

Frelinghuysen Township Board of Education
Minutes of June 13, 2018

The Frelinghuysen Township Board of Education held a regular business meeting on Wednesday, June 13, 2018 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, Mr. Forbes, Mrs. Hannam, Mr. Hocking, Mrs. Swistak (arrived at 7:13 PM), Mrs. Neuffer, Mr. Perez

Absent: Mr. Galante

Also Present: Stephanie Bonaparte, CSA
Karin Laraway, Board Secretary
Joanne Butler, Attorney-Schneck Price Smith & King

Mrs. Neuffer introduced Ms. Butler.

Request for Executive Session

Motion made by Mr. Forbes, seconded by Mr. Perez, to adjourn to executive session to discuss attorney client privileges. The time was 7:03 PM.

Motion approved on a unanimous voice vote.

Motion made by Mr. Forbes, seconded by Mrs. Cowell, to return to the regular meeting. The time was 7:18 PM.

Motion approved on a unanimous voice vote.

Report of the Chief School Administrator

The Spring Concert was excellent. The students were fantastic.

STEAM fair needs judges. Any BOE member is welcome to be a judge.

The State Police have a LEAD program with replaces DARE. The curriculum

for this program will be presented to the BOE.

The Rock Project has been completed by the PTO and it looks great in the front.

Immigration Day was held and was, once again, a success.

Literacy Night is June 14.

Field Day is June 15. There are 37 volunteers.

Kindergarten promotion and 6th grade graduation is June 21.

There was a discussion in public on Agenda item P8 as requested by the employee, Richard Pilote. Mr. Pilote accessed another employee's employment records. The incident was investigated. The database that was accessed, Aesop, has a sign in by an employee and then there are multiple steps required to access specific information. Mr. Pilote presented the information that he viewed to the CSA. Mr. Pilote was questioned and claimed it was a mistake and that as soon as it was realized it was a mistake, he logged out of the other employee's account and logged into his account. The log in records that are created by the database do not show that he went into his account. He has been suspended from his duties.

Personnel – as recommended by the CSA

- P1. Motion made by Mrs. Swistak, seconded by Mr. Forbes, to rescind the approved motion of March 28, 2018 to appoint Barbara Hicks, Extended School Year Teacher, \$47/hour, 4 hours per day, 19 days, June 25-July 26, 2018 for a total of \$3,572.

Motion approved on a unanimous roll call vote.

- P2. Motion made by Mr. Forbes, seconded by Mrs. DeFilippis, to appoint Barbara Hicks, Extended School Year Teacher, \$47/hour, 4 hours per day, 19 days, July 2 –August 5, 2018, for a total of \$3,572.

Motion approved on a unanimous roll call vote.

- P3. Motion made by Mrs. Swistak, seconded by Mr. Forbes, to rescind the approved motion of March 28, 2018 to appoint Ruth Toronzi, Extended School Year Nurse, \$47/hour, 4 hours per day, 11 days, June 25-July 12, 2017 for a total of \$2,068.

Motion approved on a unanimous roll call vote.

- P4. Motion made by Mr. Forbes, seconded by Mrs. Hannam, to approve a lateral move for Diana Mai, from BA +30 to MA effective the 2018-19

school year. Salary for the 2018-19 school year will be MA Step 16, \$74,422.

Motion approved on a unanimous roll call vote.

- P5. Motion made by Mrs. Swistak, seconded by Mrs. DeFilippis, to approve Karin Laraway as part time Interim Business Administrator, July-August, 2018, as approved by the Interim Executive County Superintendent.

Motion approved on a unanimous roll call vote.

- P6. Motion made by Mr. Forbes, seconded by Mrs. DeFilippis, to approve the following job descriptions:
- a. Combination Superintendent (Chief School Administrator)/School Principal
 - b. School Board Secretary
 - c. Assistant to the School Business Administrator
 - d.

Motion approved on a unanimous roll call vote.

- P7. Motion made by Mrs. Swistak, seconded by Mr. Forbes, to approve the following list of substitutes for the 2018-19 school year.

- a. Lori Naomi Andover
- b. Lisa Naomi Newton
- c. Reannon Lilly Columbia
- d. Lydia Timcenko Columbia
- e. Kristi Thatcher Blairstown
- f. Shannon Maza Andover
- g. Jill Gladd Blairstown
- h. Heather Lucy Blairstown
- i. Vivian Meudt Newton
- j. Connor Davis Newton – Custodian

Motion approved on a unanimous roll call vote.

- P8. Motion made by Mr. Hocking, seconded by Mr. Forbes to terminate employee #00247, effective June 20, 2018, with fourteen day notice given beginning June 6, 2018. Employee received a RICE notice and has elected to have the discussion in public and not in executive session.

Motion approved on a unanimous roll call vote.

P9. Motion made by Mr. Forbes, seconded by Mrs. Hannam, to appoint the following as a summer custodian at \$8.75 per hour pending criminal history review:

a. Emily Higgins, Newton, NJ

Motion approved on a unanimous roll call vote.

P10. Motion made by Mrs. Swistak, seconded by Mrs. Cowell, to appoint Emily Higgins, Newton, NJ as a substitute custodian for the 2018-19 school year, pending criminal history review.

