HARDYSTON TOWNSHIP BOARD OF EDUCATION REGULAR MEETING MINUTES DECEMBER 13, 2016

7:00 PM – Hardyston Township Middle School Media Center

I. Call to Order

Board President Dorothy Beltramine called the Regular Meeting of the Hardyston Board of Education to order on December 13, 2016 at 7:00 p.m. in the Library of the Hardyston Middle School, 183 Wheatsworth Road, Hamburg, NJ 07419. President Dorothy Beltramine read the Open Public Meetings Act statement:

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 on July 22, 2016.

II. Pledge of Allegiance

III. Roll Call

Mrs. Donna Carey	present
Mr. Nick Demsak	present
Mr. Philip Giordano	present
Mr. Ron Hoffman	present
Mrs. Susana Pohl	present
Mr. Michael Restel	absent
Mr. David Van Ginneken	present
Mr. Ed Blahut	abcent

Mr. Ed Blahut absent arrived at 7:26 p.m.

Mrs. Dorothy Beltramine present

Mr. Michael Ryder present Mr. James Sekelsky present

Quorum confirmed: [X] Yes [] No

Special Guest(s) Present: n/a

Staff Member(s) Present: Karen Junior

Community Member(s) Present: n/a

Other: n/a

MISSION STATEMENT

The Hardyston School District together with our parents, families and community is dedicated to preparing our students for the 21st 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)

Change of date for January Strategic Plan Meeting from January 18 to January 19

2. Committee Reports:

Personnel (Ron Hoffman)

Curriculum & Programs (Donna Carey)

Technology (David VanGinneken)

Facilities & Operations (Mike Restel)

Finance (Dot Beltramine)

Policy (Philip Giordano)

- 3. Sussex County Educational Services Commission Report (Susana Pohl)
- 4. Board President Update
- 5. 2015-2016 Audit Presentation (Heidi Wohleb, Nisivoccia LLP)...will arrive approx. 8pm
- 6. NJSBA Convention Review
- 7. SCSBA Report (Dot Beltramine)
- 8. NJSBA Delegate Assembly Report (Dot Beltramine)
- 9. Budget Development Calendars handed out to all Board Members

V. Executive Session #1

Motion is presented by D. Beltramine and seconded by R. Hoffman that the Hardyston Township Board of Education enters private session at 7:41 p.m. to discuss HIB, Negotiations and personnel, 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.

VI. Return to Public Session

Motion to the Board of Education will return to public session at 8:30 p.m.

Roll Call

Voice Unanimous

VII. Public Comment (Board Policy #1200)

None

VIII. Approval of Minutes

- 1. October 11, 2016 Regular Meeting
- 2. November 8, 2016 Regular Meeting

Motion of adopt	: D. Beltra	amine	Seco	nded By: N	. Demsak
MOTION	YES	NO	ABSTAIN	ABSENT	
Carey	_X		X		abstain – November 8
Demsak	_X				
Giordano	_X				
Hoffman	_X				

Blahut Beltramine	_X _X	X	a	bstain – Octobe	er 11
IX. Superintende	ent's Report				
X. Old Business					
 Decent Januar Januar Januar Januar Februa Februa March March March 	ry 24 – Budget ary 14 - Regula ary 21 - Strateg ary 28 – Budge 14 – Regular I 20 - Strategic 28 – Budget V	Vorkshop Scheo Reorganization Meeting C Planning (sno Workshop or Meeting C Planning (sno Meeting Planning (sno Vorkshop	ow date-Jan. 25 now date-Feb. 2 w date-Mar. 23	27)	
2. Motion to ap	prove the HIB	report as pres	ented by the ch	ief school adm	inistrator on 11-08-16.
Motion to adopt: D. MOTION Carey Demsak Giordano Hoffman Pohl Restel Van Ginneken		Seco REJECT	nded By: P. G	iordanoABSTAINX	
Blahut Beltramine	_X _X _X				
3. Motion to app \$100 per mon	rove a change th" to replace ne overall expe	"providing a conse of the conf	ell phone, voic	ce and data, for imately \$750 to	his cell phone usage up to his use"; thus, creating a stal (cost of cell phone).
MOTION MOTION	YES NO	ABSTAIN	ABSENT	iallut	
Carey	_X				
Demsak	_X				
Giordano	_X				
Hoffman	_X				
Pohl	_X				

 $Hardyston\ Township\ Board\ of\ Education-Minutes-Regular\ Meeting\ -December\ 13,\ 2016\ -\ Page\ 3\ of\ 9$

Pohl Restel

Van Ginneken

Restel			X
Van Ginneken		X	
Blahut	_X		
Beltramine	_X		
XI. New Busin	ness		

FINANCE

XII. Agenda Items:

F-1

Motion to approve \$1,202.31 in transfers for the month of November 2016.

F-2

Motion to approve the Bills List for the month of November 2016 in the amount of \$1,342,891.40.

