Frenchtown Board of Education
Regular Meeting Agenda
May 14, 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. 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
  - ✓ June 18, 2019 – Board Retreat/Goal Setting
  - ✓ June 25, 2019 – Action Meeting
- Correspondence

Actions Items

7.1 Motion to approve the following minutes:

- April 30, 2019 – Regular Session
- April 30, 2019 – Executive Session

8. SUPERINTENDENT'S REPORT

Informational Items:

a. Harassment, Intimidation, and Bullying (HIB) Monthly Incident Report for period ending May 14, 2019.

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	0	0	-	-	-
Dec 19 – Jan 22	1	0	Y	N	-

Jan 23 – Feb 26	0	0	-	-	-
Feb 27 – Mar 26	1	0	Y	N	-
Mar 27 – April 30	2	1	Y	1	-
May 1 – May 14	1	0	Y	N	
May 15 – June 25					
TOTAL	7	1		1	

b. Short term suspension report: None

Action Items:

8.1 Motion to affirm the HIB report submitted on April 30, 2019.

Comprehensive Equity Plan

8.2 Motion to approve submission of the attached proposed Comprehensive Equity Plan for the years of 2019-2022 and motion to authorize the Affirmative Action Team to conduct the needs assessment and develop a Comprehensive Equity Plan.

9. PRINCIPAL'S REPORT

10. BOARD PRESIDENT'S REPORT

11. POLICY

Second Reading/Adoption

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

5141.4 - Policy	Missing, Abused, and Neglected Children
5141.4 - Regulation	Missing, Abused, and Neglected Children

12. 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
__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 _____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.

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 Motion to approve the April 30, 2019 bills list as follows:

General Fund	$89,805.62
(Payroll check # 0430)	

13.2 Motion to approve the May 14, 2019 bills list as follows:

General Fund:	$41,105.15
Special Revenue Fund:	$ 5,539.28

Total **$46,644.43**

Budget Transfers

13.3 Motion to approve the list of the April 2019 Budget Transfers in the amount of $24,785.00.

Board Secretary/Treasurer Reports

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

Technology Services 2019-2020

13.5 Motion to approve the following resolution for the 2019/2020 Time and Material Shared Services with Delaware Valley High School Board of Education for **Technology** Services:

WHEREAS FRENCHTOWN BOARD OF EDUCATION (hereinafter referred to as "FES") has received a proposal from DELAWARE VALLEY REGIONAL HIGH SCHOOL BOARD OF EDUCATION (hereinafter referred to as "DVRHS") to provide subcontracted Technology services; and

WHEREAS DVRHS and FES desire to enter into a joint agreement wherein DVRHS will provide the said Technology services; and

WHEREAS the Uniform Shared Services and Consolidation Act, N.J.S.A. 40A:65-1 et seq., authorizes public entities to enter into a contract with each other to subcontract any service which one of the parties to the agreement is empowered to render within its own jurisdiction including services incidental to the primary purposes of any of the participating entities; and

WHEREAS DVRHS and FES are by definition local units under the said law; and DVRHS is empowered by law to provide Technology services; and

WHEREAS the provision of Technology services by DVRHS is economically advantageous to FES;

NOW THEREFORE BE IT RESOLVED that DVRHS and FES hereby agree enter into the 2019/2020 time and material shared services arrangement for the provision of

Technology services in accordance with N.J.S.A. 40A:65-1 et seq. at the following hourly rates:

IT Director: $80.00
Network Specialist: $75.00
Technician Level 2: $60.00
Technician Level 1: $50.00

Materials will be reimbursable at cost.

Facility Management Shared Services 2019/2020

13.6 Motion to approve the following resolution for the 2019/2020 Time and Material Shared Services with Delaware Valley High School Board of Education for **Maintenance** Services:

WHEREAS FRENCHTOWN BOARD OF EDUCATION (hereinafter referred to as "FES") has received a proposal from DELAWARE VALLEY REGIONAL HIGH SCHOOL BOARD OF EDUCATION (hereinafter referred to as "DVRHS") to provide subcontracted Maintenance services; and

WHEREAS DVRHS and FES desire to enter into a joint agreement wherein DVRHS will provide the said Maintenance services; and

WHEREAS the Uniform Shared Services and Consolidation Act, N.J.S.A. 40A:65-1 et seq., authorizes public entities to enter into a contract with each other to subcontract any service which one of the parties to the agreement is empowered to render within its own jurisdiction including services incidental to the primary purposes of any of the participating entities; and

WHEREAS DVRHS and FES are by definition local units under the said law; and DVRHS is empowered by law to provide Maintenance services; and

WHEREAS the provision of Maintenance services by DVRHS is economically advantageous to FES;

NOW THEREFORE BE IT RESOLVED that DVRHS and FES hereby agree enter into the 2019/2020 time and material shared services arrangement for the provision of Maintenance services in accordance with N.J.S.A. 40A:65-1 et seq. at a fixed rate of $17,500.00 and an hourly rate of $30.00 per hour for Custodian and $40.00 per hour for Maintenance plus mileage to and from the site or to acquire any needed supplies at a rate of $.31 per mile. Materials will be reimbursable at cost.

Health Benefit Waiver

13.7 Motion to establish the 2019/2020 annual cash reimbursement in lieu of health benefits calculation for all staff members as follows:

Compensation of twenty-five percent (25%) of the amount saved by the Board resulting from the Employee's waiver of coverage or Four Thousand Dollars ($4,000), whichever is less.

