

Frenchtown Board of Education Meeting Minutes

February 26, 2019 6:45 p.m.

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

The regular meeting of the Frenchtown Board of Education was called to order at 6:50 p.m. by President Kate Nugent.

Mrs. Nugent 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 10, 2019. 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. Amy Musolino
Ms. Laine Nauman
Mrs. Teresa Pearson
Mrs. Kate Nugent

Members Absent: None

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

4. **PUBLIC COMMENT** – None

5. **2018/2019 BOARD and DISTRICT GOALS**

Frenchtown District Goals (2018- 2019)

1. Expand current Personalized Student Learning Plan for students in grades 6 thru 8 to further differentiate and individualize instruction.
2. Conduct safety/security audit
3. Conduct survey and create school advisory council as described in long range plan

Frenchtown Board of Education Meeting Minutes

February 26, 2019 6:45 p.m.

Board Goals (2018- 2019)

1. Conduct interviews and hire full time principal to begin July 2019
2. Support the expansion of Personalized Student Learning Plans.
3. Implement plan for district sustainability/Green Certification.

6. PRESENTATIONS AND RECOGNITIONS - None

7. BOARD SECRETARY REPORT

Informational Items

- Board Meeting Schedule
 - ✓ March 12, 2019 - Work Session Meeting – Preliminary Budget Approval
 - ✓ March 26, 2019 – Action Meeting

Discussion Items

- 2019/2020 Budget Development

Actions Items

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

- January 22, 2019 - Regular Session

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

8. REFERENDUM/PROJECT UPDATE - None

9. SUPERINTENDENT'S REPORT

Informational Items:

- a. Harassment, Intimidation, and Bullying (HIB) Monthly Incident Report for period ending February 26, 2019.

Frenchtown Board of Education Meeting Minutes

February 26, 2019 6:45 p.m.

Month/Year	# of Incidents Reported	# Identified as HIB	Remediation	Discipline & Remediation	Appealed (Y/N)
Sept 1- Sept 25	0	-	-	-	-
Sept 26 – Oct 16	1	0	Y	N	-
Oct 17– Nov 27	1	0	N	N	-
Nov 28 – Dec 18	0	0	-	-	-
Dec 19 – Jan 22	1	0	Y	N	-
Jan 23 – Feb 26	0	0	-	-	-
Feb 27 – Mar 26					
Mar 27 – April 30					
May 1 – May 14					
May 15 – June 25					
TOTAL	3	0			

b. Short term suspension report: None

c. Semi-Annual public report on the Student Safety Data System(SSDA) (report Period 1 September 1 – December 31, 2018).

Action Items:

HIB Report

BE IT RESOLVED, the Frenchtown Board of Education affirmed the HIB report submitted on January 22, 2019.

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

10. PRINCIPAL'S REPORT

- School Nurse Interviews
- Boys Basketball won first play-off game.

11. BOARD PRESIDENT'S REPORT

- ❖ Board President's meeting – Agreed to work towards a shared curriculum.

12. POLICY - None

Frenchtown Board of Education Meeting Minutes

February 26, 2019 6:45 p.m.

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, the Frenchtown Board of Education approved the February 26, 2019 bill list as follows:

General Fund:	\$292,451.76
Special Revenue Fund:	\$ 6,561.93
Total	\$299,013.69

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

Board Secretary/Treasurer Report

BE IT RESOLVED, the Frenchtown Board of Education approved and acknowledged receipt of the monthly certification of the Board Secretary and after review of the **January, 2019** 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. Campbell and seconded by Mr. Blackburn. On a roll call vote, resolution was adopted as follows: 7 ayes; nays, 0.

Pre-School Tuition

BE IT RESOLVED, the Frenchtown Board of Education approved to accept preschool students into the Little Paws Preschool Program for the 2019/2020 school year and to approve tuition contracts for the following students:

Student ID#	Amount
00450	\$5,500.00
00424	\$5,500.00
00420	\$5,500.00
00446	\$5,500.00

Frenchtown Board of Education Meeting Minutes

February 26, 2019 6:45 p.m.

00421	\$5,500.00
00449	\$5,500.00
00426	\$5,500.00
00444	\$5,500.00
00447	\$5,500.00
00445	\$5,500.00
00448	\$5,500.00

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

River Union Stage

BE IT RESOLVED, the Frenchtown Board of Education approved to accept and to re-approve the attached proposal from River Union Stage for the 2018-2019 Out Reach Program at a cost of \$6,050.00.

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

Comprehensive Financial Report

BE IT RESOLVED, the Frenchtown Board of Education approved the following resolution accepting June 30, 2018 CAFR:

BE IT RESOLVED that the Frenchtown Board of Education accepts the June 30, 2018 Comprehensive Annual Financial Report (CAFR) as presented.

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

Audit Recommendations/Corrective Action Plan

BE IT RESOLVED, the Frenchtown Board of Education approved the following resolution accepting the audit recommendations and corrective action plan:

BE IT RESOLVED that the Frenchtown Board of Education accepts the following Audit Recommendations and a negative Corrective Action Plan for fiscal year ending June 30, 2018:

Recommendations

- | | |
|---|-------------------|
| 1. Administrative Practices & Procedures | No recommendation |
| 2. Financial Planning, Accounting & Reporting | No recommendation |
| 3. School Purchasing Programs | No recommendation |
| 4. School Food Service | No recommendation |
| 5. Student Body Activities | No recommendation |
| 6. Application for State School Aid | No recommendation |
| 7. Pupil Transportation | No recommendation |

Frenchtown Board of Education Meeting Minutes

February 26, 2019 6:45 p.m.

