

**HARDYSTON TOWNSHIP BOARD OF EDUCATION**

**REGULAR MEETING AGENDA**

**SEPTEMBER 12, 2017**

**7:00 PM – Hardyston Township Middle School Media Center**

**I. Call to Order**

This is to advise the general public and to instruct that it be recorded in the Minutes that in compliance with Chapter 231 of the Public Law 1975, entitled, “Open Public Meetings Act,” Hardyston Township Board of Education posted a meeting notice setting forth the time, date, and location of this meeting at the Office of Hardyston Township Board of Education and on the district’s web site and mailed to the New Jersey Herald and to the Office of the Municipal Clerk of Hardyston Township.

**II. Pledge of Allegiance**

**III. Roll Call**

Mr. Ed Blahut	present / absent	arrived at	_____p.m.
Mrs. Donna Carey	present / absent	arrived at	_____p.m.
Mrs. Jennifer Cenatiempo	present / absent	arrived at	_____p.m.
Mr. Nick Demsak	present / absent	arrived at	_____p.m.
Mr. Philip Giordano	present / absent	arrived at	_____p.m.
Mrs. Susana Pohl	present / absent	arrived at	_____p.m.
Mr. David Van Ginneken	present / absent	arrived at	_____p.m.
Mr. Ron Hoffman	present / absent	arrived at	_____p.m.
Mrs. Dorothy Beltramine	present / absent	arrived at	_____p.m.
Mr. Michael Ryder	present / absent	arrived at	_____p.m.
Mr. James Sekelsky	present / absent	arrived at	_____p.m.

Quorum confirmed:             Yes             No

Special Guest(s) Present: \_\_\_\_\_  
\_\_\_\_\_

Staff Member(s) Present: \_\_\_\_\_  
\_\_\_\_\_

Community Member(s) Present: \_\_\_\_\_  
\_\_\_\_\_

Other: \_\_\_\_\_  
\_\_\_\_\_

**MISSION STATEMENT**

*The Hardyston School District together with our parents, families and community is dedicated to preparing our students for the 21<sup>st</sup> Century by providing each student with a quality education, in a safe and caring environment, which allows all students to achieve the New Jersey Core Curriculum Content Standards and Common Core State Standards at all grade levels and includes the knowledge, confidence, and self-esteem to be successful life-long learners in a culturally diverse democracy.*

**IV. Workshop**

1. Updates to Agenda (Jim Sekelsky)\*\*\*
2. Committee Reports:
  - Finance, Facilities & Operations (Dot Beltramine)
  - Technology Infrastructure (David VanGinneken)
  - Curriculum, Programs and Educational Technology (Donna Carey)
  - Community Relations (Nick Demsak)
  - Policy (Philip Giordano)
  - Personnel & Negotiations and Grievance (Ron Hoffman)
3. Board President Update/Board Goals Action Plan
4. Superintendent’s Report/District Goals Action Plan Revision
5. HIB Self-Assessment and EVVRS Report (Robert Demeter)

**V. Public Comment (Board Policy #1200) –**

*“All regular and special meetings of the Hardyston Township Board of Education shall be open to the public. Because the Board desires to hear the viewpoints of citizens throughout the district, and also need to conduct its business in an orderly and efficient manner, it shall schedule one or more periods during each meeting for public participation. Each speaker will be given a maximum of three (3) minutes per subject with a maximum of fifteen (15) minutes for all speakers on that subject. Additional segments in two-minute increments must be approved by a majority vote of the Board quorum present.*

*The Board President shall be responsible for recognizing all speakers, who shall properly identify themselves” (please provide name and street address).*

**VI. Executive Session if needed**

*Motion is presented by \_\_\_\_\_ and seconded by \_\_\_\_\_ that the Hardyston Township Board of Education enters private session at \_\_\_\_\_ p.m. to discuss \_\_\_\_\_, which is exempt from public participation pursuant to New Jersey Public Law 1975, Chapter 231, “Open Public Meetings Act.” Any discussion held by the Board which need not remain confidential will be made public when appropriate. Minutes of the private session will not be disclosed until the need for confidentiality no longer exists. The Board will reconvene in public session at the conclusion of the closed session.*

**VII. Return to Public Session**

*Motion to the Board of Education will return to public session at \_\_\_\_\_ p.m.*