Substitute Rates 2019-2020

13.8 Motion to approve the 2019-2020 substitute rates as follows:

Position	2019-2020 Rate
Substitute Teacher	$90.00 Per Day
Substitute School Nurse	$120.00 Per Day
Substitute Custodian	$13.00 Per Hour
Substitute Secretary	$80.00 Per Day

2019-2020 Child Study Team Shared Services

13.9 Motion to approve shared services with Delaware Valley Regional High School for Child Study Team Services for the summer of 2019 and for the 2019-2020 school year on an as needed basis at a cost of $75.00 per hour.

2019-2020 Child Study Team Services

13.10 Motion to approve the attached contract with Hunterdon County ESC for Child Study Team Services for the 2019/2020 school year on an as needed basis.

Non-Public 192/193

13.11 Motion to approve the attached nonpublic 192/193 services agreement with Hunterdon County ESC for the 2019-2020 school year.

Facilities

Transportation

Personnel

Non-Tenured Teachers

13.12 Approval to offer an employment contract to the following list of non-tenured teachers for the 2019-2020 school year at an annual salary determined by the 2016-2020 collective bargaining agreement.

Teacher	FTE	Step / Column	2019-2020 Salary Guide

Paige Ahrens	1.00	Step 5 / BA+30	$55,725.00
Peggy Button	.50	Step 9 / BA	$28,257.50
David deWolfe	1.00	Step 11 / MA	$66,945.00
Cristina Doyle	1.00	Step 6 / BA+30	$57,115.00
Staci Kane	1.00	Step 1 / BA+30	$54,935.00
Amanda Matlee	1.00	Step 8 / MA	$61,915.00
Katelynn Yard	1.00	Step 6 / BA	$53,715.00

Tenured Teachers

13.13 Approval to offer an employment contract to the following list of tenured teachers for the 2019-2020 school year at an annual salary determined by the 2016-2020 collective bargaining agreement.

Teacher	FTE	Step / Column	2019-2020 Salary Guide
Brandi Bontempo	1.00	Step 11 / BA	$60,145.00
Tricia Hurley	1.00	Step 11 / MA	$66,945.00
Marjorie Leuschner	.80	Step 20 / BA	$60,628.00
Elizabeth McCann	1.00	Step 14 / MA	$69,325.00
Peter Moran	1.00	Step 20 / MA	$84,580.00
Alicia Parker	1.00	Step 14 / MA	$69,325.00
Ashley Seneca	1.00	Step 7 / BA	$55,115.00
Brittney Shurts	1.00	Step 5 / BA	$52,325.00
Holly Siock	1.00	Step 10 / MA	$64,715.00
Kendra Sullivan	1.00	Step 10 / MA	$64,715.00
Susan Valle	.40	Step 21 / MA	$34,170.00
Thomas Wollert	.80	Step 17 / MA	$62,892.00

Instructional Aides

13.14 Approval to offer an employment contract to the following list of Instructional Aides for the 2019-2020 school year, FTE and salary to be determined upon finalization of the schedule:

Name	Position	FTE	Salary
Heather Critelli	Instructional Aid	1.00	$20,724.00
Emily O'Connell	Pre-School Aide (PM)	.71	$15,006.61
Kathy Skerbetz	Pre-School Aide (AM)	.65	$13,738.45
Julia Smith	Instructional Aide	.75	$15,852.06

Non-FEA Staff

13.15 Approval to offer an employment contract to the following list of non-FEA staff for the 2019-2020 school year.

Name	Position	FTE	Salary
Lisa Lubonty	Assistant to the Business Administrator	.80	$35,117
Kathy Petro	School & CST Secretary	1.00	$66,390
Larry Whitman	Head Custodian	1.00	$62,506

Shared World Language Teacher

13.16 Motion to continue the Inter-local Services Agreement with the Milford Board of Education for World Language Teacher Services from September 1, 2019 to June 30, 2020 at a cost of $46,705.

Reduction in Force

13.17 Motion to approve the following resolution:

WHEREAS the 2019/2020 school budget for the Frenchtown Elementary School was subjected to a 23.6% reduction ins State Aide;

BE IT RESOLVED that the following positions be eliminated from the 2019/2020 school budget for reasons of economy:

Full Time Night Custodian
Middle School Teacher (Social Studies)

BE IT FURTHER RESOLVED that the following positions be reduced in the 2019/2020 school budget for reasons of economy:

Health and Physical Education Teacher (1.0 to .08 FTE)
Speech Therapist (0.5 to 0.4 FTE)

BE IT FURTHER RESOLVED that the termination of employment contracts related to all other positions shall be addressed thorough the annual renewal/non-renewal process for non-tenured employees.

Extra-Curricular Activities Job Descriptions

13.18 Motion to approve the attached Job Descriptions of the following Extra-Curricular Activities for the 2019-2020 school year:

Co-Ed Soccer Coach
Boys Basketball Coach
Girls Basketball Coach
Student Council Advisor
Testing Coordinator
Stem Club
Running Club (iRun4Life)
Sketchbook Club

Yearbook Advisor
8th Grade Coordinator
Ski Club Advisor

Curriculum

Field Trips
13.19 Motion to approve the following field trips:

Frenchtown Park	Kindergarten, 1st and 2nd Grade	6-10-2019

DAR Award
13.20 Motion to approve the DAR award for citizenship for the 8th grade.

Planning

14. NEW BUSINESS

15. PUBLIC COMMENT (all school-related topics; time limits: 30 min. total; 3 min. /person)

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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. ADJOURNMENT