F-3

Motion to approve the Treasurer of School Monies Comparison Report for September 2016.

F-4

Motion to approve the Board Secretary's Monthly Comparison Report for September 2016.

- WHEREAS, the New Jersey Department of Education regulation N.J.A.C. 6A:23A-16.10(c)3 require local school districts to file a monthly certification of budgetary line item status,
- NOW, THEREFORE, BE IT RESOLVED that the Board of Education acknowledges that James R. Sekelsky, Board Secretary, certifies the following statement: Pursuant to N.J.A.C. 6A:23A-16.10(c)3, I, James R. Sekelsky, Board Secretary, certify that no budgetary line items accounts are over-appropriated nor over-expended for the period ending September 2016.
- BE IT FURTHER RESOLVED that pursuant to N.J.A.C. 6A:23A-16.10(c)4 the board of Education certifies that as of after review of the board secretary's and treasurer's monthly financial reports and upon consultation with the appropriate school district officials, to the best of our knowledge, no major account or fund has been over-expended in violation of N.J.A.C. 6A:23A-16.10(b) and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

<u>F-5</u>

Motion to accept and approve the Comprehensive Annual Financial Report and Auditors Management Report for the fiscal year ending June 30, 2016, as submitted by the school auditor, Heidi Wohlleb of Nisivoccia & Company, LLP, Newton, NJ, as discussed at the public meeting on December 13, 2016. NOTE: there are no formal recommendations, thus, there is no corrective action plan.

ACTION ITEM(S): F-1 to F-5 Motion to adopt: D. Beltramine Seconded By: D. Carey MOTION YES NO ABSTAIN ABSENT Carey X Demsak X Giordano X Hoffman X Pohl X Restel X

Van Ginneken	_X	
Blahut	_X	
Beltramine	_X	

PERSONNEL

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

<u>P-1</u>

Motion to approve the substitutes listed below to be placed on our substitute calling list for the 2016-2017 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.

NAME	POSITION	CERTIFICATION
Christian Samuels	Teacher/Aide	Sub Cert. – Exp. 1/2/22
Vanessa Bodossian	Teacher/Aide	Sub Cert. – Exp. 1/2/21

P-2

Motion to approve an unpaid Family Medical Leave of Absence for Maria Flaherty, effective beginning December 6, 2016 and continuing for a maximum of four (4) weeks, ending on January 3, 2016, for family care purposes per the employee's request dated November 23, 2016. Said leave will be taken and approved on an intermittent basis, Tuesday through Thursday, for each week of the leave. The board also recognizes that should Ms. Flaherty not require the full four (4) weeks of leave as approved herein, said leave will terminate on the date of her return provided sufficient notice of her ability to return is submitted in advance to the Chief School Administrator. The Board may ask for medical verification of need.

P-3

Motion to approve Cheryl Yanoff as long term substitute teacher for the elementary Multiple Disabled program to begin December 15, 2016 through on or about January 13, 2017.

<u>Background</u>: Mrs. Yanoff will cover for the current teacher during absence.

P-4

Motion to approve an extension of leave of absence for Elizabeth Curcio, middle school Music Teacher, from a return date of January 3, 2017 to on or about February 1, 2017.

<u>Background</u>: Mrs. Curcio is not cleared to return to work; her physician has tentatively approved a return date of 2/1/17.

<u>P-5</u>

Motion to approve an extension of leave coverage for Emmaline Kempf to continue as middle school Music Teacher to on or about February 1, 2017. Miss Kempf has worked more than the 60 day long term substitute time and will continue on Step 1, BA, \$51,472, prorated, of the negotiated HTEA contract.

Background: Miss Kempf will continue to teach middle school music in the absence of Mrs. Curcio.

P-6

Motion to approve an extension of leave coverage for Rebecca Hutsebaut to continue as Preschool Teacher to June 30, 2017. Miss Hutsebaut has worked more than the 60 day long term substitute time and will continue on Step 1, BA, \$51,472, prorated, of the negotiated HTEA contract.

<u>Background</u>: Mrs. Napovier (Preschool Teacher) has been approved (BOE 11/8/16) to extend her maternity leave of absence.

<u>P-7</u>

Motion to approve a maternity leave of absence for Ashley Blanchard, Grade 8 Resource Room Teacher, to commence on or about April 10, 2017. Miss Blanchard intends to use approximately 24 accumulated sick leave during this period, which will end on or about May 19, 2017. Following that disability leave, Miss Blanchard wishes to be placed on a family medical leave in accordance with all State rules and regulations, commencing on or about May 22, 2017 and ending on or about June 30, 2017. She intends to return to her current teaching position September 1, 2017.

P-8

Motion to approve the request from Jennifer Rosen for an unpaid medical leave of absence commencing on November 28, 2016 through on or about December 9, 2016, in accordance with applicable federal and state family leave laws.

