Frenchtown Board of Education
Meeting Minutes
July 31, 2018 6:45 p.m.

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

The special session 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 special 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 July 26, 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. Amy Musolino Ms. Laine Nauman Mrs. Teresa Pearson Mrs. Kate Nugent
Members Absent:	Mrs. Jennifer Campbell Mrs. Laura Einhorn
Others Present:	Daria Wasserbach, Superintendent Teresa Barna, Business Administrator/Board Secretary Katherine Griffith, Interim Principal

4. **PUBLIC COMMENT** - None

5. **2017/2018 BOARD and DISTRICT GOALS**

Frenchtown District Goals (2017- 2018)

1. Implement a Personalized Student Learning Plan for students in grades 6 thru 8 that will help to create a seamless transition to the high school.

2. Implement additional methods to show appreciation for staff and to welcome incoming staff members.

3. Engage in Strategic Planning Process.

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Board Goals (2017- 2018)

1. Create a long range strategic plan with input from all stakeholders.

2. Support the implementation of Personalized Student Learning Plans.

3. Research and develop a plan for district sustainability/Green Certification.

6. BOARD SECRETARY REPORT

Informational Items

- Board Meeting Schedule

  - ✓ August 21, 2018 – Action Meeting
  - ✓ September 25, 2018 – Action Meeting

- Correspondence

Actions Items

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

- May 8, 2018 – Regular Session
- May 8, 2018 – Executive Session
- May 14, 2018 – Executive Session

Moved by Mrs. Pearson and seconded by Ms. Nauman. On a voice vote, resolution was adopted as follows: 3 ayes; nays, 0 with Mrs. Musolino and Ms. Nauman abstaining.

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

- June 26, 2018 – Regular Session
- June 26, 2018 – Executive Session

Moved by Ms. Nauman and seconded by Mrs. Musolino. On a voice vote, resolution was adopted as follows: 4 ayes; nays, 0 with Mr. Blackburn abstaining.

7. SUPERINTENDENT'S REPORT

Action Items:

2018-2019 School Calendar

BE IT RESOLVED, that the Frenchtown Board of Education approved the attached revised School Calendar for 2018-2019

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

8. POLICY

Second Reading/Adoption
BE IT RESOLVED, that the Frenchtown Board of Education approved the second reading and adoption of the following policies (Alert 18-5):

4111	Recruitment Selection and Hiring
4211	Recruitment Selection and Hiring

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

9. 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 June 30, 2018 bills list as follows:

General Fund:	$31,262.79
Special Revenue Fund:	$ 4,237.91
Total	**$35,500.70**

Moved by Mrs. Pearson and seconded by Mr. Blackburn. 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 June 2018 Budget Transfers in the amount of $32,894.19

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

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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 **June 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: 5 ayes; nays, 0.

Reduction in State Aid

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

WHEREAS, the NJ DOE has notified the Frenchtown Board of Education of a reduction in state aid for the 2018/19 school year in the amount of $23,950;

WHEREAS, the district plans to meet this funding reduction by reducing appropriations from the level contained in the original budget certified for taxes pursuant to N.J.A.C. 6A:23A-13.3;

THEREFORE, BE IT RESOLVED the Frenchtown Board of Education will adjust the 2018-19 certified budget as follows:

Description	Adjustment	Account #
Resource Room Teacher Salaries	(23,950)	11-213-100-101

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

Flexible Spending Plan

BE IT RESOLVED, that the Frenchtown Board of Education approved Horizon Blue as Administrators for the Frenchtown Board of Education Flex Spend Plan from September 1, 2018 through August 31, 2019.

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

Vended Meals 2018-2019
BE IT RESOLVED, that the Frenchtown Board of Education approved the vended meals contract with Milford Board of Education for the 2018-2019 school year at the rate of $3.335 per meal and a $.335 cents per meal credit for commodities

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

2018 ESY Tuition Contract with Holland Township
BE IT RESOLVED, that the Frenchtown Board of Education approved a sending ESY tuition contract with Holland Township Board of Education for one (1) student for the 2018 ESY school year at a rate of $2,500.00.

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

2018-2019 Tuition Contract with Holland Township
BE IT RESOLVED, that the Frenchtown Board of Education approved a sending tuition contract with Holland Township Board of Education for one (1) student for the 2018-2019 school year at a rate of $21,406.00.

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

Facilities

Boiler Replacement/Change Order
BE IT RESOLVED, that the Frenchtown Board of Education approved the following change order to the Boiler Replacement Project# 1680-050-14-2002 awarded to CJ Vanderbeck & Son, Inc. as follows:

Change Order#	Purpose	Amount	Change to Total Contract
CO-01	Unused General Repair Allowance	($5,000.00)	($5,000.00)

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

Personnel

2018 Appointments/Re-Appointments
BE IT RESOLVED, that the Frenchtown Board of Education approved the following 2018 appointments/re-appointments

504 Officer	Katherine Griffith
Affirmative Action Officer	Katherine Griffith
Attendance Officer	Katherine Griffith
BSI Representative/Contact	Katherine Griffith
Homeless Liaison	Katherine Griffith
School Choice Contact	Katherine Griffith
Truant Officer	Katherine Griffith
School Safety Specialist	Daria Wasserbach

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

Employee Resignations

BE IT RESOLVED, that the Frenchtown Board of Education approved to accept the resignation of Meredith Schwartz, Special Education Teacher, with regret, effective June 30, 2018.

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

10. EXECUTIVE SESSION - None

11. NEW BUSINESS

- 2018-2019 Schedule

12. ADJOURNMENT

BE IT RESOLVED, that the Frenchtown Board of Education adjourned the meeting at 7:32 p.m. Moved by Mrs. Pearson and seconded by Mr. Blackburn. On a voice vote, resolution was adopted as follows: 5 ayes; nays, 0.

Respectfully submitted:

Teresa Barna
Board Secretary

Attest:

Kate Nugent
Board President