

**HARDYSTON TOWNSHIP BOARD OF EDUCATION  
REGULAR MEETING AGENDA  
NOVEMBER 13, 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 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/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 (Nick Demsak)
  - Ad Hoc (Dave Van Ginneken)
3. Board President Update
4. Superintendent’s Report
5. Student Recognition:

*The Center for Prevention and Counseling:*

2018 “What’s Your Anti-Drug” Poster Contest Winners: Elementary: Kaylee Hrehorovich (4)  
(800 entries representing 32 schools) Middle: Nicholas DaSilva (6)

*October Students of the Month: “Courage”*

- Grade K: Emma Irish
- Grade 1: Nathaniel Rubalcava
- Grade 2: Ashley Juba
- Grade 3: Melina Kontominas
- Grade 4: Temperance Settembrino
- Grade 5: Emmanuel Oti
- Grade 6: Eric Allen
- Grade 7: Liam Cunniffe
- Grade 8: Alessio Orlando

**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:

- December 11 – Regular Meeting
- January 8 – Regular Meeting
- January 22 – Budget Workshop
- February 12 – Regular Meeting
- February 26 – Workshop
- March 12 – Regular Meeting
- March 26 - Workshop

**IX. New Business**

**X. Agenda Items:**

**MEETING MINUTES**

1. October 9, 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.*

Motion to approve the HIB report as presented by the chief school administrator on 10-9-18.

*Background: HIB report for 11-13-18 is located in the Executive Session folder and will be voted on at the December 11, 2018 BOE meeting (if necessary).*

<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	_____	_____	_____	_____

**FINANCE**

**F-1**

Motion to approve \$ 23,787.23 in transfers for the month of October 2018.

**F-2**

Motion to approve the Bills List for the month of October 2018 in the amount of \$1,263,693.44.

**F-3**

Motion to approve the Treasurer of School Monies Comparison Report for September 2018 and the revised reports from June - August 2018.

\*\* FY18 Audit this week -- auditor's adjusting entries rebalanced reports for FY19

**F-4**

Motion to approve the Board Secretary's Monthly Comparison Report for September 2018 and the revised reports from June - August 2018.

\*\* FY18 Audit this week -- auditor's adjusting entries rebalanced reports for FY19

*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 30, 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: \_\_\_\_\_

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

**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
Danielle Jones	Teacher	CE – Elem. K-6

**P-2**

Motion to approve Jacob Maier, Leave Replacement Teacher – Grade 5, Social Studies, BA, Step 1, \$52,654, pro-rated, for the period December 3, 2018 through on or about December 31, 2018.

*Background: Mr. Maier has been in this position since September 1 for current teacher out on leave.*

**P-3**

Motion to approve Bayada Home Health Care, Inc. to provide substitute nursing services to Hardyston School District on an emergency basis at a rate of \$60/hour.

*Background: Contract reviewed by district attorney.*

**P-4**

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.*

Brigid Rosendale	Asst. Girls Basketball Coach	Step 2	\$1,709
Joshua Bennett	Head Boys Track Coach	Step 6	\$2,666
Kasey Kervatt	Head Girls Track Coach	Step 5	\$2,529
Stacey Luce	Assistant Track Coach	Step 1	\$1,437

**P-5**

Motion to approve a disability leave of absence for Megan Landgraff, Grade 6 Language Arts Teacher, commencing on or about February 13, 2019. Mrs. Landgraff intends to use accumulated sick days during the disability period, ending on or about March 14, 2019. Following the completion of the disability leave, she wishes to be placed on a leave of absence in accordance with the FMLA and NJFLA beginning on or about March 15, 2019 and end on or about June 6, 2019. Mrs. Landgraff is planning on returning to her current position on June 7, 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-6**

Motion to approve movement on salary guide to MA for Kaitlin Gregory 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-7**

Motion to approve movement on salary guide to MA for Kristen Meyer 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-8**

Motion to accept, with regret, the letter of retirement from Michael Meagher, Grade 6 Science Teacher, effective June 30, 2019. Mr. Meagher has been with the district for 20 years.

**P-9**

Motion to approve Jenna Houghtaling, middle school Resource Room teacher, for home instruction for an identified student for 2 hours per school day, \$33.76 per hour (per negotiated agreement).

