Frenchtown Board of Education
Meeting Minutes
October 16, 2018 6:45 p.m.

1. **CALL TO ORDER – Opening Statement**

The regular meeting of the Frenchtown Board of Education was called to order at 6:48 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 11, 2018. 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**

The Pledge of Allegiance was recited by all present.

3. **ROLL CALL**

Members Present:	Mrs. Jennifer Campbell Mrs. Laura Einhorn (arrived at 6:49 p.m.) Ms. Laine Nauman Mrs. Teresa Pearson Mrs. Kate Nugent
Members Absent:	Mr. Adam Blackburn Mrs. Amy Musolino
Others Present:	Daria Wasserbach, Superintendent Teresa Barna, Business Administrator/Board Secretary

4. **PUBLIC COMMENT** – None

5. **2018/2019 BOARD and DISTRICT GOALS**

Frenchtown District Goals (2018- 2019)

1. Expand current Personalized Student Learning Plan for students in grades 6 thru 8 to further differentiate and individualize instruction.
2. Conduct safety/security audit
3. Conduct survey and create school advisory council as described in long range plan

Board Goals (2018- 2019)

1. Conduct interviews and hire full time principal to begin July 2019
2. Support the expansion of Personalized Student Learning Plans.
3. Implement plan for district sustainability/Green Certification.

6. PRESENTATIONS AND RECOGNITIONS

Violence and Vandalism Report Public Hearing
BE IT RESOLVED that the Board of Education accepts the Public Report on Violence, Vandalism, Harassment, Intimidation, and Bullying:

WHEREAS, the Anti-Bullying Bill of Rights Act (P.L. 2010, c.122) requires that at a public hearing two times each year, the Superintendent of Schools provide a report to the board of education on all acts of violence, vandalism, and harassment, intimidation and bullying (HIB) which occurred in the school district during the previous reporting period;

WHEREAS, the Anti-Bullying Bill of Rights Act (P.L. 2010, c.122) designates October 1-5, 2018 as a "Week of Respect" in New Jersey;
WHEREAS, N.J.S.A. 18A:36-5.1 designates October 15-19, 2018 as School Violence Awareness Week in the state of New Jersey.

WHEREAS, the Frenchtown School District has observed the Week of Respect and School Violence Awareness Week by organizing activities to prevent school violence, vandalism, and HIB including, but not limited to, age appropriate opportunities for student discussion on conflict resolution, issues of student diversity and tolerance;

WHEREAS, law enforcement personnel were invited to join members of the teaching staff in the discussions;

WHEREAS, programs designated to help recognize warning signs of school violence, vandalism, and HIB and to instruct on recommended conduct during an incident of school violence, vandalism, and HIB were provided for school employees;

WHEREAS, this public hearing is specifically conducted to fulfill the district's legal obligation to present school violence, vandalism, and HIB information to the public and to conduct public hearings on the violence, vandalism, and HIB report;

WHEREAS, pursuant to the Anti-Bullying Bill of Rights Act (P.L. 2010, c.122) the Superintendent has provided a presentation to the Board of Education at the public hearing on all acts of violence, vandalism and HIB which occurred during the previous reporting period, including a report on the district's verified violence and vandalism data

submitted under the Electronic Violence and Vandalism Reporting System (EVVRS) to the NJDOE for the previous school year (2017-2018)

THEREFORE, BE IT RESOLVED, that the Board of Education accepts the Superintendent's public report on Violence, Vandalism, Harassment, Intimidation and Bullying.

Moved by Mrs. Campbell and seconded by Mrs. Pearson. On a voice vote, resolution was adopted as follows: 5 ayes; nays, 0.

2017-2018 State Testing results
Presented by Daria Wasserbach, Superintendent

7. BOARD SECRETARY REPORT

Informational Items

- Board Meeting Schedule
  - ✓ November 27, 2018 – Action Meeting
  - ✓ December 18, 2018 – Action Meeting
- NJSBA Convention – October 22-25, 2018
  - ✓ Administrators – Mrs. Wasserbach and Mrs. Barna
  - ✓ Board Members – Mrs. Campbell and Mrs. Einhorn
- School Election – November 6, 2018
- Correspondence – Fennelly Environmental Associates – Notice of Environmental Investigation and cleanup of former Ceramics Company site.
- Board Member Required Training

Action Items

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

- September 25, 2018 Regular Session

Moved by Mrs. Campbell and seconded by Mrs. Einhorn. On a voice vote, resolution was adopted as follows: 5 ayes; nays, 0.

8. REFERENDUM UPDATE

- Mediation Session update

9. SUPERINTENDENT'S REPORT

Informational Items:

a. Harassment, Intimidation, and Bullying (HIB) Monthly Incident Report for period ending October 16, 2018.

