

Frenchtown Board of Education Meeting Minutes

March 27, 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 (arrived at 6:57 p.m.)
Mrs. Laura Einhorn
Mr. Chris Guglielmo
Mrs. Amy Musolino
Mrs. Teresa Pearson
Mrs. Kate Nugent

Members Absent: None

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

4. PUBLIC COMMENT

A discussion took place surrounding regionalization of the elementary schools either between Frenchtown/Milford or a full regional middle school amongst all the regional districts.

Tom -

- March 14th Student Walk-out – Actions taken by the school need to be addressed. There seemed to be indoctrination of a particular political point of view.
- Budget Tax Impact – What is driving the need to increase taxes
- Tax increase cannot be more than 2%. Is the Board proposing a vote?

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Rocco Musolino –

-
- March 14th Student Walk-out – Appeared that political position was taken by the school – Children stayed home so as not to be exposed to indoctrination

Amy Musolino –

- Conservative Woman – Served in the Navy and has earned the right to believe what I believe and I only ask that the school doesn't tell my children what they should believe.

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.

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

- Winter Sports Coaches – Brittney Shurts, Katelynn Yard
- Regionalization Presentation

7. BOARD SECRETARY REPORT

Informational Items

- Board Meeting Schedule
 - ✓ April 24, 2018 – Action Meeting

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✓ May 8, 2018 – Action Meeting

- Correspondence
- Student Letter
- Ethic Forms

Actions Items

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

- February 20, 2018 – Executive Session
- February 27, 2018 – Regular Session

Moved by Mrs. Campbell and seconded by Mrs. Pearson. On a roll call vote, resolution was adopted as follows: 7 ayes; nays, 0 with Mr. Guglielmo abstaining on the February 20, 2018 Executive Session.

8. APPROVAL OF PRELIMINARY 2018/2019 BUDGET

2018-2019 School Budget

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

WHEREAS, the 2018/2019 preliminary 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;

WHEREAS, the 2018/019 preliminary 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 approves the 2018/2019 preliminary General Fund budget in the amount of \$2,918,279 and authorizes its submission to the Hunterdon County Superintendent of Schools for approval as follows:

Fund	Appropriations	Tax Levy
General Fund	\$2,918,279	\$1,968,084
Special Revenue Fund	\$ 80,742	
Debt Service Fund	\$ 110,619	\$ 110,619
Total Budget	\$3,109,640	\$2,088,689

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BE IT FURTHER RESOLVED that the maximum travel allowance for the 2018/2019 school year shall be established at \$12,000 and the maximum regular business travel amount shall not exceed \$1,500 per employee.

Moved by Mrs. Campbell and seconded by Mr. Blackburn. On a roll call vote, resolution was adopted as follows: 7 ayes; nays, 0.

9. CAPITAL PROJECT UPDATE

- ❖ Requested a cost estimate from the Civil Engineer as to what it will cost to repair the parking lot. The bonding company is willing to release the balance of the contract to the district. The district believes that the balance of the contract is not enough to cover the cost of the repair. Mrs. Barna and the Board Attorney are preparing a counter offer.

10. SUPERINTENDENT'S REPORT

Informational Items:

- a. Harassment, Intimidation, and Bullying (HIB) Monthly Incident Report for period ending March 27, 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	N	N
Nov 29 – Dec 19	1	N	Y	N	N
Dec 20 – Jan 23	2	N	1	N	N
Jan 24 – Feb 27	0	-	-	-	-
Feb 28 – Mar 27	2	N	2	N	N
Mar 28 – April 24					
April 25 – May 8					
May 9 – June 26					
TOTAL	7	1	3	N	N

Action Items:

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

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Moved by Mrs. Einhorn and seconded by Mr. Blackburn. On a roll call vote, resolution was adopted as follows: 7 ayes; nays, 0.

Strategic Plan – Action Plan

BE IT RESOLVED, that the Frenchtown Board of Education approved the attached Frenchtown Elementary School District 3D Strategic Plan and Action Plans.

