

Frenchtown Board of Education Meeting Minutes

April 24, 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 6:50 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 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: Mr. Adam Blackburn
Mrs. Jennifer Campbell
Mrs. Laura Einhorn
Mrs. Teresa Pearson
Mrs. Kate Nugent

Members Absent: Mr. Chris Guglielmo
Mrs. Amy Musolino

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

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

- Public Hearing on the 2018/2019 Budget

7. BOARD SECRETARY REPORT

Informational Items

- Board Meeting Schedule
 - ✓ May 8, 2018 – Action Meeting
 - ✓ June 19, 2018 – Board Retreat/Goal Setting
 - ✓ June 26, 2018 – Action Meeting
- Correspondence

Actions Items

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

- March 27, 2018 – Regular Session
- March 27, 2018 – Executive 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

- Aegis has rejected the Board's counter offer

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9. SUPERINTENDENT'S REPORT

Informational Items:

- a. Harassment, Intimidation, and Bullying (HIB) Monthly Incident Report for period ending April 24, 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					
May 9 – June 26					
TOTAL	9	1	4	N	N

Action Items:

HIB Report

BE IT RESOLVED, that the Frenchtown Board of Education affirmed the HIB report submitted on March 27, 2018.

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

10. PRINCIPAL'S REPORT

- Tourette Syndrome training for staff
- Solar Cars, Field Trips, Play

11. BOARD PRESIDENT'S REPORT

- ❖ Superintendent Evaluation
- ❖ Milford is discussing the future of the school. They will be conducting a feasibility study. They are asking the other districts in the region to participate in the study.

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12. POLICY

First Reading

BE IT RESOLVED, that the Frenchtown Board of Education approved the first reading of the following 2018 Policy Alert 4 revisions:

5131	Conduct / Discipline
5131.1	Harassment Intimidation and Bullying
5131.5	Violence / Vandalism
5131.6	Substance Abuse
5145.4	Equal Educational Opportunity
6171.4	Special Education

Moved by Mrs. Pearson 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:

Finance

Payment of Bills

BE IT RESOLVED, that the Frenchtown Board of Education approved the April 24, 2018 bills list as follows:

General Fund:	\$364,658.43
Special Revenue Fund:	\$ 4,898.55
Total	\$369,556.98

Moved by Mr. Blackburn 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 March 2018 Budget Transfers in the amount of \$1,838.72.

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

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

Professional Services

BE IT RESOLVED, that the Frenchtown Board of Education approved the following professional services for the 2018-2019 school year:

Professional Service	Professional	Rate
Auditor	Bedard Kurowicki & Co., CPA's	\$13,150 \$200/hr.
Attorney	Cleary, Giacobbe, Alfieri	\$150/hr.
School Physician	Delaware Valley Health Assoc.	\$1,000 Retainer
Architect of Record	SSP Architectural Group	\$165/hr.
Environmental Consultant	RK Environmental	\$115/hr.
Occupational Therapy	Chris Cross Kids, LLC	\$85/hr.
Physical Therapy	Chris Cross Kids, LLC	\$95/hr.

These contracts are awarded without public bidding for the reasons that the services to be rendered are recognized professions, licensed and regulated by law and their services are required by the Board of Education. The Board of Education used a deliberate process that considered cost and other relevant factors Fees per hour for Principal/Partner/Physician.

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

2018-2019 School Budget Adoption

BE IT RESOLVED, that the Frenchtown Board of Education approved the Adoption of the 2018-2019 School Budget:

WHEREAS, the 2018/2019 budget includes sufficient funds to implement the proposed planning process as described in this district's Annual Report pursuant to N.J.S.A. 18A:7A -11 and to provide curriculum and instruction which will enable all students to achieve the Core Curriculum Content Standards;

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WHEREAS, the 2018/2019 budget is in compliance with the requirements set forth in N.J.S.A. 18A and N.J.A.C. Title 6 and 6A;

THEREFORE, BE IT RESOLVED the Frenchtown Board of Education adopts the 2018/2019 budget in the amount of \$2,908,293 as follows:

Fund	Appropriations	Tax Levy
General Fund	\$2,908,293	\$1,946,107
Special Revenue Fund	\$ 80,742	
Debt Service Fund	\$ 110,619	\$ 110,619
Total Budget	\$3,099,654	\$2,056,726

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

Requisition for Taxes

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

RESOLVED: that the amount of district taxes needed to meet the obligations of the Board for the 2018-2019 school year is \$2,056,726, and that the Borough of Frenchtown is hereby requested to place in the hands of the Custodian of School Moneys that amount in accordance with the statutes relating thereto.