**Roll Call**

- Mr. Ed Blahut \_\_\_\_\_
- Mrs. Donna Carey \_\_\_\_\_
- Mrs. Jennifer Cenatiempo \_\_\_\_\_
- Mr. Nick Demsak \_\_\_\_\_
- Mr. Philip Giordano \_\_\_\_\_
- Mrs. Susana Pohl \_\_\_\_\_
- Mr. David Van Ginneken \_\_\_\_\_
- Mr. Ron Hoffman \_\_\_\_\_
- Mrs. Dorothy Beltramine \_\_\_\_\_
  
- Mr. Michael Ryder \_\_\_\_\_
- Mr. James Sekelsky \_\_\_\_\_

**VIII. Old Business**

**O/B-1**

Meeting Dates for 2017- 2018:

- October 10 – Regular Meeting
- November 14 – Regular Meeting
- December 12 – Regular Meeting
- January 9 - Annual Reorganization Meeting
- January 9 – Regular Meeting
- January 23 – Budget Workshop

**O/B-2**

Motion to approve and adopt the 2017-2018 District Goals Action Plan as presented by the Chief School Administrator.

**O/B-3**

Motion to approve and adopt the 2017-2018 Board Goals Action Plan as presented by the Board President.

Motion of adopt: \_\_\_\_\_ Seconded By: \_\_\_\_\_

<u>MOTION</u>	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Blahut	_____	_____	_____	_____
Carey	_____	_____	_____	_____
Cenatiempo	_____	_____	_____	_____
Demsak	_____	_____	_____	_____
Giordano	_____	_____	_____	_____
Pohl	_____	_____	_____	_____
Van Ginneken	_____	_____	_____	_____
Hoffman	_____	_____	_____	_____
Beltramine	_____	_____	_____	_____

**IX. New Business**

**N/B-1**

Resolved, that the Board of Education hereby approves the Memorandum of Agreement with the Hardyston Township Education Association, dated June 5, 2017, for the contract period July 1, 2017 through June 30, 2020, together with corresponding, mutually adopted salary guides, which was previously ratified by the Association and which is on file in the office of the School Business Administrator/Board Secretary; and be it

Further Resolved, that the Board authorizes its Board President to execute an appropriate successor collective negotiations agreement upon approval of the form of same by the Board’s Labor Counsel.

Motion of adopt: \_\_\_\_\_ Seconded By: \_\_\_\_\_

<u>MOTION</u>	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Blahut	_____	_____	_____	_____
Carey	_____	_____	_____	_____

Cenatiempo	_____	_____	_____	_____
Demsak	_____	_____	_____	_____
Giordano	_____	_____	_____	_____
Pohl	_____	_____	_____	_____
Van Ginneken	_____	_____	_____	_____
Hoffman	_____	_____	_____	_____
Beltramine	_____	_____	_____	_____

**N/B-2**

Motion to approve and adopt the Merit goals as presented by the Chief School Administrator, pending approval of the Executive County Superintendent of Schools.

Motion of adopt: \_\_\_\_\_ Seconded By: \_\_\_\_\_

<u>MOTION</u>	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Blahut	_____	_____	_____	_____
Carey	_____	_____	_____	_____
Cenatiempo	_____	_____	_____	_____
Demsak	_____	_____	_____	_____
Giordano	_____	_____	_____	_____
Pohl	_____	_____	_____	_____
Van Ginneken	_____	_____	_____	_____
Hoffman	_____	_____	_____	_____
Beltramine	_____	_____	_____	_____

**X. Agenda Items:**

**MEETING MINUTES**

1. July 27, 2017 Special Meeting
2. August 8, 2017 Regular Meeting

Motion of adopt: \_\_\_\_\_ Seconded By: \_\_\_\_\_

<u>MOTION</u>	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Blahut	_____	_____	_____	_____
Carey	_____	_____	_____	_____
Cenatiempo	_____	_____	_____	_____
Demsak	_____	_____	_____	_____
Giordano	_____	_____	_____	_____
Pohl	_____	_____	_____	_____
Van Ginneken	_____	_____	_____	_____
Hoffman	_____	_____	_____	_____
Beltramine	_____	_____	_____	_____

**HIB REPORT**

*Nothing to report.*

MOTION \_\_\_\_\_ ACCEPT REJECT MODIFY ABSTAIN

Blahut	_____	_____	_____	_____
Carey	_____	_____	_____	_____
Cenatiempo	_____	_____	_____	_____
Demsak	_____	_____	_____	_____
Giordano	_____	_____	_____	_____
Pohl	_____	_____	_____	_____
Van Ginneken	_____	_____	_____	_____
Hoffman	_____	_____	_____	_____
Beltramine	_____	_____	_____	_____

**FINANCE**

**F-1**

Motion to approve \$ 8,293.10 in transfers for the month of August 2017.

