

# Frenchtown Board of Education Meeting Minutes

March 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 6:49 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: Teresa Barna, Business Administrator/Board Secretary

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**

March 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. EXECUTIVE SESSION**

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 6:51p.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 Ms. Nauman and seconded by Mrs. Einhorn. On a voice vote, resolution was adopted as follows: 7 ayes; nays, 0.

BE IT RESOLVED, the Frenchtown Board of Education approved to reconvene into regular session at 7:10 p.m.

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

**7. PRESENTATIONS AND RECOGNITIONS - None**

# Frenchtown Board of Education Meeting Minutes

March 26, 2019 6:45 p.m.

## 8. BOARD SECRETARY REPORT

### Informational Items

- Board Meeting Schedule
  - ✓ April 30, 2019 – Action Meeting
  - ✓ May 14, 2019 – Action Meeting
- Correspondence

### Actions Items

#### Minutes

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

- February 26, 2019 – Regular Session
- February 26, 2019 – Executive Session

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

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

- March 12, 2019 – Work Session
- March 12, 2019 – Executive Session

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

## 9. CAPITAL PROJECT UPDATE

- A cost estimate to repair has been prepared by the district architect totaling \$275,000. The cost estimate is needed to move forward in arbitration.
- Received \$180,000 from the state, representing the final payment due on the boiler project grant. All grants are closed out and paid in full.

## 10. SUPERINTENDENT'S REPORT

### Informational Items:

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

**Frenchtown Board of Education**  
**Meeting Minutes**  
 March 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	1	0	Y	N	-
Mar 27 – April 30					
May 1 – May 14					
May 15 – June 25					
<b>TOTAL</b>	<b>4</b>	<b>0</b>			

b. Short term suspension report - None

**Action Items:**

**HIB Report**

BE IT RESOLVED, the Frenchtown Board of Education affirmed the HIB report submitted on February 26, 2019.

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

**2018-2019 School Calendar**

BE IT RESOLVED, the Frenchtown Board of Education approved the revised 2018/2019 school calendar reflecting the unused emergency school closing day #4.

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

11. **PRINCIPAL'S REPORT** - None

12. **BOARD PRESIDENT'S REPORT**

- ❖ Kate Nugent will present testimony before the Assembly Appropriations Committee on Wednesday, March 27, 2019. Testimony would discuss the reduction of state aid.

# Frenchtown Board of Education Meeting Minutes

March 26, 2019 6:45 p.m.

13. POLICY

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 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 March 26, 2019 bills list as follows:

General Fund:	\$286,284.55
Special Revenue Fund:	\$ 8,034.42
<b>Total</b>	<b>\$294,318.97</b>

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

Budget Transfers

BE IT RESOLVED, the Frenchtown Board of Education approved the list of the February 2019 Budget Transfers in the amount of \$500.00.

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

Board Secretary/Treasurer Reports

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 **February 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 Mrs. Einhorn. On a roll call vote, resolution was adopted as follows: 7 ayes; nays, 0.

# Frenchtown Board of Education Meeting Minutes

March 26, 2019 6:45 p.m.

2019/2020 Tuition Rates

BE IT RESOLVED, the Frenchtown Board of Education approved the following tuition rates for the 2019/2020 school year:

K-8 (Employees and Out of State Residents)	\$ 6,500
Kindergarten	\$17,458
Grades 1-5	\$19,524
Grades 6-8	\$22,617
Preschool Disabilities	\$45,000

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

Bond Disclosure Agent Services

BE IT RESOLVED, 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 2019-2020 school year in accordance with the attached contract for a base fee of \$1,000.00 for up to three outstanding issues, plus \$200 initial set up fee for each new bond issue set up during the year.

Moved by Mrs. Campbell and seconded by Mrs. Einhorn. 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)
Elizabeth McCann	Conscious Discipline, Flemington, NJ	3-20-2019	\$75.00	\$0.00	N/A	N/A

Moved by Mrs. Campbell and seconded by Mrs. Einhorn. On a roll call vote, resolution

# Frenchtown Board of Education Meeting Minutes

March 26, 2019 6:45 p.m.

was adopted as follows: 7 ayes; nays, 0.

ESY Teacher and Instructional Aide

BE IT RESOLVED, the Frenchtown Board of Education approved the following summer instruction Teachers and summer instructional aide from July 8, 2019– August 1, 2019 from 9:00am to 12:00pm:

<b>Teacher/Aide</b>	<b>Position</b>	<b>Rate</b>
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 Mrs. Campbell and seconded by Mrs. Einhorn. On a roll call vote, resolution was adopted as follows: 7 ayes; nays, 0.

Post Master Course Approval

BE IT RESOLVED, the Frenchtown Board of Education approved Post Master Level Courses for the following teachers, as follows:

<b>Teacher</b>	<b>School</b>	<b>Course</b>	<b>Date</b>	<b>Cost</b>
Kendra Sullivan	Middlesex County College	Lifespan Development	5-13-2019	\$879.00 Cost of Books TBD
Michelle Small	Avila University	Deconstructing the IEP	Spring 2019	\$449.00
Michelle Small	Avila University	Understanding Dyslexia	Spring 2019	\$449.00

Moved by Mrs. Campbell and seconded by Mrs. Einhorn. On a roll call vote, resolution was adopted as follows: 6 ayes; nays, 1.

Principal

BE IT RESOLVED, the Frenchtown Board of Education approved to appoint James Hintenach as the Principal of Frenchtown Elementary School at a salary of \$110,000 effective July 1, 2019 pending clearances and contract negotiations.

Moved by Mrs. Campbell and seconded by Mrs. Einhorn. 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:

# Frenchtown Board of Education Meeting Minutes

March 26, 2019 6:45 p.m.

Destination	Grade	Date
Kingwood Township School (Solar Car Races)	7 <sup>th</sup> Grade – Science	5-17-2019
Downtown Frenchtown – Toe Path	5 <sup>th</sup> Grade	3-29-2019
Great Adventure	Student Council	5-29-2019
Fairview Lakes	7 <sup>th</sup> Grade - Science	10-2-2019 to 10-4-2019

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

### Assembly

BE IT RESOLVED, the Frenchtown Board of Education approved the Mad Science Assembly provided by the Frenchtown PTO on March 21, 2019.

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

### Planning

#### 15. NEW BUSINESS

- Contact was made with the Mayor about looking at a tree in the back
- Re-evaluate the Honor Roll Policy

#### 16. PUBLIC COMMENT - None

#### 17. EXECUTIVE SESSION

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



**Frenchtown Board of Education  
Meeting Minutes**

March 26, 2019 6:45 p.m.

- 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 7:45 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 Mr. Blackburn and seconded by Mrs. Pearson. On a voice vote, resolution was adopted as follows: 7 ayes; nays, 0.

Mrs. Pearson left at 7:55 p.m.

BE IT RESOLVED, the Frenchtown Board of Education approved to reconvene into regular session at 7:56 p.m.

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

**18. ADJOURNMENT**

BE IT RESOLVED, the Frenchtown Board of Education adjourned the meeting at 7:57 p.m. Moved by Mr. Blackburn and seconded by Mrs. Einhorn. On a voice vote, resolution was adopted as follows: 6 ayes; nays, 0.

Respectfully submitted:



Teresa Barna  
Board Secretary

Attest:



Kate Nugent  
Board President