Frenchtown Board of Education
Meeting Minutes
August 21, 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 6:53 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: Mr. Adam Blackburn
Mrs. Jennifer Campbell
Mrs. Laura Einhorn
Mrs. Amy Musolino
Ms. Laine Nauman
Mrs. Teresa Pearson
Mrs. Kate Nugent

Members Absent: None

Others Present: Daria Wasserbach, Superintendent
Teresa Barna, Business Administrator/Board Secretary
Katherine Griffith, Interim Principal

4. **PUBLIC COMMENT** - None

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

Discussion:

- Conducting Survey
- Implementing Sustainability Program
- Public Relations
- Creating School Advisory Council
- Safety/Security Audit
- Staffing Goals – Principal search
- Teacher Web Pages
- Personalized Student Learning Plans

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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

7. BOARD SECRETARY REPORT

Informational Items

- Board Meeting Schedule
  - ✓ September 25, 2018 – Action Meeting
  - ✓ October 16, 2018 – Action Meeting
- School Board's Convention – October 22-25, 2018
- Correspondence

Actions Items

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

- July 31, 2018 – Special Meeting

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

8. PROJECT UPDATE

- Paving project is in mediation. A mediator has been assigned and we are currently looking at a meeting session scheduled for a date in September.

9. SUPERINTENDENT'S REPORT

Action Items:

HIB Report
BE IT RESOLVED, that the Frenchtown Board of Education affirmed the HIB report submitted on June 26, 2018.

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

Professional Development Plan
BE IT RESOLVED, that the Frenchtown Board of Education acknowledged receipt of the 2018/2019 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.

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

Statement of Assurance
BE IT RESOLVED, that the Frenchtown Board of Education acknowledged 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, 2018.

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

10. PRINCIPAL'S REPORT

11. BOARD PRESIDENT'S REPORT

- President receiving emails from a resident seeking to have sidewalks installed along Everittstown Road.
- HCSBA – Declining Enrollment
- Meeting with Mayor about the development across the street. Considering PILOT (Payment in Lieu of Taxes)

12. POLICY

13. **CONSENT AGENDA # 1**

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

a. BE IT RESOLVED, that the Frenchtown Board of Education approved the July 1, 2018 to July 31, 2018 bills list as follows:

General Fund:	$264,501.21
Special Revenue Fund:	$ 2,022.40
Total	**$266,523.61**

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

b. BE IT RESOLVED, that the Frenchtown Board of Education approved the August 1, 2018 to August 21, 2018 bills list as follows:

General Fund:	$135,918.91
Special Revenue Fund:	$ 0.00
Total	**$135,918.91**

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

Budget Transfers

BE IT RESOLVED, that the Frenchtown Board of Education approved the list of the July 2018 Budget Transfers in the amount of $2,202.00.

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

Board Secretary/Treasurer Reports – July 2018

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 **July 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 Mrs. Pearson and seconded by Mr. Blackburn. On a roll call vote, resolution was adopted as follows: 7 ayes, nays, 0.

2018-2019 Teacher Aide contract with Hunterdon County ESC
BE IT RESOLVED, that the Frenchtown Board of Education approved a Teacher Aide contract with Hunterdon County Educational Services Commission for one (1) student for the 2018-2019 school year at a rate of $25.60 per hour plus actual benefit and opt-out costs.

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

2018-2019 Paraprofessional Aide
BE IT RESOLVED, that the Frenchtown Board of Education approved a Paraprofessional Aide contract with J and B Therapy, LLC for one (1) student for the 2018-2019 school year at a rate of $28.00 per hour including benefits.

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

iPad Air Purchase
BE IT RESOLVED, that the Frenchtown Board of Education approved purchasing 92 iPad Airs from Delaware Valley Regional High School in the amount of $100.00 each, totaling $9,200.00 to be allocated as follows:

Kindergarten through 5th Grade	=	71 iPad Air
6th through 8th Grade	=	11 iPad Air
Spares for Breaks and Loaners	=	10 iPad Air

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

Facilities

Integrated Pest Management
BE IT RESOLVED, that the Frenchtown Board of Education approved the Frenchtown Board of Education Integrated Pest Management Plan for the 2018-2019 school year.

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

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Facility Use
BE IT RESOLVED, that the Frenchtown Board of Education approved facility use for the following organization:

DelVal Wildcats 10-11-18 Gym 4:00 p.m. to 5:30 p.m.

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

Kindergarten Toilets
BE IT RESOLVED, that the Frenchtown Board of Education approved submission of application for alternate method of compliance in accordance with N.J.A.C. 6A:26-6.3(h) 4ii by providing toilet rooms adjacent to or outside the classroom in lieu of individual toilet rooms in each classroom.

