

Frenchtown Board of Education Meeting Minutes

August 22, 2017 6:45 p.m.

1. **CALL TO ORDER – Opening Statement**

The regular session of the Frenchtown Board of Education was called to order at 6:55 p.m. by President Kate Nugent.

Mrs. Nugent, Board President, 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 on January 12, 2017. A copy of this notice has also been posted at the public school, at the municipal building and filed with the borough clerk.

2. **THE PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited by all present.

3. **ROLL CALL**

Members Present: Mr. Adam Blackburn
Mrs. Jennifer Campbell
Mrs. Laura Einhorn
Mrs. Teresa Pearson
Mrs. Kate Nugent

Members Absent: Mr. Chris Guglielmo and Mrs. Amy Musolino

Others Present: Daria Wasserbach, Superintendent
Teresa Barna, Business Administrator/Board Secretary
Christina Lauck, Principal

4. **PUBLIC COMMENT** - None

5. **2017/2018 BOARD and DISTRICT GOALS**

BE IT RESOLVED, that the Frenchtown Board of Education approves the 2017-2018 Board and District Goals as follows:

Frenchtown District Goals (2017- 2018)

1. Implement a Personalized Student Learning Plan for students in grades 6 thru 8 that will help to create a seamless transition to the high school.
2. Implement additional methods to show appreciation for staff and to welcome incoming staff members.

Frenchtown Board of Education Meeting Minutes

August 22, 2017 6:45 p.m.

3. Engage in Strategic Planning Process.

Board Goals (2017- 2018)

1. Create a long range strategic plan with input from all stakeholders.
2. Support the implementation of Personalized Student Learning Plans.
3. Research and develop a plan for district sustainability/Green Certification.

Moved by Mrs. Pearson and seconded by Mrs. Einhorn. On a roll call vote, resolution was adopted as follows: 5 ayes; nays, 0.

6. **PRESENTATIONS AND RECOGNITIONS** - None

7. **BOARD SECRETARY REPORT**

Informational Items

- Board Meeting Schedule
 - ✓ September 26, 2017 – Action Meeting
 - ✓ October 17, 2017 – Action Meeting
- Correspondence

Actions Items

BE IT RESOLVED, that the Frenchtown Board of Education approves the following minutes:

- June 20, 2017 – Regular Session

Moved by Mr. Blackburn and seconded by Mrs. Einhorn. On a roll call vote, resolution was adopted as follows: 5 ayes; nays, 0.

8. **PROJECT UPDATE**

- There is still no resolution on the parking lot repaving.

9. **SUPERINTENDENT'S REPORT**

Frenchtown Board of Education Meeting Minutes

August 22, 2017 6:45 p.m.

HIB Report

BE IT RESOLVED, that the Frenchtown Board of Education affirms the HIB report submitted on June 20, 2017.

Moved by Mrs. Pearson and seconded by Mrs. Einhorn. On a roll call vote, resolution was adopted as follows: 5 ayes; nays, 0.

Professional Development Plan

BE IT RESOLVED, that the Frenchtown Board of Education acknowledges receipt of the 2017/2018 District Professional Development Plan developed in accordance with all regulations as specified in N.J.A.C. 6A:9C-4.2 and approves the fiscal impacts of the plan.

Moved by Mr. Blackburn and seconded by Mrs. Einhorn. On a roll vote, resolution was adopted as follows: 5 ayes; nays, 0.

Statement of Assurance

BE IT RESOLVED, that the Frenchtown Board of Education acknowledges receipt of the Statement of Assurances (SOA) for the requirements of the District Professional Development Plan and the District Mentoring Plan. The Superintendent shall submit the SOA to the Hunterdon County Department of Education by September 1, 2017.

Moved by Mrs. Pearson and seconded by Mrs. Einhorn. On a roll call vote, resolution was adopted as follows: 5 ayes; nays, 0.

