HARDYSTON TOWNSHIP BOARD OF EDUCATION REGULAR MEETING MINUTES MAY 8, 2018 7:00 PM – Hardyston Township Middle School Media Center

I. Call to Order

Board President Ronald Hoffman called the Special Meeting of the Hardyston Board of Education to order on May 8, 2018 at 7:00 p.m. in the Library of the Hardyston Middle School, 183 Wheatsworth Road, Hamburg, NJ 07419. President Ronald Hoffman 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

Roll Call			
Ms. Donna Carey	presen	t	
Ms. Jen Cenatiempo	absent		arrived at 7:16 p.m.
Mrs. Amie Ficacci	presen	t	
Mrs. Carla Kubrin	presen	t	
Mrs. Susan Lucarelli	presen	t	
Mrs. Susana Pohl	absent		excused
Mr. David Van Ginneken	presen	t	
Mr. Nick Demsak	presen	t	
Mr. Ron Hoffman	presen	t	
Mr. Michael Ryder	presen	t	
Mr. James Sekelsky	presen	t	
Quorum confirmed:	[X] Y	es	[] No
Special Guest(s) Present:		Jennif	t Demeter, Middle School Vice Principal Fer Rosen, HTEA President oselle, Board Attorney
Staff Member(s) Present:		22	
Community Member(s) Pres	ent:	12	
Other:		Stude	nt Council President
	Ms. Donna Carey Ms. Jen Cenatiempo Mrs. Amie Ficacci Mrs. Carla Kubrin Mrs. Susan Lucarelli Mrs. Susana Pohl Mr. David Van Ginneken Mr. Nick Demsak Mr. Nick Demsak Mr. Ron Hoffman Mr. Michael Ryder Mr. James Sekelsky Quorum confirmed: Special Guest(s) Present: Staff Member(s) Present:	Ms. Donna CareypresenMs. Jen CenatiempoabsentMrs. Amie FicaccipresenMrs. Carla KubrinpresenMrs. Susan LucarellipresenMrs. Susan PohlabsentMr. David Van GinnekenpresenMr. Nick DemsakpresenMr. Ron HoffmanpresenMr. James SekelskypresenQuorum confirmed:[X] YSpecial Guest(s) Present:Staff Member(s) Present:	Ms. Donna CareypresentMs. Jen CenatiempoabsentMrs. Amie FicaccipresentMrs. Carla KubrinpresentMrs. Susan LucarellipresentMrs. Susan PohlabsentMr. David Van GinnekenpresentMr. Nick DemsakpresentMr. Ron HoffmanpresentMr. James SekelskypresentQuorum confirmed:[X] YesSpecial Guest(s) Present:RoberStaff Member(s) Present:22Community Member(s) Present:12

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.

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IV. Workshop

- 1. Updates to Agenda/Board Member mandated training (Jim Sekelsky)***
- 2. Recognition:

Student:

- Braden Bonser MS STEM
- 3. Student Council Update
- 4. H.I.B. Training (J. Roselle)

Public Comment

- Lisa DeMarco 61 Tamarack Trail, Stockholm, NJ 07460 addressed the training workshop in regard to Board HIB training and confirmed points regarding administrative process
- Bethany Ficacci 15 Black Bear Court, Hamburg, NJ 07419 addressed the same as Lisa DeMarco
- Nadia Tobiassen 18 Country Lane, Hamburg, NJ 07419 asked what the process of informing a parent of a potential investigation was. Joe Roselle, the Board Attorney answered.
- Lisa DeMarco address as above 2^{nd} question asked if the parent had the right to be with the child during an investigation. Joe Roselle replied that the parent does not have that right.
- 5. Committee Reports:
 - Curriculum, Programs, Educational Technology & Community Relations (Donna Carey) Finance, Facilities and Operations & Technology Infrastructure (David VanGinneken) Personnel, Negotiations, Grievance & Policy (Nick Demsak)
- 6. Board President Update
- 7. Superintendent's Report

V. Public Comment (Board Policy #1200)

- Chris Van Orden 4 Eastfield Drive, Wantage, NJ 07461 (teacher) voiced support to retain Rebecca Weber
- Patricia Rosendale 9 Campbell Drive, Hamburg, NJ 07419 (teacher) voiced support to retain Rebecca Weber
- Rebecca Weber 81 North Maryland Avenue, Hopatcong, NJ 07843 (teacher) spoke on her own behalf to be retained
- Rose Wolverton 4442 Rudetown Road, Hamburg, NJ 07419 (teacher) voiced support to retain Rebecca Weber
- Susan Martinez 5 Sugarloaf Court #1, Vernon, NJ 07462 asked for reconsideration

VI. Executive Session I

Motion is presented by R. Hoffman and seconded by S. Lucarelli that the Hardyston Township Board of Education enters private session at 9:18 p.m. to discuss Personnel & Grievance, 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.

