

**Frelinghuysen Township Board of Education  
Minutes of December 14, 2016**

The Frelinghuysen Township Board of Education held a regular business meeting on Wednesday, December 14, 2016 in the Media Center at Frelinghuysen School at 7:00 PM. Mrs. Kim 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 NJ Herald and the Express Times. All discussions and official actions of this meeting, unless specifically exempted, will take place in public.

The Board pledged Allegiance to the Flag.

**PRESENT:** Mrs. Cowell, Mrs. DeFilippis (arrived at 7:03 PM), Mrs. Hannam, Mr. Hocking, Mrs. Kellaher, Mrs. Neuffer

**ABSENT:** Mr. Forbes, Mr. Perez, Mrs. Swistak

**ALSO PRESENT:** Nicholas Diaz, CSA  
Karin Laraway, Interim Business Administrator  
Barry Siade, Supervisor of Curriculum and Instruction

**STUDENT/COMMUNITY AWARDS**

Congratulations to the #ALLIN Award Winners for the first marking period, Evan, Ayden, Sophia, Zachary, Aiden, Kaley, Miykael and Vanessa. The Community Winner was Mr. Keith Ramos who generously donate supplies and staff to paint the hallways of the school.

Mrs. Neuffer also thanked Mrs. Kellaher, for her service to the Board of Education. Mrs. Kellaher agreed to fill an empty BOE seat and this was her last meeting. The Board wished her luck in the future.

**CURRICULUM AND INSTRUCTION UPDATE**

Mr. Saide presented an update on the District's Curriculum and Instruction.

**HEARING & PETITIONS OF CITIZENS**

Members of the audience questioned if a Kindergarten aide had been hired.

**REQUEST FOR EXECUTIVE SESSION** – None at this time.

**2017-18 BUDGET PROCESS**

Mr. Diaz stated that the budget would be aligned to the Strategic Plan. He requested BOE input. Mrs. Laraway reviewed the budget schedule.

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

1. Congratulations to all award winners.
2. Congratulations to Mrs. Hackelberg and Mr. Saide on their blog post, 3 Simple Principles for Effective Teaching published in Teach Thought. FTS has now had four staff members published since July.
3. FTS participated in the Week of Code for the second year in a row. This year Mrs. O'Neil employed her learning from the MIT Hip Hop and Scratch Summit. Students performed dance routines choreographed by a dance instructor and then coded their moves using the Scratch coding program.
4. The Annual Tree Lighting Ceremony was a memorable event. Students and families enjoyed the various activities. Thanks to Mayor Kuhn for attending and saying a few words at the ceremony.
5. The 6<sup>th</sup> Grade Roadside cleanup took place on November 19. Our 6<sup>th</sup> grades helped to keep Frelinghuysen beautiful. A special thank you to all who participated.
6. The Pajama Drive was a great success as 83 new pajamas were donated. A special thank you to Mrs. Wagner and her class for organizing this worthy cause.
7. EarlyAct collected \$200 from "Trick-or-Treat for Unicef Boxes" this year. A special thank you to Mr. Arena and the Early Act members for this great work.
8. Recognition to Mr. Norell for all his hard work and effort in preparing our students for our annual Winter Concert.
9. FTSD was granted a waiver from QSAC monitoring due to the district's efficient operations and high performing academic achievement. Congratulations to the Board and the entire FTS staff.
10. The FEA has agreed to participate in the 2016 Governor's Educator of the Year Program. We will announce our school nominee in January. A special thank you to the FEA co-presidents, Mrs. Toronzi and Mr. Newman and all the FEA members for participating.

## **CSA RECOMMENDATIONS/ACTION ITEMS**

1. Motion made by Mrs. Hannam, seconded by Mrs. Cowell, to accept the resignation of Carla Kubrin, Instructional Aide, effective December 2, 2016.

Motion approved on unanimous voice vote.

2. Motion made by Mrs. Kellaher, seconded by Mr. Hocking, to approve Cristina Castillo as a Spanish teacher, MA Step 3, \$10,812.40, one day a week. Salary will be prorated from December 19, 2016 through June 30, 2017.

Motion approved on a unanimous roll call vote.

3. Motion made by Mrs. DeFilippis, seconded by Mrs. Hannam, to approve Shannon Maza as a substitute for the 2016-17 school year.

Motion approved on a unanimous voice vote.

4. Motion made by Mrs. Hannam, seconded by Mrs. Kellaher, to approve the Equivalency Application for NJQSAC requesting relief from having to complete the QSAC District Performance Review (DPR) and from undergoing QSAC monitoring.

