

**HARDYSTON TOWNSHIP BOARD OF EDUCATION  
REGULAR MEETING MINUTES  
SEPTEMBER 12, 2017  
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 12, 2017 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.

**II. Pledge of Allegiance**

**III. Roll Call**

Mr. Ed Blahut	absent - excused
Mrs. Donna Carey	present
Mrs. Jennifer Cenatiempo	absent - arrived at 7:13 p.m.
Mr. Nick Demsak	present
Mr. Philip Giordano	present
Mrs. Susana Pohl	present
Mr. David Van Ginneken	present
Mr. Ron Hoffman	present - departed at 9:45 p.m.
Mrs. Dorothy Beltramine	present

Mr. Michael Ryder	present
Mr. James Sekelsky	present

Quorum confirmed:             Yes                             No

Special Guest(s) Present:            Robert Demeter, Vice Principal – Middle School  
Ria Smith, SEPAG

Staff Member(s ) Present:            2

Community Member(s) Present:    5

Other:    n/a

**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)\*\*\*  
NJSBA Conference – advise BA if intending on attending so registrations and reservations can be made.
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  
The Wallkill Valley district wide Fall Retreat is November 4, 2017. Invitation to follow.
4. Superintendent’s Report/District Goals Action Plan Revision
5. HIB Self-Assessment and EVVRS Report (Robert Demeter)

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

1. Bethany Ficacci, 15 Black Bear Court, Hamburg, NJ 07419 – spoke of the importance of not underestimating “unsubstantiated” HIB cases. Also asked if the district accepts or has a method to receive anonymous reports.
2. Ria Smith, 19 Indian Field Drive, Hamburg, NJ 07419 – expressed concern with her daughter’s ability to take medication and the presence or absence of a nurse in the district.

#### **VI. Executive Session**

*Motion is presented by D. Beltramine and seconded by P. Giordano that the Hardyston Township Board of Education enters private session at 8:15 p.m. to discuss HTEA contract negotiation, personnel, and CSA contract 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 by D. Beltramine and seconded by P. Giordano to return to public session at 10:04 p.m.

#### **Voice Unanimous**

#### **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: D. Beltramine		Seconded By: D. Carey		
<u>MOTION</u>	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Blahut	_____	_____	_____	<u>  X  </u>
Carey	<u>  X  </u>	_____	_____	_____
Cenatiempo	<u>  X  </u>	<u>  X  </u>	_____	_____ - no to O/B-2
Demsak	<u>  X  </u>	_____	_____	_____
Giordano	<u>  X  </u>	_____	_____	_____
Pohl	<u>  X  </u>	_____	<u>  X  </u>	_____ - abstained O/B-2
Van Ginneken	<u>  X  </u>	_____	_____	_____
Hoffman	_____	_____	_____	<u>  X  </u>
Beltramine	<u>  X  </u>	_____	_____	_____

**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: D. Beltramine		Seconded By: D. Carey		
<u>MOTION</u>	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Blahut	_____	_____	_____	<u>  X  </u>
Carey	<u>  X  </u>	_____	_____	_____
Cenatiempo	<u>  X  </u>	_____	_____	_____
Demsak	<u>  X  </u>	_____	_____	_____
Giordano	<u>  X  </u>	_____	_____	_____
Pohl	<u>  X  </u>	_____	_____	_____
Van Ginneken	_____	_____	<u>  X  </u>	_____
Hoffman	_____	_____	_____	<u>  X  </u>
Beltramine	<u>  X  </u>	_____	_____	_____

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: D. Beltramine

Seconded By: P. Giordano

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

**X.    **Agenda Items:****

**MEETING MINUTES**

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

Motion of adopt: D. Beltramine

Seconded By: P. Giordano

<u>MOTION</u>	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Blahut	<u>          </u>	<u>          </u>	<u>          </u>	<u>  X  </u>
Carey	<u>  X  </u>	<u>          </u>	<u>          </u>	<u>          </u>
Cenatiempo	<u>  X  </u>	<u>          </u>	<u>          </u>	<u>          </u>
Demsak	<u>  X  </u>	<u>          </u>	<u>          </u>	<u>          </u>
Giordano	<u>  X  </u>	<u>          </u>	<u>          </u>	<u>          </u>
Pohl	<u>          </u>	<u>          </u>	<u>  X  </u>	<u>          </u>
Van Ginneken	<u>  X  </u>	<u>          </u>	<u>  X  </u>	<u>          </u> - abstained 8/8/17 minutes
Hoffman	<u>          </u>	<u>          </u>	<u>          </u>	<u>  X  </u>
Beltramine	<u>  X  </u>	<u>          </u>	<u>          </u>	<u>          </u>