Moved by Mrs. Einhorn and seconded by Mr. Blackburn. On a roll call vote, resolution was adopted as follows: 7 ayes; nays, 0.

- 11. **PRINCIPAL’S REPORT** - None
- 12. **BOARD PRESIDENT’S REPORT** – None
- 13. **POLICY**

Second Reading/Adoption

BE IT RESOLVED, that the Frenchtown Board of Education approved the second reading and adoption of the following Policies, Regulations and Exhibits (NJSBA Alert 18.2 & 18.3):

2131	Superintendent
6145.1/6145.2	Intramural Competition; Interscholastic Competition
6145.1/6145.2 Exhibit	Exhibit: Intramural Competition; Interscholastic Competition – Use and Misuse of opioid Drug Fact Sheet Student-Athlete and Parent/Guardian Sign Off
4116	Evaluation of Teaching Staff Members
4116 R	Evaluation of Teaching Staff Members – Regulation
4131, 4131.1	Staff Development In-service Education Visitation Conference
4131, 4131.1 Exhibit	Exhibit: Staff Development In-service Education Visitation Conference

Moved by Mr. Guglielmo and seconded by Mrs. Pearson. On a roll call vote, resolution was adopted as follows: 7 ayes; nays, 0.

- 14. **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

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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 March 27, 2018 bills list as follows:

General Fund:	\$297,988.71
Special Revenue Fund:	\$ 10,896.42
Total	\$308,885.13

Moved by Mr. Blackburn and seconded by Mr. Guglielmo. On a roll call vote, resolution was adopted as follows: 7 ayes; nays, 0.

Budget Transfers

BE IT RESOLVED, that the Frenchtown Board of Education approved the list of the February 2018 Budget Transfers in the amount of \$232.

Moved by Mr. Blackburn and seconded by Mr. Guglielmo. On a roll call vote, resolution was adopted as follows: 7 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 **February 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 Mr. Guglielmo. On a roll call vote, resolution was adopted as follows: 7 ayes; nays, 0.

2018/2019 Tuition Rates

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BE IT RESOLVED, that the Frenchtown Board of Education approved the following tuition rates for the 2018/2019 school year:

K-8 (Employees and Out of State Residents)	\$ 6,000
K-8 (All Others)	\$16,000
Preschool Disabilities	\$35,000

Moved by Mr. Blackburn and seconded by Mr. Guglielmo. On a roll call vote, resolution was adopted as follows: 7 ayes; nays, 0.

Bond Disclosure Agent Services

BE IT RESOLVED, that the Frenchtown Board of Education approved to enter into an agreement with Phoenix Advisors, LLC as Bond Continuing Disclosure Agent and Municipal Advisor of Record for the 2018-2019 school year in accordance with the attached contract for a base fee of \$850.00 for up to three outstanding issues, plus \$200 initial set up fee for each new bond issue set up during the year.

Moved by Mr. Blackburn and seconded by Mr. Guglielmo. On a roll call vote, resolution was adopted as follows: 7 ayes; nays, 0.

Child Study Team Services

BE IT RESOLVED, that the Frenchtown Board of Education approved a contract with Hunterdon County ESC for Child Study Team Services for the 2018/2019 school year on an as needed basis.

Moved by Mr. Blackburn and seconded by Mr. Guglielmo. On a roll call vote, resolution was adopted as follows: 7 ayes; nays, 0.

Non-Public 192/193

BE IT RESOLVED, that the Frenchtown Board of Education approved the attached nonpublic 192/193 services agreement with Hunterdon County ESC for the 2018-2019 school year.

Moved by Mr. Blackburn and seconded by Mr. Guglielmo. On a roll call vote, resolution was adopted as follows: 7 ayes; nays, 0.

Facilities

Facility Use

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

Frenchtown PTO	3-26-2018	6:30-8:00 p.m.	Family Yoga Night
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Moved by Mr. Blackburn and seconded by Mr. Guglielmo. On a roll call vote, resolution was adopted as follows: 7 ayes; nays, 0.

