

**HARDYSTON TOWNSHIP BOARD OF EDUCATION
REGULAR MEETING MINUTES
NOVEMBER 8, 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 September 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 | absent |
| 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 | absent - arrived at 7:20 p.m. |
| Mrs. Dorothy Beltramine | present |
| | |
| Mr. Michael Ryder | present |
| Mr. James Sekelsky | present |

Quorum confirmed: Yes No

Special Guest(s) Present: Bob Demeter

Staff Member(s) Present: 2

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
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. Presentation of Electronic Violence and Vandalism Report for January – June 2016
6. Solar Panel Update (Jim Sekelsky) -- question about kiosk with operating info posted for students to observe solar energy production -- does this project include this options
7. Strategic Plan Calendar (Dot Beltramine)

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 7:52 p.m. to discuss HIB/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.

Roll Call

Voice Unanimous

VI. Return to Public Session

Motion is presented by D. Beltramine and seconded by P. Giordano that the Board of Education will return to public session at 8:07 p.m.

Roll Call

Voice Unanimous

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

1. Nancy Margurum, Armstrong Road, Wantage, NJ 07461, brought a correction to P6 (she is a 2nd grade teacher)

VIII. Approval of Minutes

1. October 11, 2016 – Regular Meeting -- pulled from agenda

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No Vote

IX. Superintendent’s Report

X. Old Business

1. Meeting Dates for 2016- 2017:

- November 22 - No Workshop Scheduled
- December 13 – Regular Meeting
- December 20 - No Workshop Scheduled
- January 3 – Annual Reorganization
- January 10 – Regular Meeting
- January 24 – Budget Workshop
- February 14 - Regular Meeting
- February 28 – Budget Workshop

2. Motion to approve the HIB report as presented by the chief school administrator on 10-11-16.

Motion to accept: D. Beltramine **Seconded By:** P. Giordano

| MOTION | YES | NO | ABSTAIN | ABSENT |
|---------------|------------|-----------|----------------|---------------|
| Carey | _____ | _____ | _____ | ___X___ |
| Demsak | ___X___ | _____ | _____ | _____ |
| Giordano | ___X___ | _____ | _____ | _____ |
| Hoffman | ___X___ | _____ | _____ | _____ |
| Pohl | ___X___ | _____ | _____ | _____ |
| Restel | _____ | _____ | _____ | ___X___ |
| Van Ginneken | ___X___ | _____ | _____ | _____ |
| Blahut | ___X___ | _____ | _____ | _____ |
| Beltramine | ___X___ | _____ | _____ | _____ |

XI. New Business

NB-1

The Hardyston Board of Education will now open a Public Hearing in regards to changing the CSA’s contract: offer “to reimburse for his cell phone usage up to \$100 per month” to replace “providing a cell phone, voice and data, for his use”; thus, creating a reduction in the overall expense of the contract by approximately \$750 total (cost of cell phone).

Public Comment

None

Board President Beltramine closed the hearing.

NB-2

Motion to approve the Strategic Plan Calendar as presented.

ACTION ITEM(S): NB-1 to NB-2

Motion to adopt: D. Beltramine

Seconded By: R. Hoffman

| <u>MOTION</u> | <u>YES</u> | <u>NO</u> | <u>ABSTAIN</u> | <u>ABSENT</u> |
|---------------|------------|-----------|----------------|---------------|
| Carey | ___ | ___ | ___ | <u>X</u> |
| Demsak | <u>X</u> | ___ | ___ | ___ |
| Giordano | <u>X</u> | ___ | ___ | ___ |
| Hoffman | <u>X</u> | ___ | ___ | ___ |
| Pohl | <u>X</u> | ___ | ___ | ___ |
| Restel | ___ | ___ | ___ | <u>X</u> |
| Van Ginneken | <u>X</u> | ___ | ___ | ___ |
| Blahut | <u>X</u> | ___ | ___ | ___ |
| Beltramine | <u>X</u> | ___ | ___ | ___ |

XII. Agenda Items:

FINANCE

F-1

Motion to approve \$877.28 in transfers for the month of October.

F-2

Motion to approve the Bills List for the month of October 2016 in the amount of \$1,148,665.44 and check number N0608 in the amount of \$217.02 (carryover/settlement pension contribution).

F-3

Motion to approve the Treasurer of School Monies Comparison Report for July and August 2016.

