

# Frenchtown Board of Education Regular Meeting Agenda

April 28, 2020 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 16, 2020. 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. Laura Einhorn

Ms. Laine Nauman  
Mrs. Teresa Pearson  
Mr. Hugo Rodriguez

Mrs. Kate Nugent

4. **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.

5. **PRESENTATIONS AND RECOGNITIONS**

- Public Hearing on the 2020/2021 Budget
- NJSLA Science Test Results

# Frenchtown Board of Education Regular Meeting Agenda

April 28, 2020 6:45 p.m.

6. **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.

7. **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.

### **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.

# Frenchtown Board of Education Regular Meeting Agenda

April 28, 2020 6:45 p.m.

## 8. BOARD SECRETARY REPORT

### Informational Items

- Board Meeting Schedule
  - ✓ May 12, 2020 – Action Meeting
  - ✓ June 9, 2020 – Board Retreat/Goal Setting
  - ✓ June 23, 2020 – Action Meeting
- Correspondence
- School Board Candidate Kits and Petitions available – Due July 27, 2020

### Actions Items

8.1 Motion to approve the following minutes:

- April 7, 2020 – Regular Session
- April 7, 2020 – Executive Session

## 9. SUPERINTENDENT’S REPORT

### Informational Items:

a. Harassment, Intimidation, and Bullying (HIB) Monthly Incident Report for period ending April 28, 2020.

Month/Year	# of Incidents Reported	# Identified as HIB	Remediation	Discipline & Remediation	Appealed (Y/N)
Sept 1- Sept 24	0	-	-	-	-
Sept 25 – Oct 15	0	-	-	-	-
Oct 16– Nov 26	3	1	-	Yes	N
Nov 27 – Dec 17	1	0	-	Yes	N
Dec 18 – Jan 28	1	0	-	Yes	N
Jan 29 – Feb 25	3	1	Yes	Yes	-
Feb 26 – April 7	2	1	Yes	Yes	-
April 8 – April 28	0	0	-	-	-
April 29 – May 12					
May 13 – June 23					
TOTAL	10	3			

b. Short term suspension report: None

Student ID	Violation of Student Code of Conduct	Level of Infraction	Terms of Suspension and Dates	Clearance Required

**Frenchtown Board of Education  
Regular Meeting Agenda**

April 28, 2020 6:45 p.m.

- c. Security and Fire Drills - None due to Governor Executive Order for COVID-19

Drill	Date Completed
Security Drill	N/A
Fire Drill	N/A

Discussion Items:

- a. Graduation
- b. 2019-2020 School Calendar Changes

**Action Items:**

HIB Report

- 9.1 Motion to affirm the HIB report submitted on April 7, 2020.

**10. PRINCIPAL'S REPORT**

**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**

**Frenchtown Board of Education**  
**Regular Meeting Agenda**  
 April 28, 2020 6:45 p.m.

Payment of Bills

13.1 Motion to approve the April 28, 2020 bills list as follows:

General Fund:	\$159,725.21
Special Revenue Fund:	<u>\$ 4,847.58</u>
<b>Total</b>	<b>\$164,572.79</b>

Budget Transfers

13.2 Motion to approve the list of the March 2020 Budget Transfers in the amount of \$1,442.

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 **March, 2020** 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).

Professional Services

13.4 Motion to approve the following professional services for the 2020-2021 school year:

Professional Service	Professional	Rate
Auditor	Bedard Kurowicki & Co., CPA	\$13,950 \$220/hr
Attorney	Cleary, Giacobbe, Alfieri	\$155/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 deliberate process that considered cost and other relevant factors Fees per hour for Principal/Partner/Physician.

# Frenchtown Board of Education Regular Meeting Agenda

April 28, 2020 6:45 p.m.

2020-2021 School Budget Adoption

13.5 Adoption of the 2020-2021 School Budget:

WHEREAS, the 2020/2021 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 2020/2021 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 2020/2021 budget in the amount of \$2,816,390 as follows:

<b>Fund</b>	<b>Appropriations</b>	<b>Tax Levy</b>
General Fund	\$2,816,390	\$2,129,519
Special Revenue Fund	\$ 70,012	
Debt Service Fund	\$ 110,894	\$ 110,894
<b>Total Budget</b>	<b>\$2,997,296</b>	<b>\$2,240,413</b>

BE IT FURTHER RESOLVED that the Frenchtown Board of Education will use an enrollment adjustment in the amount of \$70,772 in accordance with N.J.A.C. 6A:23A-10.3(b), to support the general operations of the 2020/2021 school year budget.

Requisition for Taxes

13.6 **RESOLVED:** that the amount of district taxes needed to meet the obligations of the Board for the 2020-2021 school year is \$2,240,413, 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.

