

**FRELINGHUYSEN TOWNSHIP BOARD OF EDUCATION
MEETING AGENDA
Wednesday, June 8, 2022
7:00 PM**

Open Public Meeting Statement

Salute to the Flag

Roll Call:

Janet DeFilippis	Kimberly Neuffer, President
Lowell Forbes	Doreen Pandiscia
Michael Galante	Eleni Peterson
David Hocking	Lori Anne Swistak, Vice President
Kristin Keesser	

Hearing & Petitions of Citizens – Comment is invited on any matter relating to the agenda.

Request for Executive Session – None at this time.

Report of the CSA

Personnel

Motion to approve P1-P7 as listed and recommended by the CSA.

- P1. Approve the following as summer custodians, beginning June 20, 2022 through August 31, 2022:

Katie Higgins, \$15.00/ hr, not to exceed 8 hours per day, 40 hours per week
Tanya Amabile, \$15.00/ hr, 2 days/wk, 7 hr/day
Richard Ohl, \$15.95/hr, not to exceed 8 hours per day, 40 hours per week, as needed.

- P2. Appoint the list of substitutes for the 2022-23 school year as attached.
- P3. Approve Jennifer Fowles as Extended School Year aide, \$15/hr, 4 hrs/day, 4 days/wk, June 27, 2022 through July 28, 2022.
- P4. Approve Marguerite Mulcahy as Extended School Year substitute aide, \$15/hr, 4 hrs/day, 4 days/wk, June 27, 2022 through July 28, 2022, as needed.
- P5. Approve the following curriculum writers for the hours listed @ \$47 per hour.

Subject Area	Hours
ELA	

K-Kim Allen	10
1-Tracy Smolen	10
2-Jen Guida	10
3-Christine Wagner	10
4-Kate Lorenzo	10
5-Diana Puzio	10
6-Diana Puzio	10
Character Education-Kathy Gould	5

P6. Accept the resignation of Jennifer Nause effective June 30, 2022.

P7. Accept the resignation of Jennifer Fowles effective June 30, 2022.

Finance/Facilities

Motion to approve F1-F10 as listed.

F1. Approve the bills list dated June 8, 2022 in the amount of \$215,139.46.

F2. Accept dividend check of \$1932 from the School Health Insurance Fund.

F3. Approve the tuition rate for Extended School Year (ESY) at Blairstown Elementary School at \$500 per student (3 students 10111316, 10111366, 10111369), beginning June 27, 2022 through July 28, 2022 (19 days) pending approval by the Blairstown Board of Education.

F4. Approve the schedule for the requisition of taxes for the 2022-23 school year as attached.

F5. Approve the following professional development requests:

Jessica Pryor	Orton Gillingham training – online – June 24th	\$1275
---------------	------------------------------------------------	--------

F6. Approve the following class trip for the 2021-22 school year:

North Warren High School	6 th Grade
--------------------------	-----------------------

F7. Decline the ARP-HCY II allocation of \$246.51 for Frelinghuysen Township School District.

- F8. Approve tuition reimbursement in the amount of \$1877.85 for Kimberly Allen.
- F9. Approve entering into a contract with Maschio's Food Service to provide Food Service for the 2022-23 school year at an annual management fee in the amount of \$8,977.00 with no guarantee.
- F10. Approve entering into a Joint Transportation agreement with Warren County Special Services School District for ESY transportation to Blairstown Elementary School, June 27, 2022 through July 28, 2022, 4 days per week, at \$209 per diem.

Curriculum/Policy

Report of the Board Secretary

Motion to approve R1 as listed:

- R1. Approve the following minutes: May 11, 2022 Regular Meeting and Executive Session.

Unfinished Business

New Business

Annual Appointments

Motion to approve the annual appointments 1-6 as listed for the 2022-23 school year.

