

Frenchtown Board of Education Regular Meeting Agenda

June 23, 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	Ms. Laine Nauman	Mrs. Kate Nugent
Mrs. Kara Bobrowski	Mrs. Teresa Pearson	
Mrs. Laura Einhorn	Mr. Hugo Rodriguez	

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.

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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
 - ✓ August 25, 2020 – Action Meeting
 - ✓ September 22, 2020 – Action Meeting
 - ✓ October 13, 2020 – Action Meeting
- School Board Candidate Kits Available
 - ✓ 2 – Three-Year Seats Available
 - ✓ Petitions Due to the County Clerk – July 27, 2020
- NJSBA Virtual Workshop
 - ✓ October 20-22, 2020
- Correspondence

Actions Items

- 7.1 Motion to approve the following minutes:

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- May 12, 2020 – Regular Session
- May 12, 2020 – Executive Session

7.2 Motion to approve the following minutes:

- June 9, 2020 – Goal Setting

8. SUPERINTENDENT’S REPORT

Informational Items:

a. Harassment, Intimidation, and Bullying (HIB) Monthly Incident Report for period ending June 23, 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	0	0	-	-	-
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	

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Fire Drill	
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Action Items:

- 8.1 Motion to affirm the HIB report submitted on May 12, 2020
- 8.2 Motion to approve the Report on School District and School HIB Grades Required by the Anti-Bullying Bill of Rights Act for FY20.

9. PRINCIPAL’S REPORT

10. BOARD PRESIDENT’S REPORT

11. POLICY

12. CONSENT AGENDA

Matters listed within the consent agenda have been referred to members of the Board of Education 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

12.1 Motion to approve the May 13, 2020 through May 31, 2020 bills list as follows:

General Fund:	\$248,039.17
Special Revenue Fund:	\$ 3,086.72
Total	\$251,125.89

12.2 Motion to approve the June 1, 2020 through June 23, 2020 bills list as follows:

General Fund:	\$166,925.69
Special Revenue Fund:	\$ 5,877.41
Total	\$172,803.10

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Budget Transfers

- 12.3 Motion to approve the list of May 2020 Budget Transfers in the amount of \$25,324,22.

Board Secretary/Treasurer Reports

- 12.4 Motion to approve and acknowledge receipt of the monthly certification of the Board Secretary and after review of the **May 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).

Close out the Year

- 12.5 Approval to authorize the Superintendent and Business Administrator to pay any invoices to close the 2019-2020 school year with approval by the board at the next regular action meeting.

List of Contracts for 2019-2020

- 12.6 Motion to approve the following resolution:

Pursuant to PL 2015, Chapter 47 the Frenchtown Board of Education hereby approves a list of contracts previously awarded by the board of education. These contracts are, and have been, in full compliance with all state and federal statutes and regulations; in particular, New Jersey Title 18A:18. et.seq, NJAC Chapter 23, and Federal Uniform Administrative Requirements 2 CFR, Part200.

FY21 IDEA Application

- 12.7 Motion to approve the submission of the Fiscal Year 2021 Individuals with Disabilities and Education Act (IDEA) to the New Jersey Department of Education for review and approval and to accept the funds as follows:

Basic Ages 3-21	\$38,887
Preschool Ages 3-5	\$ 1,138
Total	\$40,025

FY21 ESSA Application

- 12.8 Motion to approve the Fiscal Year 2021 ESSA Grant Application for submission to the State of New Jersey Department of Education and to accept the funds, as follows:

Title I	\$17,163
Title II	\$ 3,052

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Title III	\$ 895
Title IV	\$10,000
Total	\$31,110

CARES Emergency Relief Grant

12.9 Motion to approve acceptance of the CARES Emergency Relief Grant in the amount of \$13,749.00

English as a Second Language

12.10 Motion to approve the Interlocal Shared Services Agreement with Delaware Valley Regional High School in the amount of \$24,099.00 for English as a Second Language in the 2020/2021 school year.

Flexible Spending Plan

12.11 Motion to approve Horizon Blue as Administrators for the Frenchtown Board of Education Flex Spend Plan from September 1, 2020 through August 31, 2021.

