

Frenchtown Board of Education

Regular Meeting Agenda

November 26, 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. Kara Bobrowski
Mrs. Jennifer Campbell

Mrs. Laura Einhorn
Mrs. 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 8th 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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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**

Brian Walsh – Speaker – Substance Abuse-Prevention/Recovery

Presentation of the Fiscal Year 2019 Comprehensive Annual Finance Report – Miss Laura Atwell, CPA

6.1 Motion to approve the following resolution accepting June 30, 2019 CAFR:

BE IT RESOLVED that the Frenchtown Board of Education accepts the June 30, 2019 Comprehensive Annual Financial Report (CAFR) as presented.

6.2 Motion to approve 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, 2019:

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 |
| 8. Facilities and capital assets | No recommendation |

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|--------------------------------------|-------------------|
| 9. Miscellaneous | No recommendation |
| 10. Follow-up on prior year findings | No recommendation |

7. BOARD SECRETARY REPORT

Informational Items

- Board Meeting Schedule
 - ✓ December 17, 2019 – Action Meeting
 - ✓ January 7, 2020 – Reorganization Meeting
- Correspondence
- Election Results
 - Laura Einhorn
 - Hugo Rodriguez
- Board Member Training
- Support Our Students (SOS)

Action Items

7.1 Motion to approve the following minutes:

- October 15, 2019-Regular Session
- October 15, 2019 – Executive Session

8. CAPITAL PROJECT UPDATE

- Waiting for a determination by the arbitrator

9. SUPERINTENDENT’S REPORT

Presentation – “A Letter from the Superintendents to the Boards of Education”

Informational Items:

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

Month/Year	# of Incidents Reported	# Identified as HIB	Remediation	Discipline & Remediation	Appealed (Y/N)
Sept 1- Sept 24	0	-	-	-	-
Sept 25 – Oct 15	0	-	-	-	-

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Oct 16– Nov 26	3	1	-	Yes	N
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	3	1			

b. Short term suspension report:

Student ID	Violation of Student Code of Conduct	Level of Infraction	Terms of Suspension and Dates	Clearance Required
402	Yes	Level 3	10-30-19 & 10-31-19	No
402	Yes	Level 3	11-1-2019	No
477	Yes	Level 3	11-18-19	No
477	Yes	Level 3	11-22-19	No

c. Security and Fire Drills

Drill	Date Completed
Security Drill	10-28-2019
Fire Drill	11-20-2019
Security Drill	11-25-2019

Action Items:

HIB Report

9.1 Motion to affirm the HIB report submitted on October 15, 2019.

School Advisory Council

9.2 Motion to approve the attached revised 2019-2020 Frenchtown School Advisory Council Membership Roster.

10. PRINCIPAL'S REPORT

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11. BOARD PRESIDENT’S REPORT

12. POLICY

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

13.1 Motion to approve the November 26, 2019 bills list as follows:

General Fund:	\$276,907.90
Special Revenue Fund:	\$ 16,679.35
Total	\$293,587.25

Budget Transfers

13.2 Motion to approve the list of the October 2019 Budget Transfers in the amount of \$45,077.85.

Board Secretary/Treasurer Reports

13.3 Motion to approve and acknowledge receipt of the monthly certification of the Board Secretary and after review of the **October, 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).

2020-2021 Little Paws Preschool Tuition rates

13.4 Motion to establish the Little Paws Preschool 2020-2021 tuition rates as follows:

Full Time Program \$5,750.00 (\$575.00 per month)

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Wrap-Around \$3,450.00 (\$345.00 per month)

(Application and Tuition information attached)

Facilities

Facility Use

13.5 Motion to approve the following facility use:

Organization	Intended Use	Date/Time	Location
Frenchtown PTO	Spaghetti Dinner	1-10-2020 / 4:00 p.m. to 9:00 p.m.	Cafeteria

Transportation

Personnel

Travel/Staff Development

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

Employee/BO E Member	Program Title/ Location	Date(s)	Cost	Mileage	Lodging (per diem)	Meals (per diem)
Holly Siock	Dyslexia, Help Children to Successfully Read, Write, Spell, Cherry Hill, NJ Readers, Cherry Hill, NJ	1-7-2020	\$279.00	\$41.79	N/A	N/A
Alicia Parker	Decrease Attn Getting/Tantrum Behaviors, Newark, NJ	1-8-2020	\$279.00	\$20.44	N/A	N/A
Brittney Shurts	Decrease Attn Getting/Tantrum	1-8-2020	\$279.00	\$20.44	N/A	N/A

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	Behaviors, Newark, NJ					
Amanda Matlee	Hunterdon County Municipal Alliance Meeting, Del-Val H.S.	10-15-19	\$0.00	\$4.83	N/A	N/A
Amanda Matlee	McKinney-Vento Training, Rte 12 Flemington, NJ	10-18-19	\$0.00	\$6.86	N/A	N/A
Amanda Matlee	Guidance Articulation, Del-Val H.S.	10-25-19	\$0.00	\$4.83	N/A	N/A
Amanda Matlee	IEP 30 Day Transfer Mtg, Bloomsbury, NJ	11-5-19	\$0.00	\$6.51	N/A	N/A
Amanda Matlee	Hunterdon County Municipal Alliance Mtg, Del-Val H.S.	11-12-19	\$0.00	\$4.83	N/A	N/A
Peter Moran	NJEA Convention	11-7-19 & 11-8-19	\$100.00	\$0.00	N/A	N/A

Master Course Approval

13.7 Motion to approve Master Level Courses for the following teachers as follows:

Teacher	School	Course	Date	Cost
Staci Kane	William Paterson University	School Nursing II and Legal Issues	1-22-2020	\$1,872.00 (Max)
Kate Yard	Rowan University	Practicum	10-22-19 to 12-16-19	\$1,872.00 (Max)

Part-Time Custodian

13.8 Motion to extend an employment contract for the following part-time custodian from December 3, 2019 to June 30, 2020 as recommended by the Superintendent:

Name	Hours	Rate
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Richard Hoffman	25 hours per week	\$17.00 per hour
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Curriculum

Field Trips

13.9 Motion to approve the following field trips for the 2019-2020 school year:

Location	Grade	Date
Frenchtown Park	5 th Grade	10-25-19
Frenchtown Café	Resource Math	12-4-19
Del-Val Reg H.S.	8 th Grade	12-9-19

Fundraisers

13.10 Motion to approve the following fundraisers for the 2019-2020 school year:

Group	Fundraiser Name	Date
Frenchtown Softball	Poinsettia/Wreath Sale	10-24-19 to 11-21-19
Frenchtown Softball	Spaghetti Dinner	1-10-2020
8 th Grade Trip	Shoe Collection	Winter 2019
8 th Grade Trip	Duct Tape Principal to Wall	Winter 2019

Athletics

13.11 Motion to establish a Frenchtown Elementary School softball program for the 2019-2020 school year.

Home Schooled Students

13.12 Motion to approve resident homeschooled student(s) to participate in Frenchtown Elementary School extra-curricular activities such as school dances, music concerts, or similar events, as deemed appropriate by the Principal, for the duration of the 2019-2020 school year. The Principal shall receive a request in writing 48 hours prior to the event for approval.

Planning

14. **NEW BUSINESS**

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

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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.

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

16. 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.

17. ADJOURNMENT