Date Due	General Fund Levy	Debt Service Levy	Total Payment
July 1, 2018	\$249,411.00	\$93,375.00	\$342,786.00
September 1, 2018	\$337,040.00	\$5,748.00	\$342,788.00
November 1, 2018	\$337,040.00	\$5,748.00	\$342,788.00
January 1, 2019	\$337,040.00	\$5,748.00	\$342,788.00
March 1, 2019	\$342,788.00		\$342,788.00
May 1, 2019	\$342,788.00		\$342,788.00
Total	\$1,946,107.00	\$110,619.00	\$2,056,726.00

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

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Business Services Subcontract Agreement

BE IT RESOLVED, that the Frenchtown Board of Education approved of the attached Business Services Subcontract Agreement with Delaware Valley Regional High School in accordance with the contract from July 2018 through June 30, 2019 at a cost of \$45,000.00.

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

ACES - Electric

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

A RESOLUTION BINDING THE FRENCHTOWN BOARD OF EDUCATION TO PURCHASE ELECTRIC GENERATION SERVICES THROUGH THE ALLIANCE FOR COMPETITIVE ENERGY SERVICES ("ACES") Bid Cooperative Pricing System ID#E8801-ACESCPS

WHEREAS, the Alliance For Competitive Energy Services (hereinafter referred to as "ACES"), an alliance composed of the New Jersey School Boards Association (hereinafter referred to as "NJSBA"), the New Jersey Association of School Administrators, and the New Jersey Association of School Business Officials, will from time to time during the Effective Period as defined below solicit bids from electric power suppliers for electric generation services through an energy aggregation program in which NJSBA will act as Lead Agency of the ACES Cooperative Pricing System #E8801-ACESCPS in accordance with the "Public School Contracts Law", N.J.S.A. 18A:18A-1 *et seq.*, and the Electric Discount and Energy Competition Act, N.J.S.A. 48:3-49 *et seq.* ("EDECA") and the regulations promulgated thereunder; and

WHEREAS, the Frenchtown Board of Education is a Participating member of the ACES Cooperative Pricing System and is eligible thereby to obtain electric generation services for its own use through one or more contracts to be awarded to electric power suppliers following said bids for electric generation services pursuant to the aggregation program; and

WHEREAS, the Lead Agency will from time to time during the Effective Period (from date of adoption through May, 2023 hereinafter referred to as "Effective Period") issue one or more Requests for Bids for electric generation services on behalf of the ACES Cooperative Pricing System pursuant to the Public School Contracts Law and EDECA; and

WHEREAS, due to significant volatility and the potential for price increases in the wholesale electric market, Participating Members will preauthorize the Lead Agency to award contracts for Electric Generation Service in each service territory to one or more electric power suppliers that submit bids which are reasonably forecasted to provide estimated savings to the Participating Member based upon its previous electric usage

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and utility provided Basic Generation Service rates; and

WHEREAS, the Lead Agency will only award contracts for said electric generation services to electric power suppliers that submit bids with pricing reasonably estimated to be lower than the utility-provided basic generation service; and

WHEREAS, the District agrees to purchase all electric power needed for its own use (exclusive of on-site electric generation sources) during the Effective Period through any electric power supplier(s) awarded a contract, it being understood that the term of any one contract shall be subject to the provisions of Public School Contracts Law;

WHEREAS, the Lead Agency will notify the Department of Community Affairs' Division of Local Government Services by mail prior to the issuance a Request for Bids for electric generation services, with the understanding that if the Division of Local Government Services does not respond within 10 business days, it will be deemed to have approved the issuance of the Request for Bids or the Request for Rebids.