Health & Dental Renewal for 2020-2021

12.12 Motion to approve the attached renewal rates for AmeriHealth and for Delta Dental from July 1, 2020 to June 30, 2021.

Pre-School Tuition

12.13 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
00491	\$5,750.00

2020-2021 Tuition Contract with Warren Glen Academy

12.14 Motion to approve a sending tuition contract with Warren Glen Academy for one (1) student for the 2020-2021 school year, at a rate of \$48,740.40, \$270.78 per diem.

ESY Speech Therapy Services

12.15 Motion to approve the attached ESY Speech Therapy Services contract with Chris Cross Kids, LLC from June 1, 2020 to July 30, 2020 at a rate of \$95.00 per hour and \$400.00 for initial evaluations.

Increasing the Bid Threshold—Qualified Purchasing Agent

12.16 Motion to approve the following resolution:

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WHEREAS, Teresa Barna, School Business Administrator/Board Secretary possesses a Qualified Purchasing Agent (QPA) certificate;

WHEREAS, the State Treasurer, in consultation with the Governor and pursuant to N.J.S.A. 52:34-7, and N.J.S.A. 18A:18A-3 (b), has increased the bid threshold amount for school districts with a Qualified Purchasing Agent , from \$40,000 to **\$44,000**, effective July 1, 2020;

NOW, THEREFORE BE IT RESOLVED that the (Name of Board of Education), pursuant to N.J.S.A. 18A:18A-3 (a) and N.J.A.C. 5:34-5.4, establishes and sets the bid threshold amount of **\$44,000** for the Board of Education, and further authorizes Teresa Barna, the Qualified Purchasing Agent, to award contracts, in full accordance with N.J.S.A. 18A:18A-3 (a), for those purchases that do not exceed in the aggregate of the newly established bid threshold amount.

Memorandum of Understanding

12.17 Motion to approve the attached Memorandum of Understanding with the NJ Office of Emergency Management to apply for assistance through FEMA.

Non Public and Choice Aid-in-Lieu

12.18 Motion to authorize prorated payments for Non-Public and Choice Aid-in-Lieu due to the emergency school closing related to the COVID-19 pandemic.

NJSIG-Insurance 2020-2021

12.19 Motion to approve the following resolution:

WHEREAS, N.J.S.A. 18A:18B-1, et seq., enables boards of education to join with other boards of education in school board insurance trusts for the purpose of forming self-insurance pools;

WHEREAS, the New Jersey Schools Insurance Group (“NJSIG”) is a joint insurance fund authorized by N.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,” has resolved to apply for and/or renew its membership with NJSIG;

WHEREAS, the Educational Institution certifies that it has not defaulted on a claim, and has not been cancelled for non-payment of insurance premium for a period of at least two (2) years prior to the date of its application to NJSIG;

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WHEREAS, the Educational Institution desires to secure protection, services, and savings relating to insurance and self-insurance for itself and its departments and employees; and,

WHEREAS, the Educational Institution finds that the best and most efficient way of securing this protection and services is by cooperating with other boards of education in the State of New Jersey.

NOW THEREFORE, BE IT RESOLVED, THAT:

