

Frenchtown Board of Education
Regular Meeting Minutes
September 28, 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
 Ms. Herb
 Mrs. Huey
 Mrs. Nugent

Also Present: Mrs. Katherine Griffith, Interim Principal
 Mr. David Bailey, Principal
 Ms. Susan Schaffner, B.A./B.S.
 Members of the Public

Members Absent: Mrs. DenBleyker

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 August 19, 2010 regular session.
- Minutes of the August 19, 2010 executive session.

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

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V. PRESENTATION

Mrs. McCann and Ms. Kress presented their plans for differentiation of instruction in the Middle School.

The Board asked questions concerning this learning format.

VI. PUBLIC PARTICIPATION (all school-related topics)

Mrs. Einhorn said the Silent Auction would be held on November 20, 2010 at the American Legion in Frenchtown. The funds will be allocated to Kindergarten, 1st and 2nd grade books, rug and overhead computer screen. She also updated the Board on the Kiln project.

Mrs. Pierson asked about the Gifted and Talented program. Mrs. Nugent said the intent is to continue the program. Mr. Bailey said it would begin in the 2nd quarter. Mrs. Pierson also asked if the 6th, 7th and 8th grade recess was required by law. Mrs. Nugent said it may be revisited by the Curriculum Committee.

VII. CORRESPONDENCE

1. Postcard from Mrs. McCann, Kloos, Bondor, Fiebig and Gilmore
2. Letter from Mrs. Allison Mitchell

IX. PRINCIPAL'S REPORT

Mr. Bailey presented the attached report.

X. BOARD PRESIDENT'S REPORT

Mrs. Nugent welcomed Mr. Bailey to the school community and thanked, interim principal, Mrs. Griffith for her great start to the year.

Mrs. Griffith thanked the Board for the opportunity to be part of the Frenchtown School.

- School Choice – Mrs. Nugent discussed the pros and cons of this option.
- Eagle Scout Project – The Eagle Scout is moving forward on his project
- Ski Club – Mrs. Nugent discussed continuing this after school club.
- HCESC Appointment - Mrs. Nugent discussed this appointment.

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- Del-Val High School Shared CSA – Mrs. Nugent said the High School had discussed this option with many details needing to be worked out. Dr. Eckel asked about the constraints from the county. Mrs. Nugent said the attorneys would need to work these out.

Appointments by the President

President Nugent made the following appointments:

HCECSC – Barbara Huey
Professional Development Committee – Kate Nugent

XI. BOARD SECRETARY/TREASURER’S REPORT –none pending completion of the audit

XII. COMMITTEE REPORTS

A. Business Committee Report

Ms. Herb discussed the possibility of solar panels. She will look at an application for an energy audit as well as speak to Elizabethtown Gas to discuss conversion, from oil.

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. Petivan and seconded by Mrs. Buxton to approve the Finance committee consent agenda items A.1- A.11

Finance

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Payment of Bills

*A1. Motion to approve the August/September 2010 bills list check numbers 2183 to check number 2274, payroll checks # 0831, 0915 and non checks # N0108, N0109 in the amount \$245,186.88.

Budget Transfers

*A2 Motion to approve the attached list of budget transfers from July 30, 2010 to July 30, 2010 in the amount of \$800.00.

Federal State Aid

*A3. Motion to accept the following grants/aid for the 2010-2011 school year:

IDEA Basic	\$35,898.00
IDEA Preschool	\$ 1,111.00
REAP Grant	\$23,826.00
Education Job Fund	\$21,531.00

Shared Service–HVAC/Electrical

*A4 Motion to approve the 2010/2011 Shared Services Arrangement for HVAC/School Electrician Services with Delaware Valley Regional High School at the following rates:

HVAC/Electrical Services	\$60.00 per hour
Misc. Custodian/Maintenance Staff	\$50.00 per hour
Parts, Equipment and materials	reimbursable at cost

Satellite Food Service

*A5. Motion to approve a contract with Milford Board of Education to provide satellite food service at a cost of \$2.50 per lunch (includes milk and consumables) from September 1, 2010 to June 30, 2011.

Facilities

Facility Use

*A6. Motion to approve the following use of facilities:

Frenchtown PTO/	Open 2010 School year
Frenchtown/Milford Music Patrons	
Delaware Valley Basketball League	See attached dates

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Eagle Scout Project

*A7. Motion to approve the attached plan for Outdoor classroom prepared by Rob Benz, Eagle Scout candidate.

School Equipment

*A8. Motion to approve borrowing of school equipment (fax machine/printer) by the Califon Board of Education for the period October 1, 2010 to June 30, 2011.