- | | |
|--------------------------------------|-------------------|
| 8. Facilities and capital assets | No recommendation |
| 9. Miscellaneous | No recommendation |
| 10. Follow-up on prior year findings | No recommendation |

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

Facilities

Transportation

Personnel

Travel/Staff Development

BE IT RESOLVED, 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)
Cristina Doyle	NJSLA Test Coordinator Training, Monroe Twp., NJ	2-25-2019	\$0.00	\$26.60	N/A	N/A
Cristina Doyle	Role of School Climate Team, New Brunswick, NJ	3-7-2019	\$0.00	\$25.00	N/A	N/A
Paige Ahrens	Strategies Teaching Reading & Writing, Livingston, NJ	2-28-2019	\$249.00	\$0.00	N/A	N/A

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

Frenchtown Board of Education Meeting Minutes

February 26, 2019 6:45 p.m.

2018-2019 Substitutes

BE IT RESOLVED, 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)

Christine Grand Nurse \$120.00 per day

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

Extra-Curricular Activities

BE IT RESOLVED, the Frenchtown Board of Education approved the following extra-curricular appointment for the 2018-2019 school year:

Position	Teacher	Stipend Rate
River Union Stage Aide	Faye Smith	\$16.09/hour

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

Curriculum

Field Trips

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

New York City	8 th Grade	6-5-2019
Wild West City	3 rd , 4 th and 5 th Grade	6-7-2019
Raritan Valley Comm. College	8 th Grade	5-14-2019
Del-Val Regional High School	Music - Chorus	3-19-2019
Del-Val Regional High School	Music – Band	3-21-2019
Holland Township School	5 th through 8 th Grade	4-12-2019
Lovin' Oven	2 nd Grade	3-5-2019
Frenchtown Food Pantry	K, 1 st & 2 nd Grade	April 2019 (TBD)

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

Frenchtown Board of Education Meeting Minutes

February 26, 2019 6:45 p.m.

Class of 2019

BE IT RESOLVED, the Frenchtown Board of Education approved a \$200.00 donation from the Frenchtown Board of Education to the Frenchtown class of 2019 for their annual New York City field trip.

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

Authorization for RX/OTC Medication Administration

BE IT RESOLVED, the Frenchtown Board of Education approved the attached School Nurse Authorization for RX/OTC Medication Administration.

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

Frenchtown-Milford Softball Partnership

BE IT RESOLVED, the Frenchtown Board of Education approved grades 5-8 to participate and be authorized players on the Milford School Softball team for the 2019 season.

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

K-8 Curriculum

BE IT RESOLVED, the Frenchtown Board of Education approved the following list of updated curriculum for grades K-8:

Pre-Kindergarten	Kindergarten	1st Grade
Pre-K Language Arts	K Reading	Reading 1
Pre-K Math	K Writing	Writing 1
Pre-K Science	K Math	Math 1
Pre-K SS	K Science	Science 1
	K SS	SS 1
2nd Grade	3rd Grade	4th Grade
Reading 2	Reading 3	Reading 4
Writing 2	Writing and Language 3	Writing and Language 4
Math 2	Math 3	Math 4
Science 2	Science 3	Science 4
SS 2	SS 3	SS 4
5th Grade	MS English	MS Math
Reading 5	Reading 6	Math 6
Writing and Language 5	Reading 7	Math 7
Math 5	Reading 8	Pre-Algebra 7

Frenchtown Board of Education Meeting Minutes

February 26, 2019 6:45 p.m.

Science 5	Writing 6	Math 8
SS 5	Writing 7	Algebra 8
	Writing 8	Personal Finance and Careers
MS Science	MS Social Studies	Technology
Science 6	SS 6	Tech Pre-K
Science 7	SS 7	Tech K-2
Science 8	SS 8	Tech 3-5
		Tech 6-8
Art/Enrichment	Phys. Ed	Spanish
Art Pre K	PE Pre-K	Spanish K
Art K	PE K-2	Spanish 1
Art 1	PE 3-5	Spanish 2
Art 2	PE 6-8	Spanish 3
Art 3	Health K	Spanish 4
Art 4	Health 1	Spanish 5
Art 5	Health 2	Spanish 6
Art 6	Health 3	Spanish 7
Art 7	Health 4	Spanish 8
Art 8	Health 5	
Enrichment Program Overview	Health 6	
Select Enrichment 5	Health 7	
Select Enrichment 6	Health 8	
Select Enrichment 7/8		
MS Theater		
Music		
Music K		
Music 1		
Music 2		
Music 3		
Music 4		
Music 5		
Music 6		
Music 7		
Music 8		
Dance		
Character Education		
Character Ed		

Frenchtown Board of Education Meeting Minutes

February 26, 2019 6:45 p.m.

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

Planning

14. NEW BUSINESS

- Co-curricular job descriptions – include minimum number of hours and communication with the parents.
- How often are students using iPads in the Middle School?

15. PUBLIC COMMENT

- Sub Calling
- Sports Banquet

16. EXECUTIVE SESSION

Moved by Mrs. Campbell and seconded by Mr. Blackburn,

BE IT RESOLVED, 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 8:09 p.m. to discuss the above-mentioned matters to the exclusion of all others.

Frenchtown Board of Education Meeting Minutes

February 26, 2019 6:45 p.m.

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.

On a voice vote, resolution was adopted as follows: 7 ayes; nays, 0.

RECONVENE

BE IT RESOLVED, the Frenchtown Board of Education approved to reconvene into regular session at 9:09 p.m.

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

17. **ADJOURNMENT**

BE IT RESOLVED, the Frenchtown Board of Education adjourned the meeting at 9: 10 p.m. Moved by Mr. Blackburn and seconded by Mrs. Einhorn. On. Voice vote, resolution was adopted as follows: 7 ayes; nays, 0.

Respectfully submitted:



Teresa Barna
Board Secretary

Attest:



Kate Nugent