

# Frenchtown Board of Education Meeting Minutes

February 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 6:53 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: Mr. Adam Blackburn  
Mrs. Jennifer Campbell  
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** – Tabled until after Strategic Planning Presentation\*

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.

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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**

- Genius Hour student presentations
- Strategic Plan Presentation

\*Public Comment - None

## **7. BOARD SECRETARY REPORT**

### Informational Items

- Board Meeting Schedule
  - ✓ March 20, 2018 - Work Session Meeting – Preliminary Budget Approval
  - ✓ March 27, 2018 – Action Meeting

### Discussion Items

- 2018/2019 Budget Development

### Actions Items

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

- January 23, 2018 - Regular Session
- January 23, 2018 – Executive Session # 1
- January 23, 2018 – Executive Session # 2

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

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

- January 31, 2018 – Special Meeting
- January 31, 2018 – Executive Session

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

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

- February 20, 2018 - Work Session

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

## 8. REFERENDUM/PROJECT UPDATE

- Paving Project Update

## 9. SUPERINTENDENT'S REPORT

### Informational Items:

- a. Harassment, Intimidation, and Bullying (HIB) Monthly Incident Report for period ending February 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					
Mar 28 – April 24					
April 25 – May 8					
May 9 – June 26					
TOTAL	5	1	1		

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## Action Items:

### HIB Report

BE IT RESOLVED, that the Frenchtown Board of Education affirmed the HIB report submitted on January 23, 2018.

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

## 10. PRINCIPAL'S REPORT

- Professional Development Day – Reviewed Security Protocols
- March 8, 2018 – Maschio's Nutritionist

## 11. BOARD PRESIDENT'S REPORT

- ❖ Demolition of Ceramics Plant begins in June 2018
- ❖ Hunterdon County School Board's Meeting - Regionalization

## 12. POLICY

### First Reading

BE IT RESOLVED, that the Frenchtown Board of Education approved the first reading of the following revised Policies and Exhibit (NJSBA Alert 18.2):

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

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

### First Reading

BE IT RESOLVED, that the Frenchtown Board of Education approved the first reading of the following revised Policies, Regulations and Exhibit (NJSBA Alert 18.3):

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: Staff Development In-service Education Visitation

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

### Second Reading/Adoption

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

6171.3	Title I
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Moved by Mrs. Pearson and seconded by Mr. Guglielmo. On a roll call vote, resolution was adopted as follows: 7 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 February 27, 2018 bill list as follows:

General Fund:	\$265,386.97
Special Revenue Fund:	\$ 16,337.47
<b>Total</b>	<b>\$281,724.44</b>

Moved by Mrs. Pearson 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 expense account transfers between line items for the month of January 2018 in the amount of \$1,459.22.

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

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## Board Secretary/Treasurer Report

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 **January, 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 Mr. Guglielmo. On a roll call vote, resolution was adopted as follows: 7 ayes; nays, 0.

## Pre-School Tuition

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

Student ID#	Amount
00423	\$5,500.00
00388	\$5,500.00
00422	\$5,500.00
00424	\$5,500.00
00420	\$5,500.00
00384	\$5,500.00
00421	\$5,500.00
00426	\$5,500.00
00383	\$5,500.00
00419	\$5,500.00
00381	\$5,500.00
00425	\$5,500.00
00377	\$5,500.00
00379	\$5,500.00
00380	\$4,950.00*

\*Indicates Multiple Child Discount

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

## Facilities

## Transportation

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## 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.

<b>Employee/ BOE Member</b>	<b>Program Title/ Location</b>	<b>Date(s)</b>	<b>Cost</b>	<b>Mileage</b>	<b>Lodging (per diem)</b>	<b>Meals (per diem)</b>
<b>Christina Lauck</b>	School Law, Annandale, NJ	5-18-18	\$150.00	\$0.00	N/A	N/A
<b>Amanda Matlee</b>	Hampton School IEP Meeting	2-20-18	\$0.00	\$11.22	N/A	N/A
<b>Elizabeth McCann</b>	Strategies & Structures for Reading & Writing, Livingston, NJ	3-8-18	\$249.00	\$0.00	N/A	N/A

Moved by Mrs. Pearson 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 accept with regret the resignation of Math Coach, Victoria Pagonis, effective 2-16-18.

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

### Leave of Absence

BE IT RESOLVED, that the Frenchtown Board of Education approved a maternity medical leave of absence and an extended child care leave for Kendra Sullivan for approximately 18 weeks, beginning on or about May 1, 2018 through November 26, 2018.

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

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## Volunteer

BE IT RESOLVED, that the Frenchtown Board of Education approved John Smith as a Volunteer for the Middle School Poetry Club.

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

## Curriculum

### Field Trips

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

New York City	8 <sup>th</sup> Grade	5-31-18
Delaware Valley RHS	Music Concert	3-21-18 & 3-22-18

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

### Class of 2018

BE IT RESOLVED, that the Frenchtown Board of Education approved a \$200.00 donation from the Frenchtown Board of Education to the Frenchtown class of 2018 for their annual New York City field trip.

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

## Planning

### 14. NEW BUSINESS

- New Tree outside Kindergarten Classroom
- March 14, 2018 & April 20, 2018 Walkout
- Security Cameras – Police Department

### 15. PUBLIC COMMENT - None

### 16. EXECUTIVE SESSION - None



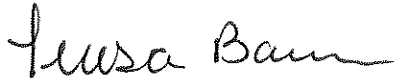
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**17. ADJOURNMENT**

BE IT RESOLVED, that the Frenchtown Board of Education adjourned the meeting at 9:39 p.m. Moved by Mr. Blackburn and seconded by Mrs. Campbell. On a voice vote, resolution was adopted as follows: 7 ayes; nays, 0.

Respectfully submitted:



Teresa Barna  
Board Secretary

Attest:



Kate Nugent  
Board President