Frenchtown Board of Education
Regular Meeting Agenda
August 27, 2019 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 10, 2019. 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

3. ROLL CALL

Mr. Adam Blackburn	Mrs. Amy Musolino	Mrs. Kate Nugent
Mrs. Jennifer Campbell	Ms. Laine Nauman	
Mrs. Laura Einhorn	Mrs. Teresa Pearson	

4. 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.

5. 2019/2020 BOARD and DISTRICT GOALS

5.1 Motion to approve the following 2019-2020 Frenchtown Board of Education District and Board 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.

6. PRESENTATIONS AND RECOGNITIONS

7. BOARD SECRETARY REPORT

Informational Items

- Board Meeting Schedule
  - ✓ September 24, 2019 – Action Meeting
  - ✓ October 15, 2019 – Action Meeting
- School Board's Convention – October 21-24, 2019
- Correspondence

Actions Items

7.1 Motion to approve the following minutes:

- June 25, 2019 – Regular Session
- June 25, 2019 – Executive Session

8. PROJECT UPDATE

9. SUPERINTENDENT'S REPORT

Action Items:

9.1 Motion to affirm the HIB report submitted on June 25, 2019.

Professional Development Plan

9.2 Motion to acknowledge receipt of the 2019/2020 District Professional Development Plan developed in accordance with all regulations as specified in N.J.A.C. 6A:9C-4.2 and approves the fiscal impacts of the plan.

Statement of Assurance

9.3 Motion to acknowledge receipt of the Statement of Assurances (SOA) for the requirements of the District Professional Development Plan and the District Mentoring Plan. The Superintendent shall submit the SOA to the Hunterdon County Department of Education by September 1, 2019.

NJ Principal Evaluation

9.4 Motion to change the Administrator (Principal) Evaluation Tool from the Marshall to the New Jersey Principal Evaluation for Professional Learning Process (NJPEPL) effective, July 1, 2019.

10. PRINCIPAL'S REPORT

11. BOARD PRESIDENT'S REPORT

Board Member Resignation

11.1 Motion to accept with regret the resignation of Board member, Amy Musolino effective August 26, 2019.

12. POLICY

First Reading

12.1 Motion to approve the first reading of the following policy and regulation:

5141.21 Administering Medication
5141.21 R Administering Medication – Regulation

Second Reading-Adoption

12.2 Motion to approve the second reading and adoption of the following policy:

4240 Compensation and Related Benefits

Frenchtown Board of Education
Regular Meeting Agenda
August 27, 2019 6:45 p.m.

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.

Action Items:

Finance

Payment of Bills

13.1

a. Motion to approve the June 26, 2019 to June 30, 2019 bills list as follows:

General Fund:	$38,562.16
Special Revenue Fund:	$ 90.56
Total	**$38,652.72**

b. Motion to approve the July 1, 2019 to July 31, 2019 bills list as follows:

General Fund:	$296,209.77
Special Revenue Fund:	$ 848.62
Total	**$297,058.39**

c. Motion to approve the August 1, 2019 to August 27, 2019 bills list as follows:

General Fund:	$131,885.56
Special Revenue Fund:	$ 2,922.75
Total	**$134,808.31**

Budget Transfers

13.2 Motion to approve the list of the June 2019 Budget Transfers in the amount of $47,666.66

13.3 Motion to approve the list of the July 2019 Budget Transfers in the amount of $6,267.75

Board Secretary/Treasurer Reports –June 2019

13.4 Motion to approve and acknowledge receipt of the monthly certification of the Board Secretary and after review of the **June 2019** 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).

Board Secretary/Treasurer Reports –July 2019

13.5 Motion to approve and acknowledge receipt of the monthly certification of the Board Secretary and after review of the **July 2019** 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).

Payroll Agency Transfers

13.6 Motion to approve the transfer of excess balances from the Payroll Agency Account to the General Fund in the amount of $6,534.69.

Transfers Greater than 10% 2018-2019

13.7 Motion to approve transfers greater than 10% into the tuition account grouping for the 2018/2019 school year.

REAP Grant

13.8 Motion to accept the 2019/2020 REAP Grant Award and accept the funds in the amount of $13,007.

Non-Public Textbook Aid

13.9 Motion to accept Nonpublic Textbook Aid for the 2019/2020 school year in the amount of $158 for Secret Garden Montessori School as provided by the State of New Jersey.