Voice Unanimous

VII. Return to Public Session

Motion is presented by N. Demsak and seconded by C. Kubrin that the Hardyston Township Board of Education will return to public session at 9:56 p.m.

Roll Call

Voice Unanimous

VIII. Old Business

<u>O/B-1</u>

Meeting Dates for 2017- 2018:

- May 22 Workshop Meeting
- June 12 Regular Meeting
- July 10 Regular Meeting and Board Retreat

IX. New Business

Ms. Cenatiempo introduced a topic to combine Public Sessions. This was moved to the Policy Committee for discussion.

X. Agenda Items:

MEETING MINUTES

1. April 24, 2018 Regular Meeting and Public Hearing

Motion to approve: R. Hoffman Seconded By: S. Lucarelli

MOTION	ACCEPT	REJECT	ABSTAIN	ABSENT
Carey			X	
Cenatiempo	X			
Demsak	X			
Ficacci	X			
Hoffman	X			
Kubrin	X			
Lucarelli	X			
Pohl				X
Van Ginneken	X			

<u>HIB REPORT</u> All policies and procedures have been followed and met; report is based on the recommendation of the CSA.

Motion to approve the HIB report as presented by the chief school administrator on 4-24-18.

Background: HIB report for 5-8-18 is located in the Executive Session folder and will be voted on at theJune 12, 2018 BOE meeting.Motion to appove: N. DemsakMOTIONACCEPTREJECTABSTAINABSENT

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Carey		 X	
Cenatiempo	X	 	
Demsak	X	 	
Ficacci	X	 	
Hoffman	X	 	
Kubrin	X	 	
Lucarelli	X	 	
Pohl		 	X
Van Ginneken	X	 <u> </u>	
van Ginneken	X	 	

FINANCE

<u>F-1</u>

Motion to approve \$66,535.90 in transfers for the month of April 2018.

<u>F-2</u>

Motion to approve the Bills List for the month of April 2018 in the amount of \$935,457.17.

<u>F-3</u>

Motion to approve the Treasurer of School Monies Comparison Report for March 2018.

<u>F-4</u>

Motion to approve the Board Secretary's Monthly Comparison Report for March 2018.

- 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 March 31, 2018.
- 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 approve the second year of a five-year contract agreement (renewable annually for one additional year) with Maschio's Food Services Inc., effective September 1, 2018 through June 30, 2019. The annual management fees will be \$8046.00 payable in monthly installments of \$804.60 month. September 1. 2018 through ten per June 30. 2019. Maschio's breakeven food service guarantees a no cost or operation, including the management fee. In the event that program costs exceed total revenues (from all sources), Maschio's shall be responsible for any losses (shortfalls) the incurred with following conditions: This agreement is compliant with all guidelines and regulations of the New Jersey Department of Agriculture.

ACTION ITEM(S): F-1 to F-5Motion to adopt:R. HoffmanSeconded By:D. Van GinnekenMOTIONYESNOABSTAINABSENT

Carey	X	 	
Cenatiempo	X	 	
Demsak	X	 	
Ficacci	X	 	
Hoffman	X	 	
Kubrin	X	 	
Lucarelli	X	 	
Pohl		 	X
Van Ginneken	X	 	

PERSONNEL

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

<u>P-1</u>

Motion to renew the employment contract with tenured certified staff members for the 2018-2019 school year as listed below. Salaries as per negotiated agreement.

