

Frenchtown Board of Education Regular Meeting Agenda

May 12, 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.

The public may view and participate in public comment by visiting the following website:
www.dvrhs.org/fesboemeeting

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. 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.

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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.

6. PRESENTATIONS AND RECOGNITIONS

7. BOARD SECRETARY REPORT

Informational Items

- Board Meeting Schedule
 - ✓ June 9, 2020 – Board Retreat/Goal Setting
 - ✓ June 23, 2020 – Action Meeting
 - ✓ August 25, 2020 – Action Meeting
- Correspondence
- Board Member Training

Actions Items

7.1 Motion to approve the following minutes:

- April 28, 2020 – Regular Session

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8. SUPERINTENDENT’S REPORT

Informational Items:

- a. Harassment, Intimidation, and Bullying (HIB) Monthly Incident Report for period ending May 12, 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	0	0	-	-	-
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

- 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

Action Items:

HIB Report

- 8.1 Motion to affirm the HIB report submitted on April 28, 2020.

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Emergency Closure-Virtual Instruction

- 8.2 Motion to approve the following resolution approving the district's program of virtual [or remote] instruction to meet the 180 day school requirement.:

WHEREAS, in response to the COVID-19 pandemic, the Governor has declared a state of emergency and a public health emergency, and ordered all schools closed for in-person instruction; and

WHEREAS, in response to the COVID-19 pandemic, the Legislature has revised N.J.S.A. 18A:7F-9 to permit the use of virtual [or remote] instruction to establish compliance with the 180 school day requirement during a public health emergency, subject to Board approval of a virtual [or remote] instruction program;

NOW THEREFORE, BE IT RESOLVED that the Board hereby approves the District's program of virtual [or remote] instruction to meet the 180 school day requirement, which was previously submitted to the Department of Education on May 12, 2020, and implemented since the District's closure on March 16, 2020.

9. **PRINCIPAL'S REPORT**

10. **BOARD PRESIDENT'S REPORT**

11. **POLICY**

12. **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;

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- 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.

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 May 12, 2020 bills list as follows:

General Fund:	\$110,642.95
Special Revenue Fund:	<u>\$ 6,307.33</u>
Total	\$116,950.28

Budget Transfers

13.2 Motion to approve the list of the April 2020 Budget Transfers in the amount of \$173.83.

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 **April, 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-

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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).

Technology Services 2020-2021

13.4 Motion to approve the following resolution for the 2020/2021 Time and Material Shared Services with Delaware Valley High School Board of Education for **Technology 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 Technology services; and

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

WHEREAS the provision of Technology 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 Technology services in accordance with N.J.S.A. 40A:65-1 et seq. at the following hourly rates:

IT Director: \$80.00
Network Specialist: \$75.00
Technician Level 2: \$60.00
Technician Level 1: \$50.00

Materials will be reimbursable at cost.

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Substitute Rates 2020-2021

13.5 Motion to approve the 2020-2021 substitute rates as follows:

Position	2020-2021 Rate
Substitute Teacher	\$95.00 Per Day
Substitute School Nurse	\$125.00 Per Day
Substitute Custodian	\$13.00 Per Hour
Substitute Secretary	\$80.00 Per Day

2020-2021 Child Study Team Shared Services

13.6 Motion to approve shared services with Delaware Valley Regional High School for Child Study Team Services for the summer of 2020 and for the 2020-2021 school year on an as needed basis at a cost of \$75.00 per hour.

2020-2021 Child Study Team Services

13.7 Motion to approve the attached contract with Hunterdon County ESC for Child Study Team Services for the 2020/2021 school year on an as needed basis.

Non-Public 192/193

13.8 Motion to approve the attached nonpublic 192/193 services agreement with Hunterdon County ESC for the 2020-2021 school year.

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.

NJ CAP Grant

13.10 Motion to approve 2020-2021 NJ CAP Grant Application for submission to the State of New Jersey Department of Education.

NJSIG Safety Grant

13.11 WHEREAS, the New Jersey Schools Insurance Group (“NJSIG”) is a school board insurance group authorized by J.J.S.A. 18A:18B-1 et seq. To provide insurance coverage and risk management services for its members;

WHEREAS, the Frenchtown Board of Education, herein after referred to as the “Educational Institution,” is a member of NJSIG; and,

WHEREAS, in accordance with NJSIG Policy 3710, the goal of the safety grant program is to provide members the necessary resources to complete risk reduction projects and improve the safety of the population NJSIG members serve.

