

**Frelinghuysen Township Board of Education
Minutes of December 12, 2018**

The Frelinghuysen Township Board of Education held a regular business meeting on Wednesday, December 12, 2018 in the Media Center at Frelinghuysen School at 7:01 PM. Mrs. 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 (arrived at 7:02 PM), Mr. Hocking, Mrs. Neuffer

ABSENT: Mr. Galante, Mr. Perez, Mrs. Swistak

ALSO PRESENT: Stephanie Bonaparte, CSA
Karin Laraway, Board Secretary

Book Presentation – In memory of Mrs. Susan Zeeck

Mrs. Bonaparte welcomed the family of Mrs. Zeeck as well as staff and friends. On behalf of the staff, Mrs. Christine Wagner spoke of how, first and foremost, Mrs. Zeeck always put the children first. She thanked the family for sharing her for all the years. The staff loved the fact that Mrs. Zeeck always made them laugh at lunch with her stories. In memory of Mrs. Zeeck, two books were presented to the library, Wonder and We are All Wonder.

The family thanked the staff, BOE, and friends. Mrs. Zeeck loved her Frelinghuysen School family.

There was a short break from the meeting to talk with the Zeeck family and enjoy refreshments. The time was 7:05 PM.

The meeting resumed at 7:20 PM.

Hearing & Petitions of Citizens - None at this time.

Request for Executive Session - None at this time.

Report of the Chief School Administrator

Personnel

- Library-Partnership with Centenary University
- 5/6 grade teacher

Facilities/Security

- Roof assessment—have a few leaks that need to be repaired
- Plumbing—leak that is not visible

Curriculum

- LEAD workbook-10 week program in partnership with the NJSP

Follow-up from previous meeting

- Education Foundation information
- Parent Concerns regarding security

Personnel – as recommended by the CSA

- P1. Motion made by Mr. Forbes, seconded by Mrs. Cowell, to approve the following as school chaperones:
- Ruth Toronzi
 - Jennifer Guida
 - Kim Allen
 - Amanda Caravito

Motion approved on a unanimous roll call vote.

- P2. Motion made by Mr. Forbes, seconded by Mrs. Hannam, to approve Lisa Naomi of Frelinghuysen Township as an elementary education teacher, one day per week, BA Step 6, \$10,820 to be prorated on start date of January 7, 2019.

Motion approved on a unanimous roll call vote.

- P3. Motion made by Mr. Forbes, seconded by Mrs. Cowell, to increase the hours of Jessica Gash, paraprofessional, from 5 hours to 6 hours per day, \$12 per hour beginning January 2, 2019.

Motion approved on a unanimous roll call vote.

Finance/Facilities

- F1. Motion made by Mr. Forbes, seconded by Mrs. Cowell, to approve the bills list dated December 12, 2018 in the amount of \$284,508.42 excluding check #16524.

Motion approved on a unanimous roll call vote.

- F2. Motion made by Mrs. Cowell, seconded by Mr. Forbes, to approve check #16524 in the amount of \$120.61.

Motion approved on a 5-0-1 roll call vote with Mrs. Neuffer abstaining.

- F3. Motion made by Mr. Forbes, seconded by Mrs. Hannam, to approve entering into a contract with Centenary University for Library Consultancy beginning January 1, 2019 through June 30, 2019 at \$100 per hour, one hour per week.

Motion approved on a unanimous roll call vote.

- F4. Motion made by Mrs. Cowell, seconded by Mr. Forbes, to approve the following facility requests:

Frel Twp Rec Basketball	Nov-March 29, 2019 M, T, W, F, Sat	Gym
GS Thinking Day	Feb 22, 2019 5-7:30 PM	Gym

Motion approved on a unanimous voice vote.

- F5. Motion made by Mr. Forbes, seconded by Mrs. Hannam, to approve the following workshop:

S Bonaparte	TECHSPO	1-30 thru 2-1, 2019	\$450 Registration \$226 Lodging + Meals/Incidentals per GSA per diem rate
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Motion approved on a unanimous roll call vote.

- F6. Motion made by Mr. Forbes, seconded by Mrs. Hannam, to approve the resolution including the indemnity and trust agreement to renew membership in the School Health Insurance Fund from January 1, 2019 through June 30, 2021.

Motion approved on a unanimous roll call vote.

Curriculum/Policy

- C1. Motion made by Mrs. DeFilippis, seconded by Mr. Hocking, to approve the following G&T field trips for the 2018-19 school year:

5 th /6 th grade G&T-Debate	1-15-19	NW High School
3 rd grade G&T-Legos on the Loose	1-31-19	Hatchery Hill School
5 th /6 th grade G&T-Battle of the Books	4-11-19	Great Meadows MS

Motion approved on a unanimous roll call vote.

- C2. Motion made by Mr. Forbes, seconded by Mrs. Cowell, to approve the following field trip for the 2018-19 school year:

2, 3, 4, 5 Grade	Fairview Lake	\$2,460 + Transportation
	April 17, 18, 2019	

Motion approved on a unanimous roll call vote.

- C3. Motion made by Mr. Forbes, seconded by Mrs. Hannam, to approve the bus evacuation drill report for December 4, 2018.

Motion approved on a unanimous voice vote.

Report of the Board Secretary

- R1. Motion made by Mr. Forbes, seconded by Mrs. Cowell, to approve the following minutes:

October 30, 2018	Regular meeting & Executive session
November 14, 2018	Regular meeting & Executive session

Motion approved on a unanimous roll call vote.

- R2. Motion made by Mr. Forbes, seconded by Mrs. Cowell, to approve the transfers for October & November, 2018.

Motion approved on a unanimous roll call vote.

- R3. Motion made by Mr. Forbes, seconded by Mrs. DeFilippis, to accept, certify and file the treasurer's and board secretary's financial reports for October-November 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 - None at this time.

Correspondence – Mrs. Neuffer stated that the Board has received a letter from the Warren County SBA regarding forming a Warren County Legislative Committee. Mrs. Neuffer read a thank you note from Mr. Perez.

Hearing & Petitions of Citizens – A member of the community spoke about the formation of an Education Foundation to support the school.

Request for Executive Session

Motion made by Mr. Forbes, seconded by Mrs. Cowell, to adjourn to executive session to discuss personnel for approximately 30 minutes. The time was 8:00 PM.

Motion approved on a unanimous voice vote.

Motion made by Mr. Hocking, seconded by Mr. Forbes, to return to the regular meeting. The time was 8:27 PM.

Motion approved on a unanimous voice vote.

Adjournment

Motion made by Mr. Hocking, seconded by Mr. Forbes, to adjourn the meeting. The time was 8:27 PM.

Motion approved on a unanimous voice vote.

Respectfully submitted,

Karin Laraway
Board Secretary