

HARDYSTON TOWNSHIP BOARD OF EDUCATION

RETREAT MEETING MINUTES

JUNE 24, 2014

7:00 PM – HARDYSTON TOWNSHIP MIDDLE SCHOOL CAFETERIA

I. Call to Order

Board President, Christine Clavin, called the regular meeting of the Hardyston Board of Education to order on June 24, 2014 at 7:00 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

Mrs. Dorothy Beltramine	absent	arrived at 8:15 p.m.
Mr. Ed Blahut	present	
Ms. Donna Carey	present	
Mr. Ron Hoffman	present	
Mr. Brian Kaminski	present	
Mr. Martin O’Shea	present	
Mr. Bill Repasy	absent	
Mr. Randy Roof	present	
Ms. Christine Clavin	present	

Mr. Richard R. Corbett	present
Mr. James Sekelsky	present

Quorum confirmed: Yes No

Special Guest(s) Present: John Brennan, Elementary School Principal
Robert Demeter, Middle School Vice Principal

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 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. EXECUTIVE SESSION #1 – if needed

Motion is presented by C. Clavin and seconded by M. O’Shea
that the Hardyston Township Board of Education enters private session at 7:05 p.m.

to discuss personnel items, 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.

Roll Call

Voice unanimous

V. RETURN TO PUBLIC SESSION – if needed

Motion to the Board of Education will return to public session at 8:02 p.m.

Roll Call

Voice unanimous

COMMITTEE REPORTS & AGENDA ITEMS

FINANCE

F-1 Maintenance Reserve Transfer: Motion to approve the following resolution:

WHEREAS, NJSA 18A:21-2, NJSA 18A:7G-31 and 18A:7F-41 permits a Board of education to establish and/or deposit into a certain reserve account at year end; and

WHEREAS, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a board of education to transfer unanticipated excess current review or unexpended appropriations into reserve accounts during the months of June by board resolution; and

WHEREAS the Hardyston Township Board of Education wishes to transfer unanticipated excess current year revenue or unexplained appropriations from the general fund into a Maintenance Reserve account at the year end; and

WHEREAS, the Hardyston Township Board of Education has determined that an amount not to exceed \$250,000.00 is available for such purpose of transfer;

NOW, THEREFORE, BE IT RESOLVED by the Hardyston Township Board of Education that it hereby authorizes the District's School Business Administrator/Board Secretary to make this transfer consistent with all applicable laws and regulations as recommended by the Superintendent/CSA.

F-2 Capital Reserve Transfer: Motion to approve the following resolution:

WHEREAS, NJSA 18A:21-2, NJSA 18A:7G-31 and 18A:7F-41 permits a Board of education to establish and/or deposit into a certain reserve account at year end; and

WHEREAS, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a board of education to transfer unanticipated excess current review or unexpended appropriations into reserve accounts during the months of June by board resolution; and

WHEREAS the Hardyston Township Board of Education wishes to transfer unanticipated excess current year revenue or unexplained appropriations from the general fund into a Capital Reserve account at the year end; and

WHEREAS, the Hardyston Township Board of Education has determined that an amount not to exceed \$250,000.00 may be available for such purpose of transfer;

NOW, THEREFORE, BE IT RESOLVED by the Hardyston Township Board of Education that it hereby authorizes the District's School Business Administrator/Board Secretary to make this transfer consistent with all applicable laws and regulations.

F-3 SCHOOL ALLIANCE INSURANCE FUND (SAIF) RESOLUTION FOR RENEWAL OF MEMBERSHIP

WHEREAS, the Hardyston Twp. BOE hereafter referred to as "**Educational Facility**" is a member of the School Alliance Insurance Fund, hereinafter referred to as "**Fund**"; and

WHEREAS, said renewal membership terminates as of July 1, 2014 at 12:01 a.m. standard time, unless earlier renewed by agreement between the **Educational Facility** and the **Fund**; and

WHEREAS, the **Educational Facility** is afforded the following types of coverages:

