

**Frenchtown Board of Education**  
**Regular Meeting Agenda**  
April 27, 2021 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 14, 2021. 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](http://www.dvrhs.org/fesboemeeting)

**2. THE PLEDGE OF ALLEGIANCE**

**3. ROLL CALL**

Mr. Adam Blackburn	Mr. Aaron Lambert	Mrs. Kate Nugent
Mrs. Kara Bobrowski	Ms. Laine Nauman	
Ms. Carolyn Gadbois	Mr. Hugo Rodriguez	

**4. PRESENTATIONS AND RECOGNITIONS**

- Public Hearing on the 2021/2022 Budget

**5. 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.

**6. 2020/2021 BOARD and DISTRICT GOALS**

**Frenchtown District Goals (2020-2021)**

1. Create a reopening plan and provide continued management of the Covid 19 crisis as it relates to the district.

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2. Construct a plan to transition middle school into a send/receive model.

**Board Goals (2020-2021)**

1. Continue to pursue a middle school send/receive relationship with neighboring districts and select a partner district.
2. Provide support for needed equipment, communication, and community engagement during the extended Covid 19 crisis.

**7. BOARD SECRETARY REPORT**

Informational Items

- Board Meeting Schedule
  - ✓ May 11, 2021 – Action Meeting
  - ✓ June 8, 2021 – Board Retreat/Goal Setting
  - ✓ June 29, 2021 – Action Meeting
- School Board Candidate Kits and Petitions available – Due July 26, 2021

Actions Items

8.1 Motion to approve the following minutes:

- March 23, 2021 – Regular Session

**8. SUPERINTENDENT’S REPORT**

Informational Items:

a. Harassment, Intimidation, and Bullying (HIB) Monthly Incident Report for period ending April 27, 2021.

Month/Year	# of Incidents Reported	# Identified as HIB	Remediation	Discipline & Remediation	Appealed (Y/N)
Sept 1- Sept 22	0	-	-	-	-
Sept 23 – Oct 13	0	-	-	-	-
Oct 14– Nov 24	1	Y	Y	Y	N
Nov 25 – Dec 15	0	-	-	-	-
Dec 16 – Jan 26	0	-	-	-	-
Jan 27 – Feb 23	2	1	Y	Y	N
Feb 24 – Mar 23	1	0	N	N	N

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Mar 24 – April 27	3	2	Y	Y	N
April 28 – May 11					
May 12 – June 29					
TOTAL	7	3			

b. Short term suspension report:

Student ID	Violation of Student Code of Conduct	Level of Infraction	Terms of Suspension and Dates	Clearance Required
366	Yes	3	ISS-4/1	N
469	Yes	3	ISS-3/31	N
262	Yes	3	ISS-3/31	N
261	Yes	3	ISS-4/1	N
334	Yes	3	ISS-3/31	N
334	Yes	3	ISS-TBD	N

c. Security and Fire Drills

Drill	Date Completed
Security Drill	4-23-2021
Fire Drill	4-13-2021

Discussion Items:

- a. Graduation
- b. 2020-2021 Calendar Changes

**Action Items:**

HIB Report

8.1 Motion to affirm the HIB report submitted on March 23, 2021.

2020-2021 School Calendar

8.2 Motion to revise the 2020/2021 school calendar, reflecting a change to the end of year due to the unused snow day.

**9. PRINCIPAL'S REPORT**

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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 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

12.1 Motion to approve the April 27, 2021 bills list as follows:

General Fund:	\$271,414.12
Special Revenue Fund:	<u>\$ 3,267.91</u>
<b>Total</b>	<b><u>\$274,682.03</u></b>

Budget Transfers

12.2 Motion to approve the list of the March 2021 Budget Transfers in the amount of \$95.00.

Board Secretary/Treasurer Reports

12.3 Motion to approve and acknowledge receipt of the monthly certification of the Board Secretary and after review of the **March, 2021** 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

12.4 Motion to approve the following professional services for the 2021-2022 school year:

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<b>Professional Service</b>	<b>Professional</b>	<b>Rate</b>
Auditor	Bedard Kurowicki & Co., CPA	\$14,200
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	\$125/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.

