

Frenchtown Board of Education
Regular Meeting Minutes
November 30, 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. Nugent

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

Members Absent: Mrs. DenBleyker
 Mrs. Huey

IV. APPROVAL OF MINUTES – voice vote

A motion was made by Ms. Herb and seconded by Mrs. Buxton to approve the following minutes:

- Minutes of the October 19, 2010 regular session
- Minutes of the October 19, 2010 executive session.
- Minutes of the October 26, 2010 regular session
- Minutes of the October 26, 2010 executive session

The motion was carried on a voice vote with Dr. Eckel abstaining.

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V. PUBLIC PARTICIPATION (all school-related topics)

Mrs. Einhorn said over \$8,000 was earned by the PTO Silent Auction. Mrs. Einhorn also discussed her involvement with the Kiln Project. She handed out some information she had gathered on the Kiln project.

Mrs. Nugent thanked the volunteers who worked on the PTO Silent Auction. She added the Business Committee is looking into the Kiln project.

VI. CORRESPONDENCE

1. Letter from Dr. Gerald Vernotica
2. Letter from Ms. Susan Schaffner
3. Thank you notes from the 7th and 8th grade

VII. PRINCIPAL'S REPORT

Mr. Bailey reviewed the attached report.

VIII. BOARD PRESIDENT'S REPORT

Mrs. Nugent said the Board goals would be communicated to the faculty. She also said she would be meeting with School Board Presidents from the Delaware Valley Regional High School sending districts. She said the Principal evaluation would be done by Dr. Nastus.

Ms. Herb suggested the goals going out in an Alertnow.

IX. BOARD SECRETARY/TREASURER'S REPORT

After review of the Secretary's and Treasurer's reports for the month of **September, October 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 Ms. Herb and seconded by Dr. Eckel to approve the following Secretary's and Treasurer's reports:

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September 2010

Fund	Treasurer's Report	Secretary's Report
10	\$ 560,004.64	\$560,004.64
20	\$ (47,125.79)	\$ (47,125.79)
40	<u>\$ (12,164.20)</u>	<u>\$ (12,164.20)</u>
	\$ 500,714.65	\$ 500,714.65

October 2010

Fund	Treasurer's Report	Secretary's Report
10	\$ 419,532.33	\$419,532.33
20	\$ (52,140.73)	\$(52,140.73)
40	<u>\$ 4,809.57</u>	<u>\$ 4,809.57</u>
	\$ 372,201.17	\$372,201.17

The motion was carried unanimously on a roll call vote.

X. COMMITTEE REPORTS

A. Business Committee Report

Ms. Herb reviewed the attached minutes.

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 Dr. Eckel to approve the Finance committee consent agenda items A.1- A.9.

The motion was carried unanimously on a roll call vote.

Dr. Eckel asked why the Scholastic Book Sale is being approved after it had started. Mrs. Nugent said the PTO volunteered to do the event after staff could no longer run the event.

Finance

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Payment of Bills

- *A1. Motion to approve the November 2010 bills list check numbers 2320 to check number 2384, payroll checks # 1030, 1115 and non check # N0111 in the amount \$232,087.07.

Budget Transfers

- *A2 Motion to approve the attached list of budget transfers from September 1, 2010 to October 31, 2010 in the amount of \$15,175.60.

PTO Fundraisers

- *A3. Motion to approve the following Frenchtown PTO fundraiser for the 2010-2011 school year:
Scholastic Book Fair 11/29/10 – 12/3/10

Payroll Authorization

- *A4 Motion to authorize the School Principal to sign the Payroll Authorization (Gross by Department) from the period of September 1, 2010 to October 31, 2010.

Grant Amendment

- *A5 Motion to approve the following grant amendment for the 2010-11 year:

IDEA ARRA

Tuition	20-455-100-560-000	(\$20,000.00)
Special Education Aides Salary	20-455-100-106-000	\$20,000.00

Energy Audit

- *A6 Motion to authorize the Business Administrator to submit application to the New Jersey Board of Public Utilities for funding for an energy audit for the Frenchtown Elementary School as per the attached resolution.

Facilities

Facility Use

- *A7. Motion to approve the following use of facilities:

River Ballet Company auditorium 12/4/2010 or 12/11/2010

Transportation -none

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Policy

Job Description

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

Ski Club Coordinator

Personnel

Professional Services

*A9 Motion to approve the following professional services for the 2010-2011 school year:

Attorney	Cleary Giacobbe Alfieri Jacobs LLC	\$135.00/hour
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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

Planning

Curriculum Committee Report

Dr. Petivan 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 Ms. Herb and seconded by Mrs. Buxton to approve the committee consent agenda items B.1- B6.

The motion was carried unanimously on a roll call vote.

Policy -none

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Personnel

Staff Development

*B1. Motion to approve the following district staff development/travel:
None

Motion to approve the following travel reports:

G Grimes	Innovative Ideas School Nurse	11/17/10
G Grimes	Hot Issues in Nursing	10/27/10

Instructional Aide

*B2. Motion to approve Karen Pinto as instructional aide 3.5 hours per day \$15.50 per hour from November 1, 2010 to June 30, 2011.

Parent Conferences

*B3. Motion to approve the following payments for fall parent conferences:

E. McCann	\$35.24/hour (not to exceed 5 hours)
H. Kress	\$35.24/hour (not to exceed 5 hours)
T. Brooks	\$35.24/hour (not to exceed 5 hours)

Unpaid Leave of Absence

*B4. Motion to approve an unpaid leave of absence for Susan Valle for November 18, 19, 23, 24, 2010.

Instructional Aide

*B5. Motion to authorize the hire of an instructional aide 3.5 hours per day, 5 days per week at a rate of \$15.50 per hour.

Planning - none

Curriculum

Field Trips

*B6 Motion to approve the following field trips:

Raritan Valley Community College	Bondor Grade 3	12/6/10
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B. P.D.I.C. REPORT

XI. NEW BUSINESS

XII. PUBLIC COMMENT (all school-related topics)

Mrs. Einhorn said Tricia Toone's husband has raised \$2,400.00 towards the Kiln project.

XIII. EXECUTIVE SESSION (if needed)

A motion was made by Ms. Herb and seconded by Dr. Eckel at 7:42 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

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XV. ADJOURNMENT

There being no further business to come before the Board, it was moved by Ms. Herb and Mrs. Buxton to adjourn at 7:45 p.m.

Respectfully submitted:

Attest:

Susan Schaffner
Business Administrator/
Board Secretary

Kate Nugent
Board President