

**Frenchtown Board of Education**  
**Regular Meeting Minutes**  
August 19, 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  
                              Dr. Eckel  
                              Mrs. Huey  
                              Mrs. Nugent

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

Members Absent:     Mrs. DenBleyker  
                              Mrs. Buxton  
                              Ms. Herb

**IV. APPROVAL OF MINUTES – voice vote**

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

- Minutes of the July 27, 2010 regular session
- Minutes of the July 27, 2010 executive session.

The motion was carried unanimously on a voice vote.

**V. PUBLIC PARTICIPATION - None**

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**VI. CORRESPONDENCE**

1. Email from Dr. Elizabeth Nastus
2. Annual Public Report of District Performance for IDEA

**VII. CHIEF SCHOOL ADMINISTRATOR'S REPORT**

See attached report.

**VIII. BOARD PRESIDENT'S REPORT**

Mrs. Nugent said the letter to parents would go out next week. She had many sources of input would be received. She said she would send a letter to Dr. Nastus and Mrs. Callahan, thanking them for their efforts this summer. She said Board Committees may want to meet one more time with Mr. Falkenstein.

**IX. BOARD SECRETARY/TREASURER'S REPORT**

After review of the Secretary's and Treasurer's reports for the month of **June 2010** 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 Dr. Eckel and seconded by Mrs. Huey to approve the following Secretary's and Treasurer's report:

**June 2010**

Fund	Treasurer's Report	Secretary's Report
10	\$ 419,447.69	\$419,447.69
20	\$ (53,441.55)	\$(53,441.55)
40	\$ 4,809.57	\$ 4,809.57
	\$ 370,815.71	\$370,815.71

The motion was carried unanimously on a roll call vote.

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**X. COMMITTEE REPORTS**

**A. Business Committee Report – No 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. Huey to approve the Finance committee consent agenda items A.1- A.11.

The motion was carried unanimously on a roll call vote.

**Finance**

**Payment of Bills**

- \*A1. Motion to approve the July 2010 bills list check numbers 2106 to check number 2175, non check numbers 0715 and 0730, in the amount \$308,791.09.

**Budget Transfers**

- \*A2 Motion to approve the attached list of budget transfers from June 30, 2010 to June 30, 2010 and July 1, 2010 to July 30, 2010 in the amount of \$1,043.43 and 1,050.00.

**Facilities**

- \*A3. Motion to approve the following use of facilities:

Frenchtown PTO	Open 2010 School year
Boy Scout Troop 519	2010-2011 School Year

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**Transportation**

Shared Service Transportation

\*A4. Motion to approve the 2010/2011 Shared Services Arrangement for School Vehicle Repair and Maintenance Services with Delaware Valley Regional High School at the following rates:

Mechanics' Services	\$62.00 per hour
Vehicle Pickup and Delivery (non-peak Hours)	\$23.89 per hour
Parts, Equipment and materials	at cost

**Policy-none**

**Personnel**

Chief School Administrator Interim

\*A5 Motion to approve an Interim Chief School Administrator Contract with Dr. Gerald Vernotica for the period of 9/9/10 (up to 90 days) at a rate of \$0.00 per day.

Interim Principal

\*A6 Motion to approve an Interim Principal contract with Katherine Griffith from the period of 9/7/10 to 10/31/10, on an as needed basis at a rate of \$500.00 per day and additional days as needed up to 7 days.

Principal Contract

\*A7 Motion to approve a contract with David Bailey as Principal from as early as 10/1/2010 to 6/30/2011 at a prorated annual salary (not to exceed) \$105,000.00.

Business Administrator Contract

\*A8 Motion to offer an employment contract to Susan Schaffner for Business Administrator services from July 1, 2010 to June 30, 2011 at an annual salary of \$115,582.00.

Mr. Nugent thanked Ms. Schaffner for taking a voluntary wage freeze.

Non-Bargaining Unit Staff

\*A9. Motion to offer employment contracts to the below listed non-bargaining unit staff for the 2010-2011 school year.

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Lindsay Klesney                      .57 fte \$15.50/hr                      Special Education Aide

Increase from .50 (approved 7/27/20) to .57 FTE

Staff 2010-2011

\*A10. Motion to authorize the Chief School Administrator to hire any staff as needed to start the 2010-2011 school year.

**Planning**

Staff Development

\*A11. Motion to approve the following district staff development/travel:

B Huey	Governance III	9/27/10	Free
T Toone	AENJ Fall Conference	10/4,5,6/10	225.00
K Nugent	NJSBA Convention	10/19-20/10	*Free
	*NJSBA Credit		
K Nugent	Misc County Events		not to exceed \$60/event

**B. Curriculum Committee Report**

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A motion was made by Dr. Eckel and seconded by Dr. Petivan to approve the committee consent agenda items B.1- B4.

The motion was carried unanimously on a roll call vote.

**Policy**

\*B1 Motion to approve the first reading of the following policy:

1001 Parental Involvement

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\*B2 Motion to approve the second reading and adoption of the following policy.

1140 Distribution of Materials by Pupils and Staff

**Personnel**

\*B3 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):

Hilde Kress – 2 days @ \$80.00 day (Middle School Planning)

\*B4 Extra Curricular Activities

Motion to approve the following extracurricular appointments for the 2010-11 school year:

Co- Ed Soccer	Tom Wollert
Boy's Basketball	
Girl's Basketball	Tom Wollert
Home Instruction	
Student Council	Roxanne Kloos
Yearbook	
Teacher In Charge	Hilde Kress
Clubs – proposed	
Marching Band Director	
Detention/Homework Club(hourly)	Jeanine Walck
Eighth Grade Coordinator	Hilde Kress
School Test Coordinator(hourly)	Roxanne Kloos

Mrs. Nugent noted a correction to Homework Club to 3 days per week.

**Planning - none**

**Curriculum - none**

**C. P.D.I.C. REPORT**

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**XI. NEW BUSINESS**

**XII. PUBLIC COMMENT - None**

**XIII. EXECUTIVE SESSION**

A motion was made by Dr. Petivan and seconded by Dr. Eckel 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.

Leave without pay

A motion was made by Dr. Petivan and seconded by Mrs. Huey to approve a leave without pay for Mr. Rick Falkenstein.

The motion was carried unanimously on a voice vote.

Mr. Falkenstein thanked the Board for their support in the 4 years of his tenure.

**XIV. RECONVENE**

The Board reconvened at 8:00 p.m.

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**XV. ADJOURNMENT**

There being no further business to come before the Board, it was moved by Dr. Petivan and Mrs. Huey to adjourn at 8:00 p.m.

Respectfully submitted:

Attest:

Susan Schaffner  
Business Administrator/  
Board Secretary

Kate Nugent  
Board President