extra Curricular Job Descriptions

*B5. A motion was made by Ms. Herb and seconded by Dr. Petivan to approve extra curricular job descriptions.

The motion was carried unanimously on a roll call vote.

Planning - none

Curriculum

C. P.D.I.C. REPORT

XII. NEW BUSINESS

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

Mrs. DenBleyker leaves the meeting at 8:45 p.m.

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XIV. EXECUTIVE SESSION (if needed)

A motion was made by Ms. Herb and seconded by Mrs. Buxton 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 8:46 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 8:59 p.m.

XVI. ADJOURNMENT

There being no further business to come before the Board, it was moved by Ms. Herb and seconded by Mrs. Buxton to adjourn at 9:00 p.m.

Respectfully submitted:

Attest:

Susan Schaffner
Business Administrator/
Board Secretary

Kate Nugent
Board President