Transportation -none

Policy

Job Description

*A9. Motion to approve the first reading of the following job description:

Principal

Personnel

Broker of Record - Dental

*A10. Motion to appoint Patricia Eckel of RHM Benefits, Inc. as Broker of Record for Dental Coverage effective October 1, 2010.

Shared Service – Technology Services

*A11 Motion to approve a shared service arrangement with Kingwood Township Board of Education for the following service:

Technology Services \$50.00/hour plus mileage reimbursement

Planning - none

B. Curriculum Committee Report

Dr. Petivan presented the attached report.

Ms. Herb expressed concern about not having a Basic Skills Instructor. Mrs. Nugent also discussed about the lack of Music Instruction in the 7th and 8th grade. The Board also discussed World Language.

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A motion was made by Ms. Herb and seconded by Dr. Eckel to approve the committee consent agenda items B.1- B10.

The motion was carried unanimously on a roll call vote.

Policy

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

1001 Parental Involvement

Personnel

Staff Development

*B2. Motion to approve the following district staff development/travel:

S Schaffner	Employment Law (replaces 8/26/10 seminar which was cancelled)	10/5/10	\$199.00
L Bondor	Spelling & Word Seminar	10/21/10	\$169.00
Kendra Seneca	Spelling & Word Seminar	10/21/10	\$169.00
K Nugent	NJSBA Convention	10/19&20/10	\$0.00
			NJSBA Credit
Gilmore, Fiebig, Bondor, McCann, Kloos		NYC	\$288.00
		Extra night stay in Hotel	

*B3. Motion to approve the following travel reports:

S Schaffner	Business Law for Accountants	self study
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20109-2011 Substitute List

- *B4. Motion to approve the following additions to the 2009-2010 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):

Tom Wollert (teacher)	Carol Bastow (teacher)
Rebecca Zielinski (teacher)	Carol Curtis (teacher)

Long Term Substitute

- *B5. Motion to approve Tanya Brooks as a long term substitute for a maternity leave from 9/1/2010 to 12/31/2010 at a cost of \$150.00 per day.
- *B5a Motion to approve Caitlin Loeffler as long term substitute 9/27/10 to 12/31/10, 2 days per week, \$140.00 per day.

Mrs. Griffith discussed Ms. Loeffler's credentials

Extra Curricular Activities

- *B6. Motion to approve the following extracurricular appointments for the 2010-11 school year:

Boy's Basketball	P. Moran
Student Council Advisor	E. McCann (Split w/Roxanne Kloos who was previously approved 8/19/10)
Detention/Homework Club (Hourly)	Kress/McCann

Staffing Appointments

- *B7. Motion to approve the following hourly appointments for the 2010-11 school year:
- | | | |
|------------------|------------|--|
| Kimberly Johnson | \$12.55/hr | as needed as determined by the Principal |
| Kendra Seneca | \$35.26/hr | 1 hour per week |
| Lindsay Klesney | \$15.50/hr | ½ hour per day, not to exceed 30 days |

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Kindergarten Aide

*B8. Motion to authorize the Principal to hire a .5 instructional aide for kindergarten

Planning - none

Curriculum

Assemblies

*B9. Motion to approve the attached list of assemblies sponsored by the Frenchtown PTO.

Mrs. Nugent mentioned the Music Patrons are supporting the Back to Beatles Assembly.

Field Trips

*B10 Motion to approve the following field trips:

Echo Hill Park	Kloos	grade 4	10/5/10
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Dr. Eckel asked about this field trip. A member of the public said it was about minerals.

Trauger Farm	Cucco	Preschool	10/1/10
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Trenton Barracks	McCann, Moran	7 th grade	10/8/10
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C. P.D.I.C. REPORT

XII. NEW BUSINESS

XV. PUBLIC COMMENT (all school-related topics)

Mrs. Einhorn thanked the Board and Mrs. Griffith for their efforts. Mrs. Pierson also commented on the positive start to the year. She also asked about Board Goal setting. Mrs. Nugent said a separate meeting would be set.

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V. 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 8:28 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.

The motion was carried unanimously on a voice vote.

VI. RECONVENE

The Board discussed a time and date for work session to discuss goals. Mrs. Nugent set the meeting for Tuesday, October 19, 2010 at 6:30 p.m.

VII. ADJOURNMENT

There being no further business to come before the Board, it was moved by Ms. Herb and Mrs. Buxton to adjourn at 8:50 p.m.

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Respectfully submitted:

Attest:

Susan Schaffner
Business Administrator/
Board Secretary

Kate Nugent
Board President