

Frenchtown Board of Education Meeting Minutes

April 28, 2020 6:45 p.m.

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

The regular meeting of the Frenchtown Board of Education was called to order at 6:45 p.m. by President Kate Nugent.

Mrs. Nugent read the following:

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**

The Pledge of Allegiance was recited by all present.

3. **ROLL CALL**

Members Present: Mr. Adam Blackburn
Mrs. Kara Bobrowski
Mrs. Laura Einhorn
Ms. Laine Nauman
Mrs. Teresa Pearson
Mr. Hugo Rodriguez
Mrs. Kate Nugent

Members Absent: None

Others Present: Daria Wasserbach, Superintendent
Teresa Barna, Business Administrator/Board Secretary
James Hintenach, Principal

4. **EXECUTIVE SESSION** - None

5. **PRESENTATIONS AND RECOGNITIONS**

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

6. **PUBLIC COMMENT**

- ❖ Deidre Blackburn – Speech Therapist Reduction in Force

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7. 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.

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.

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

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Actions Items:

Meeting Minutes

BE IT RESOLVED, the Frenchtown Board of Education approved the following minutes:

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

Moved by Mrs. Pearson and seconded by Ms. Nauman. On a voice vote, resolution was adopted as follows: 6 ayes; nays, 0 with Mr. Blackburn abstaining.

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

- 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

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Discussion Items:

- a. Graduation
- b. 2019-2020 School Calendar Changes
- c. Re-Opening Plan
- d. Grading during online learning

Action Items:

HIB Report

BE IT RESOLVED, the Frenchtown Board of Education affirmed the HIB report submitted on April 7, 2020.

Moved by Mrs. Einhorn and seconded by Mrs. Pearson. On a voice vote, resolution was adopted as follows: 7 ayes; nays, 0.

10. PRINCIPAL'S REPORT - None

11. BOARD PRESIDENT'S REPORT - None

12. POLICY - None

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.

BE IT RESOLVED that the Frenchtown Board of Education approved Consent Agenda Items 13.1 to 13.8 and 13.10 to 13.16 as written, with removal of item 13.9.

Motion by Mrs. Pearson and seconded by Mr. Blackburn to move Consent Agenda Items 13.1 to 13.8 and 13.10 to 13.16, with removal of item 13.9 which is to be tabled until a Regular Meeting on May 12, 2020 at 6:45 p.m. On a roll call vote, resolution was adopted as follows: 7 ayes, 0 nays.

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Action Items:

Finance

Payment of Bills

BE IT RESOLVED, the Frenchtown Board of Education approved the April 28, 2020 bills list as follows:

General Fund:	\$159,725.21
Special Revenue Fund:	\$ 4,847.58
Total	\$164,572.79

Moved by Mrs. Pearson and seconded by Mr. Blackburn. On a roll call vote, resolution was adopted as follows: 7 ayes; nays, 0.

Budget Transfers

BE IT RESOLVED, the Frenchtown Board of Education approved the list of the March 2020 Budget Transfers in the amount of \$1,442.

Moved by Mrs. Pearson and seconded by Mr. Blackburn. On a roll call vote, resolution was adopted as follows: 7 ayes; nays, 0.

Board Secretary/Treasurer Reports

BE IT RESOLVED, the Frenchtown Board of Education approved and acknowledged 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).

Moved by Mrs. Pearson and seconded by Mr. Blackburn. On a roll call vote, resolution was adopted as follows: 7 ayes; nays, 0.

Professional Services

BE IT RESOLVED, the Frenchtown Board of Education approved 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

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		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.

Moved by Mrs. Pearson and seconded by Mr. Blackburn. On a roll call vote, resolution was adopted as follows: 7 ayes; nays, 0.

2020-2021 School Budget Adoption

BE IT RESOLVED, the Frenchtown Board of Education approved 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:

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

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.

Moved by Mrs. Pearson and seconded by Mr. Blackburn. On a roll call vote, resolution was adopted as follows: 7 ayes; nays, 0.

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Requisition for Taxes

BE IT RESOLVED, the Frenchtown Board of Education approved the following resolution:

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.