**F-2**

Motion to approve the following Bills Lists:

“July 15, 2017 Payroll”, in the amount of \$71,636.45

“July 30, 2017 Payroll”, in the amount of \$68,513.73

“August 1-31, 2017 Monthly”, in the amount of \_\_\_\_\_.

\*\*\* NOTE \*\*\* The July 2017 Treasurer and Board Secretary Comparison Reports will be presented at the next regular board meeting. The closure of fiscal year 16-17 and June 2017 adjusting entries are being coordinated with our auditors.

**ACTION ITEM(S): F-1 to F-2**

Motion to adopt: \_\_\_\_\_ Seconded By: \_\_\_\_\_

<u>MOTION</u>	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Blahut	_____	_____	_____	_____
Carey	_____	_____	_____	_____
Cenatiempo	_____	_____	_____	_____
Demsak	_____	_____	_____	_____
Giordano	_____	_____	_____	_____
Pohl	_____	_____	_____	_____
Van Ginneken	_____	_____	_____	_____
Hoffman	_____	_____	_____	_____
Beltramine	_____	_____	_____	_____

**PERSONNEL**

(All Personnel resolutions are based on the recommendation of the Superintendent)

**P-1**

Motion to approve the substitutes listed below to be placed on our substitute calling list for the 2017-2018 school year. Employment is on an emergent basis, if necessary, and contingent upon criminal history background clearance as required by P.O. 1986, C.116.

<b>NAME</b>	<b>POSITION</b>	<b>CERTIFICATION</b>
Victoria Magee	Teacher/Aide	Sub Cert. – Expires 7/1/22
Aileen Caruso	Teacher/Aide	Sub Cert. – Expires 7/1/22
Renee Weiss	Aide	N/A
Linda Gaston	Teacher	Standard Cert-K-6; TSWD

**P-2**

Motion to assign Larissa Potosnak as 504 Coordinator for the Middle School for the 2017-2018 school year at a stipend of \$550.00.

**P-3**

Motion to assign Alizah Scherr as 504 Coordinator for the Elementary School for the 2017-2018 school year at a stipend of \$550.00.

**P-4**

Motion to approve Larissa Potosnak as Intervention and Referral Services Coordinator for the middle School for the 2017-2018 school year at a stipend of \$550.00.

**P-5**

Motion to approve Alizah Scherr as Intervention and Referral Services Coordinator for the elementary school for the 2017-2018 school year at a stipend of \$550.00.

**P-6**

Motion to accept, with regret, the resignation letter dated August 9, 2017, from Shane Christian, part time custodian/lawn maintenance, effective immediately.

**P-7**

Motion to accept, with regret, the resignation letter from Jessica Surace, part time elementary school paraprofessional, effective September 1, 2017.

**P-8**

Motion to accept, with regret, oral resignation from Renee Sturm, part time elementary school paraprofessional, effective September 1, 2017.

**P-9**

Motion to accept, with regret, the resignation letter from Jodi Jones, as part time elementary school paraprofessional, effective September 1, 2017.

**P-10**

Motion to approve the contract for Jodi Reinstein, Director of Special Education, at a salary of \$88,000, prorated, effective September 1, 2017 through June 30, 2018.

**P-11**

Motion to approve the attached job description for the position of Payroll/Benefits Coordinator.

**P-12**

Motion to approve the attached job description for the position of Assistant to the Business Administrator.