Motion approved on a unanimous voice vote.

5. Motion made by Mr. Hocking, seconded by Mrs. Cowell, to approve the Gifted and Talented Curriculum aligned with the NAGC Standards, NGSS Standards, and NJSL Gifted and Talented Requirements.

Motion approved on a unanimous voice vote.

6. Motion made by Mr. Hocking, seconded by Mrs. Hannam, to change the 2016-17 school calendar as follows:

- January 13, 2017 – a student half day – Teacher professional Development as per teachers’ contract
- May 26, 2017 – a student half day – Teacher Professional Development as per teachers’ contract

Motion approved on a unanimous voice vote.

7. Motion made by Mr. Hocking, seconded by Mrs. Kellaheer, to approve the following facility usage request:

6<sup>th</sup> grade pasta dinner                      February 24, 2017, 3:30 PM – 9:00 PM  
All purpose room/kitchen

Motion approved on a unanimous voice vote.

8. Motion made by Mr. Hocking, seconded by Mrs. Hannam, to approve the following facility usage requests:

- a. PTO    MakerSpace Club    1-9, 2-13, 3-13, 4-10, 5-9-2017  
          Science room        3:00 – 5:00 PM  
  
          Art Club                2-7, 2-24, 3-7, 3-24, 4-4, 4-11, 5-2, 5-19-17  
          Art room                3:00 – 4:30 PM  
  
          Photography Club    2-2, 3-2, 4-6, 5-4, 6-1-17  
          Conference room    3:00 – 5:00 PM
  
- b. Sussex Warren Soccer Club    1-17 thru 5-1-17                      Gym  
          Indoor soccer                5:00-7:30 PM  
  Days when there is no basketball
  
- c. 6<sup>th</sup> grade dance                      1-6-17, 5:30 PM to 10:00 PM  
          All purpose room/gym

Motion approved on a unanimous voice vote with Mrs. Cowell abstaining.

9. Motion made by Mrs. Cowell, seconded by Mr. Hocking, to approve the 6<sup>th</sup> grade field trip to the American Museum of Natural History on May 18, 2017 at a cost of \$341 +

busing.

Motion approved on a unanimous roll call vote.

10. Motion made by Mrs. Hannam, seconded by Mrs. Cowell, to approve a maternity leave for Angela Marziaz, Instructional Aide, beginning January 13, 2017 through the end of the 2016-17 school year using sick leave and then an unpaid leave.

Motion approved on a unanimous voice vote.

11. Motion made by Mrs. DeFilippis, seconded by Mrs. Cowell, to appoint Deborah Tietz, of Blairstown, NJ, as a Personal Care Aide, \$12/hour, 6 hours/day for the 2016-17 school year. Starting date to be determined pending criminal history review.

Motion approved on a unanimous roll call vote.

12. Motion made by Mrs. Kellaher, seconded by Mrs. Hannam, to appoint Koriann Wright, of Blairstown, NJ, as an Instructional Aide, \$12/hour, 6 hours/day for the 2016-17 school year. Starting date to be determined pending criminal history review.

Motion approved on a unanimous roll call vote.

## **REPORT OF THE BOARD SECRETARY**

1. Motion made by Mrs. Cowell, seconded by Mrs. Kellaher, to approve the following bills lists:
  - a. \$ 72,809.01    October CK#15476 thru N1028
  - b. \$190,615.64    November 2016
  - c. \$250,742.64    December 2016

Motion approved on a unanimous roll call vote.

2. Motion made by Mrs. Hannam, seconded by Mrs. Kellaher, to approve the transfers for October 2016.

Motion approved on a unanimous voice vote.

3. Motion made by Mrs. Cowell, seconded by Mrs. Hannam, to accept, certify and file the treasurer's and board secretary's financial reports for October 2016 and note that sufficient funds are available to meet the district's financial obligations and that no major account has been over-expended in accordance with N.J.A.C. 6A:23A:16.10.

Motion approved on a unanimous roll call vote.

**CORRESPONDENCE** – None at this time.

**HEARING OF PETITION OF CITIZENS** – None at this time.

**REQUEST FOR EXECUTIVE SESSION** – None at this time.

**ADJOURNMENT**

Motion made by Mrs. Cowell, seconded by Mrs. Kellaher, to adjourn the regular meeting. The time was 7:55 PM.

Motion approved on a unanimous voice vote.

Respectfully submitted,

Karin Laraway  
Interim Business Administrator