2021-2022 School Budget Adoption

12.5 Adoption of the 2021-2022 School Budget:

WHEREAS, the 2021/2022 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 2021/2022 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 2021/2022 budget in the amount of \$2,701,020 as follows:

<b>Fund</b>	<b>Appropriations</b>	<b>Tax Levy</b>
General Fund	\$2,701,020	\$2,172,109
Special Revenue Fund	\$ 68,606	
Debt Service Fund	\$ 113,420	\$ 113,419
<b>Total Budget</b>	<b>\$2,883,046</b>	<b>\$2,285,528</b>

Requisition for Taxes

12.6 **RESOLVED:** that the amount of district taxes needed to meet the obligations of the Board for the 2021-2022 school year is \$2,285,528, 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.

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<b>Date Due</b>	<b>General Fund Levy</b>	<b>Debt Service Levy</b>	<b>Total Payment</b>
July 1, 2021	\$281,076.00	\$99,847.00	\$380,923.00
September 1, 2021	\$376,397.00	\$4,524.00	\$380,921.00
November 1, 2021	\$376,397.00	\$4,524.00	\$380,921.00
January 1, 2022	\$376,397.00	\$4,524.00	\$380,921.00
March 1, 2022	\$380,921.00		\$380,921.00
May 1, 2022	\$380,921.00		\$380,921.00
<b>Total</b>	<b>\$2,172,109.00</b>	<b>\$113,419.00</b>	<b>\$2,285,528.00</b>

Implementation of School Budget 2021/2022

12.7 Motion to authorize the Superintendent and Business Administrator to implement the 2021/2022 budget pursuant to federal, state and local policies and regulations.

Health Benefit Waiver

12.8 Motion to establish the 2021/2022 annual cash reimbursement in lieu of health benefits calculation for all staff members 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

12.9 Approval of the attached Business Services Subcontract Agreement with Delaware Valley Regional High School in accordance with the contract from July 2021 through June 30, 2022 at a cost of \$45,000.00.

Facility Management Shared Services 2021/2022

12.10 Motion to approve the following resolution for the 2021/2022 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

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**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 2021/2022 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 \$9,700 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 \$.35 per mile. Materials will be reimbursable at cost.

2021-2022 Public School Services

12.11 Motion to approve the attached contract with Hunterdon County ESC for Public School Services for the 2021/2022 school year on an as needed basis.

Non-Public 192/193

12.12 Motion to approve the attached nonpublic 192/193 services agreement with Hunterdon County ESC for the 2021-2022 school year.

Paraprofessional Services

12.13 Motion to approve the attached Paraprofessional services agreement with Hunterdon County ESC for the 2021-2022 school year on an as needed basis.

Dental Renewal for 2021-2022

12.14 Motion to approve the attached renewal rates for Delta Dental from July 1, 2021 to June 30, 2022 representing an increase of 1.54%.

River Union Stage

12.15 Motion to accept the attached proposal from River Union Stage for the 2020-2021 Out Reach Program at a cost of \$2,970.00.

NJSIG Safety Grant

12.16 Motion to approve the following resolution:

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 2020/2021 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

12.17 Motion to accept preschool students into the Little Paws Preschool Program for the 2021/2022 school year and to approve tuition contracts for the following students:

Student ID#	Amount
00513	\$5,750.00
00518	\$5,750.00
00519	\$5,750.00
00517	\$5,750.00
00515	\$5,750.00
00514	\$5,750.00
00516	\$5,750.00
00486	\$5,750.00
00482	\$5,750.00

Facilities

Transportation

Personnel

2021-2022 Referee Stipends

12.18 Motion to approve the following stipends for athletic referees for the 2021-2022 school year:

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

Reduction in Force

12.19 Motion to approve the following resolution:

WHEREAS the 2021/2022 school budget for the Frenchtown Elementary School was subjected to a 31.2% reduction in State Aide;



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BE IT RESOLVED that the following positions be eliminated from the 2021/2022 school budget for reasons of economy:

Middle School Science Teacher

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

12.20 Motion to approve the following extra-curricular appointment for the 2020-2021 school year:

<b>Position</b>	<b>Teacher</b>	<b>Stipend Rate</b>
River Union Stage Aide	Julia Faye Smith	\$16.41/hour

Employee Resignation

12.21 Motion to accept the resignation of Julia Faye Smith, Instructional Aide, with regret, effective 6-30-2021.

Curriculum

Accept Donations

12.22 Motion to accept the following donations:

<b>From</b>	<b>Amount</b>	<b>Purpose</b>
Jennifer Suozzo	\$2,550.00	2-3D Printer/Supplies

Math Books

12.23 Motion to approve loaning 2 fourth grade math books to a local homeschool family whose name is on file in the Principal's office with the understanding they will be returned at the end of the academic year by June 30, 2021.

**13. NEW BUSINESS**

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

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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:

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**