Action Plan

BE IT RESOLVED, that the Frenchtown Board of Education approves the Action Plan for 2017/2018 District Goals.

Moved by Mrs. Einhorn and seconded by Mr. Blackburn. On a roll call vote, resolution was adopted as follows: 5 ayes; nays, 0.

10. PRINCIPAL'S REPORT

- a. Parent-Student Handbook
- b. Students Schedules

11. BOARD PRESIDENT'S REPORT

- a. Letter to be sent to community stakeholders inviting them to participate in Strategic Planning.

12. POLICY

Frenchtown Board of Education Meeting Minutes

August 22, 2017 6:45 p.m.

First Reading

BE IT RESOLVED, that the Frenchtown Board of Education approves the first reading of the following policies and regulations:

NJSBA Policy Alert No. 5

3542.2 "School Meals Program Arrears" (New)
5141.4R "Missing, Abused and Neglected Children - Regulation" (Replaced)

NJSBA Policy Alert No. 6

3510 "Operation and Maintenance of Plant" (Revised)
3516 "Safety" (Revised)

Required Regulations

1410R "Local Units - Regulation" (New)
3515R "Smoking Prohibition – Regulation" (New)
4112.4/4212.4R "Employee Health – Regulation" (New)
5131.5/5131.7R "Violence and Weapons – Regulation" (New)
5131R "Code of Student Conduct – Regulation" (New)
5141.21R "Administering Medication – Regulation" (New)

Moved by Mrs. Pearson and seconded by Mrs. Einhorn. On a roll call vote, resolution was adopted as follows: 5 ayes; nays, 0.

Second Reading

BE IT RESOLVED, that the Frenchtown Board of Education approves the second reading and adoption of the following policy and regulation:

4111.1 / 4211.1 R	Support for Breastfeeding Employees
5141.4	Child Abuse & Neglect

Moved by Mr. Blackburn and seconded by Mrs. Einhorn. On a roll call vote, resolution was adopted as follows: 5 ayes; nays, 0.

13. CONSENT AGENDA

Matters listed within the consent agenda 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 Superintendent. If separate discussion is desired, the item may be removed from the consent agenda by Board action.

Action Items:

Frenchtown Board of Education Meeting Minutes

August 22, 2017 6:45 p.m.

Finance

Payment of Bills

- a. BE IT RESOLVED, that the Frenchtown Board of Education approves the June 14, 2017 Payroll as per the attached bills list.

Moved by Mrs. Pearson and seconded by Mr. Blackburn. On a roll call vote, resolution was adopted as follows: 5 ayes; nays, 0.

- b. BE IT RESOLVED, that the Frenchtown Board of Education approves the June 15, 2017 Payroll as per the attached bills list.

Moved by Mrs. Pearson and seconded by Mr. Blackburn. On a roll call vote, resolution was adopted as follows: 5 ayes; nays, 0.

- c. BE IT RESOLVED, that the Frenchtown Board of Education approves the June 21, 2017 to June 30, 2017 bills list as follows:

General Fund:	\$55,920.39
Special Revenue Fund:	\$ 90.00
Total	\$56,010.39

Moved by Mrs. Pearson and seconded by Mr. Blackburn. On a roll call vote, resolution was adopted as follows: 5 ayes; nays, 0.

- d. BE IT RESOLVED, that the Frenchtown Board of Education approves the July 1, 2017 to July 31, 2017 bills list as follows:

General Fund:	\$206,111.30
Special Revenue Fund:	\$ 0.00
Total	\$206,111.30

Moved by Mrs. Pearson and seconded by Mr. Blackburn. On a roll call vote, resolution was adopted as follows: 5 ayes; nays, 0.

- e. BE IT RESOLVED, that the Frenchtown Board of Education approves the August 1, 2017 to August 22, 2017 bills list as follows:

General Fund:	\$119,126.93
Special Revenue Fund:	\$ 6,061.95
Total	\$125,188.88

Moved by Mrs. Pearson and seconded by Mr. Blackburn. On a roll call vote, resolution was adopted as follows: 5 ayes; nays, 0.