Motion approved on a unanimous roll call vote.

P11. Motion made by Mr. Forbes, seconded by Mrs. Hannam, to approve Diane Jensen, Blairstown, NJ, as a substitute for the 2018-19 school year.

Motion approved on a unanimous roll call vote.

P12. Motion made by Mrs. Swistak, seconded by Mr. Forbes, to authorize the CSA to hire personnel for the 2018-19 school year on an as needed basis.

Motion approved on a unanimous roll call vote.

Finance/Facilities

F1. Motion made by Mrs. Swistak, seconded by Mr. Hocking, to approve the list of bills dated 6-13-18, check #N0531-16278 in the amount of \$23,133.78.

Motion approved on a unanimous roll call vote.

F2. Motion made by Mr. Forbes, seconded by Mrs. Hannam, to approve check # 16279 in the amount of \$395.

Motion approved on a unanimous roll call vote.

F3. Motion made by Mr. Forbes, seconded by Mrs. Hannam, to authorize the submission of application of the FY 2019 IDEA & ESEA grants and accepts the grant award of the funds upon subsequent approval of the FY 2019 application.

Motion approved on a unanimous roll call vote.

F4. Motion made by Mr. Forbes, seconded by Mrs. DeFilippis, to approve an out of district placement at P.G. Chambers School for the full day

extended school year and the 10 month program for the 2018-19 school year at a per diem rate of \$386.36 for a total amount of \$81,135.60.

Motion approved on a unanimous roll call vote.

- F5. Motion made by Mr. Forbes, seconded by Mrs. Hannam, to approve the resolution to transfer current year surplus to reserve.

Motion approved on a unanimous roll call vote.

- F6. Motion made by Mr. Forbes, seconded by Mrs. DeFilippis, to approve the following facility use requests:

- | | | |
|--|--|------------|
| a. PTO-Star Lab | Thursday, June 14, 2018
8:15 AM – 3:00 PM | Music Room |
| b. Sandra Smith/
Frelinghuysen Rec
Piano lessons
Pending receipt of COI | July 5-Aug 28, 2018
T, W, Th
8:30 – 11:30 AM | Music Room |

Motion approved on a unanimous voice vote.

- F7. Motion made by Mr. Forbes, seconded by Mrs. DeFilippis, to approve entering into a contract for the 2018-19 school year with J & B Therapy for the following professional services:

Occupational, physical, speech therapy	\$82.00/hr
Educational support services LDTC	\$90.00/hr
Psychologist services	\$90.00/hr
Evaluations	\$405.00/eval
Behavioral support services	\$90.00/hr, 3 hrs/wk
minimum as provided by BCBA/Behavior Supervisor	
Behavioral plans & functional behavior assessments	\$90.00/hr
Behavioral support services provided by behaviorist	\$90.00/hr
Reading Specialist	\$80.00/hr
Home Instruction	\$65.00/hr
Social work services	\$80.00/hr
ABA paraprofessional services	\$35.00/hr
Paraprofessional services	\$28.00/hr
Teacher of the Deaf services	\$135.00/hr

Motion approved on a unanimous roll call vote.

- F8. Motion made by Mr. Forbes, seconded by Mrs. Cowell, to accept a \$2,000 donation from the Frelinghuysen School PTO for 2017-18 field trips.

Motion approved on a unanimous roll call vote.

Curriculum/Policy – None at this time.

Technology – None at this time.

Report of the Board Secretary

- R1. Motion made by Mr. Forbes, seconded by Mrs. DeFilippis, to approve the transfers for May 2018.

Motion approved on a unanimous roll call vote.

- R2. Motion made by Mr. Forbes, seconded by Mrs. Hannam, to accept, certify and file the treasurer's and board secretary's financial reports for May 2018 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.

Unfinished Business – None at this time.

New Business

- NB1. Motion made by Mrs. Swistak, seconded by Mrs. Hannam, to approve the SSDS (Student Safety Data System) report-period one from July – December 2017. (Replaces the EVVRS)

Motion approved on a unanimous roll call vote.

- NB1. Motion made by Mr. Forbes, seconded by Mr. Perez, to approve the following bus evacuation drills:

- a. October 23, 2017
- b. May 29, 2018

Motion approved on a unanimous roll call vote.

Correspondence – The Board received an invitation to attend the Kindergarten promotion ceremony.

Hearing & Petitions of Citizens – None at this time.

Request for Executive Session

Motion made by Mrs. Cowell, seconded by Mrs. DeFilippis to adjourn to executive session to discuss the summary document of the CSA evaluation. The time was 8:03 PM.

Mrs. Bonaparte and Mrs. Laraway left the meeting at 8:03 PM.

Motion made by Mr. Forbes, seconded by Mrs. Swistak, to return to the regular meeting. The time was 8:30 PM.

Motion approved on a unanimous voice vote.

Adjournment

Motion made by Mrs. Forbes, seconded by Mrs. DeFilippis, to adjourn the meeting 8:32 PM.

Motion approved on a unanimous voice vote.

Respectfully submitted,

Karin Laraway
Board Secretary