

Frenchtown Board of Education Meeting Minutes

April 27, 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 6:45 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 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
Mr. Aaron Lambert (arrived at 7:00 p.m.)
Ms. Laine Nauman
Mr. Hugo Rodriguez
Mrs. Kate Nugent

Absent: None

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

4. PRESENTATIONS AND RECOGNITIONS

- Public Hearing on the 2021/2022 Budget

5. PUBLIC COMMENT

- ✓ Holly Low – Is there an enrollment number that would get us the state aid that we would need to sustain the budget? Also, does the county provide any support for small schools that is part of their tax base?

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- ✓ Holly Low – Concerned about her son finding the “N” word written on the playground equipment
- ✓ Maggie Cooke – We need to use this “N” word issue as a teachable moment and do more about teaching tolerance.

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.
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
- Financial Disclosure Forms – Due April 30, 2021

Actions Items

Meeting Minutes

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

- March 23, 2021 – Regular Session

Moved by Ms. Gadbois and seconded by Mr. Blackburn. On a voice vote, resolution was adopted as follows: 7 ayes; nays, 0.

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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
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:

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

Action Items:

HIB Report

BE IT RESOLVED, the Frenchtown Board of Education approved and affirmed the HIB report submitted on March 23, 2021.

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

2020-2021 School Calendar

BE IT RESOLVED, the Frenchtown Board of Education approved to revise the 2020/2021 school calendar, reflecting a change to the end of year due to the unused snow day.

Moved by Ms. Gadbois and seconded by Mr. Rodriguez. On a voice vote, resolution was adopted as follows: 7 ayes; nays, 0.

NJ Child Assault Prevention

BE IT RESOLVED, the Frenchtown Board of Education approved the submission of the CAP application to the New Jersey Department of Education.

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

9. PRINCIPAL'S REPORT – Mr. Hintenach

Thank you to our families, students, teachers and Nurse Staci for their cooperation in remote learning due to quarantining after family trip. These communication efforts didn't go unnoticed and are appreciated.

Some additional FES updates:

We are excited to say that we have had a few more in-person learners return to FES and we are now 97 and 12 to close out the school year. (109 total). Additionally, we currently have a few classes that have fully returned to the building.

- Virtual Parent Conferences

- Honor Roll: 3rd Marking Period:

Congratulations to students who made Honor Roll for the 3rd Marking Period!

6th: Jon

7th: Allysa and Azra

8th: Ava, Christian, Myla, Lindsey, Circe, Cayden, Saige and Simon

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Congratulations to students who made the High Honor Roll for the 3rd Marking Period! 6th: Max and Nya 7th: Vincent, Owen and Avery 8th: Sophie, Brin, Audrey and Ohm

A brief ceremony will be held on Thursday, May 6TH in school.

- Security/ fire drills continue in collaboration with local police and DOE Guidance.
 - Little Paws Preschool Registration for the 2021-2022 school year is now open! Please contact Mrs. Petro in the main office at 996-2751, extension 7209. We had a successful OPEN HOUSE on April 22nd @1:00—We had families for 13 students!
 - 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.
 - Beautification Project(Kindness Garden) of the front of the school: Island around the school sign and walkways- tentative date to start is May 15.
 - Together Thursdays: FES will run an early dismissal schedule on Thursdays in March and April. All students will have their instruction during the hours of 8:30 a.m.-12:30 p.m. We have had 5 Thursdays to dates and have allowed for grade level curriculum discussions as well around mid-year assessments and forward planning. Student feedback has been fairly positive to date. Parent feedback notes near 70 percent of parents do not like 4 hours straight, nor do they want to add another day of synchronous learning and a few parents asked about when a full day makes sense.
 - Yearbooks are available for twelve dollars. Please email Miss Shurts with any questions.
- Coming Soon: Graduation Guidance and we will communicate further.

10. BOARD PRESIDENT'S REPORT

- ✓ NJSBA – Update account for Superintendent and Board Self Evaluation.
- ✓ In-Person meetings in the future with a virtual option.

11. POLICY - None

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

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Payment of Bills

BE IT RESOLVED, the Frenchtown Board of Education approved the April 27, 2021 bills list as follows:

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

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

Budget Transfers

BE IT RESOLVED, the Frenchtown Board of Education approved the list of the March 2021 Budget Transfers in the amount of \$95.00.