Background: Dr. Rosen is medically cleared to return on December 12.

P-9

Motion to approve Christian Samuels as part time classroom aide for the preschool program for a total of 12.5 hours per week (8:45 AM to 11:15 AM), at a rate of \$11.60 per hour with no benefits. Start date is on or about January 5, 2017.

<u>Background</u>: With the addition of one new student in the preschool class, a classroom aide is needed.

ACTION ITEM(S): P-1 - P-9

Motion to adopt:	R. Hoffman	Seco	onded By: D. Beltramin
MOTION	YES NO	ABSTAIN	ABSENT
Carey	_X		
Demsak	_X		
Giordano	_X		
Hoffman	_X		
Pohl	_X		
Restel			X
Van Ginneken	_X		
Blahut	_X		
Beltramine	_X		

CURRICULUM/PROGRAMS

<u>C/P-1</u>

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

EVENT	DATE	REGISTRATION	MILEAGE &	EMPLOYEE/BOARD

		FEE	OTHER EXPENSES	MEMBER
Skills for Civility, Allamuchy	12/6/16	-0-	\$12.40	D. Fencsak
Powerful, Practical Strategies for Reaching "I Don't Care" and Underperforming Students, Newark	12/13/16	\$245.00	-0-	A. Scherr
Bomb Threat Assessment, North Warren	11/30/16	-0-	\$16.12	R. Demeter
Google Boot Camp, Ogdensburg	12/8-9/16	\$700.00	-0-	K. Castner S. Guarino C. Butti M. Gates R. Weber J. Rueckel

ACTION ITEM(S): C/P-1

Motion to adopt: D. Carey Seconded By: D. Beltramine

MOTION	YES	NO	ABSTAIN	ABSENT
Carey	_X			
Demsak	_X			
Giordano	_X			
Hoffman	_X			
Pohl	_X			
Restel				X
Van Ginneken	_X			
Blahut	_X			
Beltramine	_X			

POLICY

POL-1

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

1250 – Visitors

4111 – Recruitment, Selection and Hiring

5118 – Nonresidents

5131.1 – Harassment, Intimidation and Bullying

5145.7 – Gender Identity and Expression

POL-2

Motion to approve a first reading of the following policies:

2224 – Nondiscrimination/Affirmative Action

4111.1/4211.1 – Nondiscrimination/Affirmative Action

4131/4131.1 – Staff Development; Inservice Education/Visitations/Conferences

4211 – Recruitment, Selection and Hiring

4231/4231.1 – Staff Development; Inservice Education/Visitations/Conferences

5114 – Suspension and Expulsion

5145.4 – Equal Educational Opportunity

- 6121 Nondiscrimination/Affirmative Action
- 6142.2 English as a Second Language; Bilingual Programs
- 6146.2 Promotion/Retention

ACTION ITEM(S): POL-1 - POL-2

Motion to adopt:	P. Giorda	no	Seco	nded By: N.	Demsak	
MOTION	YES	NO	ABSTAIN	ABSENT		
Carey	_X		·			
Demsak	_X	_X_	·		No – Policy 5118	
Giordano	_X					
Hoffman	_X					
Pohl	_X	_X_	X		No – Policy 5118	Abstain – 5145.7
Restel			·	X		
Van Ginneken	_X					
Blahut	_X		X		No – Policy 5118	
Beltramine	_X					

FACILITIES/OPERATIONS

F/O-1

Motion to approve the use of the elementary gymnasium for the Wallkill Valley Travel Soccer Club beginning December 1, 2016 through March 31, 2017 every Tuesday and Thursday nights from 6:00 PM to 9:00 PM. The club is also requesting the use of the elementary school fields beginning on or about March 15, 2017 through June 30, 2017 every Monday through Friday 6:00 PM to 8:30 PM for practices only. All pertinent paperwork will be on file.

ACTION ITEM(S): F/O-1

Motion to adopt: N	l. Demsak	Secon	nded By: D. Beltramine
MOTION	YES NO	ABSTAIN	ABSENT
Carey	_X		
Demsak	_X		
Giordano	_X		
Hoffman	_X		
Pohl	_X		
Restel			X
Van Ginneken	_X		
Blahut	_X		
Beltramine	_X		

TECHNOLOGY - No motions at this time

XIII. Written Communication

- 1. Susan G. Komen Thank you
- 2. Karen Junior Thank you
- 3. American Childhood Cancer Organization Thank you

XIV. Public Comments – Non-Action or Non-Agenda Items

None

XV. Executive Session

XVI. Return to Public Session – n/a

XVII. Adjournment

With no further action or discussion required of the Hardyston Township Board of Education at this time, a motion was presented by D. Beltramine, and seconded by D. Blahut, to adjourn the meeting at 9:25 p.m.

All in favor, motion carried.

Respectfully submitted,

James R. Sekelsky

School Board Administrator/Board Secretary