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

Transportation

Personnel

2018-2019 Substitutes
BE IT RESOLVED, that the Frenchtown Board of Education approved the following substitute for the 2018-2019 substitute list at a rate of $90.00 per day (Teacher), $120.00 day (School Nurse), $13.00 per hour (Custodian) or $80.00 per day (Secretary)

Roxanne Kloos
Lois Bondor

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

Extra-Curricular Activities Appointments
BE IT RESOLVED, that the Frenchtown Board of Education approved the following extra-curricular appointments for the 2018-2019 school year:

Position	Teacher	Stipend Rate
Co-Ed Soccer	Thomas Wollert	$3,500.00
Boys Basketball	Brittney Shurts	$3,500.00
Girls Basketball	Katelynn Yard	$3,500.00
Student Council	Brandi Bontempo	$1,500.00 per person

	Elizabeth McCann	
Teacher in Charge	Thomas Wollert	$3,195.00
Yearbook	Brittney Shurts	$1,500.00
Eighth Grade Coordinator	Katelynn Yard	$1,500.00
Ski Club Coordinator	Cristina Doyle	$1,365.03

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

Instructional Aides

BE IT RESOLVED, that the Frenchtown Board of Education approved to offer an employment contract to the following list of Instructional Aides for the 2018-2019 school year:

Name	Position	FTE	Salary
Emily O'Connell	Pre-K Aide (PM)	.57	$12,047.57
Kathy Skerbetz	Pre-K Aide (AM)	.65	$13,738.45
Julia Faye Smith	Instructional Support Aide	.75	$15,542.94

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

World Language Teacher Contract Change

BE IT RESOLVED, that the Frenchtown Board of Education approved the revision of contractual hours for Marjorie Leuschner as a World Language Shared Service Step 19 Column BA increasing from FTE .70, salary $52,325.00 to FTE .80, salary $59,800.00

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

Curriculum

Planning

14. **NEW BUSINESS**

- ✓ Technology Curriculum

15. **PUBLIC COMMENT** – None

16. EXECUTIVE SESSION

BE IT RESOLVED, that 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
__X__ 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 7:45 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 Mrs. Einhorn and seconded by Mrs. Campbell. On a voice vote, resolution was adopted as follows: 7 ayes; nays, 0.

BE IT RESOLVED, that the Frenchtown Board of Education approved to reconvene into regular session at 7:58 p.m.

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

Board Self-Evaluation for 2017/2018

The Board discussed the Board Self-Evaluation for the 2017/2018 school year.

Social Worker Position

BE IT RESOLVED, that the Frenchtown Board of Education approve to hire Amanda Matlee, Social Worker, for the 2018/2019 school year, FTE 1.00, step 7, column MA at a salary of $60,515.00

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

CONSENT AGENDA # 2

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.

Finance

2018-2019 Tuition Contract with Hampton Board of Education

BE IT RESOLVED, that the Frenchtown Board of Education approved a sending tuition contract with Hampton Board of Education for one (1) student for the 2018-2019 school year at a rate of $25,000.00.

Moved by Mrs. Einhorn and seconded by Mrs. Pearson. On a roll call vote, resolution was adopted as follows: 7 ayes; nays, 0.

2018-2019 Tuition Contract with East Amwell Board of Education

BE IT RESOLVED, that the Frenchtown Board of Education approved a sending tuition contract with East Amwell Board of Education for one (1) student for the 2018-2019 school year at a rate of $25,000.00.

Moved by Mrs. Einhorn and seconded by Mrs. Pearson. On a roll call vote, resolution was adopted as follows: 7 ayes; nays, 0.

Transportation

Joint Transportation Agreement

BE IT RESOLVED, that the Frenchtown Board of Education approved the 2018/2019 Joint Transportation Agreement with Delaware Valley Regional High School for a Special Education Route as follows:

District	Destination	Route No.	Route Cost
Frenchtown Borough School	Holland Township Elementary – ESY	HSE2	$97.29
	Holland Township Elementary 2018-2019	HSE2	$6,411.60
	Hampton Elementary – ESY	FBS1	$2,113.44
	Hampton Elementary 2018-2019	FBS1	$27,172.80

Total			**$35,795.13**

Moved by Mrs. Einhorn and seconded by Mrs. Pearson. On a roll call vote, resolution was adopted as follows: 7 ayes; nays, 0.

Personnel

Superintendent Employment
BE IT RESOLVED, that the Frenchtown Board of Education approved the Superintendent Employment Agreement between Daria Wasserbach and the Delaware Valley Regional High School Board of Education for the period July 1, 2018 through June 30, 2023 pending approval by the Commissioner of Education.

Moved by Mrs. Einhorn and seconded by Mrs. Pearson. On a roll call vote, resolution was adopted as follows: 7 ayes; nays, 0.

Shared Superintendent Agreement
BE IT RESOLVED, that the Frenchtown Board of Education approved the Shared Superintendent Agreement between Delaware Valley Regional High School Board of Education and the Frenchtown Board of Education for the period July 1, 2018 through June 30, 2018 pending approval by Commissioner of Education.

Moved by Mrs. Einhorn and seconded by Mrs. Pearson. On a roll call vote, resolution was adopted as follows: 7 ayes; nays, 0.

Curriculum

Milford Soccer Partnership
BE IT RESOLVED, that the Frenchtown Board of Education approved middle school students from the Milford Public School to participate and be authorized players on the Frenchtown School soccer team for the 2018 season.

Moved by Mrs. Einhorn and seconded by Mrs. Pearson. On a roll call vote, resolution was adopted as follows: 7 ayes; nays, 0.

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17. **ADJOURNMENT**

BE IT RESOLVED, that the Frenchtown Board of Education adjourned the meeting at 8:11 p.m. Moved by Mrs. Einhorn and seconded by Mrs. Pearson. On a voice vote, resolution was adopted as follows: 7 ayes; nays, 0.

Respectfully submitted:

Teresa Barna
Board Secretary

Attest:

Kate Nugent
Board President