

**HARDYSTON TOWNSHIP BOARD OF EDUCATION
REGULAR MONTHLY MEETING MINUTES
NOVEMBER 22, 2011
7:00 PM – HARDYSTON MIDDLE SCHOOL CAFETERIA**

I Call to Order

Board President Christine Clavin called the regular monthly meeting of the Hardyston Board of Education to order on November 22nd, 2011 at 7:07 p.m. in the Cafeteria of the Hardyston Middle School, 183 Wheatsworth Road, Hamburg, NJ. President Christine Clavin read the Open Public Meetings Act statement.

II Pledge of Allegiance

III Roll Call

Mr. Todd Anderson	present
Mrs. Dorothy Beltramine	present
Mr. Ed Blahut	absent
Mr. Gregg Hoffmann	present
Ms. Cindy McVey	present
Mr. Bill Repasy	absent
Mrs. Cheryl Whitehead	absent
Mr. Randy Roof	present
Ms. Christine Clavin	present
Mr. Martin G. Sumpman	present
Mr. James Sekelsky	present

Quorum confirmed: Yes No

Special Guest(s) Present: Heidi Wohlleb, Auditor, Nisivoccia & Co _____
Frank Moore, Architect, ARMM Assoc _____
Donald Hakes, Principal, Jersery Partners _____

Staff Members Present: _____

Community Members Present: _____

Other: _____

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 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. Update on any additions/revisions to draft of Agenda
2. Audit Overview – Ms. Heidi Wohlleb, Nisisvoccia & Co.
3. Annual Report of Violence and Vandalism for the 2010-2011 School Year
4. HIB Report

V EXECUTIVE SESSION #1 – if needed

Motion is presented by Clavin and seconded by Hoffmann that the Hardyston Township Board of Education enters private session at 7:37 p.m. to discuss Middle School Roof Litigation 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.

All in favor. Motion carried.

VI RETURN TO PUBLIC SESSION – if needed

Motion to the Board of Education will return to public session at 9:35 p.m.
 Motion to reconvene to Open Session: Clavin Seconded by: Beltramine

Action following Executive Session: if needed

VII Public Comment (Board Policy #1200) – Agenda "Action" Items only as indicated under Committee Reports, numbered, with "motion to" in the introduction statement.

"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).

VIII Approval of Minutes

1. Minutes of September 27th, 2011 and October 18, 2011 General Meeting
2. Minutes of September 27th, 2011 and October 18, 2011 Executive Session

ACTION ITEM(S): Regular and Executive Meeting Minutes

Motion to adopt: Clavin Seconded by: Beltramine

MOTION	YES	NO	ABSTAIN	ABSENT
Anderson	X		X (27 th)	
Beltramine	X			
Blahut				X
Hoffmann	X		X (18 th)	
McVey	X			
Repasy				X
Whitehead				X
Roof			X	
Clavin	X			

X Superintendent's Report

X Old Business

1. Board Member Fingerprinting – *must be completed and copy of letter on file*

XI New Business

2011-2012 Board Goals

Goal 1: Improve student achievement, making Adequate Yearly Progress as measured by NCLB standards.

Goal 2: Develop a cohesive, integrative, comprehensive technology plan

Goal 3: Continue the district's commitment to in-depth assessment of resource allocation, alternative funding and facility use to assure proper balance of instructional/non-instructional spending.

Goal 4: Address school climate by identifying and improving key elements of the student experience.

ACTION ITEM(S): ____ Acceptance of the 2011-2012 Board Goals ____

Motion to adopt: Clavin____ Seconded by: Roof____

All in favor. Motion carried.

COMMITTEE REPORTS & AGENDA ACTION ITEMS

FINANCE – Cheryl Whitehead, Chairperson

F-1

Motion to approve and recognize **\$15,465.05** in transfers for the month of October 2011 pursuant to N.J.A.C.

F-2

Motion to approve the attached Bills List for the month of October 2011 in the amount of **\$1,151,801.83**

F-3

Motion to approve and accept the Treasurer of School Monies Financial Report(s): September 2011.

F-4

Motion to approve and accept the Board Secretary's Monthly Financial Report(s): September 2011.

We hereby certify, pursuant to N.J.A.C. 6A:23-2.11©3, that as of the date of the Board Secretary's Monthly Financial Reports, no budgetary line item account has encumbrances and expenditures which in total exceed the line item appropriation in violation of 6A:23-2.11(a).

