

Frenchtown Board of Education
Regular Meeting Minutes
October 26, 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 6:36 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
 Mrs. DenBleyker
 Ms. Herb
 Mrs. Huey
 Mrs. Nugent

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

Members Absent: Dr. Eckel

IV. SHARED SERVICES RESOLUTION

Shared Superintendent Services

A motion was made by Ms. Herb and seconded by Mrs. Buxton to approve the attached resolution to share superintendent services with Delaware Valley Regional High School.

The motion was carried unanimously on a roll call vote.

Mrs. Nugent explained the shared service as a win/win for both districts. Mrs. DenBleyker thanked Mrs. Nugent for persevering to achieve this goal.

Ms. Herb noted the contribution former Board of Education President, Andrew Longman made in progressing toward this contract.

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V. LUCY CAULKINS PRESENTATION

Mrs. McCann, Mrs. Bondor, Mrs. Fiebig, and Mrs. Kloos presented an informative presentation on this writing program.

VI. APPROVAL OF MINUTES – voice vote

- A. A motion was made by Mrs. Buxton and seconded by Ms. Herb to approve the following minutes:
- Minutes of the September 28, 2010 regular session
 - Minutes of the September 28, 2010 executive session.

Ms. Herb amended the Executive Session Minutes.

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

VII. PUBLIC PARTICIPATION (all school-related topics)

Ms. Jessica Giaretta asked if Frenchtown was planning to submit application for School Choice. Mrs. Nugent said a resolution to approve submission is on the agenda. Ms. Giaretta also asked about the Kindergarten Aide. Mr. Bailey said a half time aide would be hired.

VIII. CORRESPONDENCE - None

IX. PRINCIPAL'S REPORT

Mr. Bailey described the security drill. He described the plan for a lockdown in the auditorium. He reviewed the attached report.

- **NJASK Scores Presentation** – Mr. Bailey reviewed the 2009-2010 NJASK scores.

X. Violence and Vandalism Report Public Hearing – Mr. Bailey

Mr. Bailey noted that there were no instances of violence and vandalism. He also reviewed the activities that had taken place during violence and vandalism week.

XI. BOARD PRESIDENT'S REPORT – No Report

XII. BOARD SECRETARY/TREASURER'S REPORT

After review of the Secretary's and Treasurer's reports for the month of **July, August 2010** based upon consultation with the Board Secretary, the Board of Education of the Borough of

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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. Buxton and seconded by Mrs. Huey to approve the following Secretary's and Treasurer's reports:

July 2010

Fund	Treasurer's Report	Secretary's Report
10	\$ 602,715.41	\$602,715.41
20	\$ (53,441.55)	\$ (53,441.55)
40	<u>\$ 4,809.57</u>	<u>\$ 4,809.57</u>
	\$ 554,083.43	\$554,083.43

August 2010

Fund	Treasurer's Report	Secretary's Report
10	\$ 421,923.73	\$421,923.73
20	\$ (55,266.70)	\$(55,266.70)
40	<u>\$ 4,809.57</u>	<u>\$ 4,809.57</u>
	\$ 371,466.60	\$371,466.60

The motion was carried unanimously on a roll call vote.

XIII. COMMITTEE REPORTS

A. Business Committee Report

Ms. Herb reviewed the attached report.

- Minutes attached

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 Mrs. Buxton to approve the Finance committee consent agenda items A.1- A.13.

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The motion was carried unanimously on a roll call vote.

The Board discussed the School Choice application as well as the resolution to restrict enrollment in sending students to School Choice schools. They also reviewed the PTO/Music Patron list of fundraisers. They also discussed the items being fund raised for. Dr. Petivan added the Board is appreciative of the work done by the PTO.

Finance

Payment of Bills

*A1. Motion to approve the September/October 2010 bills list check numbers 2275 to check number 2319, payroll checks # 0930, 1015 and non check # N0110 the amount \$198,975.39

Budget Transfers

*A2 Motion to approve the attached list of budget transfers from July 31, 2010 to August 31, 2010 in the amount of \$1,000.00.

PTO Fundraisers

*A3. Motion to approve the attached list of Frenchtown PTO fundraisers for the 2010-2011 school year.

Frenchtown-Milford Music Patrons

*A4 Motion to approve the attached list of fundraisers for the Frenchtown-Milford Music Patrons for the 2010-2011 school year

Grant Expenditures

*A5 Motion to approve the following grant expenditures for the 2010-11 years:

REAP	Server State Contract #WN88ABZ	\$4,443.85
NCLB	Reading Specialist	\$10,100.00 salary
	C. Gilmore	\$ 2,020.00 benefits
IDEA	Instructional Aide	\$20,898.00 salary
	H. Siock	

School Choice Application

*A6 Motion to approve application to the New Jersey Department of Education for application of the Frenchtown Elementary as a School Choice School.

