

Frenchtown Board of Education

Meeting Minutes

May 11, 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 6:49 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
Ms. Laine Nauman
Mr. Hugo Rodriguez (Arrived at 6:55 p.m.)
Mrs. Kate Nugent

Members Absent: None

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

4. **PUBLIC COMMENT** - None

5. **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.

6. PRESENTATIONS AND RECOGNITIONS

- Mold Remediation Report – Mrs. O'Brien

7. BOARD SECRETARY REPORT

Informational Items

- Board Meeting Schedule
 - ✓ June 8, 2021 – Board Retreat/Goal Setting – Meeting Cancelled moved to the June 29, 2021 Action Meeting
 - ✓ June 29, 2021 – Action Meeting
 - ✓ August 24, 2021 – Action Meeting

Actions Items

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

- April 27, 2021 – Regular Session
- April 27, 2021 – Executive Session

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

8. SUPERINTENDENT'S REPORT

Informational Items:

- a. Harassment, Intimidation, and Bullying (HIB) Monthly Incident Report for period ending May 11, 2021.

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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	0	0	-	-	-
May 12 – June 29					
TOTAL	7	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

Drill	Date Completed
Security Drill	TBA
Fire Drill	TBA

d. Governor is lifting many COVID Restrictions on outdoor events.

Action Items:

HIB Report

BE IT RESOLVED, the Frenchtown Board of Education approved and affirmed the HIB report submitted on April 27, 2021.

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

9. PRINCIPAL'S REPORT

- FES will continue our current schedule through the rest of the 2020/2021 school year and hope to return a full day in September.
- "Teacher Appreciation Week" was a success!

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- GoHunterdon Update: FES won the “Step for the Sneaker” award! Our 1ST and 5th grade scored the highest logged minutes in the county!
- River Union Project: Middle School Project continues to practice outside the 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.
- Kindergarten Registration is underway for any child that will turn 5 years of age on or before October 1, 2021. Kindergarten screening will take place in the spring.
- Beautification Project – May 15, 2021
- Yearbooks are available for \$12.
- Graduation will be Monday, June 21st @ 7pm

10. BOARD PRESIDENT’S REPORT

- The Advisory Council met and discussed ways to address racism and promote equity in our school community. The board will discuss passing an anti-racism resolution at out next meeting. Mrs. Nugent is going to write a letter to the community to report the work the advisory council is doing and to recruit new members.

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

Payment of Bills

BE IT RESOLVED, the Frenchtown Board of Education approved the May 11, 2021 bills list as follows:

General Fund:	\$112,353.88
Special Revenue Fund:	<u>\$ 6,183.08</u>
Total	<u>\$118,536.96</u>

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

Budget Transfers

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BE IT RESOLVED, the Frenchtown Board of Education approved the list of the April 2021 Budget Transfers in the amount of \$8,187.85.

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

Technology 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 **Technology 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 Technology services; and

WHEREAS DVRHS and FES desire to enter into a joint agreement wherein DVRHS will provide the said Technology 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 Technology services; and

WHEREAS the provision of Technology 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

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Technology services in accordance with N.J.S.A. 40A:65-1 et seq. at the following hourly rates:

- IT Director: \$80.00
- Network Specialist: \$75.00
- Technician Level 2: \$60.00
- Technician Level 1: \$50.00

Materials will be reimbursable at cost.

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

Substitute Rates 2021-2022

BE IT RESOLVED, the Frenchtown Board of Education approved the 2021-2022 substitute rates as follows:

Position	2021-2022 Rate
Substitute Teacher	\$95.00 Per Day
Substitute School Nurse	\$175.00 Per Day
Substitute Custodian	\$14.00 Per Hour
Substitute Secretary	\$90.00 Per Day

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

2021-2022 Child Study Team Shared Services

BE IT RESOLVED, the Frenchtown Board of Education approved shared services with Delaware Valley Regional High School for Child Study Team Services for the summer of 2021 and for the 2021-2022 school year on an as needed basis at a cost of \$75.00 per hour.

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

2021-2022 ESL Services Agreement

BE IT RESOLVED, the Frenchtown Board of Education approved a shared services agreement with Delaware Valley Regional High School for .3 FTE ESL Instructional Services for the 2021-2022 school year for a total of \$26,045.

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

NJSIG Credit 2021-2022

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BE IT RESOLVED, the Frenchtown Board of Education approved to accept a credit of member contributions due to Covid-19 from New Jersey School Insurance Group in the amount of \$783.25 for the 2021-2022 school year.

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

2021-2022 Tuition Contract with Warren Glen Academy

BE IT RESOLVED, the Frenchtown Board of Education approved a sending tuition contract with Warren Glen Academy for one (1) student for the 2021-2022 school year, at a rate of \$57,762.60, \$275.06 per diem for 210 days, July 2021 through June 2022.

