

# Frenchtown Board of Education Meeting Minutes

June 26, 2018 6:45 p.m.

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

The regular session of the Frenchtown Board of Education was called to order at 6:53 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 11, 2018. 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:           Mrs. Jennifer Campbell  
                                      Mrs. Laura Einhorn  
                                      Mrs. Amy Musolino  
                                      Mrs. Teresa Pearson  
                                      Mrs. Kate Nugent

Members Absent:           Mr. Adam Blackburn

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

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.

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### 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

- ❖ Introduction of the Interim Principal – Katherine Griffith
- ❖ Laine Nauman – Interested in the open seat on the Board

### 7. BOARD SECRETARY REPORT

#### Informational Items

- Board Meeting Schedule
  - ✓ August 21, 2018 – Action Meeting
  - ✓ September 25, 2018 – Action Meeting
- School Board Candidate Kits Available
  - ✓ 2 – Three-Year Seats Available
  - ✓ Petitions Due to the County Clerk – July 30, 2018
- NJSBA Annual Workshop
  - ✓ October 23-26, 2017
  - ✓ 2 members have confirmed attendance
- Correspondence
  - Letter received from Caroline Scutt

#### Actions Items

Motion to approve the following minutes:

- May 8, 2018 – Regular Session – Tabled until 8-21-18 Meeting
- May 8, 2018 – Executive Session – Tabled until 8-21-18 Meeting

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

- May 14, 2018 - Special Session

Moved by Mrs. Campbell and seconded by Mrs. Einhorn. On a voice vote, resolution was adopted as follows: 4 ayes; nays, 0, with Mrs. Musolino abstaining.

- May 14, 2018 – Executive Session – Tabled until 8-21-18 Meeting

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

- June 19, 2018 – Goal Setting

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

### 8. REFERENDUM UPDATE

### 9. SUPERINTENDENT'S REPORT

- ✓ Express a sincere thanks to Kathy Petro
- ✓ HIB

#### Informational Items:

- a. Harassment, Intimidation, and Bullying (HIB) Monthly Incident Report for period ending June 26, 2018.

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	N	0	N
Nov 29 – Dec 19	1	0	Y	0	N
Dec 20 – Jan 23	2	0	1	0	N
Jan 24 – Feb 27	0	-	-	-	-
Feb 28 – Mar 27	2	0	2	0	N
Mar 28 – April 24	2	0	1	0	N
April 25 – May 8	0	-	-	-	-
May 9 – June 26	0	-	-	-	-
<b>TOTAL</b>	<b>9</b>	<b>1</b>	<b>4</b>	<b>N</b>	<b>N</b>

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### Action Items:

#### HIB Report

BE IT RESOLVED, that the Frenchtown Board of Education to affirmed the HIB report submitted on May 8, 2018.

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

#### 2018/2019 Teacher Mentor Plan

BE IT RESOLVED, that the Frenchtown Board of Education approved the attached 2018/2019 Teacher Mentor Plan.

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

#### 2017/2018 School Self Assessment

BE IT RESOLVED, that the Frenchtown Board of Education approved the 2017/2018 School Self Assessment for Determining Grades under the Anti-Bullying Bill of Rights Act and authorized submission to the NJ Depart of Education.

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

### 10. PRINCIPAL'S REPORT

### 11. BOARD PRESIDENT'S REPORT

➤ Board Goals

### 12. POLICY

#### First Reading

BE IT RESOLVED, that the Frenchtown Board of Education approved the first reading of the following policies (Alert 18-5):

4111	Recruitment Selection and Hiring
4211	Recruitment Selection and Hiring

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

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### 13. CONSENT AGENDA

Matters listed within the consent agenda have been referred to members of the Board of Education 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 June 26, 2018 bills list as follows:

General Fund:	\$476,332.04
Special Revenue Fund:	\$ 14,446.72
<b>Total</b>	<b>\$490,778.76</b>

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

##### Budget Transfers

BE IT RESOLVED, that the Frenchtown Board of Education approved the list of the May 1, 2018 through May 31, 2018 Budget Transfers in the amount of \$52,059.42.