Month/Year	# of Incidents Reported	# Identified as HIB	Remediation	Discipline & Remediation	Appealed (Y/N)
Sept 1- Sept 25	0	-	-	-	-
Sept 26 – Oct 16	1	0	Y	N	-
Oct 17– Nov 27					
Nov 28 – Dec 18					
Dec 19 – Jan 29					
Jan 30 – Feb 26					
Feb 27 – Mar 26					
Mar 27 – April 23					
April 24 – May 7					
May 8 – June 25					
TOTAL	1				

b. Short term suspension report: None
c. QSAC Review
d. Administering Medication Policy – Consideration to include opioid overdose.
e. School Advisory Committee
f. 8th Grade PSAT

Action Items:

HIB Report

BE IT RESOLVED, that the Frenchtown Board of Education affirmed the HIB report submitted on September 25, 2018.

Moved by Mrs. Campbell and seconded by Mrs. Pearson. On a voice vote, resolution was adopted as follows: 5 ayes; nays, 0.

Health Office Standing Orders
BE IT RESOLVED, that the Frenchtown Board of Education approved the Health Office Standing Orders.

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

10. PRINCIPAL'S REPORT - None

11. BOARD PRESIDENT'S REPORT

- Board Presidents meeting – First week in November.

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.

Action Items:

Finance

Payment of Bills
BE IT RESOLVED, that the Frenchtown Board of Education approved the October 16, 2018 bills list as follows:

General Fund:	$252,705.22
Special Revenue Fund:	$ 9,326.35
Total	**$262,031.57**

Moved by Ms. Nauman and seconded by Mrs. Pearson. On a roll call vote, resolution was adopted as follows: 5 ayes; nays, 0.

Budget Transfers
BE IT RESOLVED, that the Frenchtown Board of Education approved the list of the September 2018 Budget Transfers in the amount of $90.00.

Moved by Ms. Nauman and seconded by Mrs. Pearson. On a roll call vote, resolution was adopted as follows: 5 ayes; nays, 0.

Board Secretary/Treasurer Reports
BE IT RESOLVED, that the Frenchtown Board of Education approved and acknowledged receipt of the monthly certification of the Board Secretary and after review of the **September 2018** 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 Mrs. Pearson. On a roll call vote, resolution was adopted as follows: 5 ayes; nays, 0.

Budget Development Calendar
BE IT RESOLVED, that the Frenchtown Board of Education approved the attached 2019/2020 Budget Development Calendar

Moved by Ms. Nauman and seconded by Mrs. Pearson. On a roll call vote, resolution was adopted as follows: 5 ayes; nays, 0.

Facilities

Comprehensive Maintenance Plan
BE IT RESOLVED, that the Frenchtown Board of Education approved the attached resolution approving submission of the 2018-2019 Comprehensive Maintenance Plan (attached) to the NJ Department of Education.

Moved by Ms. Nauman and seconded by Mrs. Pearson. On a roll call vote, resolution was adopted as follows: 5 ayes; nays, 0.

Form M-1
BE IT RESOLVED, that the Frenchtown Board of Education approved the submission of the attached 2018-2019 M-1 to the New Jersey Department of Education.

Moved by Ms. Nauman and seconded by Mrs. Pearson. On a roll call vote, resolution was adopted as follows: 5 ayes; nays, 0.

Transportation

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Personnel

Travel/Staff Development

BE IT RESOLVED, that the Frenchtown Board of Education approved 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: $0.31.

Employee/ BOE Member	Program Title/ Location	Date(s)	Cost	Mileage	Lodging (per diem)	Meals (per diem)
Katelynn Yard	Reading Writing Conference, New Brunswick, NJ	10-26-18	$180.00	$23.87	N/A	N/A
Brittney Shurts	Reading Writing Conference, New Brunswick, NJ	10-26-18	$180.00	$23.87	N/A	N/A

Moved by Ms. Nauman and seconded by Mrs. Pearson. On a roll call vote, resolution was adopted as follows: 5 ayes; nays, 0.

Testing Coordinator

BE IT RESOLVED, that the Frenchtown Board of Education approved Cristina Doyle for the position of a Testing Coordinator at the professional rate of $45.00 per hour, not to exceed 15 hours.

Moved by Ms. Nauman and seconded by Mrs. Pearson. On a roll call vote, resolution was adopted as follows: 5 ayes; nays, 0.

Curriculum

Field Trips

BE IT RESOLVED, that the Frenchtown Board of Education approved the following field trips:

Adventure Aquarium	3rd, 4th & 5th Grade	12-19-2018

Moved by Ms. Nauman and seconded by Mrs. Pearson. On a roll call vote, resolution was adopted as follows: 5 ayes; nays, 0.

Planning

14. **NEW BUSINESS**

15. **PUBLIC COMMENT** - None

16. **EXECUTIVE SESSION** - None

17. **ADJOURNMENT**
BE IT RESOLVED, that the Frenchtown Board of Education adjourned the meeting at 7:49 p.m. Moved by Mrs. Campbell and seconded by Mrs. Pearson. On a voice vote, resolution was adopted as follows: 5 ayes; nays, 0.

Respectfully submitted:

Teresa Barna
Board Secretary

Attest:

Kate Nugent
Board President