Bennett, Joshua	Lapinski, Diane
Blanchard, Ashley	Luce, Stacey
Boeren, Eileen (Walker)	Luciano, Kristina
Bonney, Amanda	Margarum, Nancy
Burdzy, Elizabeth	Maris, Justine
Burke, Sandra	Meagher, Michael
Calandrillo, Denise	Metzgar, Lisa
Castner, Kevin	Meyer, Kristen
Dugan, Whitney	Nancy Trovato
Elko, Alycia	Napovier, Lisa
Fencsak, David	Newsome, Michelle
Geaney, Melissa	Noreen Kilduff
Gibson, Gina	Ploch, Suzanne
Graham, Bryan	Romahn, Holly
Gregory, Kaitlin	Rosen, Jennifer (Dr.)
Guarino, Sharalyn	Rosendale, Patricia
Hall, Terri	Rosetti, Amy
Hazell, Sharon	Rossi, Elizabeth
Hubbard, Maureen	Sanders, Amanda
Jensen, Elizabeth	Sasso, David
Junior, Karen	Scherr, Alizah
Karcher, Colleen	Scognamiglio, Tara
Kasa, Ann	Sonnenwald, Eric
Kervatt, Kasey	Stoll, Robin
Kevil, Frances	Tal, Cheryl
Kretschmer, Michelle	Van Orden, Chris
Landgraff, Megan	Walsh, Robert

<u>P-2</u>

Motion to renew the employment contract with the following certified staff members for the 2018-2019 school year and grant tenure. Salary as per negotiated agreement.

Corbett, Jill

<u>P-3</u>

Motion to renew the employment contract with non-tenured certified staff members for the 2018-2019 school year as listed below. Salaries as per negotiated agreement.

Potosnak, LarissaJinks, KimberlyFarrell, EmilieKempf, EmmalineFahey, CatherineCarrajat, MichelleForenback, DeneceMazan, ClaireHaskaj, AnaPretot, GabrielleHealy, LisaWagenblast, DonaldGoodman, MichelleWilliams, Jenna

P-4

Motion to renew the employment contract with the following tenured secretaries for the 2018-2019 school year. Salaries as per negotiated agreement.

Balunis, Laura Butti, Cynthia Thiemann, Rosemary Verso, Susan

<u>P-5</u>

Motion to renew the employment contract with the following secretary for the 2018-2019 school year and grant tenure. Salary as per negotiated agreement.

Van Ginneken, Peggy

<u>P-6</u>

Motion to renew the employment contract with the following custodians for the 2018-2019 school year. Salaries as per negotiated agreement.

Clipperton, Patricia Mackerley, Penny Manero, Peter Serra, Alexander Shevlin, Robert Tully, Andrew

ACTION ITEM(S): $P-1 - P-6$	
Motion to adopt: N. Demsak	
MOTION YES	NO

Seconded By: R. Hoffman ABSTAIN ABSENT

Carey	X	 		
Cenatiempo	X	 		
Demsak	X	 		
Ficacci	X	 X		abstained P-3 (C. Fahey)
Hoffman	X	 		
Kubrin	X	 		
Lucarelli	X	 		
Pohl		 	X	
Van Ginneken	X	 X		abstained P-5

Ms. Carey asked why Ms. Weber was not recommended for renewal. Mr. Ryder answered and provided reasons. Ms. Ficacci, Ms. Lucarelli and Ms. Cenatiempo asked clarifying questions. Mr. Ryder answered. The Board Attorney stated the process for non-renewed teachers.

<u>P-7</u>

Motion to renew the employment of Jennifer Cimaglia, Elementary School Principal, for the 2018-2019 school year, at a salary rate to be determined.

<u>P-8</u>

Motion to renew the employment of Robert Demeter, Middle School Vice Principal, for the 2018-2019 school year, at a salary rate to be determined.

<u>P-9</u>

Motion to renew the employment of Jodi Reinstein, Director of Special Education, for the 2018-2019 school year, at a salary rate to be determined.

<u>P-10</u>

Motion to reappoint James R. Sekelsky as tenured School Business Administrator/Board Secretary, and Director of District Facilities from July 1, 2018 through June 30, 2019, as a salary to be determined and in coordination with the approval by the Executive County Superintendent.

<u>P-11</u>

Motion to renew the employment of Daniel Kornak, Computer Technician, for the 2018-2019 school year, at a salary rate to be determined.

<u>P-12</u>

Motion to renew the employment of Nicole Meyer, tenured Administrative Assistant to the Chief School Administrator, for the 2018-2019 school year, at a rate to be determined.

<u>P-13</u>

Motion to renew the employment of Marianne Meehan, Payroll/Benefits Coordinator, for the 2018-2019 school year at a salary rate to be determined.

