

FRELINGHUYSEN TOWNSHIP BOARD OF EDUCATION
Meeting Minutes
Wednesday, June 19, 2024
7:00 PM

The Frelinghuysen Township Board of Education held a meeting on Wednesday, June 19, 2024 in the media center of the Frelinghuysen School. Mrs. Neuffer, President, called the meeting to order at 7:06 PM.

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 advance 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: Mr. Hocking, Mrs. Neuffer, Mr. Forbes, Mr. Togno, George Riedel, Mrs. Swistak and Mrs. DeFilippis

ABSENT: Mr. Togno, Mrs. Peterson, Mrs. Pandiscia,

ALSO PRESENT: Jarlyn Veras, CSA, Greg Brennan, Interim SBA/Board Secretary

Hearing & Petitions of Citizens – Comment is invited on any matter relating to the agenda.

None.

CSA Report

Personnel

Motion to approve P1-P6 as listed and recommended by the Chief School Administrator:

Motion made by Mr. Forbes and seconded by Ms. DeFilippis to approve P1-P6 as listed.

P1. Approve the 2024-2025 Business Administrator/Board Secretary Contract for Mr. Edward Flores of Stockholm NJ, effective (August 1, 2024) as approved by the county office and pending criminal background check.

P2. Appoint Mr. Edward Flores as a business office consultant for the following dates: 7/12, 7/19, & 7/26 at a per diem rate of \$315

P3 Approve Ms. Susan Polizzo to serve as an Extended School Year (ESY) teacher aide between the dates of June 24, 2024 and July 25, 2024 for a total of 19 days, 3hrs per day at a rate of \$15.62 per hour.

P4. Approve Ms. Raelyn Kempinski as the 5th/6th grade maternity replacement teacher from September 3, 2024 through February 3, 2025 at a rate of BA/Step 1 (\$53, 803), prorated. **Tabled for discussion. **

P5. Appoint Ms. Heather Dennis from Hamburg, NJ as a 5th & 6th grade teacher for the 2024-2025 school year, at MA Step C \$58,253 pending criminal background check

P6. Approve job description for the position of Supervisor of Student Services as recommended by the Chief School Administrator

Motions P1, P2, P3, P5, P6 carried unanimously by roll call vote. P4 Tabled.

Finance/Facilities

Motion to approve F1-F4 as listed:

Motion made by Mr. Forbes and seconded by Ms. DeFilippis to approve F1-F4 as listed.

F1. Approve the Bills & Claims List dated June 19, 2024, Checks 19289-19322 in the total amount of \$ 394,685.07 for the General Fund.

F2. Approve the following for Extended School Year Program to be held at Blairstown Elementary School from June 24, 2024 through July 25, 2024 (19 days)

- Tuition: \$700 per student
- Shared aide: \$491
- Speech Services:\$200

F2. Approve the Child Study Team shared Service Agreement with Blairstown Board of Education

F3. RESOLUTION TO RENEW SCHOOLS HEALTH INSURANCE FUND

WHEREAS, a number of school boards in the State of New Jersey have joined together to form the **SCHOOLS HEALTH INSURANCE FUND** hereafter referred to as "SHIF", as permitted N.J.S.A. 18A:18B-1 et seq., and;

WHEREAS, the SHIF has received approval by the Commissioner of the Department of Banking and Insurance on August 10, 2015;

WHEREAS, the statutes and regulations governing the creation and operation of a joint insurance fund, contain certain elaborate restrictions and safeguards concerning the safe and efficient administration of the public interest entrusted to such a school board joint insurance fund;

WHEREAS, the governing body of the Frelinghuysen Township School District, hereinafter referred to as "SCHOOL BOARD" has determined that membership in the SHIF is in the best interest of said SCHOOL BOARD.

NOW, THEREFORE, BE IT RESOLVED that the governing body of the SCHOOL BOARD hereby agrees as follows:

- i. SCHOOL BOARD shall become a member of the SHIF for the period outlined in the SCHOOL BOARD's Indemnity and Trust Agreement.
- ii. SCHOOL BOARD will participate in the following type (s) of coverage (s):
 - a.) Health Insurance as defined pursuant to N.J.S.A. 17B:17-4, the SHIF's Bylaws, and the SHIF's Plan of Risk Management.

- iii. SCHOOL BOARD accepts and approves the SHIF's Bylaws and agrees to be bound by the terms thereof.
- iv. SCHOOL BOARD shall execute an application for membership and any accompanying certifications.
- v. SCHOOL BOARD agrees to commit to the four principles of the SHIF which are:
 - a.) A long term philosophy on rates.
 - b.) A willingness to work with bargaining units to achieve plan design changes.
 - c.) Professional management with stability and commitment.
 - d.) Rating structure based on actuarial numbers.