Transportation

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)
David deWolfe	Formative Assessment, Rutgers, New Brunswick, NJ	4-12-18	\$205.00	\$24.80	N/A	N/A

Moved by Mr. Blackburn and seconded by Mr. Guglielmo. On a roll call vote, resolution was adopted as follows: 7 ayes; nays, 0.

Volunteers

BE IT RESOLVED, that the Frenchtown Board of Education approved the following volunteers to assist with the Out-Reach Program play for the 2017-2018 school year:

Michael Lubrano
Shea Cinquemani
Sarah Nerwinski
Grace Nerwinski

Moved by Mr. Blackburn and seconded by Mr. Guglielmo. On a roll call vote, resolution was adopted as follows: 7 ayes; nays, 0.

ESY Teacher

BE IT RESOLVED, that the Frenchtown Board of Education approved the following summer instruction Teachers and summer instructional aide from July 9, 2018– August 2, 2018 from 9:00am to 12:00pm:

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Teacher/Aide	Position	Rate
Brandi Bontempo	Summer ESY Teacher	\$45.00 per hour
Katelynn Yard	Summer ESY Teacher	\$45.00 per hour
Julia Smith	Summer ESY Instructional Aide	\$16.09 per hour

Moved by Mr. Blackburn and seconded by Mr. Guglielmo. On a roll call vote, resolution was adopted as follows: 7 ayes; nays, 0.

Employee Resignation

BE IT RESOLVED, that the Frenchtown Board of Education approved to accept the resignation of Amanda Matlee, School Social Worker, with regret, effective May 18, 2018.

Moved by Mr. Blackburn and seconded by Mr. Guglielmo. On a roll call vote, resolution was adopted as follows: 7 ayes; nays, 0.

Employee Days without Pay

BE IT RESOLVED, that the Frenchtown Board of Education approved days without pay for the following employees:

Alicia Parker	April 4, 2018
Paige Ahrens	April 4, 2018
Brittany Shurts	April 4, 5, 6, 2018
Kiele Eichlin	April 3, 4, 5, 6, 2018
Susan Valle	April 4, 5, 2018

Moved by Mr. Blackburn and seconded by Mr. Guglielmo. On a roll call vote, resolution was adopted as follows: 5 ayes; nays, 2, Mrs. Musolino and Mrs. Campbell.

Curriculum

Field Trips

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

Kingwood Township School (Solar Car Races)	7 th Grade/Science	5-18-18
Fairview Lakes	7 th Grade	10-3-2018 to 10-5-2018
Franklin Institute/Busters	8 th Grade	6-7-18

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Moved by Mr. Blackburn and seconded by Mr. Guglielmo. On a roll call vote, resolution was adopted as follows: 7 ayes; nays, 0.

Planning

15. NEW BUSINESS

16. PUBLIC COMMENT

Marjorie Leuschner –

How did the combined reading program work? Is there a way to increase revenues through shared services?

17. 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 9:21 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 roll call vote, resolution was adopted as follows: 7 ayes; nays, 0.

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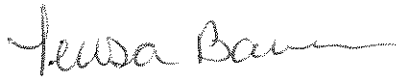
BE IT RESOLVED, that the Frenchtown Board of Education approved to reconvene into regular session at 9:50 p.m.

Moved by Mr. Guglielmo and seconded by Mrs. Campbell. On a roll call vote, resolution was adopted as follows: 7 ayes; nays, 0.

18. **ADJOURNMENT**

BE IT RESOLVED, that the Frenchtown Board of Education adjourned the meeting at 9:51 p.m. Moved by Mrs. Pearson and seconded by Mrs. Einhorn. On a voice vote, resolution was adopted as follows: 7 ayes; nays, 0.

Respectfully submitted:



Teresa Barna
Board Secretary

Attest:



Kate Nugent
Board President