Moved by Mrs. Pearson and seconded by Mrs. Campbell. On a roll call vote, resolution was adopted as follows: 5 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 **May 2018** 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 Mrs. Campbell. On a roll call vote, resolution was adopted as follows: 5 ayes; nays, 0.

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Close out the Year

BE IT RESOLVED, that the Frenchtown Board of Education approved to authorize the Superintendent and Business Administrator to pay any invoices to close the 2017-2018 school year with approval by the board at the next regular action meeting.

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

2018-2019 School Lunch Prices

a.) BE IT RESOLVED, that the Frenchtown Board of Education approved of the following school lunch prices for the 2018-2019 school year:

	2015-2016	2016-2017	2017-2018	2018-2019
<b>Student</b>	\$2.75	\$2.75	\$2.85	\$3.00
<b>Adult</b>	\$3.25	\$3.25	\$3.35	\$3.50
<b>Milk</b>	\$ .50	\$ .50	\$ .50	\$ .50
<b>Reduced</b>	\$ .40	\$ .40	\$ .40	\$ .40

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

2018-2019 School Breakfast Prices

b.) BE IT RESOLVED, that the Frenchtown Board of Education approved of the following school Breakfast prices for the 2018-2019 school year:

	2015-2016	2016-2017	2017-2018	2018-2019
<b>Student</b>	\$1.75	\$1.75	\$1.85	\$1.85
<b>Adult</b>	\$2.25	\$2.25	\$2.35	\$2.35
<b>Milk</b>	\$ .50	\$ .50	\$ .50	\$ .50
<b>Reduced</b>			\$ .30	\$ .30

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

Deposit into Reserve Accounts

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

WHEREAS, N.J.S.A. 18A:21-2 and N.J.S.A. 18A:7G-13 permit a Board of Education to establish and/or deposit into certain reserve accounts at year end, and

WHEREAS, the aforementioned statutes authorize procedures, under the

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authority of the Commissioner of Education, which permit a board of education to transfer anticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution, and

WHEREAS, the Frenchtown Board of Education wishes to deposit anticipated current year surplus into the following reserve accounts at year end:

Maintenance Reserve – Not to exceed \$20,000

NOW THEREFORE BE IT RESOLVED by the Frenchtown Board of Education that it hereby authorizes the district's School Business Administrator to make this transfer consistent with all applicable laws and regulations

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

## List of Contracts for 2017-2018

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

Pursuant to PL 2015, Chapter 47 the Frenchtown Board of Education hereby approves a list of contracts previously awarded by the board of education. These contracts are, and have been, in full compliance with all state and federal statutes and regulations; in particular, New Jersey Title 18A:18. et.seq, NJAC Chapter 23, and Federal Uniform Administrative Requirements 2 CFR, Part200.

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

## Bank Account Signatures

BE IT RESOLVED, that the Frenchtown Board of Education approved to authorize the following signatures on the 2018-2019 accounts maintained by the Board of Education:

- 1) Regular Account - PNC Bank (3 signatures required)  
Board President, Vice-President, and Board Secretary
- 2) Cafeteria Account – PNC Bank (2 signatures required)  
Board President, Board Secretary
- 3) Payroll Account - PNC Bank (1 signature required)  
Board Secretary
- 4) Payroll Agency Account - PNC Bank (1 signature required)  
Board Secretary

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- 5) Unemployment Trust Account – PNC Bank (1 signature required)  
Board Secretary
- 6) Student Activities Account - PNC Bank (2 signatures required)  
Board Secretary and Principal
- 7) Summer Pay Account - PNC Bank (1 signature required)  
Board Secretary
- 8) Money Market Account – PNC Bank (3 signatures required)  
Board President, Vice-President, and Board Secretary