Date Due	General Fund Levy	Debt Service Levy	Total Payment
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
Total	\$2,129,519.00	\$110,894	\$2,240,413.00

Moved by Mrs. Pearson and seconded by Mr. Blackburn. On a roll call vote, resolution was adopted as follows: 7 ayes; nays, 0.

Implementation of School Budget 2020/2021

BE IT RESOLVED, the Frenchtown Board of Education approved to authorize the Superintendent and Business Administrator to implement the 2020/2021 budget pursuant to federal, state and local policies and regulations.

Moved by Mrs. Pearson and seconded by Mr. Blackburn. On a roll call vote, resolution was adopted as follows: 7 ayes; nays, 0.

Health Benefit Waiver

BE IT RESOLVED, the Frenchtown Board of Education approved 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.

Moved by Mrs. Pearson and seconded by Mr. Blackburn. On a roll call vote, resolution was adopted as follows: 7 ayes; nays, 0.

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Business Services Subcontract Agreement - Tabled until May 12, 2020 Board Meeting

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.

Moved by Mrs. Pearson and seconded by Mr. Blackburn. On a roll call vote, resolution was adopted as follows: 7 ayes; nays, 0.

Facility Management Shared Services 2020/2021

BE IT RESOLVED, the Frenchtown Board of Education approved 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.

Moved by Mrs. Pearson and seconded by Mr. Blackburn. On a roll call vote, resolution

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was adopted as follows: 7 ayes; nays, 0.

Preschool Tuition Discount

BE IT RESOLVED, the Frenchtown Board of Education approved the following resolution:

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.

Moved by Mrs. Pearson and seconded by Mr. Blackburn. On a roll call vote, resolution was adopted as follows: 7 ayes; nays, 0.

2020-2021 Preschool Tuition Deposit Deadline

BE IT RESOLVED, the Frenchtown Board of Education approved an extension to submit the 2020-2021 preschool tuition contract until June 30, 2020.

Moved by Mrs. Pearson and seconded by Mr. Blackburn. On a roll call vote, resolution was adopted as follows: 7 ayes; nays, 0.

AmeriFlex COBRA Administration

BE IT RESOLVED, the Frenchtown Board of Education approved 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.

Moved by Mrs. Pearson and seconded by Mr. Blackburn. On a roll call vote, resolution was adopted as follows: 7 ayes; nays, 0.

Facilities

Transportation

Transportation Contract Adjustment

BE IT RESOLVED, the Frenchtown Board of Education approved 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.

Moved by Mrs. Pearson and seconded by Mr. Blackburn. On a roll call vote, resolution

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was adopted as follows: 7 ayes; nays, 0.

Personnel

2020-2021 Referee Stipends

BE IT RESOLVED, the Frenchtown Board of Education approved the following stipends for athletic referees for the 2020-2021 school year:

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

Moved by Mrs. Pearson and seconded by Mr. Blackburn. On a roll call vote, resolution was adopted as follows: 7 ayes; nays, 0.

Curriculum

Field Trips

BE IT RESOLVED, the Frenchtown Board of Education approved the following field trips:

Destination	Grade	Date
Fairview Lakes	7 th Grade - Science	10-7-2020 to 10-9-2020

Moved by Mrs. Pearson and seconded by Mr. Blackburn. On a roll call vote, resolution was adopted as follows: 7 ayes; nays, 0.

14. NEW BUSINESS

2019-2020 School Calendar

BE IT RESOLVED, the Frenchtown Board of Education approved the revised 2019-2020 School Calendar as presented.

Moved by Mrs. Pearson and seconded by Ms. Nauman. On a voice vote, resolution was adopted as follows: 7 ayes; nays, 0.

15. PUBLIC COMMENT

❖ Deidre Blackburn – Re-Open plan consist of staggered days.

16. ADJOURNMENT

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BE IT RESOLVED that the Frenchtown Board of Education adjourned the meeting at 7:55 p.m. Moved by Mr. Blackburn and seconded by Ms. Nauman. On a voice vote, resolution was adopted as follows: 7 ayes, 0 nays.

Respectfully submitted:



Teresa Barna
Board Secretary

Attest:



Kate Nugent
Board President