

Frelinghuysen Township Board of Education
Minutes of August 13, 2025

The Frelinghuysen Township Board of Education held a Board of Education meeting on Wednesday, August 13, 2025, at 7:02 PM. in the media center of the Frelinghuysen School.

Mrs. Swistak, Vice-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. DeFilippis, Mr. Forbes, Mr. Hocking, Mr. Riedel, and Mrs. Swistak

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

ALSO PRESENT: Ms. Jarlyn Veras, CSA
Mrs. Molly Petty, Business Office Consultant
Ms. Hackelberg and Ms. Mulcahy, Teachers

Hearing & Petitions of Citizens - None at this time.

Request for Executive Session –A motion was made by Mr. Forbes, seconded by Mr. Hocking, and carried unanimously at 7:05PM to convene to Executive Session to discuss matters of Personnel, the results of which will be released to the public as soon as the reason for confidentiality ceases to exist.

Report of the Chief School Administrator

- The playground is getting new mulch this month.
- Weeding and trimming has been done.
- All classrooms have been cleaned and are ready for September.
- Teachers will be in next week.

Personnel

Motion made by Mr. Forbes, seconded by Mr. Hocking, and carried unanimously by roll call vote to approve P1-P7 as listed and recommended by the CSA.

P1. Approve Douglas Meyer of Frelinghuysen, NJ as summer custodian for the month of August 2025 at an hourly rate of \$17.

P2. Approve the Job Description for Business Office Assistant

P3. Approve the Job Description for Board Secretary

P4. Approve the 2025-26 Part-Time School Business Administrator contract for Danielle Tarvin of Sparta, NJ at an annual salary of \$55,000 per year, pro-rated, pending criminal background check.

P5. Approve up to 40 hours for the month of August 2025 for Molly Petty, Business Office Consultant, and to terminate her services as Business Office Consultant as of August 31, 2025.

P6. Approve Molly Petty of Blairstown, NJ, as Business Office Assistant at a rate of \$45 per hour, as of September 22, 2025. Not to exceed 10 hours per week, pending criminal background check.

P7. Approve Hillary Beirne to serve as Board Secretary for a stipend of \$4,300 for the 2025-26 school year.

Finance/Facilities

Motion made by Mr. Forbes, seconded by Mrs. DeFilippis, and carried unanimously by roll call vote to approve F1-F8 as listed.

F1. Approve the Facility Use Request for the PTO, Chalk the Walk, on the school sidewalks on September 1, 2025 from 9AM-12:00PM.

F2. Approve the Board Secretary's Financial Reports, in agreement with the Treasurer's Reports for the months of January, February, March, April, and May in the following amounts of Total Government Funds, and to note that sufficient funds are available to meet the District's financial obligations for the remainder of the year and that no major account has been over-expended in accordance with N.J.A.C. 6A23A:16.10.

a) January	\$1,201,749.13
b) February	\$1,343,137.76
c) March	\$1,036,102.13
d) April	\$ 899,927.72
e) May	\$1,106,065.97

F3. Approve June 30, 2025 Bills List in the amount of \$91,021.48 and the August 13, 2025 Bills List in the amount of \$33,676.05.

F4. Approve the following lists of Transfers:

a) January	\$18,161.31
b) February	\$27,862.59
c) March	\$20,095.24
d) April	\$123,879.91
e) May	None

F5. Approve to void the list of prior year's outstanding checks in the amount of \$4,433 as of June 30, 2025.

F6. Establish the tuition rate for the Multiple Disabilities Class in the amount of \$32,000 for the 2025-26 School Year.

F7. Add Danielle Tarvin to the list of bank account signatories and remove the name of Edward Flores from the list.

F8. Pending auditor agreement, approve the use of \$80,000 in Maintenance Reserve for expenses incurred in maintenance services during the 2024-25 School Year.

Curriculum/Policy

Motion made by Mr. Forbes, seconded by Mr. Hocking, and carried unanimously by roll call vote to approve C1 and C2 as listed.

C1. Accept Student Data System Report for 2024-2025 Reporting Period 2.

C2. Approve the Danielson Evaluation Framework 2013 for teacher and staff evaluations.

Correspondence – A letter concerning school grounds had been received and discussed at the July 30 meeting. As a result, Ms. Veras met with the landscaper about additional trimming required.

Hearing & Petitions of Citizens – None.

Request for Executive Session – A motion was made by Mr. Forbes, seconded by Mrs. DeFilippis, and carried unanimously to convene to Executive Session to review minutes from the July 30th Executive Session.

Report of the Board Secretary

Motion made by Mr. Forbes, seconded by Mr. Hocking, and carried (Mrs. Swistak abstained) by roll call vote to approve R1 and R2 as listed.

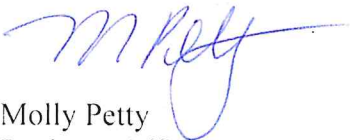
R1. Approve the following minutes for the July 30, 2025 Regular meeting

R2. Approve the BOE minutes for the July 30, 2025 Executive Session.

Adjournment

Motion made by Mr. Hocking, seconded by Mr. Forbes, and carried unanimously to adjourn the regular meeting at 7:35PM.

Respectfully submitted,



Molly Petty
Business Office Consultant