

**Frelinghuysen Township Board of Education  
Minutes of July 17, 2019**

The Frelinghuysen Township Board of Education held a Regular Meeting on Wednesday, July 17, 2019 in the Media Center at Frelinghuysen School at 7:05 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, Mrs. Neuffer, Mrs. Swistak, Mrs. Peterson, Mr. Hocking, Mr. Galante

**ABSENT:** Mr. Forbes, Mrs. Hannam

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

**Presentation-Donation from Girl Scout Troop 97441**

Girl Scout Troop 97441 presented a Trex bench to the district. The troop collected 500 pounds of soft plastic, predominately plastic bags, and contributed these to Trex.

**Hearing & Petitions of Citizens**

A member of the public requested that the district not use pesticides.

**Request for Executive Session** – None at this time.

**Report of the Chief School Administrator**

**School Events**

- Graduation – was inside and it was not too hot, reception in library
- Summer: Working on staffing (complete list for August), student handbook, state reports, curriculum (TREPS)
- New website is live—updates will begin shortly
- Supply orders are being evaluated—using current inventory first
- Kindergarten current enrollment is 9, preK is at 7

**Building Updates**

- Safety Feedback—straps on double doors for lockdowns, doors labeled, windows will be labeled

- Hallways being painted
- Repairs, etc.
- Water stations—donations allowed for us to get 2!

**Items of Note**

- Veto of shared services grants from state budget

**Board Business**

- Strategic Planning 2019-2020 school year—October
- Goal setting in August or September – Board retreat

**Personnel**

Motion made by Mrs. Swistak, seconded by Mrs. Cowell, to approve items P1-P6 as listed and as recommended by the CSA.

P1. To approve the following appointments for the 2019-20 school year:

District Test Coordinator	Stephanie Bonaparte
School Test Coordinator	Jennifer Moriarty
504 Coordinator	Jennifer Moriarty
District Data Coordinator	Jenny Deuel
Affirmative Action Officer	Karin Laraway
Affirmative Action Team	Stephanie Bonaparte, Karin Laraway, Ruth Toronzi

P2. To appoint the Affirmative Action Team of Stephanie Bonaparte, Karin Laraway and Ruth Toronzi, and to authorize the Affirmative Action team to conduct a needs assessment and develop the District Comprehensive Equity Plan for 2019-2022.

P3. To accept the resignation of Carolyn Sheeran, Music Teacher, effective 6/26/19.

P4. To accept the resignation of Tricia Rumsey, Aide, effective 6/25/19.

P5. To appoint Jennifer Guida as a full time Elementary Teacher for the 2019-20 school year, step and salary to be determined following ratification of the agreement between the Frelinghuysen Twp Board of Education and the Frelinghuysen Education Association.

P6. To approve requesting a waiver for a full time principal for the 2019-20 school year from the NJ Department of Education.

Motion approved on a unanimous roll call vote.

## **Finance/Facilities**

Motion made by Mrs. Cowell, seconded by Mrs. DeFilippis, to approve items F1-F5 as listed.

- F1. To approve the bills list dated May 20, 2019 through June 30, 2019 in the amount of \$437,180.36.
- F2. To approve the following facility use requests as listed:

PTO	Chalk to Walk	9/2/19	Outside-all day
Lowell & Sadie Forbes	Girl Scout Dance-test speakers	July 24, 2019 9-10 AM	Gym

- F3. To accept the donation of a Trex Bench from Girl Scout Troop 97441.
- F4. To accept a donation from the PTO in the amount of \$1,500.
- F5. To accept a donation from the Class of 2019 in the amount of \$1,300.

Motion approved on a unanimous roll call vote.

## **Curriculum/Policy**

Motion made by Mrs. Swistak, seconded by Mrs. DeFilippis, to approve C1-C2 as listed.

- C1. To rescind the approved motion of March 27, 2019 – A. Caravito to attend the Wilson Foundations workshop on August 6, 2019, \$350 plus mileage.
- C2. To approve the following workshop request:

J Moriarty	FEA/NJPSA/NJASCD Fall conference	\$292 registration
	October 17-18, 2019	plus mileage

Motion approved on a unanimous roll call vote.

## **Report of the Board Secretary**

Motion made by Mrs. Swistak, seconded by Mrs. Cowell, to approve R1-R2 as listed.

- R1. Motion to approve the following minutes:  
June 12, 2019 Regular meeting and Executive session

- R2. To accept, certify and file the treasurer's and board secretary's financial reports for May 2019 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**

### **New Business**

**Correspondence** – Mrs. Neuffer read a thank you note from A. Caravito. She also notified the BOE that a letter was received from NJSBA that there would be no increase in membership dues for the 2019-20 school year.

**Hearing & Petitions of Citizens** – None at this time.

### **Request for Executive Session**

Motion made by Mrs. Swistak, seconded by Mrs. Cowell to adjourn to executive session to discuss negotiations. The time was 7:37 PM.

Motion approved on a unanimous voice vote.

Mrs. Neuffer read the Sunshine Law.

Motion made by Mrs. Cowell, seconded by Mr. Hocking to return to the regular meeting. The time was 7:47 PM.

Motion approved on a unanimous voice vote.

### **Adjournment**

Motion made by Mrs. Swistak, seconded by Mr. Hocking, to adjourn the meeting. The time was 7:47 PM.

Motion approved on a unanimous voice vote.

Respectfully submitted,

Karin Laraway  
Board Secretary