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NOW THEREFORE, BE IT RESOLVED, that:

1. The Educational Institution applies for a safety grant through the NJSIG safety grant program for the 2019/2020 fiscal year in the amount of \$2,000 for the purposes set forth in the safety grant application, which is attached hereto; and,
2. The Business Administrator is hereby authorized to take all action necessary to apply for and receive a safety grant award.

Pre-School Tuition

13.12 Motion to approve to accept preschool student into the Little Paws Preschool Program for the 2020/2021 school year and to approve tuition contract for the following student:

Student ID	Amount
00490	\$5,750.00

Facilities

Transportation

Personnel

Principal's Employment Contract 2020-2021

13.13 Motion to approve the rehire and Letter of Intent for Mr. James Hintenach for the 2020-2021 school year. Salary and contract terms to be determined.

Non-Tenured Teachers

13.14 Motion to approve the 2020/2021 Letter of Intent for the following list of **Non-Tenured** teachers:

Teacher	FTE	Step / Column	Salary
Paige Ahrens	1.00	Step 5 / BA+30	*
Peggy Button	.50	Step 9 / BA	*
David deWolfe	1.00	Step 11 / MA	*
Cristina Doyle	1.00	Step 6 / BA+30	*
Staci Kane	1.00	Step 1 / BA+30	*
Amanda Matlee	1.00	Step 8 / MA	*
Kristen Wirasnik	1.00	Step 5 / MA	*
Katelynn Yard	1.00	Step 6 / BA	*

*Salary to be determined upon settlement of negotiated agreement

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Tenured Teachers

13.15 Motion to approve the 2020/2021 Letter of Intent for the following list of **Tenured** teachers:

Teacher	FTE	Step / Column	Salary
Brandi Bontempo	1.00	Step 11 / BA	*
Tricia Hurley	1.00	Step 11 / MA	*
Marjorie Leuschner	.80	Step 20 / BA	*
Elizabeth McCann	1.00	Step 14 / MA	*
Peter Moran	1.00	Step 20 / MA	*
Alicia Parker	1.00	Step 14 / MA	*
Ashley Seneca	1.00	Step 7 / BA	*
Brittney Shurts	1.00	Step 5 / BA	*
Holly Siock	1.00	Step 10 / MA	*
Kendra Sullivan	1.00	Step 10 / MA	*
Thomas Wollert	.80	Step 17 / MA	*

*Salary to be determined upon settlement of negotiated agreement

Instructional Aides

13.16 Motion to approve the 2020/2021 Letter of Intent for the following list of **Instructional Aides**, FTE and salary to be determined upon finalization of the schedule:

Name	Position	FTE	Salary
Heather Critelli	Instructional Aide	1.00*	*
Joseph Lukas	Instructional Aide	.71*	*
Emily O'Connell	Pre-School Aide (PM)	.75*	*
Kathy Skerbetz	Pre-School Aide (AM)	.65*	*
Julia Smith	Instructional Aide	.78*	*

*FTE and Salary to be determined upon finalization of the 2020-2021 School year schedule

Non-FEA Staff

13.17 Motion to approve the 2020/2021 Letter of Intent for the following list of **Non-FEA** staff for the 2020-2021 school year.

Name	Position	FTE	Salary
Richard Hoffman	Custodian	25 Hrs/Wk	*

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Joshua Kempel	Custodian	15 Hrs/Wk	*
Lisa Lubonty	Assistant to the Business Administrator	.80	*
Kathy Petro	School & CST Secretary	1.00	*
Larry Whitman	Head Custodian	1.00	*

*Salary to be determined

Shared World Language Teacher

13.18 Motion to continue the Inter-local Services Agreement with the Milford Board of Education for World Language Teacher Services from September 1, 2020 to June 30, 2021 at a cost of \$40,745.

Reduction in Force

13.19 Motion to approve the following resolution:

WHEREAS the 2020/2021 school budget for the Frenchtown Elementary School was subjected to a 16.3% reduction in State Aide;

BE IT RESOLVED that the following positions be eliminated from the 2020/2021 school budget for reasons of economy:

Speech Therapist (0.40 FTE)

BE IT FURTHER RESOLVED that the termination of employment contracts related to all other positions shall be addressed thorough the annual renewal/non-renewal process for non-tenured employees.

Extra-Curricular Activities Job Descriptions

13.20 Motion to approve the attached Job Descriptions of the following Extra-Curricular Activities for the 2020-2021 school year:

Co-Ed Soccer Coach	Testing Coordinator
Boys Basketball Coach	Stem Club
Girls Basketball Coach	Running Club (iRun4Life)
Student Council Advisor	Sketchbook Club
Yearbook Advisor	
8th Grade Coordinator	
Ski Club Advisor	

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Curriculum

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. ADJOURNMENT