

Frenchtown Board of Education Meeting Minutes

November 28, 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 6:50 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
Mr. Chris Guglielmo
Mrs. Amy Musolino
Mrs. Teresa Pearson
Mrs. Kate Nugent

Members Absent: Mrs. Laura Einhorn

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**

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.
3. Engage in Strategic Planning Process.

Frenchtown Board of Education Meeting Minutes

November 28, 2017 6:45 p.m.

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.

6. PRESENTATIONS AND RECOGNITIONS

- ❖ PTO Officers
- ❖ Mrs. Sullivan & Ms. Hurley with student author's
- ❖ Evan Newman

7. BOARD SECRETARY REPORT

Informational Items

- Board Meeting Schedule
 - ✓ December 19, 2017 – Action Meeting
 - ✓ January 2, 2018 – Reorganization Meeting
- Correspondence
- Election Results
 - Amy Musolino
 - Adam Blackburn
 - Teresa Pearson
- Board Member Training
 - Mr. Adam Blackburn

Action Items

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

- October 17, 2017-Regular Session

Moved by Mrs. Pearson and seconded by Mrs. Campbell. On a roll call vote, resolution was adopted as follows: 6 ayes; nays, 0.

Frenchtown Board of Education Meeting Minutes

November 28, 2017 6:45 p.m.

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

- October 18, 2017-Strategic Planning Meeting

Moved by Mrs. Pearson and seconded by Mrs. Campbell. On a roll call vote, resolution was adopted as follows: 6 ayes; nays, 0 with Mr. Blackburn and Mrs. Musolino abstaining.

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

- November 6, 2017-Strategic Planning Meeting

Moved by Mrs. Pearson and seconded by Mrs. Campbell. On a roll call vote, resolution was adopted as follows: 6 ayes; nays, 0 with Mrs. Musolino abstaining.

8. REFERENDUM UPDATE

9. SUPERINTENDENT'S REPORT

Informational Items:

- a. Harassment, Intimidation, and Bullying (HIB) Monthly Incident Report for period ending November 28, 2017.

Month/Year	# of Incidents Reported	# Identified as HIB	Remediation	Discipline & Remediation	Appealed (Y/N)
Sept 1- Sept 26	0				
Sept 27 – Oct 17	0				
Oct 18 – Nov 28	2	1	X	X	N
Nov 29 – Dec 19					
Dec 20 – Jan 24					
Jan 25 – Feb 28					
Mar 1 – Mar 28					
Mar 29 – April 25					
April 26 – May 9					
May 10 – June 27					
TOTAL	2	1			

- b. Short term suspension report:

Frenchtown Board of Education Meeting Minutes

November 28, 2017 6:45 p.m.

Student ID	Violation of Student Code of Conduct	Level of Infraction	Terms of Suspension and Dates	Clearance Required

Action Items:

HIB Report

BE IT RESOLVED, that the Frenchtown Board of Education affirmed the HIB report submitted on October 17, 2017.

Moved by Mr. Blackburn and seconded by Mr. Guglielmo. On a roll call vote, resolution was adopted as follows: 6 ayes; nays, 0.

Memorandum of Agreement

BE IT RESOLVED, that the Frenchtown Board of Education approved the attached Uniform State Memorandum of Agreement between Frenchtown Board of Education and Law Enforcement Officials.

Moved by Mrs. Pearson and seconded by Mr. Blackburn. On a roll call vote, resolution was adopted as follows: 6 ayes; nays, 0.

Special Education Teacher Appointment

BE IT RESOLVED, that the Frenchtown Board of Education authorized the Superintendent to appoint and hire a Special Education Teacher with ratification by the Board at the December 19, 2017 Board meeting.

Moved by Mrs. Pearson and seconded by Mr. Blackburn. On a roll call vote, resolution was adopted as follows: 6 ayes; nays, 0.

10. **PRINCIPAL'S REPORT** - None

11. **BOARD PRESIDENT'S REPORT** - None

12. **POLICY**

First Reading

BE IT RESOLVED, that the Frenchtown Board of Education approved the first reading of the following policy:

3542.2 School Meal Program Arrears

Frenchtown Board of Education Meeting Minutes

November 28, 2017 6:45 p.m.

Moved by Mrs. Pearson and seconded by Mr. Blackburn. On a roll call vote, resolution was adopted as follows: 6 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:

Finance

Payment of Bills

BE IT RESOLVED, that the Frenchtown Board of Education approved the November 28, 2017 bills list as follows:

General Fund:	\$291,081.75
Special Revenue Fund:	\$ 8,532.50
Total	\$299,614.25

Moved by Mrs. Pearson and seconded by Mr. Blackburn. On a roll call vote, resolution was adopted as follows: 6 ayes; nays, 0.

Board Secretary/Treasurer Reports

BE IT RESOLVED, that the Frenchtown Board of Education approved and acknowledged receipt of the monthly certification of the Board Secretary and after review of the **October, 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: 6 ayes; nays, 0.

Budget Transfers

BE IT RESOLVED, that the Frenchtown Board of Education approved the list of the October 2017 Budget Transfers in the amount of \$2,373.00.

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

Frenchtown Board of Education Meeting Minutes

November 28, 2017 6:45 p.m.

was adopted as follows: 6 ayes; nays, 0.

2018-2019 Little Paws Preschool Tuition rates

BE IT RESOLVED, that the Frenchtown Board of Education approved establish the Little Paws Preschool 2018-2019 tuition rates as follows:

Full Time Program \$5,500.00 (\$550.00 per month)

Moved by Mrs. Pearson and seconded by Mr. Blackburn. On a roll call vote, resolution was adopted as follows: 6 ayes; nays, 0.

