Frenchtown Board of Education
Meeting Minutes
November 27, 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 6:56 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 (Attended via cell phone) Mrs. Jennifer Campbell Mrs. Laura Einhorn Ms. Laine Nauman Mrs. Teresa Pearson Mrs. Kate Nugent
Members Absent:	Mrs. Amy Musolino
Others Present:	Daria Wasserbach, Superintendent Teresa Barna, Business Administrator/Board Secretary 4 Public and Staff

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

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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
  - ✓ December 18, 2018 – Action Meeting
  - ✓ January 3, 2019 – Reorganization Meeting
- Correspondence
- Election Results
  - Kate Nugent
  - Laine Nauman
- Board Member Training

Action Items

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

- October 16, 2018-Regular Session

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

8. REFERENDUM UPDATE

9. SUPERINTENDENT'S REPORT

Informational Items:

a. Harassment, Intimidation, and Bullying (HIB) Monthly Incident Report for period ending November 27, 2018.

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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	1	0	N	N	-
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	2				

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. School Advisory Council Meeting – Gathered information on qualities sought out in the next Principal.

Action Items:

(HIB) Monthly Incident Report
BE IT RESOLVED, the Frenchtown Board of Education affirmed the HIB report submitted on October 16, 2018.

Moved by Mrs. Campbell and seconded by Mrs. Einhorn. On a voice vote, resolution was adopted as follows: 6 ayes; nays, 0.

NJQSAC District Performance Review
BE IT RESOLVED, the Frenchtown Board of Education accepted the NJQSAC District Performance Review and to authorize submission to the NJ Department of Education.

Moved by Mrs. Campbell and seconded by Mrs. Einhorn. On a voice vote, resolution was adopted as follows: 6 ayes; nays, 0.

10. PRINCIPAL'S REPORT

Bus Evacuation Drill
BE IT RESOLVED, the Frenchtown Board of Education approved the attached report of completion of the School Bus Emergency Evacuation Drill.

Moved by Mrs. Campbell and seconded by Mrs. Einhorn. On a voice vote, resolution was adopted as follows: 6 ayes; nays, 0.

11. BOARD PRESIDENT'S REPORT

- ❖ President's Meeting – Discussion on regionalization and a feasibility study

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, the Frenchtown Board of Education approved the November 27, 2018 bills list as follows:

General Fund:	$297,261.99
Special Revenue Fund:	$ 14,535.49
Total	**$311,797.48**

Moved by Mrs. Pearson and seconded by Mrs. Campbell. On a roll call vote, resolution was adopted as follows: 6 ayes; nays, 0.

Budget Transfers
BE IT RESOLVED, the Frenchtown Board of Education approved the list of the October 2018 Budget Transfers in the amount of $855.00.

Moved by Mrs. Pearson and seconded by Mrs. Campbell. On a roll call vote, resolution was adopted as follows: 6 ayes; nays, 0.

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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 **October, 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 Mrs. Campbell. On a roll call vote, resolution was adopted as follows: 6 ayes; nays, 0.

2019-2020 Little Paws Preschool Tuition rates
BE IT RESOLVED, the Frenchtown Board of Education approved to establish the Little Paws Preschool 2019-2020 tuition rates as follows:

Full Time Program $5,500.00 ($550.00 per month)

(Application and Tuition information attached)

Moved by Mrs. Pearson and seconded by Mrs. Campbell. On a roll call vote, resolution was adopted as follows: 6 ayes; nays, 0.

River Union Stage
BE IT RESOLVED, the Frenchtown Board of Education approved to accept the attached proposal from River Union Stage for the 2018-2019 Out Reach Program at a cost of $3,250.00.

Moved by Mrs. Pearson and seconded by Mrs. Campbell. On a roll call vote, resolution was adopted as follows: 6 ayes; nays, 0.

iPad Disposal
BE IT RESOLVED, the Frenchtown Board of Education approved the disposal of 100 obsolete Apple iPad 2 16GB devices through Classform Technology Buyback Program or $20 per device.

Moved by Mrs. Pearson and seconded by Mrs. Campbell. On a roll call vote, resolution was adopted as follows: 6 ayes; nays, 0.

Maintenance Reserve
BE IT RESOLVED, the Frenchtown Board of Education approved to withdraw $12,401.37 from the Maintenance Reserve Account to furnish and install a control system for the chiller and repair classroom heater units.

Moved by Mrs. Pearson and seconded by Mrs. Campbell. On a roll call vote, resolution was adopted as follows: 6 ayes; nays, 0.