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

### FY19 IDEA Application

BE IT RESOLVED, that the Frenchtown Board of Education approved the submission of the Fiscal Year 2019 Individuals with Disabilities and Education Act (IDEA) to the New Jersey Department of Education for review and approval and to accept the funds as follows:

Basic Ages 3-21	\$34,315
Preschool Ages 3-5	\$ 1,080
<b>Total</b>	<b>\$35,395</b>

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

### FY19 ESEA Application

BE IT RESOLVED, that the Frenchtown Board of Education approved the Fiscal Year 2019 ESEA Application for submission to the State of New Jersey Department of Education, as follows:

Title I	\$18,275
Title II	\$ 2,990
Title IV	\$10,000
<b>Total</b>	<b>\$31,265</b>

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



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### 2018 ESY Tuition Contract with Hampton Borough

BE IT RESOLVED, that the Frenchtown Board of Education approved a sending ESY tuition contract with Hampton Borough Board of Education for one (1) student for the 2018 ESY school year at a rate of \$4,465.00.

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

### CenturyLink Grant

BE IT RESOLVED, that the Frenchtown Board of Education approved to accept a CenturyLink Grant Award and to accept the funds in the amount of \$1,000.00 towards the Osmo and LCD Tablet Project.

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

### English Language Learner Screening

BE IT RESOLVED, that the Frenchtown Board of Education approved Debra L Billmann for Professional Services to perform English Language Learner Screening at a cost of \$450.00 / \$45.00 per hour.

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

### Delta Dental Renewal

BE IT RESOLVED, that the Frenchtown Board of Education approved the 2 year Delta Dental Renewal Rates for the 2018-2019 and 2019-2020 school years.

#### Preferred -monthly

One Party	\$43.77
Two Party	\$84.03
Three Party	\$140.67

#### Premier-monthly

One Party	\$58.36
Two Party	\$112.05
Three Party	\$187.56

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

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### English as a Second Language

BE IT RESOLVED, that the Frenchtown Board of Education approved the Interlocal Shared Services Agreement with Delaware Valley Regional High School in the amount of \$22,000.00 for English as a Second Language in the 2018/2019 school year.

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

### Facilities

#### Transportation

##### Bus Rental Agreement

BE IT RESOLVED, that the Frenchtown Board of Education approved an agreement between the Frenchtown Board of Education and the Delaware Valley Regional High School Board of Education for the rental of the Frenchtown Bus to the Delaware Valley Regional High School Transportation Consortium for \$275.00 per month on a month to month basis for the 2018-2019 school year.

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

### Personnel

#### 2018-2019 Substitute List

BE IT RESOLVED, that the Frenchtown Board of Education approved of the attached lists of substitutes for the 2018-2019 substitute list at a rate of \$90.00 per day (Teacher), \$120.00 per day (School Nurse), \$80.00 per day (Secretary) and \$13.00 per hour (Custodian).

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

#### 2017-2018 Substitute

BE IT RESOLVED, that the Frenchtown Board of Education approved the following substitute for Thomas Wollert at a rate of \$90.00 per day effective May 21, 2018 for the remainder 2017-2018 school year:

Anthony Damiano

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

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Acting Principal

BE IT RESOLVED, that the Frenchtown Board of Education approved Thomas Wollert as Acting Principal effective May 21, 2018 on as needed basis for the remainder of the 2017-2018 school year at the rate of \$50.00 per day.

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

Extra-Curricular Activities

BE IT RESOLVED, that the Frenchtown Board of Education approved of the following extra-curricular positions for the 2018-2019 school year, stipend rate per the 2016-2020 negotiated contract:

Position	2018-2019 Stipend Rate
Co-Ed Soccer	\$3,500.00
Boys Basketball	\$3,500.00
Girls Basketball	\$3,500.00
Student Council (2)	\$1,500.00
Yearbook	\$1,500.00
Teacher-In-Charge	\$3,195.00
Eighth Grade Coordinator	\$1,200.00
Ski Club Coordinator (1)	\$1,365.03
Home Instruction	\$45.00 per hour