NOW, therefore, be it

RESOLVED that the District binds itself to the ACES Cooperative Pricing System ##E8801-ACESCPS to purchase all electric power needed for its own use (exclusive of on-site electric generation sources) during the Effective Period from the electric power supplier or suppliers awarded a contract for electric generation services by the Lead Agency; and, be it

FURTHER RESOLVED that the Lead Agency of the ACES Cooperative Pricing System is hereby authorized to execute a master performance agreement that obligates the district to purchase electricity at the terms and conditions stated therein with a third-party supplier or suppliers who have been awarded the contract or contracts by the Lead Agency on behalf of the participating members of the ACES Cooperative Pricing System #E8801-ACESCPS (or any CPS number to be assigned in the future), and provided further that all such contracts shall be at prices reasonably forecast and estimated by the Lead Agency to provide savings to the Districts relative to the price charged for basic generation service by the electric public utility that would otherwise provide such service; and, be it

FURTHER RESOLVED that ACES is authorized to continue to bid to obtain electric generation services at any time during the Effective Period on behalf of the ACES Cooperative Pricing System including, for example, a rebid if energy market conditions do not initially lead to a successful bid, on additional dates to be determined by the Lead Agency; and

FURTHER RESOLVED that this Resolution shall take effect immediately upon passage. The authorization provided to the NJSBA pursuant to the Local Public Contracts Laws (N.J.S.A. 40A:11-11(5)), and the Local Public and Public School Contracts Laws Administrative Code (N.J.A.C. 5:34-7.1 et seq.) shall be valid until May, 2023 (the

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Effective Period) at which time the Cooperative Pricing System will be subject to renewal. Any rescission or expiration of this resolution shall not affect any Agreements entered into prior to such rescission or expiration.

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

ACES – Natural Gas

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

A RESOLUTION BINDING THE FRENCHTOWN BOARD OF EDUCATION TO PURCHASE NATURAL GAS SERVICES THROUGH THE ALLIANCE FOR COMPETITIVE ENERGY SERVICES (“ACES”) Bid Cooperative Pricing System ID#E8801-ACESCPS

WHEREAS, the Alliance For Competitive Energy Services (hereinafter referred to as “ACES”), an alliance composed of the New Jersey School Boards Association (hereinafter referred to as “NJSBA”), the New Jersey Association of School Administrators, and the New Jersey Association of School Business Officials, will from time to time during the Effective Period as defined below solicit bids from natural gas suppliers for retail natural gas supply services including interstate transportation to the local natural gas distribution utility company (Natural Gas Supply Services) through an energy aggregation program in which NJSBA will act as Lead Agency of the ACES Cooperative Pricing System #E8801-ACESCPS in accordance with the “Public School Contracts Law”, N.J.S.A. 18A:18A-1 *et seq.*, and the Electric Discount and Energy Competition Act, N.J.S.A. 48:3-49 *et seq.* (“EDECA”) and the regulations promulgated thereunder; and

WHEREAS, the Frenchtown Board of Education is a Participating member of the ACES Cooperative Pricing System and is eligible thereby to obtain natural gas services for its own use through one or more contracts to be awarded to natural gas suppliers following said bids for natural gas services pursuant to the aggregation program; and

WHEREAS, the Lead Agency will from time to time during the Effective Period (from date of adoption through May, 2023, hereinafter referred to as “Effective Period”) issue one or more Requests for Bids for natural gas services on behalf of the ACES Cooperative Pricing System pursuant to the Public School Contracts Law and EDECA; and

WHEREAS, due to significant volatility and the potential for price increases in the wholesale natural gas market, Participating Members will preauthorize the Lead Agency to award contracts for Natural Gas Supply Service in each service territory to one or more natural gas suppliers that submits bids which are reasonably forecasted to provide

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estimated savings to the Participating Member based upon its previous natural gas usage and utility provided Basic Gas Supply Service rates; and

WHEREAS, the Lead Agency will only award contracts for said Natural Gas Supply Services to natural gas suppliers that submit bids with pricing reasonably estimated to be lower than the utility-provided basic gas supply service; and

WHEREAS, the District agrees to purchase all Natural Gas Supply Services for its own use during the Effective Period through any natural gas supplier(s) awarded a contract, it being understood that the term of any one contract shall be subject to the provisions of Public School Contracts Law; and

WHEREAS, the Lead Agency will notify the Department of Community Affairs' Division of Local Government Services by mail prior to the issuance a Request for Bids for natural gas supply services, with the understanding that if the Division of Local Government Services does not respond within 10 business days, it will be deemed to have approved the issuance of the Request for Bids or the Request for Rebids.

