

Frenchtown Board of Education Meeting Minutes

January 26, 2021 6:45 p.m.

1. CALL TO ORDER – Opening Statement

The regular meeting of the Frenchtown Board of Education was called to order at 6:47 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 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

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
Ms. Carolyn Gadbois
Ms. Laine Nauman
Mr. Hugo Rodriguez
Mrs. Kate Nugent

Members Absent: None

Others Present: Daria Wasserbach, Superintendent
Teresa O'Brien, Business Administrator/Board Secretary
James Hintenach, Principal
8 Public Attendees

4. PRESENTATIONS AND RECOGNITIONS

- ❖ Presentation of the Fiscal Year 2020 Comprehensive Annual Finance Report – Ms. Laura Atwell, CPA PSA
- ❖ Board Member Candidate Interviews
 - Aaron Lambert
 - Gary Linnemeyer

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5. EXECUTIVE SESSION

BE IT RESOLVED, the Frenchtown Board of Education approved 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 (deliberations on board member candidate interviews)
- 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 7:30 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 will be taken following re-entry into regular session.

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

BE IT RESOLVED, the Frenchtown Board of Education approved to reconvene into regular session at 8:01 p.m.

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

Appointment of Board Member

BE IT RESOLVED, the Frenchtown Board of Education approved to appoint Aaron Lambert to the Frenchtown Board of Education pending a negative criminal background check.

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

6. PUBLIC COMMENT - None

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7. 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.
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.

8. BOARD SECRETARY REPORT

Informational Items

- Board Meeting Schedule
 - ✓ February 23, 2021 – Action Meeting
 - ✓ March 16, 2021 – Work Session – Preliminary Budget Approval
 - ✓ March 23, 2021 – Action Meeting

Actions Items

Meeting Minutes

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

- December 15, 2020 - Regular Session
- December 15, 2020 – Executive Session

Moved by Mrs. Bobrowski and seconded by Ms. Nauman. On a voice vote, resolution was adopted as follows: 5 ayes; nays, 0 with Mr. Blackburn abstaining.

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

- January 5, 2021 - Reorganization Meeting

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

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9. SUPERINTENDENT'S REPORT

Informational Items:

- a. Harassment, Intimidation, and Bullying (HIB) Monthly Incident Report for period ending January 26, 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					
Feb 24 – Mar 23					
Mar 24 – April 27					
April 28 – May 11					
May 12 – June 29					
TOTAL	1				

- b. Short term suspension report: None

- c. Security and Fire Drills

Drill	Date Completed
Security Drill	1-27-2021
Fire Drill	1-21-2021

- d. Hunterdon County Department of Health announced that they are holding vaccination clinics.
e. Working regionally to develop the 2021-2022 School Calendar.

Action Items:

HIB Report

BE IT RESOLVED, the Frenchtown Board of Education approved and affirmed the HIB report submitted on December 15, 2020.

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

School Board Recognition Month

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

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WHEREAS, The New Jersey School Boards Association has declared January 2021 to be School Board Recognition Month, a time when all residents can acknowledge the contributions made by our local school board members; and

WHEREAS, The Frenchtown School District Board of Education is one of 580 local school boards in New Jersey, which sets policies and oversees operations for public school districts; and

WHEREAS, The Frenchtown Board of Education embraces the goal of high-quality education for all New Jersey public school students; and

WHEREAS, New Jersey's local school boards help determine the educational goals for approximately 1.4 million children in pre-kindergarten through 12th grade; and

WHEREAS, New Jersey's 5,000 local school board members, who receive no remuneration for their services, act as advocates for public school students as they work with administrators, teachers and parents for the betterment of public education; and

WHEREAS, School boards strive to provide the resources necessary to meet the needs of all students, including those with special needs; and

WHEREAS, Boards of education provide accountability to the public; they communicate the needs of the school district to the public; and they convey to school administrators the public's expectations for the schools; and

WHEREAS, New Jersey can take pride in its schools, which rank among the nation's best in key achievement indicators such as the National Assessment of Educational Progress scores, and the preparation for college through advanced placement offerings and SAT assessments; Now, therefore, be it

RESOLVED, That the Frenchtown District Board of Education, does hereby recognize the services of local school board members throughout New Jersey as we join communities statewide in observing January 2021 as SCHOOL BOARD RECOGNITION MONTH; and be it further

RESOLVED, That the Frenchtown District Board of Education urges all New Jersey citizens to work with their local boards of education and public school staffs toward the advancement of our children's education.

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

Presentation of Token of Appreciation

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10. PRINCIPAL'S REPORT

-We have shifted back to our in-person/remote hybrid learning model from all remote learning on January 19th. We want to say a BIG THANK YOU to all our FES parents for their support while working with our students and teachers. Much appreciated! We are excited to say that we had 5 more students return in-person on the 19th and two new students were welcomed back to FES.

Some additional FES updates:

- Professional Development 1/22
- End of 1st marking period is February 1st.
- MS Progress reports have been emailed and additional K-5 communications have been made to our families and students.
- Team prep 100th day of school and valentine's day accommodations have been made for classes and students to participate in conjunction with Nurse Staci
- Security/ fire drills continue in collaboration with local police and DOE Guidance.
- Virtual Community Enrichment Project with Ms. Hurley's classes: We are seeking volunteers to share and educated our middle school students about their career.
- Little Paws Preschool Registration for the 2021-2022 school year is now open! Please see attached for application and program information. SPACE IS LIMITED, SO DON'T WAIT TOO LONG! Should you have any questions, please contact Mrs. Petro in the main office at 996-2751, extension 7209.

Register for Kindergarten: If you have a child who will be 5 years old on or before October 1, 2021, please contact Mrs. Petro in the main office at 996-2751, ext. 7209, for registration information. Kindergarten screening will take place in the spring.