**HIB REPORT**

*Nothing to report.*

**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 1,118,644.90

\*\*\* 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: D. Beltramine

Seconded By: N. Demsak

MOTION	YES	NO	ABSTAIN	ABSENT
Blahut	_____	_____	_____	___X___
Carey	___X___	_____	_____	_____
Cenatiempo	_____	_____	___X___	_____
Demsak	___X___	_____	_____	_____
Giordano	___X___	_____	_____	_____
Pohl	___X___	_____	_____	_____
Van Ginneken	_____	_____	___X___	_____
Hoffman	_____	_____	_____	___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 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.

NAME	POSITION	CERTIFICATION
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.

**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 \$49,999.99, 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 \$44,999.99, prorated.

**P-15**

Motion to approve an unpaid leave of absence for David Fencsak in accordance with FMLA and NJFLA rules and regulations, for the period October 6, 2017 through October 23, 2017. Mr. Fencsak can use 3 of his Family Illness Days and will use 7 of his accumulated sick leave during this time period (as per the HTEA Contract).

**P-16**

Motion to approve Karen Foote as a part time paraprofessional for the elementary school, at a rate of \$13.00 per hour, hours not to exceed 29.75 per week.

Background: Ms. Foote is replacing Aide18-11.

**P-17**

Motion to approve Sandra Schmeal as a part time paraprofessional for the elementary school, at a rate of \$13.00 per hour, hours not to exceed 29.75 per week.

Background: Ms. Schmeal is replacing Aide18-21.

**P-18**

Motion to accept the resignation of Elizabeth Burdzy as Cross Country Coach for the 2017 season.

**P-19**

Motion to approve Kim Jinks as Cross Country Coach for the 2017 season, Step 1, \$1,538.

ACTION ITEM(S): P-1 – P-19

Motion to adopt: P. Giordano

Seconded By: D. Beltramine\_

MOTION	YES	NO	ABSTAIN	ABSENT	
Blahut	_____	_____	_____	_____	_____X_____
Carey	_____X_____	_____	_____	_____	_____
Cenatiempo	_____X_____	_____	_____	_____	_____
Demsak	_____X_____	_____	_____	_____	_____
Giordano	_____X_____	_____	_____	_____	_____
Pohl	_____X_____	_____	_____	_____	_____
Van Ginneken	_____X_____	_____	_____	_____	_____
Hoffman	_____	_____	_____	_____	_____X_____
Beltramine	_____X_____	_____	_____X_____	_____	_____ - abstained P-13

**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
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.

**C/P-4**

Motion to approve the following parent-paid class trip(s) for the 2017-2018 school year:

GRADE	DESTINATION	DATE	COST PER STUDENT
8	Ellis Island, Statue of Liberty, Empty Sky Memorial	10/13/17	\$13.00
2	Monroe Museum Village, Monroe, NY	10/12/17	\$25.00
3	Quiet Valley Farm, Stroudsburg	10/27/17	\$20.00

ACTION ITEM(S): C/P-1 – C/P-4

Motion to adopt: D. Carey

Seconded By: P. VanGinneken

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

**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: P. Giordano

Seconded By: D. Carey

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

**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: D. Beltramine

Seconded By: P. VanGinneken

<u>MOTION</u>	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>	
Blahut	_____	_____	_____	_____X_____	
Carey	_____X_____	_____	_____	_____	
Cenatiempo	_____X_____	_____	_____	_____	
Demsak	_____X_____	_____	_____	_____	
Giordano	_____X_____	_____	_____	_____	
Pohl	_____X_____	_____	_____X_____	_____	- abstained F/O-4
Van Ginneken	_____X_____	_____	_____	_____	
Hoffman	_____	_____	_____	_____X_____	
Beltramine	_____X_____	_____	_____	_____	

**XI. Written Communication**

None

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

None

**XIII. Executive Session**

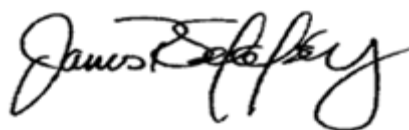
None

**XV. 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 N. Demsak, to adjourn the meeting at 10:18 p.m.

All in favor, motion carried.

Respectfully submitted,



James R. Sekelsky  
School Board Administrator/Board Secretary