- 1) This agreement is made by and between NJSIG and the Educational Institution;
- 2) The Educational Institution joins with other boards of education in organizing and becoming members of NJSIG pursuant to N.J.S.A. 18A:18B-3(a), for a period of three years, beginning on July 1, 2020, and ending July 1, 2023 at 12:01 a.m.;
- 3) In consideration of membership in NJSIG, the Educational Institution agrees that for those types of coverage in which it participates, the Educational Institution shall jointly and severally assume and discharge the liabilities of each and every member of NJSIG to such agreement arising from their participation in NJSIG. By execution hereof the full faith and credit of the Educational Institution is pledged to the punctual payment of any sums which shall become due to NJSIG in accordance with the bylaws thereof, the plan of risk management, this Agreement and any applicable statute or regulation;
- 4) The Educational Institution and NJSIG agree that NJSIG shall hold all monies paid by the Educational Institution to NJSIG as fiduciaries for the benefit of NJSIG claimants all in accordance with applicable statutes and/or regulations;
- 5) NJSIG shall establish and maintain Trust Accounts in accordance with N.J.S.A. 18A:18B-1, et seq. and such other statutes and regulations as may be applicable;
- 6) By adoption and signing of this resolution, the Educational Institution is hereby joining NJSIG in accordance with the terms of this Indemnity and Trust Agreement and Resolution to Join / Renew Membership, effective the date indicated below, for the types of insurance as indicated in the Insurance Binder issued by NJSIG;
- 7) The Educational Institution hereby ratifies and affirms the bylaws and other organizational and operational documents of NJSIG, and as from time to time amended by NJSIG and/or the State of New Jersey, Department of Banking and Insurance, in accordance with the applicable statutes and regulations as if each and every one of said documents were re-executed contemporaneously herewith;
- 8) The Educational Institution agrees to be a participating member of NJSIG for the period herein provided for and to comply with all of the rules and regulations and

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obligations associated with said membership, including, but not limited to the NJSIG's Plan of Risk Management;

- 9) The Educational Institution under its obligations as a member of NJSIG agrees to allow for safety inspections of its properties, to pay contributions in a timely fashion and to comply with the bylaws and standards of participation of NJSIG including the plan of risk management;
- 10) If NJSIG, in the enforcement of any part of this Agreement, shall incur necessary expense or become obligated to pay attorney's fees and/or court costs, the Educational Institution agrees to reimburse NJSIG for all such reasonable expenses, fees and costs on demand;
- 11) The Business Administrator is hereby authorized in accordance with the Public School Contracts Law, N.J.S.A. 18A:18A-1, et seq., to execute such contracts and documentation with NJSIG as is necessary to effectuate this resolution; and,
- 12) The Business Administrator is directed to send a certified copy of this Indemnity and Trust Agreement and Resolution to Join / Renew Membership to NJSIG.

Emergency Reserve

- 12.20 Motion to establish an emergency reserve account in accordance with N.J.A.C. 6A:23A-14.4(A)1 for unanticipated general fund current expense costs.

Memorandum of Understanding – New Jersey Office of Emergency Management

- 12.21 Motion to approve the Memorandum of Understanding between Frenchtown Board of Education and the New Jersey Office of Emergency Management relating to application for grants under the Federal Emergency Management Agency (FEMA) Public Assistance Program.

Transfers Greater than 10% 2019/2020

- 12.22 Motion to approve budget line item transfers greater than 10% into the general administration account grouping for the 2019/2020 school year due to extraordinary legal expenses and judgements against the board as a result of arbitration.

Virtual Outreach Program 2019-2020

- 12.23 Motion to approve the attached revised invoice from River Union Stage to perform a virtual Outreach Program for the 2019-2020 school year in the amount of \$3,135.00

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Facilities

Kindergarten Toilet

12.24 Motion to approve submission of application for alternate method of compliance in accordance with N.J.A.C. 6A:26-6.3(h) 4ii by providing toilet rooms adjacent to or outside the classroom in lieu of individual toilet rooms in each classroom.

Long Range Facility Plan Project List

12.25 Motion to approve the Long Range Facility Plan Project List with projects totaling \$2,645,000.

LED Lighting Upgrade

12.26 Motion to accept a proposal from Green Light, LLC., Lakewood, NJ for an Energy Conservation Project to replace all fluorescent lights with LED Lights at a total cost of \$3,850.00.

Transportation

Bus Rental Agreement

12.27 Motion to approve an agreement between the Frenchtown Board of Education and the Delaware Valley Regional High School Board of Education for the rental of the Frenchtown Bus to the Delaware Valley Regional High School Transportation Consortium for \$275.00 per month on a month to month basis for the 2020-2021 school year.

Personnel

Principal's Employment Contract 2020-2021

12.28 Motion to approve the Employment Contract for Mr. James Hintenach for the 2020-2021 school year at a salary of \$110,000.00 and as per the other terms and conditions of the employment contract.