ACTION ITEM(S): P-1 – P-12

Motion to adopt: \_\_\_\_\_ Seconded By: \_\_\_\_\_

<u>MOTION</u>	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Blahut	_____	_____	_____	_____
Carey	_____	_____	_____	_____
Cenatiempo	_____	_____	_____	_____
Demsak	_____	_____	_____	_____
Giordano	_____	_____	_____	_____
Pohl	_____	_____	_____	_____
Van Ginneken	_____	_____	_____	_____
Hoffman	_____	_____	_____	_____
Beltramine	_____	_____	_____	_____

**P-13**

Motion to approve Marianne Meehan as Payroll/Benefits Coordinator, for the period September 5, 2017 through June 30, 2018, at a salary of \$50,000, prorated.

**P-14**

Motion to approve an amended contract for Wendy Chandler, Assistant to the Business Administrator, for the period September 13, 2017 through June 30, 2018, at a salary of \$45,000, prorated.

ACTION ITEM(S): P-13 – P-14

Motion to adopt: \_\_\_\_\_ Seconded By: \_\_\_\_\_

<u>MOTION</u>	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Blahut	_____	_____	_____	_____
Carey	_____	_____	_____	_____
Cenatiempo	_____	_____	_____	_____
Demsak	_____	_____	_____	_____
Giordano	_____	_____	_____	_____
Pohl	_____	_____	_____	_____
Van Ginneken	_____	_____	_____	_____
Hoffman	_____	_____	_____	_____
Beltramine	_____	_____	_____	_____

**CURRICULUM/PROGRAMS**

**C/P-1**

Motion to approve the listed travel events in agreement with Chapter 53, Public Law 2007, Title 18A, and Board Policy 9250:

<b>EVENT</b>	<b>DATE</b>	<b>REGISTRATION FEE</b>	<b>MILEAGE &amp;</b>	<b>EMPLOYEE/BOARD MEMBER</b>

			<b>OTHER EXPENSES</b>	
Navigate The Maze Fall Conference & Resource Expo, Edison	10/21/17	\$50.00	-0-	J. Rosen

**C/P-2**

Motion to approve middle school students to travel to the Sussex County YMCA for an after school “Hornet Y Club” for a total of a six dates during the months of October and November. The Township of Hardyston is funding this club (including transportation and YMCA fees) through a federal grant.

**C/P-3**

Motion to approve the 2018 ESEA funding for Title 1 and Title 2, as follows:

- Title IA: salaries & benefits for two positions (1 ES, 1 MS) \$55,466
- Title IIA: professional development for ELA & Technology \$15,503
  
- Total \$70,969

The District was eligible to receive \$10,000 in Title IV funds, but decided to transfer \$6,757 from Title IV to Title IA, and to transfer \$3,243 from Title IV to Title IIA.

**ACTION ITEM(S): C/P-1 – C/P-3**

Motion to adopt: \_\_\_\_\_ Seconded By: \_\_\_\_\_

<u>MOTION</u>	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Blahut	_____	_____	_____	_____
Carey	_____	_____	_____	_____
Cenatiempo	_____	_____	_____	_____
Demsak	_____	_____	_____	_____
Giordano	_____	_____	_____	_____
Pohl	_____	_____	_____	_____
Van Ginneken	_____	_____	_____	_____
Hoffman	_____	_____	_____	_____
Beltramine	_____	_____	_____	_____

**POLICY**

**POL-1**

Motion to approve a second reading and adopt the following policies:

- 9270 Conflict of Interest
- 9311 Formulation, Adoption, Amendment of Policies
- 9312 Formulation, Adoption, Amendment of Bylaws
- 9313 Formulation, Adoption, Amendment of Administrative Regulations
- 9314 Suspension of Policies, Bylaws and Regulations
- 9321 Time, Place, Notification of Meetings
- 9322 Public and Executive Sessions



ACTION ITEM(S): POL-1

Motion to adopt: \_\_\_\_\_ Seconded By: \_\_\_\_\_

<u>MOTION</u>	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Blahut	_____	_____	_____	_____
Carey	_____	_____	_____	_____
Cenatiempo	_____	_____	_____	_____
Demsak	_____	_____	_____	_____
Giordano	_____	_____	_____	_____
Pohl	_____	_____	_____	_____
Van Ginneken	_____	_____	_____	_____
Hoffman	_____	_____	_____	_____
Beltramine	_____	_____	_____	_____

**FACILITIES/OPERATIONS**

**F/O-1**

Motion to approve the use of the middle school gymnasium by the Gems League (girls’ basketball) on Monday and Thursday nights beginning September 14 through April 1, 2018. All dates and times will be coordinated through the main office; all necessary paperwork will be obtained and placed on file.

