

## **FRELINGHUYSEN TOWNSHIP BOARD OF EDUCATION Minutes of February 10, 2016**

The Frelinghuysen Township Board of Education held a regular business meeting on Wednesday, January 10, 2016 in the media center at the school at 7:00 PM. Kimberly Neuffer, President called the meeting to order.

Please let the minutes show that the Frelinghuysen Township Board of Education has complied with the Open Public Meetings Act which requires that advance notice of this meeting be given and that the public has the right to attend such meetings. This advanced notice was published in The Express Times and The New Jersey Herald. All discussions and official actions of this meeting, unless specifically exempted, will take place in public.

The pledge of allegiance was recited.

**Benny Perez moved** the Board to appoint Karen Kellaheer to the vacant board seat for the unexpired term of 2016. **Second: Sheryl Hannam;** all in favor, motion carried.

### **Swearing in of Karen Kellaheer, Board Member**

Rita Jones, Board Secretary conducted the swearing in of Karen Kellaheer as our new board member.

### **Acknowledge Receipt and Review of Code of Ethics**

Karen Kellaheer acknowledge receipt and review of the Code of Ethics as per N.J.S.A. 18A:12-21 seq.

### **ROLL CALL**

A roll call by the Board Secretary indicated:

**Present:** Kim Neuffer, President, Sheryl Hannam, Janet DeFilippis, Tricia Cowell, David Hocking, Lowell Forbes, Benny Perez, & Karen Kellaheer; **Absent:** Lori Swistak, Vice President; **Also Present:** Nicholas Diaz, CSA & Rita Jones, Board Secretary; **Audience Present:** Stacy Galante, parent; Lisa Naomi, parent; Paul Drescher, spouse of FTS employee & unidentified woman.

### **HEARING & PETITIONS OF CITIZENS-N/A**

### **REQUEST FOR EXECUTIVE SESSION**

**Tricia Cowell moved** the Board to enter into executive session @ 7:09 pm to discuss legal matter with no action anticipated. **Second: Sheryl Hannam;** all in favor, motion carried.

## **RETURN TO REGULAR SESSION**

**Janet DeFilippis** moved the Board to return to regular session @ 7:21 pm. **Second: Tricia Cowell**; all in favor, motion carried.

## **COMMITTEE REPORTS**

### **Warren County School Board Workshop**

Lowell Forbes and David Hocking attended the ethic commission advisory opinions workshop on Thursday, Feb. 4<sup>th</sup> @ Hawk Point County Club. These advisory opinions cover topics such as board member conduct in superintendent search, board member speech, and participation in employment decisions and negotiations.

## **REPORT OF THE CHIEF SCHOOL ADMINISTRATOR**

### **CSA Recommendations/Action Items**

#### **A. Approve Courtney Butrymowicz to Observe Two Classes**

**David Hocking** moved the Board to approve Courtney Butrymowicz, student @ Centenary College to observe two different classes where students with disabilities are included in the classroom for two hours. **Second: Lowell Forbes**; all in favor, motion carried.

#### **B. Approve James Graziani to Observe Two Two Hour Sessions**

**Lowell Forbes** moved the Board to approve James Graziani, student @ Centenary College to observe 2-two hour sessions with Mrs. Hocking. **Second: Karen Kellaheer; Roll Call: Yes:** Cowell, Hannam, Perez, DeFilippis, Neuffer, Forbes & Kellaheer; **No:** None; **Abstain:** Hocking; **Absent:** Swistak; motion carried.

#### **C. Approve Peter Norell, Music Teacher's Facility Use Request**

**Janet DeFilippis** moved the Board to approve Peter Norell, music teacher's facility use request for instrumental lessons; starting Feb. 3, 2016 to June 22, 2016; Monday-Friday; 3 pm to 5 pm; use of music room and all purpose room, which is in accordance with Board Policy #1330 and recommended by the Chief School Administrator. **Second: Lowell Forbes**; all in favor, motion carried.

#### **D. Hire Marc H. Zitomer, Schenck, Price, Smith & King for General Counsel**

**Janet DeFilippis** moved the Board to hire Marc H. Zitomer, Schenck, Price, Smith & King, LLP for general counsel. **Second: David Hocking**, all in favor, motion carried.

**E. Request a SEMI Waiver for the 2016-2017 School Year**

David Hocking moved the Board to request a SEMI waiver in accordance with N.J.A.C. 6A:23A-5.3 for the 2016-2017 school year. The State of New Jersey projects an estimated six Medicaid-Eligible/Special Education students with the district potential revenue at \$ 2,439.84. The Frelinghuysen Township School District projects one Medicaid Eligible/Special Education student. **Second: Karen Kellaheer; Roll Call: Yes:** Hocking, Kellaheer, Forbes, Cowell, DeFilippis, Neuffer, Perez, Hannam; **No:** None; **Abstain:** None; **Absent:** Swistak; motion carried.

**F. Accept with Regret Rita Jones' Retirement Letter**

**David Hocking moved** the Board to accept with regret Rita Jones' retirement letter effective September 1, 2016. **Second: Tricia Cowell,** all in favor, motion carried.

**G. Add Adam R. Grant to the Substitute List**

**Tricia Cowell moved** the Board to add Adam R. Grant, Sandyston, NJ to the substitute list for the remainder of the 2015-2016 school year. **Second: Karen Kellaheer;** all in favor, motion carried.

**REPORT THE BOARD SECRETARY-N/A**

**Budget Process and Purchasing Workshop by Rita Jones, SBA**

Rita Jones distributed budget development process and purchasing handouts to all board members and Nicholas Diaz, CSA. Rita reviewed with the Board: budget dates, revenues, expenditures, the seven different bank accounts and where the bank account balances show on the board secretary's reports.

Benny Perez exited the Board meeting @ 8:24 pm.

**CORRESPONDENCE**

- 1) Mustang Messenger-Jan. 29-Feb. 04, 2016  
Mustang Messenger-Feb.05-11, 2016
- 2) FTS Board Members Mandated Training for 2016

**HEARING OF PETITION OF CITIZENS-N/A**

**REQUEST FOR EXECUTIVE SESSION-N/A**

**ADJOURNMENT**

**Lowell Forbes moved** the Frelinghuysen Township Board of Education to adjourn. **Second: Sheryl Hannam;** all in favor, motion carried. at 8:39 PM, hearing no further business, this meeting was adjourned.

Respectfully submitted,  
Rita Jones, Board Secretary

