

**Frenchtown Board of Education**  
**Regular Meeting Minutes**  
May 25, 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 6:30 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. OATH OF OFFICE**

Ms. Schaffner administered the Oath of Office to Ms. Herb.

**IV. ROLL CALL**

Members Present:     Dr. Petivan  
                              Mrs. DenBleyker  
                              Mrs. Buxton  
                              Ms. Herb  
                              Mrs. Huey  
                              Dr. Eckel  
                              Mrs. Nugent

Also Present:           Mr. Rick Falkenstein, C.S.A., Ms. Schaffner, B.A./B.S.  
                              Members of the Public

Members Absent:     None

**V. APPROVAL OF MINUTES – voice vote**

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

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- Minutes of the April 27, 2010 regular session
- Minutes of the April 27, 2010 executive session

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

**VI. PRESENTATION – Mrs. Bondor and Mr. Moran**

Mrs. Bondor gave an interesting presentation on the library and Mr. Moran gave an interesting presentation on technology.

**VII. PUBLIC PARTICIPATION (all school-related topics)**

Mrs. Einhorn asked how a child qualifies for Gifted and Talented. Mrs. Bondor described the many criteria for inclusion. She said about 17% of the school population has been included.

Mrs. Einhorn asked if children learn keyboarding. Mr. Moran said it starts in first grade.

Mrs. Einhorn also asked about posting assignments to the web page. Mr. Falkenstein described the reasons for not having daily updates.

**VII. CORRESPONDENCE**

1. Letter from Mr. William Colantano, CPA
2. Letter to Ms. Jeanne Herb from DVRHS Board of Education
3. Email from Ms. Deborah Davis
4. Letter from Mrs. Carol Curtis
5. Letter from Mrs. Kathy Brown
6. Letter from Mrs. Jennifer Baker
7. Email from Dr. Vernotica
8. Letter from Ms. Gail Slack

**VIII. CHIEF SCHOOL ADMINISTRATOR’S REPORT**

Mr. Falkenstein presented the attached report.

**IX. BOARD PRESIDENT’S REPORT**

Mrs. Nugent discussed the shared services meeting with the Delaware Valley Regional High School and sending districts. She also said the County Superintendent stated the current administration would not force regionalization.

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Mr. Falkenstein said a representative from the state had called to discuss the appeal of our loss of 2010-2011 state aid due to sharing services and tuition revenues.

**X. BOARD SECRETARY/TREASURER’S REPORT –roll call**

After review of the Secretary’s and Treasurer’s reports for the month of **April 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 Mrs. Buxton to approve the following Secretary’s and Treasurer’s report:

**April 2010**

Fund	Treasurer’s Report	Secretary’s Report
10	\$ 509,490.46	\$509,490.46
20	\$ (61,820.44)	\$(61,820.44)
40	<u>\$ 4,809.57</u>	<u>\$ 4,809.57</u>
	\$ 452,479.59	\$452,479.59

The motion was carried unanimously on a roll call vote.

**XI. 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.

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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.

**Finance**

Payment of Bills

\*A1. Motion to approve the May 2010 bills list check numbers 1988 to check number 2041, payroll checks #0430 and 0514 and noncheck number#N0104 in the amount \$223,750.10.

Race to the Top

\*A2 Motion to approve submission to the NJ Department of Education of application for the Race to the Top Grant – Phase II.

Fixed Asset Inventory

\*A3. Motion to approve a contract with American Appraisal for Property appraisal services for the year ending June 30, 2010 at an annual cost of \$975.00.

Copier Lease

\*A4. Motion to approve a lease agreement with Ricoh Business Solutions for:

Copier #MPC 5000SPF	48 month lease	\$373.07 per month
State Contract # 4959-T437C		

Rescind Contract

\*A5. Motion to rescind the following resolution from the April 27, 2010 Board meeting:

HCESC Member Services 2010-2011

Motion to approve the attached list of rates for member services for the 2010-2011 school year with the Hunterdon County Educational Services Commission.

Cooperative Pricing Agreement

\*A6 Motion to approve the attached agreement with the Hunterdon County Educational Services Commission for Cooperative Purchasing for the 2010-2011 school year.