**F/O-2**

Motion to approve the use of an elementary classroom for a Daisy Girl Scout Troop for the first and third Thursday of every month from 5:30 – 6:30 PM, beginning September 2017 through June 2018. All necessary paperwork will be obtained and placed on file.

**F/O-3**

Motion to approve the use of an elementary classroom for a Brownie Girl Scout Troop for twice a month on Tuesdays from 6:45 – 8:15 PM, beginning September 2017 through June 2018. All necessary paperwork will be obtained and placed on file.

**F/O-4**

Motion to approve the use of the elementary cafeteria for Cub Scout Pack #298 for every Monday from 6:00 – 8:30 PM, beginning September 2017 through June 2018. All necessary paperwork will be obtained and placed on file.

**F/O-5**

Motion to approve the use of the elementary softball fields for Wallkill Valley Thunder Softball for Monday through Friday from 6:00 – 8:00 PM, September 2017 through October 2017. All necessary paperwork will be obtained and placed on file.

**F/O-6**

Motion to approve the use of the elementary school gymnasium and perimeter of the baseball fields for Girls on the Run, Mondays and Thursdays from 3:45 – 5:15 PM, September 2017 through November 2017. All necessary paperwork will be obtained and placed on file.

ACTION ITEM(S): F/O-1 – F/O-6

Motion to adopt: \_\_\_\_\_ Seconded By: \_\_\_\_\_

<u>MOTION</u>	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Blahut	_____	_____	_____	_____
Carey	_____	_____	_____	_____
Cenatiempo	_____	_____	_____	_____
Demsak	_____	_____	_____	_____
Giordano	_____	_____	_____	_____
Pohl	_____	_____	_____	_____
Van Ginneken	_____	_____	_____	_____
Hoffman	_____	_____	_____	_____
Beltramine	_____	_____	_____	_____

**XI. Written Communication**

**XII. Public Comment (Board Policy #1200) –**

*“All regular and special meetings of the Hardyston Township Board of Education shall be open to the public. Because the Board desires to hear the viewpoints of citizens throughout the district, and also need to conduct its business in an orderly and efficient manner, it shall schedule one or more periods during each meeting for public participation. Each speaker will be given a maximum of three (3) minutes per subject with a maximum of fifteen (15) minutes for all speakers on that subject. Additional segments in two-minute increments must be approved by a majority vote of the Board quorum present.*

*The Board President shall be responsible for recognizing all speakers, who shall properly identify themselves” (please provide name and street address).*

**XIII. Executive Session**

*A motion was presented by \_\_\_\_\_ and seconded by \_\_\_\_\_ that the Hardyston Township Board of Education enters private session at \_\_\_\_\_ p.m. to discuss \_\_\_\_\_ and, which is exempt from public participation pursuant to New Jersey Public Law 1975, Chapter 231, “Open Public Meetings Act”. Any discussion held by the Board which need not remain confidential will be made public when appropriate. Minutes of the private session will not be disclosed until the need for confidentiality no longer exists. The Board will reconvene in public session at the conclusion of the closed session.*

**XIV. Return to Public Session – if needed**

*Motion to the Board of Education will return to public session at \_\_\_\_\_ p.m.*

**Roll Call**

- Mr. Ed Blahut \_\_\_\_\_
- Mrs. Donna Carey \_\_\_\_\_
- Mrs. Jennifer Cenatiempo \_\_\_\_\_
- Mr. Nick Demsak \_\_\_\_\_
- Mr. Philip Giordano \_\_\_\_\_
- Mrs. Susana Pohl \_\_\_\_\_
- Mr. David Van Ginneken \_\_\_\_\_
- Mr. Ron Hoffman \_\_\_\_\_
- Mrs. Dorothy Beltramine \_\_\_\_\_
  
- Mr. Michael Ryder \_\_\_\_\_
- Mr. James Sekelsky \_\_\_\_\_

Action following Executive Session if needed:

**XV. Adjournment**

With no further action or discussion required of the Hardyston Township Board of Education at this time, a motion was presented by \_\_\_\_\_, and seconded by \_\_\_\_\_, to adjourn the meeting at \_\_\_\_\_ p.m.