

# Frenchtown Board of Education

## Regular Meeting Agenda

September 24, 2019 6:45 p.m.

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

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**

**3. ROLL CALL**

Mr. Adam Blackburn  
Mrs. Jennifer Campbell  
Mrs. Laura Einhorn

Ms. Laine Nauman  
Mrs. Teresa Pearson

Mrs. Kate Nugent

**4. PUBLIC COMMENT (all school-related topics; time limits: 30 min. total; 3 min. /person)**

At this time, comment is invited on any matter relating to the school district.

Anyone wishing to speak before the board may do so during the public commentary portion of the agenda. The presenter shall give his/her name and address and make the presentation as brief as possible. Unless an extension of time is given, each speaker shall be limited to 3 minutes.

Speakers may offer suggestions or express their concerns. However, in public session, the board will not discuss concerns about individual students or staff members. Other, more appropriate, channels are available for expressing concerns about individual students or staff members.

**5. 2019/2020 BOARD and DISTRICT GOALS**

**Frenchtown District Goals (2019- 2020)**

1. Incorporate Community Service Learning into the educational program, including an 8<sup>th</sup> grade capstone community service project.
2. Expand current Personalized Student Learning Plan for students in grades 6 thru 8 to further differentiate and individualize instruction.
3. Consider new scheduling models for middle school.
4. Assess the needs and goals for technology, and anticipate any upcoming expenses. Create a five-year technology plan.

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September 24, 2019 6:45 p.m.

### **Board Goals (2019- 2020)**

1. Negotiate a new teachers' contract with the Frenchtown Education Association to replace the current contract which expires June 30, 2020.
2. By February 1st of 2020, create a three to five year feasibility plan for the district to explore options for dealing with cuts in state funding.
3. Create more opportunities to positively market our school, including participation in town events such as Riverfest and Bastille Day.
4. Assess the viability of Green Certification in our district.

### **6. PRESENTATIONS AND RECOGNITIONS**

- ❖ Gwen Thornton – NJSBA Representative – Board Training on Teacher Evaluations and the Board's role in personnel.

### **7. BOARD SECRETARY REPORT**

#### Informational Items

- Board Meeting Schedule
  - ✓ October 15, 2019 – Action Meeting
  - ✓ November 26, 2019 – Action Meeting
- Correspondence
  - ✓ Kara Bobrowski – Board vacancy

#### Action Items

7.1 Motion to approve the following minutes:

- August 27, 2019 – Regular Session
- August 27, 2019 – Executive Session

7.2 Motion to appoint Kara Brobowski as a board of education member effective immediately to fill the vacant seat expiring on December 31, 2020.

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## Regular Meeting Agenda

September 24, 2019 6:45 p.m.

**8. OATH OF OFFICE**

Administration of the Oath of Office to appointed Board Member – Kara Brobowski

**9. CAPITAL PROJECT UPDATE**

- Mediation scheduled for October 15, 16 & 17, 2019

**10. SUPERINTENDENT’S REPORT**

Informational Items:

- a. Harassment, Intimidation, and Bullying (HIB) Monthly Incident Report for period ending September 24, 2019.

Month/Year	# of Incidents Reported	# Identified as HIB	Remediation	Discipline & Remediation	Appealed (Y/N)
Sept 1- Sept 24	0				
Sept 25 – Oct 15					
Oct 16– Nov 26					
Nov 27 – Dec 17					
Dec 18 – Jan 28					
Jan 29 – Feb 25					
Feb 26 – Mar 24					
Mar 25 – April 28					
April 29 – May 5					
May 6 – June 23					
TOTAL	0				

- b. Short term suspension report: None

- c. Security and Fire Drills

Drill	Date Completed
Security Drill	9-5-2019
Fire Drill	9-9-2019

**11. PRINCIPAL’S REPORT**

**Frenchtown Board of Education**  
**Regular Meeting Agenda**  
September 24, 2019 6:45 p.m.

**12. BOARD PRESIDENT'S REPORT**

**13. POLICY**

Second Reading - Adoption

13.1 Motion to approve the second reading and adoption of the following policy and regulation:

- 5141.21 Administering Medication
- 5141.21 R Administering Medication – Regulation

**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

14.1 Motion to approve the September 24, 2019 bills list as follows:

General Fund:	\$212,128.57
Special Revenue Fund:	\$ 766.90
<b>Total</b>	<b>\$212,895.47</b>

Budget Transfers

14.2 Motion to approve the list of the August 2019 budget transfers in the amount of \$2,442.00.

# Frenchtown Board of Education

## Regular Meeting Agenda

September 24, 2019 6:45 p.m.