F-5

BE IT RESOLVED, to approve the following resolution for submission of the Comprehensive Maintenance Plan for the 2011-2012 school year:

WHEREAS, the Department of Education requires New Jersey School Districts to submit three-year maintenance plans documenting "required" maintenance activities for each of its public school facilities; and

WHEREAS, the required maintenance activities as listed in the attached document for the various school facilities of Hardyston School District are consistent with these requirements; and

WHEREAS, all past and planned activities are reasonable to keep school facilities open and safe for use or in their original condition and to keep their system warranties valid; and

Now Therefore Be It Resolved, that the Hardyston School District hereby authorizes the School Business Administrator to submit the attached Comprehensive Maintenance Plan for Hardyston School District in compliance with Department of Education requirements.

F-6

Motion to accept and approve the Comprehensive Annual Financial Report and Auditors' Management Report for the fiscal year ending June 30, 2011, as submitted by the school auditor, Heidi Wohlleb of Nisivoccia & Company, LLP, Newton, NJ and as discussed at the public meeting on November 22nd, 2011. **NOTE: there are no formal recommendations; thus, no corrective action plan is presented.**

F-7

Motion to approve the District's participation in the Special Education Early Childhood Outcome Study and agrees to the Special Education reimbursement amount not to exceed \$2,135.

ACTION ITEM(S): F-1 – F-7

MOTION	YES	NO	ABSTAIN	ABSENT
Anderson	X <u> </u>	<u> </u>	<u> </u>	<u> </u>
Beltramine	X <u> </u>	<u> </u>	<u> </u>	<u> </u>
Blahut	<u> </u>	<u> </u>	<u> </u>	X <u> </u>
Hoffmann	X <u> </u>	<u> </u>	<u> </u>	<u> </u>
McVey	X <u> </u>	<u> </u>	<u> </u>	<u> </u>
Repasy	<u> </u>	<u> </u>	<u> </u>	X <u> </u>
Whitehead	<u> </u>	<u> </u>	<u> </u>	X <u> </u>
Roof	X <u> </u>	<u> </u>	<u> </u>	<u> </u>
Clavin	X <u> </u>	<u> </u>	<u> </u>	<u> </u>

PERSONNEL (Randy Roof)

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 2011/2012 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
Michael Scott	Teacher/Aide	Sub Cert. Exp. 1/2/16; CEAS Teacher of Health & PE and Driver Education
Shannon McEvoy	Teacher/Aide	CEAS Elementary School Teacher K-5
Brianna Gerhart	Teacher	Sub Cert. Exp. 7/1/15; CEAS Elem. Sch. Tch K-5
Kayla Macerino	Teacher/Aide	CEAS TOSWD; CEAS PreK-3; CEAS K-5
Steven Seland	Teacher	Sub Cert. Exp. 1/2/17
Patricia Arthur	Nurse	Pending certification

P-2

Motion to approve Lindsay Scott, enrolled at William Paterson University – Communication Disorders Externship Program, to a clinical practicum with Molly Hubbard for the spring of 2012. Insurance papers and paperwork have been provided.

P-3

Motion to grant tenure to Gerry Corsaro, Confidential Secretary to the Business Administrator and Payroll Clerk, effective immediately.

P-4

Motion to approve movement on the guide for Deborah Ambrose from MA to MA+20, effective 9/1/2012 as per Article XXXIII of the negotiated HTEA contract, upon submission of completion of course work and submission of official transcripts to the School Business Administrator.

P-5

Motion to approve movement on the guide for Lisa Napovier from BA to BA+15, effective 9/1/2012 as per Article XXXIII of the negotiated HTEA contract, upon submission of completion of course work and submission of official transcripts to the School Business Administrator.

P-6

Motion to approve movement on the guide for Kasey Kornak from BA to BA+15, effective 9/1/2012 as per Article XXXIII of the negotiated HTEA contract, upon submission of completion of course work and submission of official transcripts to the School Business Administrator.

P-7

Motion to approve (TBA) as an elementary aide effective immediately, at an hourly rate of \$10.00 with no benefits, weekly hours not to exceed 29.75.

P-8

Motion to approve Patrick Rosendale as middle school aide effective immediately, at an hourly rate of \$10.00 with no benefits, weekly hours not to exceed 29.75.

P-9

Motion to accept, with regret, the notice of retirement of Wayne Ross, Supervisor of Building and Grounds, effective July 1, 2012.

P-10

Motion to accept, with regret, the notice of retirement of Geraldine Portello, Learning Disabilities Teacher, effective July 1, 2012.

P-11

Motion to accept, with regret, the resignation of Jeff Stabile, Technician, effective December 31, 2011.

P-12

Motion to appoint the following extra-curricular coaches/advisors for the 2011/2012 school year (step amount as per negotiated agreement):

The Board of Education shall determine the requirements of and qualifications for all extracurricular positions in the district as dictated by the nature of the activity in accordance with N.J.S.A. 34:13A-23. Upon recommendation of the CSA, the Board shall appoint to all extracurricular assignments, those individuals who have the proper qualifications for the

position and can meet the requirements of the position. In the event a qualified candidate cannot be found within the district, the Board may employ a qualified person from outside the district.