NOW, therefore, be it

RESOLVED that the District binds itself to the ACES Cooperative Pricing System ##E8801-ACESCPS to purchase all natural gas supply services needed for its own use during the Effective Period from the natural gas supplier or suppliers awarded a contract for natural Gas supply services by the Lead Agency; and, be it

FURTHER RESOLVED that the Lead Agency of the ACES Cooperative Pricing System is hereby authorized to execute a master performance agreement that obligates the district to purchase natural gas at the terms and conditions stated therein with a third-party supplier or suppliers who have been awarded the contract or contracts by the Lead Agency on behalf of the participating members of the ACES Cooperative Pricing System #E8801-ACESCPS (or any CPS number to be assigned in the future), and provided further that all such contracts shall be at prices reasonably forecast and estimated by the Lead Agency to provide savings to the districts relative to the price charged for basic gas supply service by the natural gas public utility that would otherwise provide such service; and, be it

FURTHER RESOLVED that ACES is authorized to continue to bid to obtain natural gas services at any time during the Effective Period on behalf of the ACES Cooperative Pricing System including, for example, a rebid if energy market conditions do not initially lead to a successful bid, on additional dates to be determined by the Lead Agency; and

FURTHER RESOLVED that this Resolution shall take effect immediately upon passage. The authorization provided to the NJSBA pursuant to the Local Public Contracts Laws (N.J.S.A. 40A:11-11(5)), and the Local Public and Public School Contracts Laws Administrative Code (N.J.A.C. 5:34-7.1 et seq.) shall be valid until May, 2023 (the Effective Period) at which time the Cooperative Pricing System will be subject to

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renewal. Any rescission of this resolution shall not affect any Agreements entered into prior to such rescission or expiration.

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

Pre-School Tuition

BE IT RESOLVED, that the Frenchtown Board of Education approved withdrawn application in the Little Paws Preschool Program for the 2018/2019 school year of the following pre-school student:

Student ID#	Full Time / Part Time	Amount
00422	Full Time	\$5,500.00

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

Pre-School Tuition

BE IT RESOLVED, that the Frenchtown Board of Education approved to accept preschool student into the Little Paws Preschool Program for the 2018/2019 school year and to approve tuition contract for the following student:

Student ID#	Full Time / Part Time	Amount
00391	Full Time	\$5,500.00

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

AmeriFlex COBRA Administration

BE IT RESOLVED, that the Frenchtown Board of Education approved to enter into a services agreement with AmeriFlex for COBRA administration at the minimum cost of \$50.00 per month as per the attached agreement.

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

Facilities

Transportation

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Personnel

2018-2019 Referee Stipends

BE IT RESOLVED, that the Frenchtown Board of Education approved the following stipends for athletic referees for the 2018-2019 school year:

\$52.50 per game
\$26.25 B Game
\$78.75 Sole Referee

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

Teacher Mentoring

BE IT RESOLVED, that the Frenchtown Board of Education approved Marjorie Leuschner as a mentor for Alyssa Rodriguez at no cost to the district and to remove Kendra Sullivan as a mentor for Alyssa Rodriguez. Balance of Mentor Fee to be paid by the Mentee to the Mentor effective April 30, 2018.

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

ESY Speech Therapist

BE IT RESOLVED, that the Frenchtown Board of Education approved Angela Caccese as an ESY Speech Therapist at the rate of \$45.00 per hour.

Moved by Mr. Blackburn and seconded by Mrs. Campbell. 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 approved to hire the 8th Grade Temporary Leave of Absence Replacement Teacher effective April 20, 2018 as recommended by the Superintendent as follows:

Name	Step / Column	FTE	Salary(Prorated)
Geraldine Nugent	1 / BA	1.00	\$50,220.00

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

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Curriculum

Field Trips

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

Philadelphia Zoo 3rd, 4th & 5th Grade 6-7-2018

Six Flags/Great Adventure Student Council 5-30-2018

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

Planning

14. NEW BUSINESS

Introduced by Mr. Blackburn

1. ESY Schedule needs to be communicated to parents sooner.
2. Strategic Plan – The objective on diversity does not reflect the need or intent.

15. PUBLIC COMMENT

1. Marjorie Leuschner commented on a day when diversity in the community was recognized.

16. EXECUTIVE SESSION - None

17. ADJOURNMENT

BE IT RESOLVED, that the Frenchtown Board of Education adjourned the meeting at 8:00 p.m. Moved by Mrs. Einhorn and seconded by Mr. Blackburn. On a voice vote, resolution was adopted as follows: 5 ayes; nays, 0.

Respectfully submitted:



Teresa Barna
Board Secretary

Attest:



Kate Nugent
Board President