- X Workers' Compensation
- X Package - Property, Boiler & Machinery, General and Auto Liability, Environmental Impairment Liability
- X Excess Liability (AL/GL)
- X School Leaders Professional Liability
- X Excess Liability (SLPL)
- X Supplemental Indemnity - Workers' Compensation

WHEREAS, the **Educational Facility** desires to renew said membership; **Now THEREFORE, BE IT RESOLVED** as follows:

1. The **Educational Facility** agrees to renew its membership in the **Fund** for a period of three years beginning July 1, 2014, and ending July 1, 2017 at 12:01 a.m. eastern standard time, and to be subject to the coverages, operating procedures, bylaws, and other

organizational and operational documents of the **Fund** presently existing or as from time to time amended by the **Fund** and/or the Department of Banking and Insurance.

2. The **Educational Facility's** Business Official is hereby appointed as the **Educational Facility's** Fund Commissioner and is authorized to execute the renewal Indemnity and Trust Agreement thereby evidencing annexed hereto and made a part hereof and to deliver same to the **Fund** the **Educational Facility's** renewal of its membership.

F-4 SCHOOL ALLIANCE INSURANCE FUND (SAIF) RESOLUTION APPOINTING A RISK MANAGEMENT CONSULTANT

WHEREAS, the Hardyston Twp BOE, ("Educational Facility") has resolved to renew with the School Alliance Insurance Fund ("SAIF") following a detailed analysis; and

WHEREAS, the Bylaws of SAIF require that each entity designate a Risk Management Consultant to perform various professional services as detailed in the Bylaws and Risk Management Plan; and

WHEREAS, the Bylaws indicate that SAIF shall pay each Risk Management Consultant a fee to be established annually by the Executive Committee;

NOW THEREFORE, BE IT RESOLVED that the Hardyston Twp BOE does hereby appoint The Morville Agency, A Division of Bollinger Inc. as its Risk Management Consultant in accordance with the Fund's Bylaws.

ACTION ITEM(S): F-1 – F- 4

Motion to adopt: D. Carey Seconded By: C. Clavin

<u>MOTION</u>	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Beltramine	_____	_____	_____	___X___
Blahut	__X__	_____	_____	_____
Carey	__X__	_____	_____	_____
Hoffman	__X__	_____	_____	_____
Kaminski	__X__	_____	_____	_____
O'Shea	__X__	_____	_____	_____
Repasy	_____	_____	_____	___X___
Roof	__X__	_____	_____	_____
Clavin	__X__	_____	_____	_____

PERSONNEL

All Personnel resolutions are based on the recommendation of the Superintendent

P-1

Motion to approve the following individuals for the 2014 Summer Preschool Handicapped Program beginning June 30, 2014 through August 1, 2014, from 9:00 am – 11:30 pm:

Hope Gray, PKD Aide, 3 hours per day	\$10.00 p/h
Jennifer Fresella, Substitute Aide	\$10.00 p/h
Juliette Takesh, Substitute Aide	\$10.00 p/h
Allison Fanelli, Substitute Aide	\$10.00 p/h

P-2

Motion to approve an increase in the hours per week for Robin Stoll from 9 hours to 11 hours for the 2014 Summer Preschool Handicapped and Multiple Disabled Programs beginning June 30, 2014 through August 1, 2014. This increase is due to two new preschool students.

P-3

Motion to employ employee Robin Stoll, Speech Language Specialist for up to 4 days, as needed, during the summer for summer evaluation requirements, spread out over July and August and approved by the Superintendent, at the current per diem rate of \$416.56.

P-4

Motion to renew the employment contract with John Brennan as tenured Elementary School Principal/Supervisor of Curriculum and Instruction from July 1, 2014 through June 30, 2015 at an annual salary rate of \$109,303.

P-5

Motion to renew the employment contract with Robert Demeter as tenured Middle School Vice Principal from July 1, 2014 through June 30, 2015 , at an annual salary rate of \$ 90,203.