River Union Stage

BE IT RESOLVED, that the Frenchtown Board of Education approved to accept the attached proposal from River Union Stage for the 2017-2018 Out Reach Program at a cost of \$7,325.00.

Moved by Mrs. Pearson and seconded by Mr. Blackburn. On a roll call vote, resolution was adopted as follows: 5 ayes; nays, 1, Mrs. Musolino.

Facilities

Facility Use

BE IT RESOLVED, that the Frenchtown Board of Education approved the following facility use:

PTO	10-27-17, Friday	5:30 p.m. to 10:30 p.m.	Movie Night
	11-15-17	7:00 p.m. to 8:00 p.m.	Monthly Meeting
	1-17-18	6:00 p.m. to 7:30 p.m.	Monthly Meeting
	3-21-18	7:00 p.m. to 8:00 p.m.	Monthly Meeting
	5-16-18	3:30 p.m. to 4:30 p.m.	Monthly Meeting
	6-6-18	7:00 p.m. to 8:00 p.m.	Monthly Meeting

Moved by Mrs. Pearson and seconded by Mr. Blackburn. On a roll call vote, resolution was adopted as follows: 6 ayes; nays, 0.

Transportation

Warren County Special Services

BE IT RESOLVED, that the Frenchtown Board of Education approved a participation agreement with Warren County Special Services for coordinated transportation services for the 2017/2018 school year with an administrative fee of 4%.

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

Frenchtown Board of Education Meeting Minutes

November 28, 2017 6:45 p.m.

was adopted as follows: 6 ayes; nays, 0.

Personnel

Travel/Staff Development

BE IT RESOLVED, that the Frenchtown Board of Education approved the following requests for employee/board member travel in accordance with the School District Accountability Act and Board of Education Policy. Only overnight stays are eligible for meal reimbursement. Mileage, meals and lodging reimbursements shall be in accordance with NJ Statute, Code and NJ Department of Treasury Guidelines. OMB Mileage Reimbursement Rate: \$0.31.

Employee/ BOE Member	Program Title/ Location	Date(s)	Cost	Mileage	Lodging (per diem)	Meals (per diem)
Tricia Hurley	Artists' for Art's Sake, Clinton, NJ	2-1-18	\$45.00	\$7.75	N/A	N/A
Paige Ahrens	PERCC- Aligned Curriculum, Clark, NJ	11-30-17	\$175.00	\$28.95	N/A	N/A

Moved by Mrs. Pearson and seconded by Mr. Blackburn. On a roll call vote, resolution was adopted as follows: 6 ayes; nays, 0.

2017-2018 Substitutes

BE IT RESOLVED, that the Frenchtown Board of Education approved 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)

Nicole Krutsick Teacher \$90.00 per day

Moved by Mrs. Pearson and seconded by Mr. Blackburn. On a roll call vote, resolution was adopted as follows: 6 ayes; nays, 0.

Extra-Curricular Activities

BE IT RESOLVED, that the Frenchtown Board of Education approved the following extra-curricular appointments for the 2017-2018 school year:

Position	Teacher	Stipend Rate
Ski Club Coordinator	Cristina Maher	\$1,365.03

Frenchtown Board of Education Meeting Minutes

November 28, 2017 6:45 p.m.

River Union Stage Aide	Faye Smith	\$16.09/hr
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Moved by Mrs. Pearson and seconded by Mr. Blackburn. On a roll call vote, resolution was adopted as follows: 6 ayes; nays, 0.

Student Teaching Placement

BE IT RESOLVED, that the Frenchtown Board of Education approved Karoline Perez for student Teaching Placement from March 12, 2018 to May 4, 2018.

Moved by Mrs. Pearson and seconded by Mr. Blackburn. On a roll call vote, resolution was adopted as follows: 6 ayes; nays, 0.

Appoint Personnel

BE IT RESOLVED, that the Frenchtown Board of Education approved to hire Christine Ducz as a Literacy Coach as recommended by the Superintendent. Salary to be paid through Title I Funds at the Professional rate of \$45.00 per hour.

Moved by Mrs. Pearson and seconded by Mr. Blackburn. On a roll call vote, resolution was adopted as follows: 6 ayes; nays, 0.

Curriculum

Field Trips

BE IT RESOLVED, that the Frenchtown Board of Education approved the following field trips for the 2017-2018 school year:

Location	Grade	Date
NJ State Museum	3 rd , 4 th & 5 th Grade	12-21-17

Moved by Mrs. Pearson and seconded by Mr. Blackburn. On a roll call vote, resolution was adopted as follows: 6 ayes; nays, 0.

Norwescap Backpack Program

BE IT RESOLVED, that the Frenchtown Board of Education approved the Norwescap Backpack Program as per the attached 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: 6 ayes; nays, 0.

Planning

14. NEW BUSINESS

**Frenchtown Board of Education
Meeting Minutes**

November 28, 2017 6:45 p.m.

15. **PUBLIC COMMENT** - None

16. **EXECUTIVE SESSION** - None

17. **ADJOURNMENT**

BE IT RESOLVED, that the Frenchtown Board of Education adjourned the meeting at 8:02 p.m. Moved by Mr. Blackburn and Mrs. Pearson. On a voice vote, resolution was adopted as follows: 6 ayes; nays, 0.

Respectfully Submitted:



Teresa Barna
Board Secretary

Attest:



Kate Nugent
Board President