

**Frenchtown Board of Education
Meeting Minutes**

April 30, 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 6:45 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 (arrived at 6:51 p.m.)
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, Interim Principal

4. 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

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- 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 6:50 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: 6 ayes; nays, 0.

BE IT RESOLVED, the Frenchtown Board of Education approved to reconvene into regular session at 7:34 p.m.

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

5. PRESENTATIONS AND RECOGNITIONS

- Public Hearing on the 2019/2020 Budget

6. PUBLIC COMMENT - None

7. 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

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.

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8. BOARD SECRETARY REPORT

Informational Items

- Board Meeting Schedule
 - ✓ May 14, 2019 – Action Meeting
 - ✓ June 18, 2019 – Board Retreat/Goal Setting
 - ✓ June 25, 2019 – Action Meeting

- Correspondence
 - School Funding Cuts

- School Board Candidate Kits and Petitions available – Due July 29, 2019

Actions Items

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

- March 26, 2019 – Regular Session
- March 26, 2019 – Executive Session
- March 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.

9. SUPERINTENDENT'S REPORT

Informational Items:

- a. Harassment, Intimidation, and Bullying (HIB) Monthly Incident Report for period ending April 30, 2019.

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	2	1	Y	1	-
May 1 – May 14					
May 15 – June 25					
TOTAL	6	1		1	

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b. Short term suspension report: None

Action Items:

HIB Report

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

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

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

11. **BOARD PRESIDENT'S REPORT** - None

12. **POLICY**

First Reading

BE IT RESOLVED, the Frenchtown Board of Education approved the first reading of the following policy and regulation:

5141.4 - Policy	Missing, Abused, and Neglected Children
5141.4 - Regulation	Missing, Abused, and Neglected Children

Moved by Mr. Blackburn and seconded by Mrs. Einhorn. On a voice 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, the Frenchtown Board of Education approved the April 30, 2019 bills list as follows:

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General Fund:	\$256,287.02
Special Revenue Fund:	<u>\$ 10,031.87</u>
Total	\$266,318.89

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 March 2019 Budget Transfers in the amount of \$19,059.12.

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 **March, 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.

Professional Services

BE IT RESOLVED, the Frenchtown Board of Education approved the following professional services for the 2019-2020 school year:

Professional Service	Professional	Rate
Auditor	Bedard Kurowicki & Co., CPA	\$13,550 \$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

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deliberate process that considered cost and other relevant factors Fees per hour for Principal/Partner/Physician.

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

2019-2020 School Budget Adoption

BE IT RESOLVED, the Frenchtown Board of Education approved the Adoption of the 2019-2020 School Budget:

WHEREAS, the 2019/2020 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 2019/2020 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 2019/2020 budget in the amount of \$2,737,278 as follows:

Fund	Appropriations	Tax Levy
General Fund	\$2,737,278	\$2,016,992
Special Revenue Fund	\$ 78,041	
Debt Service Fund	\$ 113,294	\$ 113,294
Total Budget	\$2,928,613	\$2,130,286

BE IT FURTHER RESOLVED that the Frenchtown Board of Education will use Banked Cap to exceed the 2% tax levy cap in the amount of \$31,963 in accordance with N.J.A.C. 6A:23A-10.3(b), to support the general operations of the 2019/2020 school year budget and for which the need will be complete by the end of the budget year and will not be deferred or incrementally completed over a longer period of time.

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

Requisition for Taxes

BE IT RESOLVED, 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 2019-2020 school year is \$2,130,286, 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.

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Date Due	General Fund Levy	Debt Service Levy	Total Payment
July 1, 2019	\$257,804.00	\$97,247.00	\$355,051.00
September 1, 2019	\$349,697.00	\$5,350.00	\$355,047.00
November 1, 2019	\$349,697.00	\$5,350.00	\$355,047.00
January 1, 2020	\$349,697.00	\$5,350.00	\$355,047.00
March 1, 2020	\$355,047.00		\$355,047.00
May 1, 2020	\$355,047.00		\$355,047.00
Total	\$2,016,992.00	\$113,294	\$2,130,286.00

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

Business Services Subcontract Agreement

BE IT RESOLVED, the Frenchtown Board of Education approved the attached Business Services Subcontract Agreement with Delaware Valley Regional High School in accordance with the contract from July 2019 through June 30, 2020 at a cost of \$45,000.00.

Moved by Mrs. Campbell and seconded by Mrs. Einhorn. 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 withdrawn applications in the Little Paws Preschool Program for the 2019-2020 school year of the following pre-school students:

Student ID#	Full Time / Part Time	Amount
00447	Full Time	\$5,500.00
00450	Full Time	\$5,500.00

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

Pre-School Tuition

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

Student ID#	Amount
00451	\$5,500.00

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

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AmeriFlex COBRA Administration

BE IT RESOLVED, 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 effective 5-1-2019 to 4-30-2022.