School Choice Restriction

*A7 Motion to restrict enrollment of the students of the Frenchtown School District in a choice district to a maximum of 10% of the number of students per grade level per year enrolled in the sending district.

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Facilities

Facility Use

*A8. Motion to approve the following use of facilities:

Kingwood Basketball League* **	gym	attached dates
Cub Scouts Pack 251 **		11/3,7, 12/2,16,1/6,20
		2/3,17, 3/3,17

*pending receipt of certificate of insurance

** Time of facility use beginning after completion of school sponsored activities.

Comprehensive Maintenance Plan

*A9. Motion to approve the attached resolution approving submission of the 2010-11 Comprehensive Maintenance Plan (attached) to the NJ Department of Education.

Form M-1

*A10. Motion to approve the submission of the attached 2010-11 M-1 to the New Jersey Department of Education.

Transportation -none

Policy

Job Description

*A11. Motion to approve the second reading and adoption of the following job description:

Principal

*A12 Motion to approve the first reading of the following job description:

Ski Club Coordinator

Personnel –none

Planning

*A13. Motion to approve the attached 2010-2011 Board Goals.

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B. Curriculum Committee Report

- **Minutes attached**

Dr. Petivan reviewed the attached minutes.

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A motion was made by Mrs. Buxton and seconded by Ms. Huey to approve the committee consent agenda items B.1- B6.

The motion was carried unanimously on a roll call vote.

Policy -none

Personnel

Staff Development

*B1. Motion to approve the following district staff development/travel:

G Grimes	School Nurse Effectiveness	11/17/10	\$215.00
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*B2. Motion to approve the following travel reports:

S Schaffner	Employment Law	10/5/10
B McCann	Lucy Caulkins	8/8-13/10
R. Kloos	Lucy Caulkins	8/8-13/10
K Seneca	Sitton Spelling	10/21/10

2010-2011 Substitute List-none

*B3. 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):

Attached list of approved nurses and substitutes:

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Andrew Lewis (teacher) Linda Fennelly (teacher)
Kristin Hoffman (teacher)

Extra Curricular Activities

*B4. Motion to approve the following extracurricular appointments/hourly rates for the 2010-11 school year:

Yearbook Advisor	E. McCann
Student Council Advisor	E. McCann/R.Kloos (position split 50% each)
Snap Grades Preparation	A. Parker (7 hours @ hourly rate)
Ski Club Coordinator	T. Wollert

Planning - none

Curriculum

Field Trips

*B5. Motion to approve the following field trips for the 2010-11 school year:

Delaware Valley HS	Loeffler	10/28/10
Mercer/Michner Museum	McCann	11/3/10
Milford School	Toone	11/16/10

Reports/Agreements

*B6 Nursing Plan
a. Motion to approve the attached 2010-2011 Nursing Plan.

Violence Vandalism Report

b. Motion to approve the assurance that the public hearing was specifically conducted to fulfill the district's legal obligation to present school violence and vandalism information to the public and conduct public hearings on the report and to present the Frenchtown School District's Electronic Violence and Vandalism Reporting System (EVVRS) which was submitted to the New Jersey Department of Education in July 2010.

Memorandum of Agreement with Law Enforcement Officials

c. Motion to approve a Memorandum of Agreement with Law Enforcement Officials for the 2010-2011 year.

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C. P.D.I.C. REPORT

XI. NEW BUSINESS

XII. PUBLIC COMMENT (all school-related topics)

Ms. Giaretta asked about school choice. Mr. Bailey said if the school becomes school choice, the students could attend through 8th grade. She asked about limits in school choice.

XIII. EXECUTIVE SESSION (if needed)

A motion was made by Ms. Herb and seconded by Dr. Petivan at 9:15 p.m. 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 ____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.

XIV. RECONVENE

XV. PERSONNEL

Memorandum Of Agreement

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A motion was made by Ms. Herb and seconded by Mrs. Buxton to approve the attached Memorandum of Agreement between the Frenchtown Board of Education and the Frenchtown Education Association.

The motion was carried unanimously on a roll call vote.

Memorandum Of Agreement Addendum

A motion was made by Ms. Herb and seconded by Mrs. Huey to approve the attached Memorandum of Agreement Addendum between the Frenchtown Board of Education and the Frenchtown Education Association.

The motion was carried unanimously on a roll call vote.

XVI. ADJOURNMENT

There being no further business to come before the Board, it was moved by Mrs. Buxton and Dr. Petivan to adjourn at 9:45 p.m.

Respectfully submitted:

Attest:

Susan Schaffner
Business Administrator/
Board Secretary

Kate Nugent
Board President