Laura Balunis

Assistant Advisor – Adventure Theater

Step 1

\$1,377

P-13

Motion to approve Jill deJager to provide non-public Chapter 192 services after school hours at a rate equal to the Chapter 192 funding received by the district.

ACTION ITEM(S): P-1-P-13
 Motion to adopt: Roof Seconded by: Clavin

MOTION	YES	NO	ABSTAIN	ABSENT
Anderson	X <u> </u>	<u> </u>	<u> </u>	<u> </u>
Beltramine	X <u> </u>	<u> </u>	<u> </u>	<u> </u>
Blahut	<u> </u>	<u> </u>	<u> </u>	X <u> </u>
Hoffmann	X <u> </u>	<u> </u>	<u> </u>	<u> </u>
McVey	X <u> </u>	<u> </u>	<u> </u>	<u> </u>
Repasy	<u> </u>	<u> </u>	<u> </u>	X <u> </u>
Whitehead	<u> </u>	<u> </u>	<u> </u>	X <u> </u>
Roof	X <u> </u>	<u> </u>	<u> </u>	<u> </u>
Clavin	X <u> </u>	<u> </u>	<u> </u>	<u> </u>

CURRICULUM/PROGRAMS (Todd Anderson)

C/P-1

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

Event	Date	Registration Fee	Mileage & Other Expenses	Employee/ Board Member
NJCHE History Conference, Princeton	12/5/11	\$75.00	\$40.30	C. Van Orden
NJCHE History Conference, Princeton	12/5/11	\$75.00	\$37.20	D. Hontz
Smart Board Tips and Tricks, Rochelle Park	12/13/11	\$100.00/per Person	\$32.15 carpooling	D. Hontz K. Junior
Keeping Students Actively Engaged in Reading Activities	1/6/12	\$229.00/per person	\$21.70 carpooling	D. Derby W. Dugan
Mean Girls, Englewood	12/12/11	\$129.00	-0-	A. Scherr
Mean Girls, Englewood	12/12/11	\$129.00	\$12.40	K. Tamke
Best Practices to Differentiate Your Writing Instructions, Parsippany	12/5/11	\$215.00/per person	\$20.17 carpooling	M. Kretschmer W. Dugan

C/P-2

Resolved to approve the following parent-paid class trip(s) for the 2011-2012 school year:

Grade	Destination	Date	Cost Per Student
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MD/PREK/ Select Student Council Students	Rockaway Mall, Rockaway	12/5/11	\$15.00 (lunch) Transportation funded through Student Council funds
5	West Point, NY	5/11/12	\$22.00

C/P-3

Motion to approve members of the middle school Student Council to attend the NJASC Winter Convention at NCNJ, Ewing on January 11, 2012 from 7:30 AM to 4:30 PM. This will be funded through Student Council.

C/P-4

Motion to approve the following teachers, at a stipend of \$500 each, to provide instructional math and language arts services for the After School Extended Learning Program for identified students in grades 3-8. This program will meet for 20 hours of scheduled sessions. This program will be funded through the NCLB grant.

GRADE	NAME/AREA
Grade 3	Karen Junior - Math Ann Kasa - Special Ed Language Arts
Grade 6	C. Smith - Special Ed Language Arts C. Smith - Special Ed Math
Grade 7	P. Rosendale - Language Arts TBA - Special Ed Language Arts
Grade 8	TBA - Math Elizabeth Rossi - Special Ed Language Arts

C/P-5

Motion to approve the following teachers, at an annual stipend of \$500, as Enrichment Teacher for the After School Enrichment program. This program will meet for 20 hours of scheduled sessions. This program will be funded through the NCLB grant.

GRADE	NAME/AREA
Grade 5	M. Hubbard and K. Tamke
Grade 6	M. Hubbard and K. Tamke

C/P-6

Motion to approve revised Uniform State Memorandum of Agreement Between Education and Law Enforcement Officials. Copy on file.

Background: Revisions were made as directed by the State of New Jersey to include new HIB rules and guidelines.

ACTION ITEM(S): C/P-1-C/P-6
 Motion to adopt: Anderson Seconded by: Clavin

MOTION	YES	NO	ABSTAIN	ABSENT
Anderson	X_____	_____	_____	_____
Beltramine	X_____	_____	_____	_____
Blahut	_____	_____	_____	X_____
Hoffmann	X_____	_____	_____	_____
McVey	X_____	_____	_____	_____
Repasy	_____	_____	_____	X_____
Whitehead	_____	_____	_____	X_____
Roof	X_____	_____	_____	_____
Clavin	X_____	_____	_____	_____

FACILITIES/OPERATIONS: Dot Beltramine

F/O-1

Motion to approve a certified instructor from the YMCA to teach yoga and or zumba to our Physical Education classes once a month. This instructor will also provide classes to our staff. All proper paperwork is on file and dates and times will be coordinated through administration.

