

Frenchtown Board of Education
Regular Meeting Minutes
July 28, 2009 6:30 p.m.

I. Call to Order

The regular meeting of the Frenchtown Board of Education was called to order at 6:35 p.m. by President Longman who led the flag salute.

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. Roll Call

Present: Dr. Petivan, Mrs. Buxton, Dr. Eckel, Mrs. DenBleyker, Ms. Herb, Mrs. Nugent and Mr. Longman
Also Present: Mr. Falkenstein and Ms. Schaffner
Absent: Mrs. Huey

III. Good News

Mr. Falkenstein declared that the playground has been completed.

IV. Public Participation

V. Approval of Minutes

A motion was made by Dr. Petivan and seconded by Mrs. DenBleyker to approve the minutes as amended of the June 30, 2009 regular session.

The motion was carried unanimously on a voice vote.

A motion was made by Mrs. DenBleyker and seconded by Mrs. Buxton to approve the minutes of the June 30, 2009 executive session.

The motion was carried unanimously on a voice vote.

VI. Board Secretary and Treasurer Reports

After review of the Secretary's and Treasurer's reports for the month of **May 2009** and 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

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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. The Board therefore approves the Board Secretary and Treasurer's reports.

A motion was made by Dr. Eckel and seconded by Mrs. Nugent to approve the following Secretary's and Treasurer report:

May 2009

Fund	Treasurer's Report	Secretary's Report
10	\$ 623,588.06	\$623,588.06
20	\$ (35,172.32)	\$(35,172.32)
40	<u>\$ 4,809.57</u>	<u>\$ 4,809.57</u>
	\$ 593,225.31	\$593,225.31

The motion was carried unanimously on a roll call vote.

VII. Payment of Bills

Fund 10, 20, 40

A motion was made by Ms. Herb and seconded by Mrs. Nugent to approve the bill list from check number 1550 to check number 1586, payroll check #0715 and non check # N0090 in the amount of \$169,046.84.

The motion was carried unanimously on a roll call vote.

VIII. Correspondence - none

IX. CSA Report

Mr. Falkenstein discussed staff development that is taking place over the summer.

X. President's Report

Mr. Longman discussed the special meeting to be held in September. Ms. Herb discussed a Delaware Valley Regional High School committee she presented to concerning public relations and passing school budgets.

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Mr. Longman discussed the open seat on the Delaware Valley Regional High School Board. Ms. Herb said the appointee should meet with our Board President to discuss Frenchtown Elementary School issues.

XI. Committee Reports

Classroom

Business

- Transportation Analysis

Dr. Eckel and Ms. Schaffner reviewed the analysis.

PTA

The Board discussed next year's PTO fundraising.

PDIC

XII. New Business

Curriculum -none

Personnel – all motions recommended by the Chief School Administrator.

Summer Instruction

A motion was made by Mrs. Nugent and seconded by Ms. Herb to approve the following summer instruction for the 2009-2010 ESY: Administrator.

Lynn Cucco CST 7 hrs @ \$45.64 per hour

The motion was made unanimously on a roll call vote.

Professional Services

A motion was made by Mrs. Nugent and seconded by Mrs. Buxton to approve the following professional services for the 2009-2010 ESY:

Barbara Hofler, OT Occupational Therapy \$ 80.00/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

The motion was carried unanimously on a roll call vote.

Substitute Caller

A motion was made by Dr. Petivan and seconded by Mrs. Nugent to approve Barbara DiLorenzo as substitute teacher caller for the 2009-10 school year at an annual salary of \$1,398.62 (4.5% increase over 2008-09).

The motion was carried unanimously on a roll call vote.

Summer Custodian Helper

A motion was made by Mrs. Buxton and seconded by Dr. Petivan to approve Tom Wollert as a custodian helper at a rate of \$13.00 per hour not to exceed 80 hours from July 21, 2009 to September 1, 2009.

The motion was carried unanimously on a roll call vote.

School/CST Secretary

A motion was made by Mrs. Nugent and seconded by Mrs. Buxton to approve the following salary increase for the 2009-10 school year:

Kathleen Petro	\$52,465.00
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The motion was carried unanimously on a roll call vote.

The Board discussed reviewing non-bargaining unit salaries during the budget process.

