

**HARDYSTON TOWNSHIP BOARD OF EDUCATION
REGULAR MEETING AGENDA
OCTOBER 9, 2018
7:00 PM – Hardyston Township Middle School Media Center**

I. Call to Order

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

Ms. Donna Carey	present	absent	arrived at _____ p.m.
Ms. Jen Cenatiempo	present	absent	arrived at _____ p.m.
Mrs. Amie Ficacci	present	absent	arrives at _____ p.m.
Mrs. Carla Kubrin	present	absent	arrives at _____ p.m.
Mrs. Susan Lucarelli	present	absent	arrives at _____ p.m.
Mrs. Susana Pohl	present	absent	arrived at _____ p.m.
Mr. David Van Ginneken	present	absent	arrives at _____ p.m.
Mr. Nick Demsak	present	absent	arrived at _____ p.m.
Mr. Ron Hoffman	present	absent	arrives at _____ p.m.
Mr. Michael Ryder	present	absent	arrived at _____ p.m.
Mr. James Sekelsky	present	absent	arrived at _____ p.m.

Quorum confirmed: Yes No

Special Guest(s) Present: _____

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. Workshop

1. Updates to Agenda/Board Member mandated training (Jim Sekelsky)***
2. Committee Reports:
 - Curriculum, Programs, Educational Technology & Community Relations (Donna Carey)
 - Finance, Facilities and Operations & Technology Infrastructure (David VanGinneken)
 - Personnel, Negotiations, Grievance & Policy (Sue Pohl)
 - Ad Hoc (Dave Van Ginneken)
3. Board President Update
4. Student Safety Data System (Bob Demeter)
5. HIB – Self Assessment (Bob Demeter)
6. Superintendent’s Report

V. Public Comment (Board Policy #1200) (please limit to agenda items only)

“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).

VI. Executive Session if needed

Motion is presented by _____ and seconded by _____ that the Hardyston Township Board of Education enters private session at _____ p.m. to discuss _____, 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 to the Board of Education will return to public session at _____ p.m.

Roll Call

- Mrs. Donna Carey _____
- Mrs. Jennifer Cenatiempo _____
- Mrs. Amie Ficacci _____
- Mrs. Carla Kubrin _____
- Mrs. Susan Lucarelli _____
- Mrs. Susana Pohl _____
- Mr. David Van Ginneken _____
- Mr. Nick Demsak _____
- Mr. Ron Hoffman _____

- Mr. Michael Ryder _____
- Mr. James Sekelsky _____

VIII. Old Business

O/B-1

Meeting Dates for 2018- 2019:

- November 13 – Regular Meeting
- December 11 – Regular Meeting

- January 8 – Regular Meeting
- January 22 – Budget Workshop

IX. New Business

X. Agenda Items:

MEETING MINUTES

1. September 18, 2018 – Regular Meeting

Motion of adopt: _____ Seconded By: _____

<u>MOTION</u>	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Carey	_____	_____	_____	_____
Cenatiempo	_____	_____	_____	_____
Ficacci	_____	_____	_____	_____
Kubrin	_____	_____	_____	_____
Lucarelli	_____	_____	_____	_____
Pohl	_____	_____	_____	_____
Van Ginneken	_____	_____	_____	_____
Demsak	_____	_____	_____	_____
Hoffman	_____	_____	_____	_____

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

FINANCE

F-1

Motion to approve \$ 64,184.15 in transfers for the month of September 2018.

F-2

Motion to approve three Bills List for the month of September 2018, Accounts Payable Aug. 31, in the amount of \$ 75,202.84; Unemployment 17-18 Contributions, in the amount of \$40,000.00; and the Draft September 2018 Bills List, in the amount of \$379,201.69. (we await the inclusion of the September Payroll charges to finalize the September Bills List)

***Background: The two additional bills lists use checks with out of sequence numbers and could not be pulled into the standard report query with the September 2018 Bills list.