1. Adopt the current by-laws, parliamentary procedures, district policies and regulations for the 2022-23 school year.
2. Approve all current curricula for the 2022-23 school year.
3. Approve School Alliance Insurance Fund as the district's insurance carrier for the 2022-23 school year.
4. Approve the following appointments for the 2022-23 school year as listed:
 - a. Depositories of school monies – First Hope Bank
 - Accounts include Cafeteria, Capital Reserve, General Fund, Maintenance Reserve, Payroll, Payroll Agency, Unemployment, Emergency Reserve
 - b. Designated Endorsers of Board Warrants:
 - General Fund-School Business Administrator, Board Secretary, Treasurer, BOE President
 - Payroll Account-School Business Administrator, Board Secretary, Treasurer, BOE President

- Payroll Agency Account-School Business Administrator, Board Secretary, Treasurer, BOE President
 - Cafeteria Account-School Business Administrator, Board Secretary, Treasurer, BOE President
 - Unemployment Account-School Business Administrator, Board Secretary, Treasurer, BOE President
 - Capital Reserve Account-School Business Administrator, Board Secretary, Treasurer, BOE President
 - Maintenance Reserve Account-School Business Administrator, Board Secretary, Treasurer, BOE President
 - Emergency Reserve Account-School Business Administrator, Board Secretary, Treasurer, BOE President
- c. Official Newspaper – NJ Herald, alternate Easton Express
- d. Board Attorney-Marc Zitomer, Schenck Price Smith King, LLP, as needed
- e. Medical Inspector-Dr. Cullen, as needed
- f. Auditor-Ardito & Company, Frenchtown, NJ 2021-22 audit
- g. Payroll Processing-R & L Data Center, Bloomsbury, NJ
- h. Insurance Agents/Brokers
- Brown & Brown Insurance Brokers – Casualty, Property & Workers’ Comp
 - Integrity Consulting Group-Health benefits
 - Prudential Insurance Company-Disability Insurance
 - Tax Shelter Annuity Brokers – AXA Equitable, Lincoln Financial and Vanguard
- i. District Investment Officer- School Business Administrator , Board Secretary
- j. Custodian of Records- School Business Administrator, Board Secretary
- k. Custodian of Petty Cash- School Business Administrator, Board Secretary
- l. Affirmative Action Officer- School Business Administrator, Board Secretary
- m. Public Contracts Compliance Officer and Purchasing Agent-School Business Administrator, Board Secretary
- n. Integrated Pest Management Coordinator-School Business Administrator, Board Secretary
- o. Wastewater Operator-Ken Yudichak with a \$3,700 stipend
- p. Liaison for Child Abuse, Hygiene, Conduct, & Drugs-Ruth Toronzi with no stipend
- q. Teacher in Charge - \$80 per diem stipend
- r. Board Secretary – Jenny Deuel

5. Approve the following authorizations for the 2022-23 school year.

- CSA and School Business Administrator, Board Secretary to implement the 2022-23 budget and chart of accounts pursuant with local and state policies and regulations
- School Business Administrator, Board Secretary to award contracts up to the bid threshold of \$32,000 and quote threshold of \$4800.
- School Business Administrator, Board Secretary to procure goods and services through State contracts
- CSA and School Business Administrator, Board Secretary to transfer funds within the line item accounts prior to BOE meetings
- Board Secretary to pay bills between Board Meetings and that all bills paid will be presented for Board approval at the next scheduled meeting

6. Establish the following fees:
- Photocopying
 - Letter size – 5 cents
 - Legal size – 7 cents
 - CD, DVD – actual cost of materials
 - 2022-23 Tuition Rates (based on 2022-23 budget calculation)
 - Kindergarten \$16,522
 - Grades 1-5 \$19,945
 - Grade 6 \$15,278
 - Substitutes
 - Aides \$95 per day
 - Teacher \$95 per day
 - Secretary \$80 per day
 - Custodian \$16 per hour
 - Nurse \$150 per day
 - Petty cash - \$200 with a single expenditure not to exceed \$60 and the School Business Administrator, Board Secretary will oversee the account.

Correspondence

Hearing & Petitions of Citizens

Request for Executive Session

Adjournment