<u>P-14</u>

Motion to renew the employment of Wendy Chandler, tenured Assistant to the Business Administrator, for the 2018-2019 school year at a salary rate to be determined.

<u>P-15</u>

Motion to renew the employment of Carl Platvoet, Head Custodian and Supervisor of Building and Grounds, for the 2018-2019 school year at a salary rate to be determined.

<u>P-16</u>

Motion to renew the employment of David Lenz, Head Custodian, for the 2018-2019 school year at a salary rate to be determined.

ACTION ITEM(S	S): P-7 – P-16				
Motion to adopt:	N. Demsak		Seconded By	: R. Hoffman	
MOTION	YES	NO	ABSTAIN	ABSENT	
Carey	X				
Cenatiempo	X				
Demsak	X				
Ficacci	X		X		abstained P-7
Hoffman	X				
Kubrin	X				
Lucarelli	X				
Pohl				X	
Van Ginneken	X		X		abstained P-7 & P-8

<u>P-17</u>

Motion to approve up to 3 days during the summer of 2018 at a per diem rate, per 6 hour work day for Alizah Scherr for the purpose of preparing for the 2018-2019 school year. Any additional days needed may only be granted upon subsequent request and CSA and BOE approval.

<u>P-18</u>

Motion to approve up to 4 days during the summer of 2018 at a per diem rate, per 6 hour work day for Larissa Potosnak for the purpose of preparing for the 2018-2019 school year. Any additional days needed may only be granted upon subsequent request and CSA and BOE approval.

<u>P-19</u>

Motion to employ Gina Gibson, LDT-C, to work up to 4 days, as needed, during the summer for general summer Child Study Team Office requirements, spread out over July and August and approved by the CSA. Mrs. Gibson will be paid at her current per diem rate per 6 hour work day. Any additional days needed may only be granted upon subsequent request and CSA and BOE approval.

<u>P-20</u>

Motion to employ David Sasso, Social Worker, to work for up to 2 days, as needed, during the summer for general summer Child Study Team Office requirements, spread out over July and August and approved by the CSA. Mr. Sasso will be paid at his current per diem rate per 6 hour work day. Any additional days needed may only be granted upon subsequent request and CSA and BOE approval.

<u>P-21</u>

Motion to employ Jennifer Rosen, Psychologist, for up to 4 days, as needed, during the summer for general summer Child Study Team Office requirements, spread out over July and August and approved by the CSA. Dr. Rosen will be paid at her current per diem rate per 6 hour work day. Any additional days needed may only be granted upon subsequent request and CSA and BOE approval.

<u>P-22</u>

Motion to employ Robin Stoll, Speech Language Specialist, for up to 2 days, as needed, during the summer for general summer Child Study Team Office requirements, spread out over July and August and approved by the CSA. Mrs. Stoll will be paid at her current per diem rate per 6 hour work day. Any additional days needed may only be granted upon subsequent request and CSA and BOE approval.

<u>P-23</u>

Motion to employ Rosemary Thiemann, CST Secretary, for up to 15 days, as needed, during the summer for general summer Child Study Team Office requirements, spread out over July and August and approved by the CSA. Mrs. Thiemann will be paid based on her current per diem rate per 6 hours per day. Any additional days needed may only be granted upon subsequent request and CSA and BOE approval.

<u>P-24</u>

Motion to create the position of Reading Specialist and approve the attached job description. This position was included in the 2018-2019 budget.

<u>P-25</u>

Motion to approve Arlette Ahimastos, student at Caldwell University, as a student teacher with Michelle Newsome, Kindergarten Teacher, for the fall 2018 semester.

ACTION ITEM(S):	: P-17 – P-25				
Motion to adopt: N.	Demsak	Seconded By: R. Hoffman			
MOTION	YES	NO	ABSTAIN	ABSENT	
Carey	X				
Cenatiempo	X				
Demsak	X				
Ficacci	X				
Hoffman	X				
Kubrin	X				
Lucarelli	X				
Pohl				X	
Van Ginneken	X				

CURRICULUM/PROGRAMS

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

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

GRADE	DESTINATION	DATE	COST PER STUDENT
PSD/MD	TurtleBack Zoo, West Orange	6/11/18	\$25.00

<u>C/P-2</u>

Motion to approve iObservation evaluation program through Marzano as the district's evaluation instrument for the school year 2018-2019.