Extraordinary Aid

\*A7 Motion to accept the following state aid:  
Extraordinary Aid                      \$13,572.00

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Tuition Contracts

\*A8 Motion to approve the following extended school year contracts for designated students:

Behavior Therapy Associates	8/6-8/2010	\$375.00
Clinton Public School	6/28-8/20/2010	\$3,200.00

**Facilities -none**

**Transportation -none**

**Policy**

\*A9 Motion to approve the first reading of the following policies:

3451	Petty Cash Funds
3600	Evaluation of Business and Non-Instructional Operations
6153	Field Trips
5145.12	Search & Seizure

Mrs. Nugent reviewed the changes to the filed trip policy.

**Personnel-none**

**B. Curriculum Committee Report**

Dr. Petivan said the committee discussed school fundraising structure and also the program offerings for next school year.

**CONSENT AGENDA – Roll Call**

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A motion was made by Ms. Herb and seconded by Mrs. Buxton to approve the committee consent agenda items B.1- B.12.

The motion was carried unanimously on a roll call vote.

Mrs. Nugent noted the years of service Mrs. Curtis and Mrs. Brown had made to the school and thanked them for their contribution to the school.

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**Policy**

\*B1. Motion to approve first reading of the following policy:

5118                      Non-Residents

**Personnel**

Extracurricular Stipends

\*B2. Motion to approve the following extra curricular stipends for the 2009-2010 school year:

Rescind	8 <sup>th</sup> Grade Coordinator	Baker/Kress	\$799.00/split
Replace	8 <sup>th</sup> Grade Coordinator	Baker	\$799.00
NJ ASK Coordinators		Curtis/Kloos	\$45.64/Hour
Not to exceed a cost per person Of \$684.60			

Addendum to the 2007-10 Agreement

\*B3. Motion to approve the attached addendum to the 2007-2010 Agreement between the Frenchtown Board of Education and the Frenchtown Education Association.

Special Education Aides

\*B4. Motion to approve the following special education aides for the 2009-2010 school year:

Kimberly Johnson    \$12.55/hr    as needed as determined by the Chief School Administrator

Elizabeth Eftoski    \$92.50 per day    as needed as determined by the Chief School Administrator

Extra Curricular Activities

\*B5. Motion to approve the following extracurricular positions for the 2010-11 school year:

Co- Ed Soccer  
Boy's Basketball  
Girl's Basketball  
Home Instruction  
Student Council

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Yearbook  
Teacher In Charge  
Clubs – proposed  
Marching Band Director  
Detention/Homework Club  
Eighth Grade Coordinator

2009-2010 Substitute List

. \*B6 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):

Leslie Golomb (teacher)      Kendra Seneca (teacher)

Staff Resignations

\*B7

1. Motion to approve the resignation of Carol Curtis effective June 30, 2010.
2. Motion to approve the resignation of Kathy Brown effective June 30, 2010.

Maternity Leave

\*B8 Motion to approve the maternity leave of Jennifer Baker from approximately September 21, 2010 to approximately January 17, 2011.

**Planning**

Staff Development

\*B9 Motion to approve the following district staff development/travel:

S Schaffner	Accounting for Non Profits	6/22/10	\$259.00
K Nugent	Educational Leadership	6/01/10	No Charge
	In Tough Times		

**Curriculum**

Field Trips

\*B10. Motion to approve the following field trips:

4,5	Kloos	Keller's Landing	5/26/10
3	Fishbourne	DaVinci Science Center	6/10/10

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Summer School Application

\*B11 Motion to approve submission of application to operate a summer school program to the New Jersey Department of Education.

Extended School Year

\*B12 Motion to approve an extended school year contract with Kingwood Township BOE for a designated student at a cost of \$1,000.00.

**C. P.D.I.C. REPORT**

**XII. NEW BUSINESS**

**XIII. PUBLIC COMMENT (all school-related topics) - None**

**XIV. EXECUTIVE SESSION (if needed)**

A motion was made by Dr. Petivan 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 and personnel matters
- 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 8:14 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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**XV. RECONVENE**

**XVI. ADJOURNMENT**

There being no further business to come before the Board, it was moved by Ms. Herb and seconded by Dr. Petivan to adjourn at 9:37 p.m.

Respectfully submitted:

Attest:

Susan Schaffner  
Business Administrator/  
Board Secretary

Kate Nugent  
Board President