

**FRELINGHUYSEN TOWNSHIP BOARD OF  
EDUCATION MEETING MINUTES**

**September 11, 2024**

**7:00 PM**

**Open Public Meeting Statement**

*The Frelinghuysen Township Board of Education held a meeting on Wednesday, September 11, 2024 in the media center of the Frelinghuysen School. Mrs. Neuffer, President, called the meeting to order at 7:03 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:** Mrs. DeFillipis, Mr. Forbes, Mr. Hocking, Mrs. Neuffer, Mrs. Pandiscia, Mr. Togno

**ABSENT:** Mr. Riedel, Mrs. Peterson, Mrs. Swistak

**Administration Present:** Jarlyn Veras, CSA, Edward Flores BA/Board Secretary

**Salute to the Flag**

**Roll Call:**

| BOARD MEMBER            | PRESENT | ABSENT |
|-------------------------|---------|--------|
| Mrs. DeFilippis (Janet) | X       |        |

|                                                     |          |          |
|-----------------------------------------------------|----------|----------|
| <b>Mr. Forbes (Lowell)</b>                          | <b>X</b> |          |
| <b>Mr. Hocking (David)</b>                          | <b>x</b> |          |
| <b>Mr. Riedel (George)</b>                          |          | <b>x</b> |
| <b>Mrs. Neuffer (Kimberly),<br/>President</b>       | <b>X</b> |          |
| <b>Mrs. Pandiscia (Doreen)</b>                      | <b>x</b> |          |
| <b>Mrs. Peterson (Eleni)</b>                        |          | <b>x</b> |
| <b>Mrs. Swistak (Lori Anne),<br/>Vice President</b> |          | <b>x</b> |
| <b>Mr. Togno (David)</b>                            | <b>x</b> |          |

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

*No Public Comment*

### **CSA Report**

*Mrs. Veras thanked all staff and community for a smooth first day of school, wherein critical assessments and routines were established with staff and students.*

*Additionally, Mrs. Veras mentioned that the door project upgrades were complete.*

*Mrs. Veras concluded with mentoring plans being in effect for all experienced teachers*

### **Personnel**

#### **Motion to approve P1-P4 as listed and recommended by the Chief School Administrator:**

P1. Approve the appointment of Hilary Beirne, of Andover, as 10-month Supervisor of Student Services for the 2024-2025 School Year, effective on or about November 14, with a salary of 85,000 prorated, and \$300 per day for days worked in the summer, Not to exceed 10 days.

P2. Approve Kimberly Allen to serve as Teacher in Charge (in the absence of the CSA) from September 12, 2024, through November 15, 2024, at a rate of \$150 per day.

*Mrs. Pandiscia made a note to amend P2. to end as of November 15, 2024 instead of June 30, 2025.*

P3. Approve Rutgers University student, Elise A. Genao of Montclair NJ to complete 150 hours of administrative internship from September 3, 2024, through December 11, 2024

*Mrs. DeFillippis inquired about the scope of the internship, wherein Mrs. Veras expanded that the intern would work alongside Mrs. Veras within the Healthy Kids Program.*

P4. Approve Mary Kate Allison of Sussex County to serve as a long-term, special education substitute teacher at a rate of \$150 per day pending criminal history and background check

#### **Personnel #1-4**

|                       |                          |
|-----------------------|--------------------------|
| <b>MOTION: Forbes</b> | <b>SECOND: Pandiscia</b> |
|-----------------------|--------------------------|

| <b>BOARD MEMBER</b>                             | <b>YES</b> | <b>NO</b> | <b>ABSTAIN</b> |
|-------------------------------------------------|------------|-----------|----------------|
| <b>Mrs. DeFilippis (Janet)</b>                  | X          |           |                |
| <b>Mr. Forbes (Lowell)</b>                      | X          |           |                |
| <b>Mr. Hocking (David)</b>                      | X          |           |                |
| <b>Mr. Riedel (George)</b>                      |            |           | X              |
| <b>Mrs. Neuffer (Kimberly), President</b>       | X          |           |                |
| <b>Mrs. Pandiscia (Doreen)</b>                  | X          |           |                |
| <b>Mrs. Peterson (Eleni)</b>                    |            |           | x              |
| <b>Mrs. Swistak (Lori Anne), Vice President</b> |            |           | x              |
| <b>Mr. Togno (David)</b>                        | X          |           |                |

#### **Finance/Facilities**

**Motion to approve F1 -F4 as listed:**

F1. Approve 2024-2025 Parent Transportation Contract for student 10111400 (see attached)

F2. Approve the facility use by the 6th Grade Booster Club for September 20, 2024 Mums Sale pick up.

F3. Approve the facility use by the Girl Scouts of Northern NJ for monthly meetings from September 2024 through June 2025.