2020-2021 Substitute List

12.29 Motion to approve the attached lists of substitutes for the 2020-2021 substitute list at a rate of \$95.00 per day (Teacher), \$125.00 per day (School Nurse), \$80.00 per day (Secretary) and \$13.00 per hour (Custodian).

Extra-Curricular Activities

12.30 Motion to approve the following extra-curricular positions and appointments for the 2020-2021 school year, stipend rate to be determined upon settlement of negotiated agreement:

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Position	Stipend Rate
Co-Ed Soccer (2 Split)	*
Boys Basketball	*
Girls Basketball	*
Student Council (1)	*
Yearbook	*
Eighth Grade Coordinator	*
Ski Club Coordinator (1)	*
Testing Coordinator	Max 15 Hours
Home Instruction	*

*Stipend Rate to be determined upon settlement of negotiated agreement

- Extra-Curricular Appointments

Position	Teacher	Stipend Rate
Co-Ed Soccer	Brittney Shurts	*
Co-Ed Soccer	Katelynn Yard	*
Boys Basketball	Brittney Shurts	*
Girls Basketball	Katelynn Yard	*
Student Council	Brandi Bontempo	*
Yearbook Advisor	Brittney Shurts	*
Eighth Grade Coordinator	Katelynn Yard	*
Ski Club	Cristina Doyle	To be Funded by the Students
Testing Coordinator	Cristina Doyle	*

*Stipend Rate to be determined upon settlement of negotiated agreement

12.31 Motion to approve the following club proposals and club advisor appointments:

- Club Proposals– Budget availability \$3,000

Club	Frequency	# of hours	Maximum Rate
iRun4Life	1 x per week	15 hours	*
S.T.E.M. Club	1 x per week	7.5 hours	*
Sketchbook Club	1 x per week	7.5 hours	*
STEM Club	1 x per week	7.5 hours	*
Total Clubs			*

*Stipend Rate to be determined upon settlement of negotiated agreement

- Club Advisor Appointments

Club	Advisor
iRun4Life	Alicia Parker

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iRun4Life	Ashley Seneca
Sketchbook Club	Tricia Hurley
STEM Club	Open / TBD

Shared Superintendent

12.32 Motion to appoint Mrs. Daria Wasserbach as the District Superintendent for the 2020-2021 school year under the shared services agreement with Delaware Valley Regional High School.

ESY Child Study Team Services

12.33 Motion to approve Amanda Matlee for 2020 summer Child Study Team services on a as needed basis at a rate of \$43.22 per hour.

ESY General Education & Special Education

12.34 Motion to approve all General Education and Special Education Teachers to come in as needed for IEP meetings during the 2020 summer at the professional rate of \$45.00 per hour.

Return to School Committee

12.35 Motion to approve the members of the Return to School Committee to participate in planning activities during summer recess at a rate of \$45 per hour.

Temporary Discontinuation of Pay

12.36 Motion to temporarily discontinue pay for Joshua Kempel, part-time custodian, effective June 1, 2020 through August 31, 2020.

Non-FEA Staff

12.37 Motion to approve the revised 2020/2021 Letter of Intent for the following Employee for the 2020-2021 school year.

Name	Position	FTE	Salary
Joshua Kempel	Custodian	15 Hours Week 10 Month Employee	\$16.00 Hourly / Time Sheet

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Master Course Approval

12.38 Motion to approve Master Level Courses for Katelynn Yard, Special Education Teacher, as follows:

School	Course	Date	Cost
Rowan University	Special Education- Policy & Leadership	7-1-2020 To 8-30-2020	\$1,872.00 (Max)

Curriculum

Danielson Curriculum

12.39 Motion to approve the evaluation models to be used in the 2020/2021 school year in accordance with AchieveNJ as follows:

Danielson Model ----- Teachers

NJ PEPL ----- Administrators

13. NEW BUSINESS

14. 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.

15. EXECUTIVE SESSION

Motion to approve the following resolution:

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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.

16. ADJOURNMENT