F-3

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

F-4

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

ACTION ITEM(S): F-1 to F- 4

Motion to adopt: _____ Seconded By: _____

MOTION	YES	NO	ABSTAIN	ABSENT
Carey	_____	_____	_____	_____
Cenatiempo	_____	_____	_____	_____
Ficacci	_____	_____	_____	_____
Kubrin	_____	_____	_____	_____
Lucarelli	_____	_____	_____	_____
Pohl	_____	_____	_____	_____
Van Ginneken	_____	_____	_____	_____
Demsak	_____	_____	_____	_____
Hoffman	_____	_____	_____	_____

PERSONNEL

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

P-1

Motion to approve the substitutes listed below to be placed in our substitute calling system for the 2018-2019 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
Renate Gratzl	Nurse	Standard School Nurse
Danielle Derby	Teacher	Standard Elementary School Teacher

P-2

Motion to approve movement on salary guide to MA+15 for Eric Sonnenwald 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 effective September 1, 2019.

P-3

Motion to approve movement on salary guide to BA+15 for Whitney Dugan 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 effective September 1, 2019.

P-4

Motion to amend previously approved leave of absence for Justine Maris whereby the board recognizes her wish to use 10 accumulated sick days during her extended leave of absence and in accordance with Article XXI of the negotiated agreement.

Background: The previous motion was approved September 18, 2018.

P-5

Motion to appoint/re-appoint the extra-curricular coaches for the 2018/2019 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.

Joshua Bennett	Head Boys Basketball Coach	Step 6	\$2,802
David Schiff	Assistant Boys Basketball Coach	Step 1	\$1,573
Ashley McInerney	Head Girls Basketball Coach	Step 6	\$2,802

P-6

Motion to approve the job description for School Safety Specialist as reviewed by the committee and attached.

Background: This is now a requirement of the State of New Jersey to appoint an administrator. Mr. Demeter has been previously approved and has attended the necessary state mandated training.

P-7

Motion to approve David Schiff as Social Studies Teacher – Leave Replacement, for the middle school, at a rate of \$175.00 per day (as outlined in negotiated HTEA contract) for the period October 11, 2018 through December 3, 2018.

Background: Mr. Schiff is a temporary replacement in 7th grade social studies.

P-8

Motion to approve a disability leave of absence for Amy Rosetti, Middle School Gym Teacher, commencing on or about November 29, 2018. Mrs. Rosetti intends to use accumulated sick days during the disability period, ending on or about February 20, 2019. Following the completion of the disability leave, she wishes to be placed on a leave of absence in accordance with the New Jersey Family Leave Act beginning on or about February 21, 2019 and end on or about May 15, 2019. Mrs. Rosetti is planning on returning to her current position on May 16, 2019. She intends to apply to the State of New Jersey for the Family Leave Insurance Benefits for the maximum time period during her leave. All leaves are in accordance with current federal and state laws.

P-9

Motion to accept, with regret, the letter of retirement from Rosemary Thiemann, Child Study Team Secretary, effective July 1, 2019. Mrs. Thiemann has been the secretary for the team for 29 ½ years.

ACTION ITEM(S): P-1 – P-9

Motion to adopt: _____ Seconded By: _____

<u>MOTION</u>	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Carey	_____	_____	_____	_____
Cenatiempo	_____	_____	_____	_____
Ficacci	_____	_____	_____	_____

Kubrin	_____	_____	_____	_____
Lucarelli	_____	_____	_____	_____
Pohl	_____	_____	_____	_____
Van Ginneken	_____	_____	_____	_____
Demsak	_____	_____	_____	_____
Hoffman	_____	_____	_____	_____

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
NJASA – One Day Seminars	10/12/18	\$1,000.00 For series		M. Ryder R. Demeter
	12/12/18			M. Ryder J. Reinstein
	1/16/19			M. Ryder J. Cimaglia
	4/2/19			M. Ryder N. Meyer
	4/30/19			M. Ryder J. Sekelsky
McKinney-Vento Education of Homeless and Youth Program, Allamuchy	12/14/18	-0-	-0-	M. Ryder
Conference for School Based Speech-Language Pathologists, New Brunswick	11/29-30/18	\$449.00	\$76.88	M. Hubbard
Health Curriculum Training 2018, Frankford	10/8/18	\$80.00	\$8.00	J. Bennett
NJASL Conference, Long Branch	12/2-12/4/18	\$175.00	\$34.10	S. Ploch
School Support Network, Morristown, Newton or Washington	9/26, 10/2, 11/6, 12/4, 1/8, 2/5, 3/5 4/2, 5/7	-0-	\$167.00 <i>total mileage</i>	D. Fencsak
National Alliance of Mental Illness, Newton	10/24/18	-0-	\$8.68	A. Scherr
NJASBO Professional	11/1/18	\$100	for mileage IAW with	J. Sekelsky