<b>Date Due</b>	<b>General Fund Levy</b>	<b>Debt Service Levy</b>	<b>Total Payment</b>
July 1, 2020	\$277,366.00	\$96,047.00	\$373,413.00
September 1, 2020	\$368,451.00	\$4,949.00	\$373,400.00
November 1, 2020	\$368,451.00	\$4,949.00	\$373,400.00
January 1, 2021	\$368,451.00	\$4,949.00	\$373,400.00
March 1, 2021	\$373,400.00		\$373,400.00
May 1, 2021	\$373,400.00		\$373,400.00
<b>Total</b>	<b>\$2,129,519.00</b>	<b>\$110,894</b>	<b>\$2,240,413.00</b>

Implementation of School Budget 2020/2021

13.7 Motion to authorize the Superintendent and Business Administrator to implement the 2020/2021 budget pursuant to federal, state and local policies and regulations.

# Frenchtown Board of Education Regular Meeting Agenda

April 28, 2020 6:45 p.m.

## Health Benefit Waiver

13.8 Motion to establish the 2020/2021 annual cash reimbursement in lieu of health benefits calculation for all staff as follows:

Compensation of twenty-five percent (25%) of the amount saved by the Board resulting from the Employee's waiver of coverage or Four Thousand Dollars (\$4,000), whichever is less.

## Business Services Subcontract Agreement

13.9 Approval of the attached Business Services Subcontract Agreement with Delaware Valley Regional High School in accordance with the contract from July 2020 through June 30, 2021 at a cost of \$45,000.00.

## Facility Management Shared Services 2020/2021

13.10 Motion to approve the following resolution for the 2020/2021 Time and Material Shared Services with Delaware Valley High School Board of Education for **Maintenance Services**:

**WHEREAS** FRENCHTOWN BOARD OF EDUCATION (hereinafter referred to as "FES") has received a proposal from DELAWARE VALLEY REGIONAL HIGH SCHOOL BOARD OF EDUCATION (hereinafter referred to as "DVRHS") to provide subcontracted Maintenance services; and

**WHEREAS** DVRHS and FES desire to enter into a joint agreement wherein DVRHS will provide the said Maintenance services; and

**WHEREAS** the Uniform Shared Services and Consolidation Act, N.J.S.A. 40A:65-1 et seq., authorizes public entities to enter into a contract with each other to subcontract any service which one of the parties to the agreement is empowered to render within its own jurisdiction including services incidental to the primary purposes of any of the participating entities; and

**WHEREAS** DVRHS and FES are by definition local units under the said law; and DVRHS is empowered by law to provide Maintenance services; and

**WHEREAS** the provision of Maintenance services by DVRHS is economically advantageous to FES;

**NOW THEREFORE BE IT RESOLVED** that DVRHS and FES hereby agree enter into the 2020/2021 time and material shared services arrangement for the provision of Maintenance services in accordance with N.J.S.A. 40A:65-1 et seq. at a fixed rate of \$17,500.00 and an hourly rate of \$30.00 per hour for Custodian and \$40.00 per hour for Maintenance plus mileage to and from the site or to acquire any needed supplies at a rate of \$.31 per mile. Materials will be reimbursable at cost.

# **Frenchtown Board of Education Regular Meeting Agenda**

April 28, 2020 6:45 p.m.

## Preschool Tuition Discount

13.11 WHEREAS, the Frenchtown Board of Education recognizes that even though instructional services are being provided to the best of our ability during the emergency school closure, there is an element of the program that cannot be met in the digital environment;

THEREFORE, BE IT RESOLVED, that the Frenchtown Board of Education will discount the last payment of the year by 50% for all students enrolled in the preschool program.

## 2020-2021 Preschool Tuition Deposit Deadline

13.12 Motion to approve an extension to submit the 2020-2021 preschool tuition contract until June 30, 2020.

## AmeriFlex COBRA Administration

13.13 Motion to enter into a services agreement renewal with AmeriFlex for COBRA administration at the minimum cost of \$50.00 per month, agreement effective 5-1-2020 to 4-30-2022.

## Facilities

## Transportation

### Transportation Contract Adjustment

13.14 Motion to acknowledge an adjustment to the transportation contract with Delaware Valley Regional High School for non-operating days to reflect a 10% discount or -\$323.30.

## Personnel

### 2020-2021 Referee Stipends

13.15 Motion to approve the following stipends for athletic referees for the 2020-2021 school year:

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

## Curriculum



**Frenchtown Board of Education**  
**Regular Meeting Agenda**  
April 28, 2020 6:45 p.m.

Field Trips

13.16 Motion to approve the following field trips:

<b>Destination</b>	<b>Grade</b>	<b>Date</b>
Fairview Lakes	7 <sup>th</sup> Grade - Science	10-7-2020 to 10-9-2020

**14. NEW BUSINESS**

**15. 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.

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

**16. ADJOURNMENT**