

**HARDYSTON TOWNSHIP BOARD OF EDUCATION  
REGULAR MEETING AGENDA  
FEBRUARY 12, 2019  
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:                                    Regina Goldy \_\_\_\_\_  
\_\_\_\_\_

**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 (Carla Kubrin)
  - Finance, Facilities and Operations & Technology Infrastructure (David Van Ginneken)
  - Personnel, Negotiations, Grievance & Policy (Donna Carey)
  - Ad Hoc Services Committee (Dave Van Ginneken)
3. Board President Update
4. Superintendent's Report
5. Student Recognition:

*January Students of the Month:* (Kindness)

Grade K: **Adriana Terracciano**

Grade 1: **Maeve Healy**

Grade 2: **Bianca Vasquez**

Grade 3: **Mia Locascio**

Grade 4: **Gabriel Androsiglio**

Grade 5: **Sean Beck**

Grade 6: **Owen Demeter**

Grade 7: **Kayla Van Ginneken**

Grade 8: **Isabella Lacatena**

#### 6. Staff:

*Governor's Educator of the Year*

Elementary School – **Michelle Carrajat**

Middle School - **Kristina Luciano**

*Educational Services Professional*

Elementary School – **Susan Verso**

Middle School - **David Sasso**

7. Student Safety Data - Semi-Annual Report (Bob Demeter)

#### 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:

- February 26 – Budget Workshop
- March 12 – Regular Meeting
- March 26 – *No Workshop Scheduled*
- April 9 – Regular Meeting
- April 30 – Public Hearing and Adoption of 2019-2020 Budget
- May 14 – Regular Meeting

**IX. New Business**

**X. Agenda Items:**

**MEETING MINUTES**

1. January 8 – Annual Reorg and Regular Meeting
2. January 22 – Budget Workshop

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 1-8-19.

*Background: HIB report for 2-12-19 is located in the Executive Session folder and will be voted on at the March 12, 2019 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 \$ \_\_\_\_\_ in transfers for the month of January 2019.

**F-2**

Motion to approve the Bills List for the month of January 2019 in the amount of \$ \_\_\_\_\_

**F-3**

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

**F-4**

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

**F-5**

Motion to approve application of the waiver of compliance for the district’s participation in Special Education Medicaid Initiative (SEMI):

**Whereas**, NJAC 6A:23A-5.3 provides that a school district may request a waiver of compliance with respect to the district’s participation in the Special Education Medicaid Initiative (SEMI) Program for the 2019-20, and

**Whereas**, the Hardyston Township Board of Education desires to apply for this waiver due to the fact that it projects having fewer than 40 Medicaid eligible classified students OR participation in SEMI would not provide a cost benefit to the district based on the projection of the district’s available SEMI reimbursement for the 2019-20 budget year (\$17,178.88) (32 students projected).

**Now Therefore Be It Resolved** that the Hardyston Township Board of Education hereby authorizes the Chief School Administrator to submit to the Executive County Superintendent of Schools in the County of Sussex an appropriate waiver of the requirements of NJAC 6A23A-5.3 for the 2019-20 school year.

**ACTION ITEM(S): F-1 to F-5**

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	_____	_____	_____	_____

**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.

<b>NAME</b>	<b>POSITION</b>	<b>CERTIFICATION</b>
Robert Rosendale	Teacher or Aide	Sub Cert – 7/1/19
Nigel Sangster	Teacher	Standard TOH / Principal
Krysten Bifano	Teacher/Aide/Secretary	Sub Cert – <i>in process at County level</i>
Anthony Luisi	Teacher	Sub Cert - <i>in process at County level</i>
Cynthia Lanham	Nurse	Sub Cert - <i>in process at County level</i>
Susan Roessner	Teacher	Sub Cert - <i>in process at County level</i>

**P-2**

Motion to approve movement on salary guide to MA+15 for Lisa Healy 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 MA+45 for Alizah Scherr 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 appoint/re-appoint the extra-curricular coaches/advisors 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.*

Kasey Kervatt	Art Club Advisor	Stipend: \$500.00
Holly Romahn	Lego Game Club	Stipend: \$500.00
Patricia Rosendale	Academic Bowl	Stipend: \$500.00

**P-5**

Motion to approve Jenna Houghtaling for home instruction for an identified student effective immediately at \$33.76 per hour per negotiated agreement.

**P-6**

Motion to approve a sidebar agreement dated February 12, 2019 between the Hardyston Board of Education and the HTEA, available on file in the Business Administrator’s office.