ACTION ITEM(S): F/O-1

Motion to adopt: Beltramine Seconded by: Hoffmann

MOTION	YES	NO	ABSTAIN	ABSENT
Anderson	X_____	_____	_____	_____
Beltramine	X_____	_____	_____	_____
Blahut	_____	_____	_____	X_____
Hoffmann	X_____	_____	_____	_____
McVey	X_____	_____	_____	_____
Repasy	_____	_____	_____	X_____
Whitehead	_____	_____	_____	X_____
Roof	X_____	_____	_____	_____
Clavin	X_____	_____	_____	_____

POLICY: Dot Beltramine

POL-1

Motion to approve a revision to Policy 3541.1 TRANSPORTATION ROUTES AND SERVICES. (Copy attached) BACKGROUND: By inserting the phrase "The Board authorizes the Chief School Administrator to grant exceptions if he/she deems the change necessary for the welfare of the child or in the case of a family hardship."

ACTION ITEM(S): POL-1

Motion to adopt: Beltramine Seconded by: Clavin

MOTION	YES	NO	ABSTAIN	ABSENT
Anderson	X_____	_____	_____	_____
Beltramine	X_____	_____	_____	_____
Blahut	_____	_____	_____	X_____
Hoffmann	X_____	_____	_____	_____
McVey	X_____	_____	_____	_____

Repasy	_____	_____	_____	X_____
Whitehead	_____	_____	_____	X_____
Roof	X_____	_____	_____	_____
Clavin	X_____	_____	_____	_____

WRITTEN COMMUNICATION

1. Thank you note from EIF for participation in the Lee National Denim Day
2. Letter of Resignation – Cheryl Whitehead

PUBLIC COMMENTS – Non-Action or Non-Agenda Items

Kristen Noll, 21 Fall Drive, Stockholm – addressed concerns she had with staff member and her child.
 Mr. Baker, 57 Sand Pond Rd. – requests transportation from bus stop to his house, disagrees with Chief of Police report & submits a petition to Mr. Sumpman

EXECUTIVE SESSION:

*A motion was presented by Clavin and seconded by Hoffmann that the Hardyston Township Board of Education enters private session at 10:30 p.m. to discuss **Personnel (Evaluation of the Superintendent)** 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.*

All in favor. Motion carried.

BOARD ACTION AFTER EXECUTIVE SESSION:

1. Motion to accept settlement with S&S Roofing in reference to SSXL77008.

ACTION ITEM(S):	S&S Roofing Settlement			
Motion to adopt:	<u>Clavin</u>	Seconded by:	<u>Beltramine</u>	
<u>MOTION</u>	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Anderson	X_____	_____	_____	_____
Beltramine	X_____	_____	_____	_____
Blahut	_____	_____	_____	X_____
Hoffmann	X_____	_____	_____	_____
McVey	X_____	_____	_____	_____
Repasy	_____	_____	_____	X_____
Whitehead	_____	_____	_____	X_____
Roof	X_____	_____	_____	_____
Clavin	X_____	_____	_____	_____

2. Motion to accept change order for MS Roof, as presented by Frank Moore, Architect ARMM Assoc, upon review and approval of the board's Architect of Record, amount: \$125,752.00.

ACTION ITEM(S): S&S Roofing Settlement

Motion to adopt: Clavin Seconded by: Beltramine_____

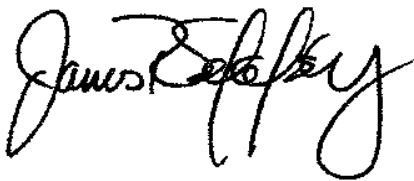
MOTION	YES	NO	ABSTAIN	ABSENT
Anderson	X_____	_____	_____	_____
Beltramine	X_____	_____	_____	_____
Blahut	_____	_____	_____	X_____
Hoffmann	X_____	_____	_____	_____
McVey	X_____	_____	_____	_____
Repasy	_____	_____	_____	X_____
Whitehead	_____	_____	_____	X_____
Roof	X_____	_____	_____	_____
Clavin	X_____	_____	_____	_____

ADJOURNMENT

With no further action or discussion required of the Hardyston Township Board of Education at this time, a motion was presented by Beltramine_____, and seconded by Clavin_____, to adjourn the meeting at 11:14_____ p.m.

All in favor. Motion carried.

Respectfully submitted,



James R. Sekelsky
Board Secretary