<u>Background</u>: This annual resolution is a requirement of QSAC.

<u>C/P-3</u>

Motion to approve the Preschool Disabled (PSD) and the Multiple Disabled (MD) programs for the Extended School Year (ESY) to begin on July 2, 2018 and end on August 3, 2018 with no school on July 4, 2018 (24 days). As provided in the district budget, the Preschool Disabled program will operate for 2.5 hours per day 5 days per week and the Multiple Disabled program will operate for 3.5 hours per day 5 days per week. Summer tutors for identified students needed are 5, for the period July 2, 2018 through August 3, 2018 with no school on July 4, 2018. In addition to the staff listed below, 1 school nurse (3.5 hours per day) speech-language therapist, occupational therapist, physical therapist, behaviorist and a reading specialist through an outside consultant will be needed.

PSD:	MD:
2 certified teachers (3 hrs/day)	1 certified teacher (4 hrs/day)
3 personal aides (2.5 hrs/day)	2 personal aides (3.5 hrs/day)
3 classroom aides (2.5 hrs/day)	-

1 LPN (2.5 hours/day + (transport)

X			
X			
X			
X			
X			
X			
			X
X			
	X X X X X X	X X X X X X X	X X X X X X X X X X

POLICY

<u>POL-1</u>

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

1250	Visitors
3510	Operation and Maintenance of a Plant
3516	Safety
3541.33	Transportation Safety
5131.1	Harassment, Intimidation and Bullying

<u>POL-2</u>

Motion to approve a first reading of the following policies:

5131	Conduct	/Discipline
	_	

6114 Emergency and Disaster Preparedness

6145.1/6145.2 Interscholastic and Intramural Competition

ACTION ITEM(S): POL-1 (2nd reading) & POL-2 (1st reading)Motion to adopt: N. DemsakSeconded By: R. HoffmanMOTIONYESNOABSTAINABSENT

Carey	X	 	
Cenatiempo	X	 	
Demsak	X	 	<u> </u>
Ficacci	X	 	
Hoffman	X	 	
Kubrin	X	 	
Lucarelli	X	 	
Pohl		 	X
Van Ginneken	X	 	

FACILITIES/OPERATIONS

<u>F/O-1</u>

Motion to approve the use of select areas of the middle school by the Sussex County YMCA for a new Y Specialty Camp. The camp will be run for 4 weeks, July 9 through August 10, 9:00 AM to 3:00 PM. Each week one area (Family & Consumer Sciences room, the cafeteria, or the Media Center) will be used. All required paperwork will be on file.

<u>F/O-2</u>

Motion to approve the use of the Elementary baseball field (located by the exit driveway) from the Beaver Lake Homeowners' Association for two Sunday games, July 15 and August 5, from 10:00 AM to 1:00 PM. The Association will send an updated Certificate of Insurance to the main office prior to these games.

ACTION ITEM(S): F/O-1 – F/O-2

	5, 1, 0, 1, 0, 2			
Motion to adopt:	D. Van Ginneken	Seconded By: R. Hoffman		
MOTION	YES	NO	ABSTAIN	ABSENT
Carey	X			
Cenatiempo	X			
Demsak	X			
Ficacci	X			
Hoffman	X			
Kubrin	X			
Lucarelli	X			
Pohl				X
Van Ginneken	X			

XI. Written Communication

1. Thank you note – L. Shott

XII. Public Comment (Board Policy #1200)

Mr. Demsak thanked the HTEA for running the Family Fitness Fun Night

XIII. Executive Session II

A motion was presented by N. Demsak and seconded by A. Ficacci that the Hardyston Township Board of Education enters private session at 10:49 p.m. to discuss a student matter and, 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.

Voice Unanimous

XIV. Return to Public Session

Motion to the Board of Education was made by K. Kubrin and seconded by R. Hoffman to return to public session at 11:10 p.m.

Roll Call

Voice Unanimous

XV. Adjournment

With no further action or discussion required of the Hardyston Township Board of Education at this time, a motion was presented by N. Demsak, and seconded by A. Ficacci, to adjourn the meeting at 11:10 p.m.

Voice Unanimous, motion carried.

Respectfully submitted,

aust

James R. Sekelsky School Board Administrator/Board Secretary