**P-10**

Motion to approve Erin Fuchs Kaegi as Preschool Teacher – Leave Replacement, at a rate of \$175.00 per day (as outlined in negotiated HTEA contract) for the period November 26, 2018 through March 27, 2019.

*Background: Mrs. Kaegi is a temporary replacement for Mrs. Napovier.*

**P-11**

Motion to approve Francesca Benvenuto as Speech Language Specialist, MA, Step 1, \$55,794 for the period January 2, 2019 through June 30, 2019.

*Background: Mrs. Stoll will be retiring from this position January 1, 2019.*

**P-12**

Motion to approve Lauren Davis as Resource Room Teacher – Leave Replacement, at a rate of \$175.00 per day (as outlined in negotiated HTEA contract) for the period November 26, 2018 through April 1, 2019.

*Background: Ms. Davis is a temporary replacement for Mrs. Maris.*

ACTION ITEM(S): P-1 – P-12

Motion to adopt: \_\_\_\_\_ Seconded By: \_\_\_\_\_

MOTION	YES	NO	ABSTAIN	ABSENT
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
Safe Schools, Safe Future, Morristown	11/15/18	-0-	\$21.70/ea.	R. Demeter J. Cimaglia
2018 Connecting Continuum Conference, Andover	11/29/18	\$60/ea.	\$7.81/ea.	R. Demeter E. Burdzy
iSTEAM Conference 2019, Ramapo College	1/11/19	\$179	-0-	S. Ploch
What’s New for School Libraries, West Orange	12/19/18	\$259.00	-0-	C. Fahey
Narcan Training, SCCC, Newton	11/26/18	-0-	\$8.25	E. Burdzy R. Demeter

**C/P-2**

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

GRADE	DESTINATION	DATE	COST PER STUDENT
8	“Aladdin”, Broadway, New York <i>Lunch at Bubba Gump’s</i>	5/1/19	\$135.00
ES/MS	2019 Ski Season, Mountain Creek - Vernon	1/8, 15, 22, 29 & 2/6	Season pass to be paid by parent
MS MD	Walking Trail in Hardyston fields to Hardyston Police Department	11/2/18	No cost to parents
5	West Point, NY	5/17/19	\$30.00

**C/P-3**

Motion to approve the District Nursing Services Plan 2018 as attached.

**C/P-4**

Motion to approve the following out of district student for the 2018-2019 school year.

# STUDENTS	SCHOOL	TUITION	
1	Windsor Learning Center 234 Wanaque Avenue Pompton Lakes, NJ (180 days/2018-19 school year )	\$55,800/10 mo. (\$310.00/diem)	+ Transportation

**ACTION ITEM(S): C/P-1 – C/P-4**

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	_____	_____	_____	_____

**POLICY**

**POL-1**

Motion to approve a first reading of the following policies:

- 4111.2/4211.1 Domestic Violence
- 5141.21 Administering Medication
- 5141.21E Administering Medication - Exhibit
- 5145.7 Gender Identity and Expression

**ACTION ITEM(S): POL-1**

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	_____	_____	_____	_____

**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: \_\_\_\_\_

<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 \_\_\_\_\_

**FACILITIES/OPERATIONS**

**F/O-1**

Motion to approve the following 2018-2019 school year requests for use of the district facilities for the dates and times as indicated. All required paperwork and insurance confirmation will be on file; the main office will coordinate all dates and times.

NAME	LOCATION	DATE	TIME	DAY
Boy Scout Troop#187	ES Cafeteria	November 2018 - June 2019	7:00-9:00 PM	Tuesday
Hardyston Twp. Police Dept.	Middle School	11/30/18	6:00-9:30 PM	Friday <i>(training practice)</i>

**F/O-2**

Motion to approve the disposition of MS Media Center tables and chairs, MS cafeteria tables, Ford F250 pickup, and 30gal Gruen Kettle (from 1965) on GovDeals.com. (exact totals will be posted)

ACTION ITEM(S): F/O-1 - F/O-2

Motion to adopt: \_\_\_\_\_ Seconded By: \_\_\_\_\_

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

**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. 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.*

**XIV. 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:

**XV. 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.