Facilities

Transportation

Personnel

Travel/Staff Development
BE IT RESOLVED, 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)
Elizabeth McCann	Project Learning Tree, Flemington, NJ	12-7-18	$20.00	$0.00	N/A	N/A
Tricia Hurley	Artist for Art's Sake, Clinton, NJ	2-4-19	$45.00	$7.84	N/A	N/A
Brittney Shurts	Practical Strategies to Enhance STEM, Newark, NJ	12-18-18	$269.00	$35.96	N/A	N/A
Amanda Matlee	Section 504 in NJ, Parsippany, NJ	2-22-19	$199.99	$29.82	N/A	N/A

Moved by Mrs. Pearson and seconded by Mrs. Campbell. On a roll call vote, resolution was adopted as follows: 6 ayes; nays, 0.

2018-2019 Substitutes

BE IT RESOLVED, 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)

Tracy Folmar	Teacher	$90.00 per day

Moved by Mrs. Pearson and seconded by Mrs. Campbell. On a roll call vote, resolution was adopted as follows: 6 ayes; nays, 0.

Scarecrow Club
BE IT RESOLVED, the Frenchtown Board of Education approved the Scarecrow Club advised by Tricia Hurley at a stipend of $297.50 (8-1/2 hours @ $35.00 per hour) funded by the PTO.

Moved by Mrs. Pearson and seconded by Mrs. Campbell. On a roll call vote, resolution was adopted as follows: 6 ayes; nays, 0.

Curriculum
BE IT RESOLVED, the Frenchtown Board of Education approved Brittney Shurts to write curriculum in preparation for QSAC monitoring at the professional rate of $45.00 per hour.

Moved by Mrs. Pearson and seconded by Mrs. Campbell. On a roll call vote, resolution was adopted as follows: 6 ayes; nays, 0.

Social Studies Curriculum
BE IT RESOLVED, the Frenchtown Board of Education approved Roxanne Kloos to write Social Studies Curriculum in preparation for QSAC monitoring at the professional rate of $45.00 per hour.

Moved by Mrs. Pearson and seconded by Mrs. Campbell. On a roll call vote, resolution was adopted as follows: 6 ayes; nays, 0.

Curriculum
Field Trips
BE IT RESOLVED, the Frenchtown Board of Education approved the following field trips for the 2018-2019 school year:

Location	Grade	Date
Da Vinci Science Center	Kindergarten & 1st Grade	3-6-2019
Frenchtown Library	Kindergarten	May-TBD
Art Yard – Frenchtown	3rd Grade	3-12-2019
RVCC	Kindergarten & 1st Grade	5-16-2019

Moved by Mrs. Pearson and seconded by Mrs. Campbell. On a roll call vote, resolution was adopted as follows: 6 ayes; nays, 0.

Dance Curriculum
BE IT RESOLVED, the Frenchtown Board of Education approved the attached Dance Curriculum for grades Kindergarten through 8th Grade.

Moved by Mrs. Pearson and seconded by Mrs. Campbell. On a roll call vote, resolution was adopted as follows: 6 ayes; nays, 0.

Fundraiser
BE IT RESOLVED, the Frenchtown Board of Education approved the following fundraisers for the 2018-2019 school year:

Fundraiser	Date	Grade
Candy Cane-Holiday Drive	December 2018	Class 2019
Basketball/Concert-Concession	2018-2019	Class 2019
Flower Gram-Valentine's Day	February 2019	Class 2019

Moved by Mrs. Pearson and seconded by Mrs. Campbell. On a roll call vote, resolution was adopted as follows: 6 ayes; nays, 0.

Certified Library/Media Services
BE IT RESOLVED, the Frenchtown Board of Education approved an Interlocal Shared Services Agreement with Delaware Valley Regional High School for Certified Library/Media Services for the 2018/2019 school year in the amount of $0.

Moved by Mrs. Pearson and seconded by Mrs. Campbell. On a roll call vote, resolution was adopted as follows: 6 ayes; nays, 0.

Mr. Adam Blackburn left the meeting.

Planning

14. NEW BUSINESS

- ✓ Stipend Position Job Description – Write Job Descriptions to align with the value set for the position.
- ✓ STEM / STEAM Initiatives

- ✓ ELA Schedule – Middle School – Can we look at the test scores and re-evaluate the schedule.

15. PUBLIC COMMENT

None

16. 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
__X__ 3. Individual Privacy/ Student Matters
____ 4. Collective Bargaining/Negotiations
____ 5. Real estate matters
__X__ 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 8:43 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. Pearson and seconded by Mrs. Einhorn. On a voice vote, resolution was adopted as follows: 5 ayes, nays, 0.

BE IT RESOLVED, the Frenchtown Board of Education approved to reconvene into regular session at 9:05 p.m.

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

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17. ADJOURNMENT

BE IT RESOLVED, the Frenchtown Board of Education adjourned the meeting at 9:06 p.m. Moved by Mrs. Pearson and seconded by Ms. Nauman. On a voice vote, resolution was adopted as follows: 5 ayes; nays, 0.

Respectfully submitted:

Teresa Barna
Board Secretary

Attest:

Kate Nugent
Board President