Frenchtown Board of Education

Meeting Minutes

August 22, 2017 6:45 p.m.

Budget Transfers

BE IT RESOLVED, that the Frenchtown Board of Education approves the list of the June 21, 2017 through June 30, 2017 Budget Transfers in the amount of \$16,762.09.

Moved by Mrs. Pearson and seconded by Mr. Blackburn. On a roll call vote, resolution was adopted as follows: 5 ayes; nays, 0.

BE IT RESOLVED, that the Frenchtown Board of Education approves the list of the July 2017 Budget Transfers in the amount of \$2,995.00.

Moved by Mrs. Pearson and seconded by Mr. Blackburn. On a roll call vote, resolution was adopted as follows: 5 ayes; nays, 0.

Board Secretary/Treasurer Reports – June 2017

BE IT RESOLVED, that the Frenchtown Board of Education approves and acknowledges receipt of the monthly certification of the Board Secretary and after review of the **June 2017** Board Secretary's and Treasurer's Reports, certify no major account or fund has been over-expended in violation of N.J.A.C.6A:23 – 2.11(c) 3 and that sufficient funds are available to meet the District's financial obligation for the remainder of the fiscal year and that no budgetary line-item account has been exceeded pursuant to N.J.S.A. 18A:22-8.1, and that no line-item account has encumbrances and expenditure, which in total exceed the line-item appropriation in violation of N.J.A.C. 6A23-2.11(a).

Moved by Mrs. Pearson and seconded by Mr. Blackburn. On a roll call vote, resolution was adopted as follows: 5 ayes; nays, 0.

Board Secretary/Treasurer Reports – July 2017

BE IT RESOLVED, that the Frenchtown Board of Education approves and acknowledges receipt of the monthly certification of the Board Secretary and after review of the **July 2017** Board Secretary's and Treasurer's Reports, certify no major account or fund has been over-expended in violation of N.J.A.C.6A:23 – 2.11(c) 3 and that sufficient funds are available to meet the District's financial obligation for the remainder of the fiscal year and that no budgetary line-item account has been exceeded pursuant to N.J.S.A. 18A:22-8.1, and that no line-item account has encumbrances and expenditure, which in total exceed the line-item appropriation in violation of N.J.A.C. 6A23-2.11(a).

Moved by Mrs. Pearson and seconded by Mr. Blackburn. On a roll call vote, resolution was adopted as follows: 5 ayes; nays, 0.

Flexible Spending Plan

BE IT RESOLVED, that the Frenchtown Board of Education approves Horizon Blue as Administrators for the Frenchtown Board of Education Flex Spend Plan from September 1, 2017 through August 31, 2018.

Moved by Mrs. Pearson and seconded by Mr. Blackburn. On a roll call vote, resolution

Frenchtown Board of Education Meeting Minutes

August 22, 2017 6:45 p.m.

was adopted as follows: 5 ayes; nays, 0.

ESSA Application

BE IT RESOLVED, that the Frenchtown Board of Education approves the Fiscal Year 2018 ESSA Application for submission to the State of New Jersey Department of Education, as follows:

Title I	\$18,134
Title II	\$ 3,057
Title IV	\$10,000
Total	\$31,191

Moved by Mrs. Pearson and seconded by Mr. Blackburn. On a roll call vote, resolution was adopted as follows: 5 ayes; nays, 0.

Non-Public Transportation

BE IT RESOLVED, that the Frenchtown Board of Education approves to accept and appropriate Fiscal year 2017 Non-Public Transportation Aid in the amount of \$1,392 into account #11-000-270-503 "AIL Non-Public"

Moved by Mrs. Pearson and seconded by Mr. Blackburn. On a roll call vote, resolution was adopted as follows: 5 ayes; nays, 0.