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

Facilities

Transportation

Personnel

Principal's Employment Contract 2021-2022

BE IT RESOLVED, the Frenchtown Board of Education approved the rehire and Letter of Intent for Mr. James Hintenach for the 2021-2022 school year. Salary and contract terms to be determined.

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

Non-Tenured Teachers

BE IT RESOLVED, the Frenchtown Board of Education approved the 2021/2022 Letter of Intent for the following list of **Non-Tenured** teachers:

Teacher	FTE	Step / Column	Salary
Paige Ahrens	1.00	Step 7 / BA+30	*
David deWolfe	1.00	Step 13 / MA	*
Cristina Doyle	1.00	Step 8 / BA+30	*
Peggy Ippolito	.40	Step 11 / BA	*
Staci Kane	1.00	Step 3 / BA+30	*
Katelynn Yard	1.00	Step 8 / MA	*

*Salary to be determined upon settlement of negotiated agreement

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

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Tenured Teachers

BE IT RESOLVED, the Frenchtown Board of Education approved the 2021/2022 Letter of Intent for the following list of **Tenured** teachers:

Teacher	FTE	Step / Column	Salary
Brandi Bontempo	1.00	Step 13 / BA	*
Tricia Hurley	1.00	Step 13 / MA	*
Marjorie Leuschner	.80	Step 21 / BA	*
Elizabeth McCann	1.00	Step 16 / MA	*
Peter Moran	1.00	Step 21 / MA	*
Alicia Parker	1.00	Step 16 / MA	*
Ashley Seneca	1.00	Step 9 / BA	*
Brittney Shurts	1.00	Step 7 / BA	*
Holly Slock	1.00	Step 12 / MA	*
Thomas Wollert	.80	Step 19 / MA	*

*Salary to be determined upon settlement of negotiated agreement

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

Instructional Aides

BE IT RESOLVED, the Frenchtown Board of Education approved the 2021/2022 Letter of Intent for the following list of **Instructional Aides**, FTE and salary to be determined upon finalization of the schedule:

Name	Position
Heather Critelli	Instructional Aide
Tracy Folmar	Instructional Aide
Chelsea Valderas	Instructional Aide

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

Non-FEA Staff

BE IT RESOLVED, the Frenchtown Board of Education approved the 2021/2022 Letter of Intent for the following list of **Non-FEA** staff for the 2021-2022 school year.

Name	Position	FTE
Estela Dominguez	Custodian	20 Hrs/Wk
Lisa Lubonty	Assistant to the Business Administrator	.80

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Kathy Petro	School & CST Secretary	1.00
Larry Whitman	Head Custodian	1.00

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

Shared World Language Teacher

BE IT RESOLVED, the Frenchtown Board of Education approved to continue the Inter-local Services Agreement with the Milford Board of Education for World Language Teacher Services from September 1, 2021 to June 30, 2022 at a cost of \$43,644.

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

Employee Resignation

BE IT RESOLVED, the Frenchtown Board of Education approved to accept the resignation of Amanda Matlee, School Social Worker, with regret, effective 6-30-2021.

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

ESY Teachers and Instructional Aides

BE IT RESOLVED, the Frenchtown Board of Education approved the following summer instruction Teachers and summer instructional aides from July 5, 2021– July 29, 2021 from 9:00am to 12:00pm:

Teacher/Aide	Position	Rate
Brandi Bontempo	Summer ESY Teacher	\$45.00 per hour
Katelynn Yard	Summer ESY Teacher	\$45.00 per hour
Heather Critelli	Summer ESY Instructional Aide	\$16.09 per hour
Peggy Ippolito	Summer ESY Instructional Aide	\$16.09 per hour

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

Curriculum

Summer Accelerated Learning Program

BE IT RESOLVED, the Frenchtown Board of Education approved a summer accelerated learning program that will run concurrently with the ESY program and focus on learning loss in Math and ELA, to be funded by CRRSA - Learning Acceleration Funds.

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

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Planning

13. NEW BUSINESS

Field Trips

BE IT RESOLVED, the Frenchtown Board of Education approved and 8th grade field trip to Fairview Lakes on June 11, 2021 at a cost of approximately \$1,200.00.

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

14. PUBLIC COMMENT - None

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 7:24 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.

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

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BE IT RESOLVED, the Frenchtown Board of Education reconvened into regular session at 7:48 p.m.

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

15. **ADJOURNMENT**

BE IT RESOLVED, the Frenchtown Board of Education adjourned the meeting at 7:57 p.m. Moved by Ms. Nauman 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