F-4

Motion to approve the Board Secretary’s Monthly Comparison Report for July and August 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.

F-5

Motion to accept a donation of \$500.00 from the Barnett family. It is their wish that the funds be used to “support various educational initiatives and enhances our students’ academic experiences and its quality” with emphasis on “Special Education Programs”.

F-6

Motion to approve three applications for payment with Drill Construction (MS Retaining Wall repair) as the payee in the amount of \$23,675.10 which represents the following:

Application #2 in the amount of: \$ 9,335.08*
 Application #3 in the amount of: \$10,195.02*
 Application #4 in the amount of: \$ 4,145.00*

* as approved by the Board’s architect. Payments were delayed until final punch-list items were addressed. These are the final payments.

ACTION ITEM(S): F-1 to F- 6

Motion to adopt: D. Beltramine **Seconded By:** P. Giordano

| 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)

P-1

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 |
|----------------|------------------|--------------------------|
| Melissa Sowden | Nurse | Sub Cert – Exp. 7/1/21 |
| Sandra Di Bari | Aide / Secretary | N/A |
| Lynn M. Ernst | Teacher / Aide | Sub Cert – Exp. 1/2/2022 |
| Courtney Brick | Teacher / Aide | Pending clearance |

P-2

Motion to amend Jaclyn Zinck’s last day of employment from October 14, 2016 to October 28, 2016.

Background: Mrs. Zinck was not able to begin her new job until October 31, 2016. She would like to be placed on our substitute list.

P-3

Motion to approve Dawn O'Malley as part time aide at the elementary school for a total of 17 hours and 5 minutes per week, with a beginning date of on or about (pending clearance) November 9, 2016, at a rate of \$11.60 per hour with no benefits.

Background: This position is currently being filled by another aide who will be relocating to the middle school to fill the vacated aide position (Zinck).

P-4

Motion to approve a maternity leave of absence for Megan Landgraff, Grade 7 Language Arts Teacher, commencing on or about March 20, 2017 and ending on/about September 1st, 2017. Mrs. Landgraff is requesting the use of 19 accumulated sick days during the disability period, which will end on or about April 21, 2017. Following the maternity/disability leave, Mrs. Landgraff wishes to be placed on family leave commencing on or about April 24, 2017 and ending June 30, 2017, in accordance with the rules and regulations of the New Jersey Family Leave Act. She is also asking to use 5 additional sick days beginning on or about April 24, 2017 and ending April 28, 2017. She plans on returning to her current position September 1, 2017. She also intends to apply for the family leave benefits for the maximum time period during the leave period.

P-5

Motion to approve Laura Sonnenwald as part time aide at the middle school for a total of 29 hours 45 minutes per week beginning November 9, 2016, at a rate of \$11.60 per hour with no benefits.

Background: This position will satisfy hours filled by a substitute aide.

P-6

Motion to accept, with regret, the letter of retirement from Karen Junior, grade two teacher, effective June 30, 2017. Mrs. Junior has been with the Hardyston School District since May 1999.

P-7

Motion to accept, with regret, the letter of resignation from Trisha Boffa, RN/Aide at the middle school. Her last day of employment will be November 15, 2016; Mrs. Boffa has accepted an RN position in a medical group.

P-8

Motion to approve a request to extend a leave of absence for Lisa Napovier, Preschool Teacher. Mrs. Napovier would like to be placed on a child rearing leave commencing January 1, 2017 and ending on June 30, 2017. She intends to return to her current position September 1, 2017.

Background: Mrs. Napovier was scheduled to return to her position January 1, 2017.

P-9

Motion to approve David Schiff as part time aide at the middle school for a total of 29 hours 45 minutes per week beginning November 9, 2016, at a rate of \$11.60 per hour with no benefits.

Background: Mr. Schiff will fill a vacant aide position.

P-10

Motion to approve a Medical leave of Absence for Isabella Pagan commencing November 17, 2016 and ending on or about April 28, 2017. Ms. Pagan is requesting to use 8 accumulated sick days during this medical leave period, which will end on or about November 30, 2016 and in accordance with the Family and Medical Leave Act (Federal). Ms. Pagan expects to return to her position on or about May 1, 2017.

*****P-11**

Motion to approve Jacqueline White as part time aide at the middle school for a total of 20 hours per week beginning November 9, 2016, at a rate of \$11.60 per hour with no benefits.