**P-7**

Motion to approve two additional staff members as Hall/Crowd Monitors for the annual Basketball Tournament held at the middle school the week of February 4 through on or about February 8 (including snow days). Scheduling of staff members handled through main office.

Maria Flaherty                      Isabella Pagan

**P-8**

Motion to approve a one-on-one part time paraprofessional for an identified elementary student effective immediately.

*Background: This is a new position which is IEP driven. This position does not increase the number of district paraprofessionals as a middle school position was not filled after a resignation.*

**P-9**

Motion to employ the following special education paraprofessional for the 2018-2019 school year in accordance with the needs of the classified students and in conjunction with the ratified HTEA and with the condition that employment is terminated when the need for assigned services no longer exists.

Krysten Bifano                                      \$13.38 per hour not to exceed 29.75/hr per wk

**P-10**

Motion to employ the following special education paraprofessional for the 2018-2019 school year in accordance with the needs of the classified students and in conjunction with the ratified HTEA and with

the condition that employment is terminated when the need for assigned services no longer exists.

Ewa Bressler \$13.38 per hour not to exceed 29.75/hr per wk

Background: This is an existing unfilled position.

ACTION ITEM(S): P-1 – P-10

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:

<b>EVENT</b>	<b>DATE</b>	<b>REGISTRATION FEE</b>	<b>MILEAGE &amp; OTHER EXPENSES</b>	<b>EMPLOYEE/BOARD MEMBER</b>
My Favorite Apps for PE, <i>online, ongoing</i>	--	\$119.00	--	A. Kasa
Responsive Small Group Reading Instruction, Somerset	2/1/19	- 0 -	\$5.51	S. Guarino
NJSBGA Annual Conference/Expo, Atlantic City	3/11-13/19	\$200.00	\$235.96	C. Platvoet
Schoolwide Readers Module, Vernon	2/6/19	- 0 -	\$6.57	S. Guarino
Four-Year PARCC Comparison Workshop, Lambertville	3/7/19	- 0 -	- 0 -	M. Ryder J. Cimaglia

**C/P-2**

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

<b>GRADE</b>	<b>DESTINATION</b>	<b>DATE</b>	<b>COST PER STUDENT</b>
MS Select Students	Sussex County Teen Arts Festival, Sussex County Community College, Newton	3/18/19 <i>(3/19 snow date)</i>	Budgeted item

5	Liberty Science Center, Jersey City	3/28/19	\$33.00
Select MS Students	New Jersey National Academic Quiz Bowl Tournament, Edison	3/2/19 <i>Saturday</i>	Budgeted item

**C/P-3**

Motion to approve one identified child of a staff member to attend Hardyston Elementary School as outlined in board approved Policy 5118, Nonresidents, for the period March 1, 2019 through June 30, 2019.

**C/P-4**

Motion to ratify a newly revised Memorandum of Agreement Between Education and Law Enforcement Officials.

*The Hardyston Township Board of Education at the June 9, 2015 public meeting wishing to recognize and maintain the value of the Uniform State Memorandum of Agreement between Education and Law Enforcement Officials hereby re-adopts the Memorandum of Agreement as originally approved by this Board, without modification and authorizes the submission to the County Superintendent of Schools, the County Prosecutor, and to Law Enforcement for signatures.*

**C/P-5**

Motion to approve the 2019-2020 School Year calendar as attached.

ACTION ITEM(S): C/P-1 – C/P-5

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 policy and regulation:

- 5118 Nonresidents
- 5118R Nonresidents Regulation

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 \_\_\_\_\_

**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
Hardyston Men’s Softball League	ES Softball Field ES Baseball Field	April 1 (on or about) – September 30	9:00 AM – 12:00 PM	Sundays - ( <i>Coord. through main office</i> )
Girls on the Run	Perimeter of ES fields and gym	March 5 – May 14	3:45 PM – 5:15 PM	Tuesdays and Thursdays
YMCA Summer Camp	MS – Room 114	Wk of 7/15- <i>Top Chef</i> Wk of 7/22- <i>Sweets&amp;Treats</i> Wk of 7/29- <i>Sewing Studio Plus</i> Wk of 8/5- <i>Memory Quilt</i>	9:00 AM – 3:00 PM	Monday - Friday

**F/O-2**

Motion to approve East Coast Combustion Specialists to replace the combustion blower on Boiler # 2 at the Elementary School for the amount of \$5,915.59 and Temp Masters Inc. to replace the bad heat exchanger in Boiler #2 at the Middle School for the amount of \$37,410.00. To be funded by Maintenance Reserve (other quotes on file).

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.