Appropriate Extraordinary Aid

BE IT RESOLVED, that the Frenchtown Board of Education approves to accept and appropriate Fiscal Year 2017 Extraordinary Aid into the following accounts:

11-215-100-106 "Preschool Other Salaries"	\$10,400
11-000-262-320 "Custodial P/T Services"	\$ 2,500
11-000-223-500 "Staff Train Oth Purch Serv"	\$ 5,000
11-000-230-585 "BOE Travel"	\$ 400
11-000-270-518 "Transportation Special"	\$15,534
Total	\$33,834

Moved by Mrs. Pearson and seconded by Mr. Blackburn. On a roll call vote, resolution was adopted as follows: 5 ayes; nays, 0.

Year End Deposit - Maintenance Reserve

BE IT RESOLVED, that the Frenchtown Board of Education acknowledges the actual 2017 year-end deposit of excess revenue and/or unanticipated available balances into the Maintenance Reserve Account in the amount of \$5,000.

Moved by Mrs. Pearson and seconded by Mr. Blackburn. On a roll call vote, resolution was adopted as follows: 5 ayes; nays, 0.

Frenchtown Board of Education Meeting Minutes

August 22, 2017 6:45 p.m.

Facilities

Integrated Pest Management

BE IT RESOLVED, that the Frenchtown Board of Education approves the Frenchtown Board of Education Integrated Pest Management Plan for the 2017-2018 school year.

Moved by Mrs. Pearson and seconded by Mr. Blackburn. On a roll call vote, resolution was adopted as follows: 5 ayes; nays, 0.

Transportation

Joint Transportation Agreement

BE IT RESOLVED, that the Frenchtown Board of Education approves the 2017/2018 Joint Transportation Agreement with Delaware Valley Regional High School for a Special Education Route as follows:

<u>Route</u>	<u>Destination</u>	<u>Route Cost</u>
HFBS	Holland Township School	\$21,645.00

Moved by Mrs. Pearson and seconded by Mr. Blackburn. On a roll call vote, resolution was adopted as follows: 5 ayes; nays, 0.

Personnel

2017-2018 Substitutes

BE IT RESOLVED, that the Frenchtown Board of Education approves the following substitute for the 2017-2018 substitute list at a rate of \$90.00 per day (Teacher), \$120.00 day (School Nurse), \$13.00 per hour (Custodian) or \$80.00 per day (Secretary)

Kiele Eichlin	Teacher	\$90.00 per day
Maria Patullo	Teacher	\$90.00 per day

Moved by Mrs. Pearson and seconded by Mr. Blackburn. On a roll call vote, resolution was adopted as follows: 5 ayes; nays, 0.

Appoint Personnel

BE IT RESOLVED, that the Frenchtown Board of Education approves to hire the Little Paws Preschool Temporary Leave of Absence Replacement Teacher effective August 30, 2017 as recommended by the Superintendent as follows:

Name	Step / Column	FTE	Salary
Erica Buckley	1 / BA	1.00	\$49,020.00*

Moved by Mrs. Pearson and seconded by Mr. Blackburn. On a roll call vote, resolution was adopted as follows: 5 ayes; nays, 0.

Frenchtown Board of Education

Meeting Minutes

August 22, 2017 6:45 p.m.

BE IT RESOLVED, that the Frenchtown Board of Education approves to hire a new Middle School Math Teacher effective August 30, 2017 as recommended by the Superintendent as follows:

Name	Step / Column	FTE	Salary
David deWolfe	9-10 / MA	1.00	\$61,820.00*

Moved by Mrs. Pearson and seconded by Mr. Blackburn. On a roll call vote, resolution was adopted as follows: 5 ayes; nays, 0.

BE IT RESOLVED, that the Frenchtown Board of Education approves to hire a new Special Education Teacher effective August 30, 2017 as recommended by the Superintendent as follows:

Name	Step / Column	FTE	Salary
Katelynn Yard	4 / BA	1.00	\$50,620.00*

Moved by Mrs. Pearson and seconded by Mr. Blackburn. On a roll call vote, resolution was adopted as follows: 5 ayes; nays, 0.