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

BE IT RESOLVED, that the Frenchtown Board of Education approved the following club proposals and club advisor appointments:

- Club Proposals– Budget availability \$3,000

Club	Frequency	# of hours	Maximum Fee
iRun4Life	1 x per week	15 hours	.. \$525.00 x 2 = ... .. \$1,050.00
German Club	1 x per week	13 hours	\$455.00
S.T.E.M. Club	1 x per week	7.5 hours	\$262.50
Sketchbook Club	1 x per week	7.5 hours	\$262.50
<b>Total Clubs</b>			<b>\$2,030.00</b>

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

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- Club Advisor Appointments

Club	Advisor
iRun4Life	Alicia Parker
iRun4Life	Ashley Seneca
German Club	Marjorie Leuschner
S.T.E.M. Club	Brittney Shurts
Sketchbook Club	Tricia Hurley

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

### Shared Superintendent

BE IT RESOLVED, that the Frenchtown Board of Education approved to appoint Mrs. Daria Wasserbach as the District Superintendent for the 2018-2019 school year under the shared services agreement with Delaware Valley Regional High School.

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

### Master Course Approval

BE IT RESOLVED, that the Frenchtown Board of Education approved Master Level Courses for Katelynn Yard, Special Education Teacher, as follows:

School	Course	Date	Cost
Rowan University	Educational Psych	8-28-2018	\$1,872.00 (Max)

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

### 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)
<b>Glenda Grimes</b>	School Health Conference 2018, Somerset, NJ	10-17-18	\$175.00	\$21.00	N/A	N/A

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

### Employee Resignations

BE IT RESOLVED, that the Frenchtown Board of Education approved to accept the resignation of Kiele Eichlin, Pre-School Aide, with regret, effective June 30, 2018.

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

BE IT RESOLVED, that the Frenchtown Board of Education approved to accept the resignation of Sarah Terentiev, Pre-School Aide, with regret, effective June 30, 2018.

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

### 2018 ESY Pre-School Aide

BE IT RESOLVED, that the Frenchtown Board of Education approved Alyssa Rodriguez as Pre-School Aide for the 2018 Extended School Year at a rate of \$16.09 per hour from 7-2-2018 to 7-26-2018.

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

### Interim Principal

BE IT RESOLVED, that the Frenchtown Board of Education approved the Interim Principal employment contract for Katherine E. Griffith at a per diem rate of \$450.00, beginning July 1, 2018 and ending no later than June 30, 2019.

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

BE IT RESOLVED, that the Frenchtown Board of Education approved to authorize Katherine E. Griffith to work up to two (2) additional days prior to July 1, 2018 at a per diem rate of \$450.00.

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

### Summer Library Inventory

BE IT RESOLVED, that the Frenchtown Board of Education approved Julia Smith to conduct an inventory of Library Books at a rate of \$16.09, not to exceed 16 hours.

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

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### Curriculum

14. NEW BUSINESS

- Project Update
- Sports Banquet follow-up

15. PUBLIC COMMENT - None

16. EXECUTIVE SESSION

BE IT RESOLVED, that the Frenchtown Board of Education approved 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 7:27 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.

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

BE IT RESOLVED, that the Frenchtown Board of Education approved to reconvene into regular session at 7:36 p.m.

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

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### Conversion Pay

BE IT RESOLVED, that the Frenchtown Board of Education to approved a vacation conversion for Christina Lauck for up to 10 days at the rate of \$413.53 per day not to exceed \$4,135.30, in accordance with the employment contract.

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

### 17. ADJOURNMENT

BE IT RESOLVED, that the Frenchtown Board of Education adjourned the meeting at 7:45 p.m. Moved by Mrs. Einhorn and seconded by Mrs. Pearson. On a voice vote, resolution was adopted as follows: 5 ayes; nays, 0.

Respectfully submitted:



Teresa Barna  
Board Secretary

Attest:



Kate Nugent  
Board President