Thanks again to the BOE for their support and a welcome to our newest members!

11. BOARD PRESIDENT'S REPORT

- ✓ Teacher's contract was renewed for 1 year. The current contract now expires on June 30, 2021. Looking to establish the committee to begin negotiations.
- ✓ Policies

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.

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Action Items:

Finance

Payment of Bills

BE IT RESOLVED, the Frenchtown Board of Education approved the January 26, 2021 bills list as follows:

General Fund:	\$316,839.65
Special Revenue Fund:	\$ 6,959.23
Total	\$323,798.88

Moved by Mr. Blackburn and seconded by Mrs. Bobrowski. On a roll call vote, resolution was adopted as follows: 6 ayes; nays, 0.

Budget Transfers

BE IT RESOLVED, the Frenchtown Board of Education approved line item transfers for the month of December 2020, in the amount of \$2,630.00

Moved by Mr. Blackburn and seconded by Mrs. Bobrowski. On a roll call vote, resolution was adopted as follows: 6 ayes; nays, 0.

Board Secretary/Treasurer Report

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 **December, 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(a) 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 Mr. Blackburn and seconded by Mrs. Bobrowski. On a roll call vote, resolution was adopted as follows: 6 ayes; nays, 0.

Comprehensive Financial Report

BE IT RESOLVED, the Frenchtown Board of Education approved the following resolution accepting June 30, 2020 CAFR:

BE IT RESOLVED that the Frenchtown Board of Education accepts the June 30, 2020 Comprehensive Annual Financial Report (CAFR) as presented and prepared by BKC, CPAs, PC.

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Moved by Mr. Blackburn and seconded by Mrs. Bobrowski. On a roll call vote, resolution was adopted as follows: 6 ayes; nays, 0.

Audit Recommendations/Corrective Action Plan

BE IT RESOLVED, the Frenchtown Board of Education approved the following resolution accepting the audit recommendations and corrective action plan:

BE IT RESOLVED that the Frenchtown Board of Education accepts the following Audit Recommendations and a negative Corrective Action Plan for fiscal year ending June 30, 2020:

Recommendations

1. Administrative Practices & Procedures	No recommendation
2. Financial Planning, Accounting & Reporting	No recommendation
3. School Purchasing Programs	No recommendation
4. School Food Service	No recommendation
5. Student Body Activities	No recommendation
6. Application for State School Aid	No recommendation
7. Pupil Transportation	No recommendation
8. Facilities and capital assets	No recommendation
9. Miscellaneous	No recommendation
10. Follow-up on prior year findings	No recommendation

Moved by Mr. Blackburn and seconded by Mrs. Bobrowski. On a roll call vote, resolution was adopted as follows: 6 ayes; nays, 0.

CARES Act Grant Amendment

BE IT RESOLVED, the Frenchtown Board of Education approved an amendment application for the CARES Act Grant to include additional funding in the amount of \$1,172.

Moved by Mr. Blackburn and seconded by Mrs. Bobrowski. On a roll call vote, resolution was adopted as follows: 6 ayes; nays, 0.

Facilities

Transportation

Personnel

Leave of Absence

BE IT RESOLVED, the Frenchtown Board of Education approved a maternity medical leave of absence for Ashley Seneca for approximately 18 weeks, beginning on or about February 8, 2021 through June 14, 2021.

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Moved by Mr. Blackburn and seconded by Mrs. Bobrowski. On a roll call vote, resolution was adopted as follows: 6 ayes; nays, 0.

Appoint Personnel

BE IT RESOLVED, the Frenchtown Board of Education approved to hire the 3rd Grade Temporary Leave of Absence Replacement Teacher effective February 1, 2021 to approximately June 23, 2021 as recommended by the Superintendent as follows:

Name	Step / Column	FTE	Salary (Prorated)
Cynthia Fasino	1 / BA	1.00	\$51,535.00

Moved by Mr. Blackburn and seconded by Mrs. Bobrowski. On a roll call vote, resolution was adopted as follows: 6 ayes; nays, 0.

Student Teacher

BE IT RESOLVED, the Frenchtown Board of Education approved Alexandra Kratochvil as a student teacher in Kindergarten for approximately 12 weeks.

Moved by Mr. Blackburn and seconded by Mrs. Bobrowski. On a roll call vote, resolution was adopted as follows: 6 ayes; nays, 0.

Curriculum

Accept Donations

BE IT RESOLVED, the Frenchtown Board of Education approved to accept the following donations:

From	Amount	Purpose
Frenchtown-Milford VFW Post 7857	\$200.00	Library

Moved by Mr. Blackburn and seconded by Mrs. Bobrowski. On a roll call vote, resolution was adopted as follows: 6 ayes; nays, 0.

Math Books

BE IT RESOLVED, the Frenchtown Board of Education approved 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.

Moved by Mr. Blackburn and seconded by Mrs. Bobrowski. On a roll call vote, resolution was adopted as follows: 6 ayes; nays, 0.

Planning

14. NEW BUSINESS

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15. **2021/2022 BUDGET DISCUSSIONS**

16. **PUBLIC COMMENT** - None

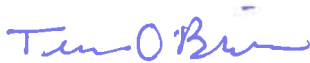
17. **EXECUTIVE SESSION** - None

18. **ADJOURNMENT**

BE IT RESOLVED, the Frenchtown Board of Education adjourned the meeting at 8:50 p.m. Moved by Mr. Blackburn and seconded by Mrs. Bobrowski. On a voice vote, resolution was adopted as follows: 6 ayes; nays, 0.

Respectfully submitted:

Attest:



Teresa O'Brien
Board Secretary



Kate Nugent
Board President