P-6

Motion to re-appoint James R. Sekelsky as tenured School Business Administrator /Board Secretary, and Director of District Facilities from July 1, 2014 through June 30, 2015 at a salary of \$114,444 and in coordination with contract approval by the Executive County Superintendent.

P-7

Motion to renew the employment contract with Daniel Kornak, Computer Technician, from July 1, 2014 through June 30, 2015, at an annual salary rate of \$74,285.

P-8

Motion to renew the employment contract with Nicole Meyer, tenured Administrative Assistant to the Chief School Administrator, from July 1, 2014 through June 30, 2015 at an annual salary rate of \$52,020.

P-9

Motion to renew the employment contract with Joni Millier, Board Office Secretary/Payroll Clerk, from July 1, 2014 through June 30, 2015 at an annual salary rate of \$ 42,656.

P-10

Motion to renew the employment contract with Wendy Chandler, Accounts Payable Clerk, from July 1, 2014 through June 30, 2015 at an annual salary rate of \$33,293.

P-11

Motion to renew the employment contract with Carl Platvoet, Head Custodian, from July 1, 2014 through June 30, 2015 at an annual salary rate of \$54,890.

P-12

Motion to renew the employment contract with David Lenz, Head Custodian, from July 1, 2014 through June 30, 2015 at an annual salary rate of \$54,890.

ACTION ITEM(S): P-1 – P-12

Motion to adopt: R. Roof Seconded By: C. Clavin

MOTION	YES	NO	ABSTAIN	ABSENT
Beltramine	<u> </u>	<u> </u>	<u> </u>	<u> X </u>
Blahut	<u> X </u>	<u> </u>	<u> </u>	<u> </u>
Carey	<u> X </u>	<u> </u>	<u> </u>	<u> </u>
Hoffman	<u> X </u>	<u> </u>	<u> </u>	<u> </u>
Kaminski	<u> X </u>	<u> </u>	<u> </u>	<u> </u>
O'Shea	<u> X </u>	<u> </u>	<u> </u>	<u> </u>
Repasy	<u> </u>	<u> </u>	<u> </u>	<u> X </u>
Roof	<u> X </u>	<u> </u>	<u> </u>	<u> </u>
Clavin	<u> X </u>	<u> </u>	<u> </u>	<u> </u>

P-13

Motion to employ the following special education aides for the 2014-2015 school year in accordance with the needs of the classified students and in conjunction with the agreement with the negotiated and ratified HTEA, and with the condition that employment is terminated when the need for assigned services no longer exists.

Name	Year	School	Rate per Hour	Health Benefits
Broderick, Kristen	2	MS	10.20	no
Gray, Hope	3	MS	10.40	no
McLaughlin, Janine	4	MS	10.61	no
Nichols, Deborah	12	MS	14.84	no
Stark, Robin	8	MS	12.34	no
Dunn, Karen	2	ES	10.20	no
Flaherty, Maria	9	ES	12.90	no
Fresella, Jennifer	9	ES	12.90	no
Lotzkar, Emilie	3	ES	10.40	no
McCouch, Taryn	7	ES	11.80	no
Murphy, Mary	13	ES	15.47	no
Nicholson, June	2	ES	10.20	no
Petit, Brandon	4	ES	10.61	no
Schurman, Karen	1	ES	10.20	no

Employment is on an emergent basis, if necessary, and contingent upon criminal history background clearance as required by P.O. 1986, C.116.

P-14

Motion to approve the following summer custodial workers as stated; start date on/about June 25, 2014:

<u>Name</u>	<u>Hours Per Day</u>	<u>Day Rate</u>
Penny Mackerley	2.5	\$12.00
Patty Clipperton	2.5	\$12.00
Wendell Burghoffer	3	\$12.00
Josh Bennett	8	\$12.00
Eric Sonnenwald	8	\$12.00
Sam Hontz	8	\$11.00
Lynn Peterson	up to 8	\$10.00
Rachel VanDyk	up to 8	\$10.00