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

Educational Aid Cuts

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

WHEREAS, Governor Murphy recently outlined his FY 2020 budget proposal which called for a targeted, educational aid cut to 197 school districts across New Jersey including the Frenchtown Borough School District; and

WHEREAS, the Frenchtown Borough School District will receive the greatest percentage reduction in school aid among all 197 school districts (-23.29%); and

WHEREAS, the staff and local Board of Education of the Frenchtown Borough School District work tirelessly to control costs through shared services and community partnerships; and

WHEREAS, the Frenchtown Borough School District currently shares a Superintendent, Business Administrator, Facility Manager, Technology and Transportation Services with Delaware Valley Regional High School; and

WHEREAS, the Frenchtown School Board has also sought partnerships with neighboring school districts including sharing a World Language Teacher and school lunch program with Milford Borough School District; and

WHEREAS, the Frenchtown School District has also partnered with the Borough of Frenchtown to handle snow removal and trash and recycling services at no additional cost to the school district; and

WHEREAS, the Frenchtown Borough School District budget does not contain any extra funds that can accommodate the drastic reduction in State educational aid; and

WHEREAS, the proposed cuts will undoubtedly hurt educational programming and drive up local property taxes on an already burdened community; and

WHEREAS, the Borough of Frenchtown has already lost nearly \$1.77 million in rateables from a terrible fire that occurred in Frenchtown's downtown in August of 2018, when a large truck crashed through the front of a local pizzeria which completely destroyed the property and severely damaged a nearby building; and

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WHEREAS, the effects of this fire are still being felt as local businesses are reporting reduced sales of nearly 25% in addition to the lost rateables; and

NOW THEREFORE BE IT RESOLVED, that the Frenchtown Board of Education calls upon the Legislature to oppose the Governor's proposed educational aid cuts and restore the nearly \$177,000 cut in school aid to Frenchtown Elementary School; and

BE IT FURTHER RESOLVED, that copies of this resolution be sent to Governor Phil Murphy; Senate President Steve Sweeney; Assembly Speaker Craig Coughlin; Senate Minority Leader Tom Kean, Jr.; Assembly Minority Leader Jon Bramnick and New Jersey School Boards Association.

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

Food Service Consolidation Agreement

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

WHEREAS, the Delaware Valley Regional High School Board of Education, the Frenchtown Board of Education and the Milford Board of Education, hereinafter referred to as "School Food Authorities", participate in the Child Nutrition Programs sponsored by the United States Department of Agriculture, and

WHEREAS, the School Food Authorities have determined that it is beneficial both operationally and financially for all districts to consolidate the food service operations beginning in the 2019/2020 school year, and

WHEREAS, the School Food Authorities have also determined that Milford Board of Education and Frenchtown Board of Education will transfer and relinquish its authority, duties and obligations associated with the programs to Delaware Valley Regional High School, and

WHEREAS, the Delaware Valley Regional High School Board of Education agrees to be the Sponsor School Food Authority and accepts authority, duty and obligation for Frenchtown Board of Education and Milford Board of Education as it relates to the School Nutrition Programs,

NOW THEREFORE BE IT RESOLVED, that the Frenchtown Board of Education approves the Agreement for School Food Authorities Consolidation of School Nutrition Programs effective July 1, 2019.

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

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Facilities

Transportation

Personnel

2019-2020 Referee Stipends

BE IT RESOLVED, the Frenchtown Board of Education approved the following stipends for athletic referees for the 2019-2020 school year:

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

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

Appoint School Nurse

BE IT RESOLVED, the Frenchtown Board of Education approved to hire a new School Nurse effective August 28, 2019 as recommended by the Superintendent as follows:

Name	Step / Column	FTE	Salary
Staci Kane	1-3 / BA+30	1.00	\$54,935.00

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

Principal's Employment Contract 2019-2020

BE IT RESOLVED, the Frenchtown Board of Education approved the Employment Contract for Mr. James Hintenach for the 2019-2020 school year at a salary of \$110,000.00 and as per the other terms and conditions of the employment contract.

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

Preschool Aide

BE IT RESOLVED, the Frenchtown Board of Education approved Nicole Krutsick as a Preschool Aide, 2 ½ hours a day, 5 days per week effective April 8, 2019 to June 14, 2019, at a rate of \$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.

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Preschool Aide

BE IT RESOLVED, the Frenchtown Board of Education approved Nicole Krutsick as a Preschool Aide, at 4 ½ hours a day, 5 days per week effective May 6, 2019 to June 14, 2019, at a rate of \$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.

Curriculum

Field Trips

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

Crayola Factory	2 nd Grade	5-14-2019
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Moved by Mrs. Campbell and seconded by Mrs. Einhorn. On a roll call vote, resolution was adopted as follows: 7 ayes; nays, 0.

2018-2019 Outreach Program Volunteers

BE IT RESOLVED, the Frenchtown Board of Education approved the following students as volunteers to help with the River Union 2018-2019 Outreach Program:

Michael Lubrano
Shea Singuemani
Sarah Nerwinski
Grace Nerwinski
Alan Dursee

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

14. NEW BUSINESS

- ❖ Thank you to the town for helping us take down a tree.

15. PUBLIC COMMENT

- ✓ Brittney Shurts – Staff reductions, how will that look?

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16. **ADJOURNMENT**

BE IT RESOLVED, the Frenchtown Board of Education adjourned the meeting at 8:21 p.m. Moved by Mr. Blackburn 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