### Board Secretary/Treasurer Reports

14.3 Motion to approve and acknowledge receipt of the monthly certification of the Board Secretary and after review of the **August 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).

### Shared Speech Services

14.4 Motion to approve an Interlocal Shared Services Arrangement with Kingwood Board of Education for Speech Therapy Services at a daily rate of \$387.13, on an as needed basis, effective September 1, 2019 through October 31, 2019.

### ESEA 2020

14.5 Motion to approve the Fiscal Year 2020 ESEA Amendment Application to recognize unspent carryover funds from the prior year as follows:

Title I	\$3,914
Title II	\$ 136
Title IV	\$1,972

### **Facilities**

#### Facility Use

14.6 Motion to approve the following use of School facilities:

RiverFest	9-1-2019	Parking Lot
Del-Val Wildcats	10-15, 10-16 and 10-17-2019	5:00 p.m. to 6:00 p.m.
Frenchtown PTO	10-9, 10-18, 12-11-2019 2-12, 4-22 & 5-3-2020	6:45 p.m. to 8n :00 p.m.

### **Transportation**

### **Personnel**

#### Travel/Staff Development

14.7 Motion to approve 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

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## Regular Meeting Agenda

September 24, 2019 6:45 p.m.

Statute, Code and NJ Department of Treasury Guidelines. OMB Mileage Reimbursement Rate: \$0.35.

Employee/ BOE Member	Program Title/ Location	Date(s)	Cost	Mileage	Lodging (per diem)	Meals (per diem)
Katelynn Yard	Engagement by Design, Rutgers, New Brunswick, NJ	1-29-2020	\$155.00	0.00	N/A	N/A

Home Instruction

14.8 Motion to authorize all active Frenchtown Elementary **Certificated Staff members to provide homebound instruction** in their areas of certification beginning September 1, 2019 through August 30, 2020 at the negotiated hourly rate of \$45.00/hr.

2019 Appointments

14.9 Motion to approve the following 2019 appointments:

HIB Specialist.....James Hintenach  
HIB Coordinator.....Amanda Matlee

Master's Inquiry Project

14.10 Motion to authorize Special Educator Katelynn Yard to conduct her Rowan University Master's Inquiry Project, "Manipulatives in the Classroom," in accordance with the attached proposal.

Intern-CST Services

14.11 Motion to approve Toni Cespedes to intern when shared Child Study Team services are being performed from Delaware Valley Regional High School.

Custodian Resignation

14.12 Motion to accept the resignation of Doug Smith, custodian, effective October 1, 2019.

Appoint Custodian

14.13 Motion to hire Joshua Kempel for the part-time custodian position at \$16 per hour for 15 hours per week effective October 1, 2019.

**Curriculum**

# Frenchtown Board of Education

## Regular Meeting Agenda

September 24, 2019 6:45 p.m.

Field Trips

14.14 Motion to approve the following field trips:

Location	Grade	Date
West Portal Pumpkin Patch	Pre-School	10-25-2019
Bucks County Touch Museum	Pre-School	3-13-2020
Frenchtown Park	Pre-School	5-29-2020

Nursing Services Plan

14.15 Motion to approve the attached Nursing Services Plan and the Health Procedures and Protocols for the 2019/2020 school year.

SCIP and School Safety Committees

14.16 Motion to approve the following personnel for the SCIP and School Safety Committees:

SCIP	SCHOOL SAFETY
Holly Siock	Staci Kane
Brandi Bontempo	Amanda Matlee
Kendra Sullivan	Cristina Doyle
Marjorie Leuschner	Tricia Hurley
David DeWolfe	James Hintenach
Peggy Button	
James Hintenach	

Algebra I CP Course

14.17 Motion to send one 8th grade student from the Frenchtown Elementary School to participate in the 2019/2020 DVRHS Algebra I CP course during block 1A, effective September 19, 2019.

Donation

14.18 Motion to accept a donation of Lumber from H.J. Opdyke Lumber Company for borders around the playground area.

**Planning**

**15. NEW BUSINESS**

**16. PUBLIC COMMENT (all school-related topics; time limits: 30 min. total; 3 min. /person)**

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The Board President may terminate the remarks of any individual, when they do not adhere to the rules established above.

### 17. **EXECUTIVE SESSION**

Motion to approve 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 \_\_\_\_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.

### 18. **ADJOURNMENT**