*Salary subject to change upon settlement of the negotiated agreement

Post Master Course Approval

BE IT RESOLVED, that the Frenchtown Board of Education approves Post Master Level Courses for Christina Lauck, Principal, as follows:

School	Course	Date	Cost
Delaware Valley College	Program Design, Development & Evaluation	9-8-17	\$2,067.00
Delaware Valley College	Dissertation Preparation	9-22-17	\$2,067.00

Moved by Mrs. Pearson and seconded by Mr. Blackburn. On a roll call vote, resolution was adopted as follows: 5 ayes; nays, 0.

Pre-School Aide

BE IT RESOLVED, that the Frenchtown Board of Education approves a Pre-School Aide as recommended by the Superintendent for the 2017-2018 school year as follows:

Name	FTE	Rate
Kiele Eichlin	.50	\$10,361.96 Annual (\$16.09 per hour)

Moved by Mrs. Pearson and seconded by Mr. Blackburn. On a roll call vote, resolution

Frenchtown Board of Education Meeting Minutes

August 22, 2017 6:45 p.m.

was adopted as follows: 5 ayes; nays, 0.

Ratification of the Collective Bargaining Agreement with the FEA

BE IT RESOLVED, that the Frenchtown Board of Education approves to ratify the Collective Bargaining Agreement between the Frenchtown Board of Education and the Frenchtown Education Association effective July 1, 2016 through June 30, 2020 and to accept the salary guides as presented by the Frenchtown Education Association.

Moved by Mr. Blackburn and seconded by Mrs. Einhorn. On a roll call vote, resolution was adopted as follows: 5 ayes; nays, 0.

Curriculum

Milford Soccer Partnership

BE IT RESOLVED, that the Frenchtown Board of Education approves middle school students from the Milford Public School to participate and be authorized players on the Frenchtown School soccer team for the 2017 season.

Moved by Mrs. Pearson and seconded by Mr. Blackburn. On a roll call vote, resolution was adopted as follows: 5 ayes; nays, 0.

LEAD Program

BE IT RESOLVED, that the Frenchtown Board of Education approves the Law Enforcement Against Drugs (LEAD) Program provided by the Frenchtown Police Department geared toward students in grade five focused on drug use prevention.

Moved by Mrs. Pearson and seconded by Mr. Blackburn. On a roll call vote, resolution was adopted as follows: 5 ayes; nays, 0.

Planning

14. NEW BUSINESS

- Diversity Training Program – Undoing Racism Training for Principal or Staff

15. PUBLIC COMMENT - None

16. EXECUTIVE SESSION

BE IT RESOLVED, that the Frenchtown Board of Education approves the following resolution:

Frenchtown Board of Education

Meeting Minutes

August 22, 2017 6:45 p.m.

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 7:51p.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.

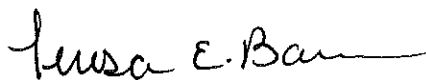
Moved by Mrs. Pearson and seconded by Mr. Blackburn. On a roll call vote, resolution was adopted as follows: 5 ayes; nays, 0.

BE IT RESOLVED, that the Frenchtown Board of Education reconvened into regular session at 8:00 p.m.

17. ADJOURNMENT

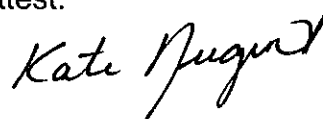
BE IT RESOLVED, that the Frenchtown Board of Education adjourned the meeting at 8:03 p.m. Moved by Mrs. Pearson and seconded by Mr. Blackburn. On a voice vote, resolution was adopted as follows: 5 ayes; nays, 0.

Respectfully submitted by:



Teresa Barna
Board Secretary

Attest:



Kate Nugent
Board President