Curriculum Development

A motion was made by Mrs. Nugent and seconded by Mrs. DenBleyker to approve the following curriculum writing:

Parker, Fiebig, Okolichany, Fishbourne, Curtis, Kloos	2 hours each @ \$45.64 per hr
Middle School Teacher	4 hours each @ \$45.64 per hr

The motion was carried unanimously on a roll call vote.
Mr. Falkenstein discussed the need for a family life curriculum.

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Finance - roll call

Budget Transfers

A motion was made by Ms. Herb and seconded by Mrs. DenBleyker to approve the attached list of budget transfers and 10 % transfers from June 30, 2009 to June 30, 2009.

The motion was carried unanimously on a roll call vote.

Debt Service Tax Requisition

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

RESOLVED, that the amount of district taxes needed for debt service payment to bondholders is \$19,286.27 total interest payment due September 1, 2009, 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.

The motion was carried unanimously on a roll call vote.

IDEA 2009-10 Grant

A motion was made by Ms. Herb and seconded by Dr. Petivan to accept the following grant and to approve submission of the grant application to the New Jersey Department of Education:

IDEA (Preschool)	1,079.00
IDEA (Basic)	36,538.00

The motion was carried unanimously on a roll call vote.

Extraordinary Aid

A motion was made by Ms. Herb and seconded by Dr. Petivan to accept the following state aid for the 2008-09 school year:

Extraordinary Aid	\$7,995.00
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The motion was carried unanimously on a roll call vote.

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Kindergarten Receiving

A motion was made by Dr. Eckel and seconded by Mrs. Buxton to approve a tuition contract with Milford Board of Education for kindergarten students at a cost of \$5,200.00 per student for the 2009-2010 school year.

The motion was carried unanimously on a roll call vote.

2009-2010 School Lunch Prices

A motion was made by Ms. Herb and seconded by Mrs. DenBleyker to approve the following school lunch prices for the 2009-2010 school year:

	2007-08	2008-09	2009-10
Student	\$2.35	\$2.50	\$2.50
Adult	\$3.00	\$3.00	\$3.00
Milk	\$.50	\$.50	\$.50

The motion was carried unanimously on a roll call vote.

Satellite Lunch Program

A motion was made by Mrs. DenBleyker and seconded by Mrs. Buxton to extend the satellite lunch program with Milford Board of Education to the 2009-2010 school year at a cost per lunch of \$2.50 (includes milk and consumables).

The motion was carried unanimously on a roll call vote.

Facilities

Change of Use

A motion was made by Dr. Eckel and seconded by Mrs. Buxton to approve the following change of use of educational space:

Girls Shower to Storage
Boys Shower to Storage

The motion was carried unanimously on a voice vote.

Policy

First Reading

A motion was made by Ms. Herb and seconded by Mrs. Buxton to approve the first reading of the following job description:

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JOB DESCRIPTIONS

1. Head Custodian/Bus Driver

The motion was carried unanimously on a voice vote.

Second Reading

A motion was made by Mrs. Nugent and seconded by Dr. Eckel to approve the second reading and adoption of the following policy and procedure:

6171.4 Special Education – Location, Identification and Referral

The motion was made unanimously on a roll call vote.

Planning

Administrative/Board Travel

A motion was made by Mrs. Nugent and seconded by Dr. Eckel to approve the following district travel:

T. Toone	AENJ Conference	10/5-7/09	\$185.00
M. Fishbourne	Creating Centers	8/25/09	\$ 89.00

Also includes mileage at a rate of .31 per mile.

The motion was carried unanimously on a roll call vote.

Administrative/Staff/Board Travel – Reports

A motion was made by Mrs. Nugent and seconded by Ms. Herb to approve the following Administrative and staff travel reports:

L Bondor	Ralph Fletcher	3/26/09
L Cucco	Ralph Fletcher	3/26/09
L Cucco	ALC Symposium	3/19/09
R Falkenstein	Legal One	6/22-25/09

The motion was carried unanimously on a voice vote.

XIII. Public Participation - None

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XIV. Executive Session - None

XV. Adjournment

A motion was made by Ms. Herb and seconded by Mrs. Buxton to adjourn the meeting at 7:58 p.m.

Respectfully submitted:

Attest:

Susan Schaffner
Business Administrator/
Board Secretary

Andrew Longman
Board President