Development and Inservice Rockaway, NJ	11/29/18	subscription	NJ travel regulation	J. Sekelsky M. Ryder
	12/6/18	\$90 per person		J. Sekelsky
	1/15/19	\$1,360 total		J. Sekelsky
	2/5/19			J. Sekelsky D. Krumpfer
	3/5/19			J. Sekelsky W. Chandler
	4/11/19			J. Sekelsky D. Krumpfer W. Chadler
	5/9/19			D. Krumpfer W. Chandler

C/P-2

Motion to approve the Food Service Biosecurity Management Plan.

C/P-3

Motion to approve the following parent-paid class trip(s) for the 2018-2019 school year:

GRADE	DESTINATION	DATE	COST PER STUDENT
MS Band/Chorus	Dorney Park, PA	5/24/19	\$80.00 (admission, busing, t-shirt)
MS Band/Chorus	Kittatinny Regional High School <i>(Jr. High all day rehearsal)</i>	11/14/18	No cost to students
MS Band/Chorus	Wallkill Valley Regional High School <i>(annual band festival)</i>	12/4/18	No cost to students
MS Band/Chorus	WSUS Radio, Franklin <i>(live performance)</i>	12/14/18	No cost to students

ACTION ITEM(S): C/P-1 – C/P-3

Motion to adopt: _____ Seconded By: _____

MOTION	YES	NO	ABSTAIN	ABSENT
Carey	_____	_____	_____	_____
Cenatiempo	_____	_____	_____	_____
Ficacci	_____	_____	_____	_____
Kubrin	_____	_____	_____	_____
Lucarelli	_____	_____	_____	_____
Pohl	_____	_____	_____	_____
Van Ginneken	_____	_____	_____	_____
Demsak	_____	_____	_____	_____

Hoffman _____

POLICY

POL-1

Motion to approve a second reading of the following policies:

- 5142.2 Physical Restraint
- 5142.2R Physical Restraint Regulation

ACTION ITEM(S): POL-1

Motion to adopt: _____ Seconded By: _____

MOTION	YES	NO	ABSTAIN	ABSENT
Carey	_____	_____	_____	_____
Cenatiempo	_____	_____	_____	_____
Ficacci	_____	_____	_____	_____
Kubrin	_____	_____	_____	_____
Lucarelli	_____	_____	_____	_____
Pohl	_____	_____	_____	_____
Van Ginneken	_____	_____	_____	_____
Demsak	_____	_____	_____	_____
Hoffman	_____	_____	_____	_____

POL-2

Motion to approve a first reading of the following regulation:

- 5118R Nonresidents Regulation

ACTION ITEM(S): POL-2

Motion to adopt: _____ Seconded By: _____

MOTION	YES	NO	ABSTAIN	ABSENT
Carey	_____	_____	_____	_____
Cenatiempo	_____	_____	_____	_____
Ficacci	_____	_____	_____	_____
Kubrin	_____	_____	_____	_____
Lucarelli	_____	_____	_____	_____
Pohl	_____	_____	_____	_____
Van Ginneken	_____	_____	_____	_____
Demsak	_____	_____	_____	_____
Hoffman	_____	_____	_____	_____

FACILITIES/OPERATIONS -- see addendum

XI. Written Communication

XII. Public Comment (Board Policy #1200)

“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).

XIII. Board Self-Evaluation Review

XIV. Executive Session

A motion was presented by _____ and seconded by _____ that the Hardyston Township Board of Education enters private session at _____p.m. to discuss _____ 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.

XV. Return to Public Session – if needed

Motion to the Board of Education will return to public session at _____p.m.

Roll Call

- Mrs. Donna Carey _____
- Mrs. Jennifer Cenatiempo _____
- Mrs. Amie Ficacci _____
- Mrs. Carla Kubrin _____
- Mrs. Susan Lucarelli _____
- Mrs. Susana Pohl _____
- Mr. David Van Ginneken _____
- Mr. Nick Demsak _____
- Mr. Ron Hoffman _____

- Mr. Michael Ryder _____
- Mr. James Sekelsky _____

Action following Executive Session if needed:

XVI. Adjournment

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