Background: This position will satisfy hours filled by a substitute aide.

ACTION ITEM(S): P-1 - P-11

Motion to adopt: R. Hoffman **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___ | ___ | ___ | ___ |

* with correction to P-6

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:

| EVENT | DATE | REGISTRATION FEE | MILEAGE & OTHER EXPENSES | EMPLOYEE/BOARD MEMBER |
|---|----------|------------------|--------------------------|-----------------------|
| NJ Council for History Education-Annual Conference, Princeton | 12-2-16 | \$80.00 | \$44.64 | C. VanOrden |
| NJ Council for History Education-Annual Conference, Princeton | 12-2-16 | \$80.00 | Carpooling | D. Hontz |
| School Culture and Climate, Washington NJ | 10/25/16 | -0- | \$23.56 | D. Fencsak |
| Emerging Trends, Sparta | 11/18/16 | \$60.00 | -0- | R. Demeter |
| Smart Music, Frankford School | 10/10/16 | -0- | \$32.13 | E. Kempf |

C/P-2

Motion to approve the following parent-paid class trip(s) for the 2016-2017 school year:

| GRADE | DESTINATION | DATE | COST PER STUDENT |
|-------|---|---------|------------------|
| 7 | Sussex County Community College, Newton | 3/17/16 | \$8.00 |

ACTION ITEM(S): C/P-1 - C/P-2

Motion to accept: D. VanGinneken

Seconded By: N. Demsak

| <u>MOTION</u> | <u>YES</u> | <u>NO</u> | <u>ABSTAIN</u> | <u>ABSENT</u> |
|---------------|------------|-----------|----------------|---------------|
| 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 first reading of the following policies:

- 1250 –Visitors
- 4111 –Recruitment, Selection and Hiring
- 5118 –Nonresidents
- 5131.1 – Harassment, Intimidation and Bullying
- 5145.7 – Gender Identity and Expression

ACTION ITEM(S): POL-1

Motion to accept: P. Giordano

Seconded By: N. Demsak

| <u>MOTION</u> | <u>YES</u> | <u>NO</u> | <u>ABSTAIN</u> | <u>ABSENT</u> |
|---------------|------------|-----------|----------------|---------------|
| Carey | ___ | ___ | ___ | ___X___ |
| Demsak | ___X___ | ___ | ___ | ___ |
| Giordano | ___X___ | ___ | ___ | ___ |
| Hoffman | ___X___ | ___ | ___ | ___ |
| Pohl | ___ | ___ | ___X___ | ___ |
| Restel | ___ | ___ | ___ | ___X___ |
| Van Ginneken | ___X___ | ___ | ___ | ___ |
| Blahut | ___X___ | ___ | ___ | ___ |
| Beltramine | ___X___ | ___ | ___ | ___ |

FACILITIES/OPERATIONS

F/O-1

Motion to approve additional use of the middle school gymnasium by the Wallkill Valley Youth Basketball League for Wednesday evenings from 6PM to 9PM from November 16, 2016 through April 12, 2017. All pertinent information is on file.

F/O-2

Motion to approve the use of an elementary classroom (#5) for Wallkill Valley Girl Scouts and Daisy Troop #96849 from 6:45 PM to 7:45 PM every second and fourth Tuesday of each month beginning November 22, 2016 through June 13, 2017. All pertinent information is on file.

*****F/O-3** (see reports “3-year Maintenance Plan 2016” and “M-1 2016”)

BE IT RESOLVED, to approve the following resolution for submission of the Comprehensive Maintenance Plan (CMP and M-1 Report) for the 2016-2017 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 Public 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.

ACTION ITEM(S): F/O-1 – F/O-3

Motion to adopt: D. Beltramine **Seconded By:** P. Giordano

| 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. Letter - SAIF School Alliance Insurance Fund

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

None

XV. Executive Session

None

XVI. Return to Public Session – if needed

None

Action following Executive Session if needed:

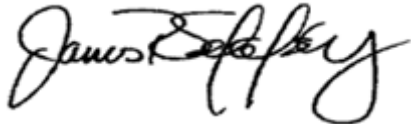
n/a

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 E. Blahut, to adjourn the meeting at 8:45 p.m.

All in favor, motion carried.

Respectfully submitted,



James R. Sekelsky
School Board Administrator/Board Secretary