F4. Approve New Jersey Association of Education Leaders (NJAEI) membership for Jarlyn Veras, Chief School Administrator in the amount of \$585 - to be paid with grant funds.

|                          |                       |
|--------------------------|-----------------------|
| <b>MOTION: Pandiscia</b> | <b>SECOND: Forbes</b> |
|--------------------------|-----------------------|

| <b>BOARD MEMBER</b>                             | <b>YES</b> | <b>NO</b> | <b>ABSTAIN</b> |
|-------------------------------------------------|------------|-----------|----------------|
| <b>Mrs. DeFilippis (Janet)</b>                  | <b>X</b>   |           |                |
| <b>Mr. Forbes (Lowell)</b>                      | <b>X</b>   |           |                |
| <b>Mr. Hocking (David)</b>                      | <b>X</b>   |           |                |
| <b>Mr. Riedel (George)</b>                      |            |           | <b>X</b>       |
| <b>Mrs. Neuffer (Kimberly), President</b>       | <b>X</b>   |           |                |
| <b>Mrs. Pandiscia (Doreen)</b>                  | <b>X</b>   |           |                |
| <b>Mrs. Peterson (Eleni)</b>                    |            |           | <b>X</b>       |
| <b>Mrs. Swistak (Lori Anne), Vice President</b> |            |           | <b>X</b>       |
| <b>Mr. Togno (David)</b>                        | <b>X</b>   |           |                |

## **Report of the Board Secretary**

### **Curriculum/Policy**

**Motion to Approve C1 as listed:**

Approve the following policies- first reading

C1. 7446 School Security Program

*Mrs. Pandiscia asked as to the equipment for the security program, which was expanded by Mrs. Veras*

**Curriculum / Policy #C1**

|                       |                        |
|-----------------------|------------------------|
| <b>MOTION: Forbes</b> | <b>SECOND: Hocking</b> |
|-----------------------|------------------------|

| <b>BOARD MEMBER</b>                             | <b>YES</b> | <b>NO</b> | <b>ABSTAIN</b> |
|-------------------------------------------------|------------|-----------|----------------|
| <b>Mrs. DeFilippis (Janet)</b>                  | x          |           |                |
| <b>Mr. Forbes (Lowell)</b>                      | x          |           |                |
| <b>Mr. Hocking (David)</b>                      | x          |           |                |
| <b>Mr. Riedel (George)</b>                      |            |           | x              |
| <b>Mrs. Neuffer (Kimberly), President</b>       | x          |           |                |
| <b>Mrs. Pandiscia (Doreen)</b>                  | x          |           |                |
| <b>Mrs. Peterson (Eleni)</b>                    |            |           | x              |
| <b>Mrs. Swistak (Lori Anne), Vice President</b> |            |           | x              |
| <b>Mr. Togno (David)</b>                        | x          |           |                |

**Unfinished Business**

*NJSBA Members were asked to follow up on their trainings*

**New Business**

**Motion to approve N1-N2 as listed:**

N1. Approve the 2024-2025 Mentoring Plan ( see attached)

N2. Approve the 2024-2025 Principal Waiver (see attached)

**Old/New Business # N1-N2**

*No Comment made on New/Old Business*

*Motion to approve N1-N2 made by Mr. Forbes, Seconded by Mrs. Pandiscia*

|                           |                              |
|---------------------------|------------------------------|
| <b>MOTION: Mr. Forbes</b> | <b>SECOND: Mrs. Peterson</b> |
|---------------------------|------------------------------|

| <b>BOARD MEMBER</b>                             | <b>YES</b> | <b>NO</b> | <b>ABSTAIN</b> |
|-------------------------------------------------|------------|-----------|----------------|
| <b>Mrs. DeFilippis (Janet)</b>                  | X          |           |                |
| <b>Mr. Forbes (Lowell)</b>                      | X          |           |                |
| <b>Mr. Hocking (David)</b>                      | X          |           |                |
| <b>Mr. Riedel (George)</b>                      |            |           | X              |
| <b>Mrs. Neuffer (Kimberly), President</b>       | X          |           |                |
| <b>Mrs. Pandiscia (Doreen)</b>                  | X          |           |                |
| <b>Mrs. Peterson (Eleni)</b>                    |            |           | X              |
| <b>Mrs. Swistak (Lori Anne), Vice President</b> |            |           | X              |
| <b>Mr. Togno (David)</b>                        | X          |           |                |

**Correspondence**

*No comments were made in correspondence*

**Hearing & Petitions of Citizens**

- 1. Mr. Kirk Perez of Frelinghuysen, spoke regarding local construction concerns and its potential impact on the school district and students.*
- 2. Mr. David Togno of Frelinghuysen spoke regarding local construction concerns.*

**Request for Executive Session @ 7:44 PM**

*Request for executive session motioned by Mr. Forbes and seconded by Mr. Hocking*

**Adjournment**