

Frenchtown Board of Education
Regular Meeting Minutes
February 2, 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 Vice 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. Huey
 Ms. Herb
 Dr. Eckel
 Mrs. Nugent

Members Absent: Mrs. Buxton
 Mrs. DenBleyker

Others Present: Mr. Rick Falkenstein C.S.A., Ms. Susan Schaffner, B.A./B.S.
 Members of the public

IV. APPROVAL OF MINUTES

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

- December 15, 2009 regular session
- December 15, 2009 executive session.

The motion was carried unanimously on a voice vote.

V. PUBLIC PARTICIPATION (all school-related topics) - None

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VI. CORRESPONDENCE

1. Letter from Mr. Andrew Longman

Board of Education Resignation

A motion was made by Ms. Herb and seconded by Dr. Eckel to accept the resignation of Andrew Longman from the Frenchtown Board of Education effective January 1, 2010.

The motion was carried unanimously on a roll call vote.

VII. NOMINATIONS FOR BOARD PRESIDENT

A motion was made by Ms. Herb and seconded by Dr. Petivan to nominate Mrs. Kate Nugent for Board President.

The motion was carried unanimously on a roll call vote.

Nomination for Board Vice President

A motion was made by Ms. Herb and seconded by Dr. Petivan to nominate Mrs. Barbara Huey for Vice President.

The motion was carried unanimously on a roll call vote.

VIII. PRESENTATION – Mr. William Colantano, CPA 2008-09 Comprehensive Annual Financial Report

Mr. Colantano presented the audit pointing out highlights to the report.

IX. CHIEF SCHOOL ADMINISTRATOR’S REPORT

Mr. Falkenstein presented the attached report.

X. BOARD PRESIDENT’S REPORT

Mrs. Nugent scheduled a review of Financial Statements to be presented in May by the Business Administrator.

She spoke about online Board and Chief School Administrator evaluations. She said budget would be discussed with options for cuts to fill the budget gap.

Mrs. Nugent discussed the Del-Val Presidents and Chief School Administrator meeting.

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Mr. Falkenstein discussed shared services in the sending districts. Mrs. Nugent discussed the long term vision of the school district.

XI. BOARD SECRETARY/TREASURER’S REPORT

After review of the Secretary’s and Treasurer’s reports for the month of **December 2009** 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. Petivan and seconded by Mrs. Huey to approve the following Secretary’s and Treasurer’s report:

December 2009

Fund	Treasurer’s Report	Secretary’s Report
10	\$ 486,914.18	\$486,914.18
20	\$ (32,086.97)	\$(32,086.97)
40	\$ <u>4,809.57</u>	\$ <u>4,809.57</u>
	\$ 459,636.78	\$459,636.78

The motion was carried unanimously on a roll call vote.

XII. COMMITTEE REPORTS

CONSENT AGENDA

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. Business Committee Report

Dr. Eckel presented the attached report.

A motion was made by Dr. Petivan and seconded by Ms. Herb to approve the Finance committee consent agenda items A.1- A.6.

The motion was carried unanimously on a roll call vote.

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Finance

Payment of Bills

- *1. Motion to approve the January 2010 bills list check numbers 1867 to check number 1913, payroll checks #1223 and 0115 and nonchecks number#N0098 in the amount \$251,154.79.

SEMI Waiver

- *2. Motion to approve submission of a request for waiver of SEMI for the 2010-2011 year to the New Jersey Department of Education.

Budget Transfers

- *3 Motion to approve the attached list of budget transfers from October 1, 2009 to December 31, 2009.

Alliance for Competitive Telecommunications (ACT)

- *4. Motion to approve the attached agreement for Cooperative purchasing of Telecommunication Services.

2010 School Election

- *5. Motion to set the following election dates: Establish the Annual School Election for April 20, 2010.
- Establish March 11, 2009 at 1:00 p.m. for the drawing of ballot positions in accordance with law.
 - Set the polling hours from 2:00 pm. to 9:00 p.m. at the Frenchtown Borough Hall.
 - Authorize the advertisement of the budget, public hearing and election notices in the Hunterdon Democrat or the Express Times as per timelines and established law.

Facilities

- *6 Motion to approve the following application for use of facilities:

River Valley Ballet Co.	Auditorium	4/16 & 4/17/10
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Transportation-none

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Policy

7. A motion was made by Dr. Petivan and seconded by Ms. Herb to approve the following Job Descriptions and Policy:

Basic Skills Teacher
School Psychologist
Tuition Payment Policy (First Reading)

The motion was carried unanimously on a roll call vote.

Personnel-none

B. Curriculum Committee Report

Ms. Herb presented the report. She said the committee reviewed their goals.

A motion was made by Ms. Herb and seconded by Dr. Eckel to approve the committee consent agenda items B.1- B.3.

The motion was carried unanimously on a roll call vote.

Policy

Personnel

BSI Instruction

- *1. Motion to approve Tamara Nazarete as substitute BSI Instructor on an as needed basis for the 2009-10 school year at an hourly rate of \$16.20 per hour.

Planning

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

L. Bondor	HCLA Workshop HCRHS	2/03/10	\$40.00
J. Baker	NJ Middle School Conference	3/19/10	\$125.00
K. Nugent	Current School Issues	1/27/10	No Charge

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*3. Motion to approve the following district travel reports:

M. Ryan

Social Skills

D. P.D.I.C. REPORT

The committee discussed the field trip policy and also members will reach out to other faculty for items on the agenda.

XIII. NEW BUSINESS

Ms. Herb asked if non-tenured staff should be discussed. She also discussed Chief School Administrator goals.

XIV. PUBLIC COMMENT (all school-related topics) - None

XV. EXECUTIVE SESSION (if needed)

A motion was made by Ms. Herb 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 8:45 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.

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XVI. RECONVENE

The Board reconvened into regular session at 8:52 p.m.

XVII. ADJOURNMENT

There being no further business to come before the Board, it was moved by Ms. Herb and seconded by Dr. Eckel to adjourn at 8:53 p.m.

Respectfully submitted:

Attest:

Susan Schaffner
Business Administrator/
Board Secretary

Kate Nugent
Board Vice President