Non-Public Technology Aid

13.10 Motion to approve an Agreement with Secret Garden Montessori School for Nonpublic Technology Aid for the 2019/2020 school year in the amount of $108 as provided by the State of New Jersey.

Non-Public Security Aid

13.11 Motion to accept Nonpublic Security Aid for the 2019/2020 school year in the amount of $600 and to approve an Agreement with the Secret Garden Montessori School to provide hardware/software not to exceed the availability of funds provided by the State of New Jersey.

Non-Public Nursing Aid

13.12 Motion to accept Nonpublic Nursing Aid for the 2019/2020 school year in the amount of $388 for Secret Garden Montessori School as provided by the State New Jersey.

Non-Public Transportation

13.13 Motion to accept and appropriate Fiscal year 2019 Non-Public Transportation Aid in the amount of $870 into account #11-000-270-503 "AIL Non-Public"

Appropriate Extraordinary Aid

13.14 Motion to accept and appropriate Fiscal Year 2019 Extraordinary Aid into the following accounts:

11-190-100-320 "Instruction Purchased Prof Ed"	$ 2,111
11-000-223-500 "Staff Train Oth Purch Serv"	$ 5,000
11-000-263-610 "Grounds Supplies"	$ 1,500
11-000-219-500 "CST Other Purch Serv"	$ 1,000
11-000-262-500 "Custodial Oth PurchServ"	$ 3,112
Total	$12,723

Cafeteria Bank Account

13.15 Motion to close out the cafeteria bank account and to transfer the ending balance in the amount of $4,916.89, to Delaware Regional High School as per the Food Service Consolidation Agreement approved at the April 30, 2019 Board meeting.

Facilities

Integrated Pest Management

13.16 Motion to approve the Frenchtown Board of Education Integrated Pest Management Plan for the 2019-2020 school year.

Facility Use

13.17 Motion to approve the following facility use:

Borough of Frenchtown Council	9-4-2019	7:00 p.m. to 10:00 p.m.

Frenchtown Board of Education
Regular Meeting Agenda
August 27, 2019 6:45 p.m.

Transportation

Personnel

Travel/Staff Development

13.17 Motion to approve the following requests for employee/board member travel in accordance with the School District Accountability Act and Board of Education Policy. Only overnight stays are eligible for meal reimbursement. Mileage, meals and lodging reimbursements shall be in accordance with NJ Statute, Code and NJ Department of Treasury Guidelines. OMB Mileage Reimbursement Rate: $0.35.

Employee/ BOE Member	Program Title/ Location	Date(s)	Cost	Mileage	Lodging (per diem)	Meals (per diem)
James Hintenach	Danielson Refresher for Administrators, Galloway, NJ	8-15-19	$106.00	$71.40	N/A	N/A
James Hintenach	School Safety Specialist Training, Hamilton, NJ	8-6-19 to 8-9-19	$0.00	$115.64	N/A	N/A
Laura Einhorn	NJSBA Conference, Atlantic City, NJ	10-22-19 to 10-24-19	$375.00	$101.90 Mileage /Parking /Tolls	$200.00	$99.00

Employee Days Without Pay

13.18 Motion to approve days without pay for the following employees:

Staci Kane - Nurse August 28, 2019 and August 29, 2019

Instructional Aides

13.19 Motion to approve revision in hours for the following aides due to student enrollment and scheduling for the 2019-2020 school year as recommended by the Superintendent:

Aide	Previous FTE	Previous Salary	New FTE	New Salary 20-2020
Emily O'Connell	.71	$15,006.61	.75	$15,852.06
Julia Smith	.75	$15,852.06	.78	$$16,486.14

Instructional Aides-New Hires

13.20 Motion to hire the following Instructional Aides as recommended by the Principal for the 2019-2020 school year:

TBD	FTE .71	$14,713.98
Tracy Folmar	FTE .58	$12,019.87

Curriculum

Planning

14. NEW BUSINESS

15. 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.

The Board President may terminate the remarks of any individual, when they do not adhere to the rules established above.

16. 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.

17. ADJOURNMENT