Moved by Ms. Nauman and seconded by Mr. Blackburn. On a roll call vote, resolution was adopted as follows: 7ayes; 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, 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).

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

Professional Services

BE IT RESOLVED, the Frenchtown Board of Education approved the following professional services for the 2021-2022 school year:

Professional Service	Professional	Rate
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

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Physical Therapy	Chris Cross Kids, LLC	\$95/hr
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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 Ms. Nauman and seconded by Mr. Blackburn. On a roll call vote, resolution was adopted as follows: 7ayes; nays, 0.

2021-2022 School Budget Adoption

BE IT RESOLVED, the Frenchtown Board of Education approved the adoption of the 2021-2022 School Budget and the following resolution:

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:

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

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

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 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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Date Due	General Fund Levy	Debt Service Levy	Total Payment
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
Total	\$2,172,109.00	\$113,419.00	\$2,285,528.00

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

Implementation of School Budget 2021/2022

BE IT RESOLVED, the Frenchtown Board of Education approved to authorize the Superintendent and Business Administrator to implement the 2021/2022 budget pursuant to federal, state and local policies and regulations.

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

Health Benefit Waiver

BE IT RESOLVED, the Frenchtown Board of Education approved 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.

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

Business Services Subcontract Agreement

BE IT RESOLVED, the Frenchtown Board of Education approved 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.

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

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Facility Management Shared Services 2021/2022

BE IT RESOLVED, the Frenchtown Board of Education approved 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

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.

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

2021-2022 Public School Services

BE IT RESOLVED, the Frenchtown Board of Education approved the attached contract with Hunterdon County ESC for Public School Services for the 2021/2022 school year on an as needed basis.

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

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Non-Public 192/193

BE IT RESOLVED, the Frenchtown Board of Education approved the attached nonpublic 192/193 services agreement with Hunterdon County ESC for the 2021-2022 school year.

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

Paraprofessional Services

BE IT RESOLVED, the Frenchtown Board of Education approved the attached Paraprofessional services agreement with Hunterdon County ESC for the 2021-2022 school year on an as needed basis.

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

Dental Renewal for 2021-2022

BE IT RESOLVED, the Frenchtown Board of Education approved the attached renewal rates for Delta Dental from July 1, 2021 to June 30, 2022 representing an increase of 1.54%.

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

River Union Stage

BE IT RESOLVED, the Frenchtown Board of Education approved to accept the attached proposal from River Union Stage for the 2020-2021 Out Reach Program at a cost of \$2,970.00.

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

NJSIG Safety Grant

BE IT RESOLVED, the Frenchtown Board of Education approved 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.

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

Pre-School Tuition

BE IT RESOLVED, the Frenchtown Board of Education approved 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

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

Facilities

Transportation

Personnel

2021-2022 Referee Stipends

BE IT RESOLVED, the Frenchtown Board of Education approved the following stipends for athletic referees for the 2021-2022 school year:

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

Moved by Ms. Nauman and seconded by Mr. Blackburn. On a roll call vote, resolution

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

Reduction in Force

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

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

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.

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

Extra-Curricular Activities

BE IT RESOLVED, the Frenchtown Board of Education approved the following extra-curricular appointment for the 2020-2021 school year:

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

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

Employee Resignation

BE IT RESOLVED, the Frenchtown Board of Education approved to accept the resignation of Julia Faye Smith, Instructional Aide, with regret, effective 6-30-2021.

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

Curriculum

Accept Donations

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

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

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

13. NEW BUSINESS

14. PUBLIC COMMENT

- ✓ Dierdre Blackburn – Encourage the school to take this opportunity to speak to the kids. She is willing to be on a committee if one is formed.

15. 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
- 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 8:53 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.

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

BE IT RESOLVED, the Frenchtown Board of Education approved to reconvene into regular session at 10:12 p.m.

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

16. ADJOURNMENT

BE IT RESOLVED, the Frenchtown Board of Education adjourned the meeting at 10:13 p.m. Moved by Mr. Blackburn and seconded by Ms. Gadbois. On a voice vote, resolution was adopted as follows: 7 ayes; nays, 0.

Respectfully submitted:



Teresa O'Brien
Board Secretary

Attest:



Kate Nugent
Board President