ACTION ITEM(S): ___ P-13 – P-14 ___

Motion to adopt: R. Roof Seconded By: C. Clavin

<u>MOTION</u>	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Beltramine	<u>___</u>	<u>___</u>	<u>___</u>	<u>___X___</u>
Blahut	<u>___X___</u>	<u>___</u>	<u>___</u>	<u>___</u>
Carey	<u>___X___</u>	<u>___</u>	<u>___</u>	<u>___</u>
Hoffman	<u>___X___</u>	<u>___</u>	<u>___</u>	<u>___</u>
Kaminski	<u>___X___</u>	<u>___</u>	<u>___</u>	<u>___</u>
O'Shea	<u>___X___</u>	<u>___</u>	<u>___</u>	<u>___</u>
Repasy	<u>___</u>	<u>___</u>	<u>___</u>	<u>___X___</u>
Roof	<u>___X___</u>	<u>___</u>	<u>___</u>	<u>___</u>
Clavin	<u>___X___</u>	<u>___</u>	<u>___</u>	<u>___</u>

CURRICULUM/PROGRAMS

C/P-1

Motion to approve the district's ESL Three Year Program Plan for the School Years 2014-2017. (copy provided)

ACTION ITEM(S): ___ C/P-1

Motion to adopt: E. Blahut Seconded By: R. Hoffman

<u>MOTION</u>	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Beltramine	<u>___</u>	<u>___</u>	<u>___</u>	<u>___X___</u>

Blahut	<u>X</u>	___	___	___
Carey	<u>X</u>	___	___	___
Hoffman	<u>X</u>	___	___	___
Kaminski	<u>X</u>	___	___	___
O'Shea	<u>X</u>	___	___	___
Repasy	___	___	___	<u>X</u>
Roof	<u>X</u>	___	___	___
Clavin	<u>X</u>	___	___	___

FACILITIES/OPERATIONS

F/O-1

Motion to approve the following proprietary (Carrier equipment requiring Carrier parts) Required Maintenance services to be paid through the Maintenance Reserve:

Chiller #1 - \$ 8,746.00
 Chiller #2 - \$11,469.00 (compressor replacement)
 Chiller #2- \$ 4,977.50 (repair leak)
Total = \$25,192.50

ACTION ITEM(S): ___ F/O-1

Motion to adopt: B. Kaminski

Seconded By: R. Hoffman

<u>MOTION</u>	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Beltramine	___	___	___	<u>X</u>
Blahut	<u>X</u>	___	___	___
Carey	<u>X</u>	___	___	___
Hoffman	<u>X</u>	___	___	___
Kaminski	<u>X</u>	___	___	___
O'Shea	<u>X</u>	___	___	___
Repasy	___	___	___	<u>X</u>
Roof	<u>X</u>	___	___	___
Clavin	<u>X</u>	___	___	___

PUBLIC COMMENTS – Non-Action or Non-Agenda Items

None

WORKSHOP

1. Business Administrator Jim Sekelsky explained the Evaluation Calendar and cycle. Mr. Sekelsky handed out smart sheets.
2. Robynn Meehan, the New Jersey School Boards Association Field Representative provided

an overview of the CSA evaluation and Board Governance.

EXECUTIVE SESSION

A motion was presented by C. Clavin and seconded by R. Roof that the Hardyston Township Board of Education enters private session at 8:30 p.m. to discuss the CSA's evaluation, 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.

RETURN TO PUBLIC SESSION – if needed

Motion to the Board of Education will return to public session at 10:30 p.m.

Roll Call

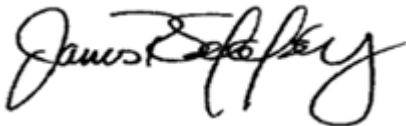
Voice unanimous

ADJOURNMENT

With no further action or discussion required of the Hardyston Township Board of Education at this time, a motion was presented by C. Clavin, and seconded by R. Roof, to adjourn the meeting at 10:30 p.m.

All in favor, motion carried.

Respectfully submitted,



James R. Sekelsky
School Board Administrator/Board Secretary