BE IT FURTHER RESOLVED that the governing body of the SCHOOL BOARD is authorized and directed to execute the Indemnity and Trust Agreement and such other documents signifying membership in the SHIF as required by the SHIF's Bylaws, and to deliver these documents to the SHIF's Executive Director with the express reservation that these documents shall become effective only upon:

- i. Approval of the SCHOOL BOARD by the SHIF.
- ii. Receipt by the SHIF of a Resolution from the SCHOOL BOARD accepting SCHOOL BOARD's SHIF assessment.
- iii. Approval by the Commissioner of the New Jersey Department of Banking and Insurance of SCHOOL BOARD as a member of the SHIF.

F4. Transfer of Current Year Surplus to Reserve Accounts:

WHERE AS, NJAC 6A:23A-14.3 and 14.4 permit a board of education to establish and/or deposit into certain reserve accounts at year end; and

WHEREAS, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a board of education to transfer anticipated excess current revenue or unexpended appropriations into reserve accounts during the

month of June by board resolution; and

WHEREAS, the Frelinghuysen Township Board of Education has determined that up to \$100,000.00 is available for such purpose of transfer; NOW, THEREFORE, BE IT RESOLVED by the Frelinghuysen Board of Education that it hereby authorizes the district's School Business Administrator to make this transfer consistent with all applicable laws and regulations.

Motions F1-F4 carried unanimously by roll call vote

Report of the Board Secretary

Motion to approve R1- R3 as listed:

Motion made by Mr. Forbes and seconded by Mr. Hocking to approve R1-R3 as listed.

R1. To approve the BOE minutes regular and executive session meetings for May 22, 2024.

R2. To approve the April Board Secretary's Report, in agreement with the Treasurer's Report in the amount of \$1,303,909.98 in Total Government Funds; and after review of the Secretary's report (appropriations section) and upon consultation with the appropriate District officials, that the Frelinghuysen Township Board of Education is in compliance with N.J.A.C. 6A:23 A-16.10(c) 4 and shall certify that sufficient funds are available to meet the District's financial obligation for the remainder of the fiscal year.

in Total Government Funds;

and after review of the Secretary's report (appropriations section) and upon consultation with the appropriate District officials, that the Frelinghuysen Township Board of Education is in compliance with N.J.A.C. 6A:23 A-16.10(c) 4

and shall certify that sufficient funds are available to meet the District's financial obligation for the remainder of the fiscal year.

R3. To approve the May Board Secretary's Report, in agreement with the Treasurer's Report in the amount of \$1,051,632.16 in Total Government Funds; and after review of the Secretary's report (appropriations section) and upon consultation with the appropriate District officials, that the Frelinghuysen Township Board of Education is in compliance with N.J.A.C. 6A:23 A-16.10(c) 4 and shall certify that sufficient funds are available to meet the District's financial obligation for the remainder of the fiscal year.

in Total Government Funds;
and after review of the Secretary's report (appropriations section) and upon consultation with the appropriate District officials, that the Frelinghuysen Township Board of Education is in compliance with N.J.A.C. 6A:23 A-16.10(c) 4 and shall certify that sufficient funds are available to meet the District's financial obligation for the remainder of the fiscal year.

Motions R1-R3 carried unanimously by roll call vote.

Curriculum/Policy

Motion to approve C1 and C2 as listed:

Motion made by Mr. Forbes and seconded by Ms. DeFilippis to approve C1-C2 as listed.

C1 Approve the 2024-2025 District Virtual Learning Plan

C2. Accept Preliminary Determination Report

Unfinished Business

New Business

Motion to approve N1 as listed:

Motion made by Mr. Forbes and seconded by Ms. DeFilippis to approve N1 as listed.

N1 Accept Bus Evacuation Drill Report for drill conducted on May 20, 2024

Motions N1 carried unanimously by roll call vote.

Correspondence

Hearing & Petitions of Citizens - *Chip asked about the School Health Insurance Fund - Mr. Brennan said the district is part of a large pool of New Jersey school districts who are in the fund. By being a member the risk is spread out among many members and therefore minimizes spikes in medical premium costs. Therefore we save money and keep costs down.*

Request for Executive Session

Motion made by Mr. Forbes and seconded by Mr. Hocking to enter into Executive Session at 7:22.

Motion made by Mr. Forbes and seconded by Ms. Swistak to exit Executive Session at 8:42

Motion made by Mr. Forbes and seconded by Ms. DeFilippis to approve P4 as listed.

P4. Approve Ms. Raelyn Kempinski as the 5th/6th grade maternity replacement teacher from September 3, 2024 through February 3, 2025 at a rate of BA/Step 1 (\$53, 803), prorated.

Motions P4 carried unanimously by roll call vote.

Adjournment

Motion made by Forbes and seconded by Mr. Hocking to Adjourn at 8:48.

All Aye.

Respectfully submitted,

Gregory E. Brennan - Interim Business Administrator/Board Secretary