

**HARDYSTON TOWNSHIP BOARD OF EDUCATION
REGULAR MEETING AGENDA
DECEMBER 10, 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: _____

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 (Jim Sekelsky)
2. Committee Reports:
 - Curriculum, Programs, Educational Technology & Community Relations (Amie Ficacci)
 - 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. Recognition

Board Member Recognition:

Danuta (Donna) Carey

WHEREAS, Mrs. Danuta (Donna) Carey has served as a member of the Hardyston Township Board of Education since January 2014 through December 2019, and has served as the Chairperson and/or Committee Member of Curriculum and Programs, Technology, Community Relations, Facilities and Finance, and Policy and Personnel, and

WHEREAS, Mrs. Danuta Carey has served the students and residents of Hardyston Township with dedication, commitment, and integrity.

NOW, THEREFORE BE IT RESOLVED, that the Hardyston Township Board of Education extends its sincerest thanks and deepest appreciation for her contributions, and wishes her the best of health and happiness in her future endeavors.

Susana Pohl

WHEREAS, Mrs. Susana Pohl has served as a member of the Hardyston Township Board of Education since February 2016 through December 2019, and has served as the Chairperson and/or Committee Member of Facilities and Finance, Curriculum and Programs, Technology Infrastructure and Community Relations, Personnel and Policy, and

WHEREAS, Mrs. Susana Pohl has served the students and residents of Hardyston Township with dedication, commitment, and integrity.

NOW, THEREFORE BE IT RESOLVED, that the Hardyston Township Board of Education extends its sincerest thanks and deepest appreciation for her contributions, and wishes her the best of health and happiness in her future endeavors.

Staff Recognition:

Brian Graham – winner of the Arm and Hammer Spooky StemFest Contest!

<https://wyng.io/LRO740?v=yKx1>

Student Recognition:

November Students of the Month:

Grade K: **Royce Codner**

- Grade 1: **Avery Bertoa**
- Grade 2: **Jake Davidek**
- Grade 3: **Logan Quinn**
- Grade 4: **Amelia Pinto**
- Grade 5: **Brooke Quinn**
- Grade 6: **Christina Carabello**
- Grade 7: **Gabriella Kelly**
- Grade 8: **James Federico**

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 2019- 2020:

- January 7 – Annual Reorganization and Regular Meeting (*snow date 1/9*)
- January 28 – Budget Workshop Meeting
- February 11 – Regular Meeting
- February 25 – Budget Workshop Meeting
- March 10 – Regular Meeting
- March 24 – Budget Workshop Meeting

IX. New Business

X. Agenda Items:

MEETING MINUTES

1. November 12 – 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 11-12-19.

Background: HIB report for 12-10-19 is located in the Executive Session folder and will be voted on at the January 7, 2020 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 \$2,788.09 in transfers for the month of November, 2019.

F-2

Motion to approve the Bills List for the month of November, 2019 in the amount of \$1,031,425.46.

F-3

Motion to approve the draft of the Treasurer of School Monies Comparison Reports for October, 2019.

F-4

Motion to approve the draft of the Board Secretary’s Monthly Comparison Report for October, 2019.

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 October 31, 2019.

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 | _____ | _____ | _____ | _____ |
| Hoffman | _____ | _____ | _____ | _____ |

PERSONNEL

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

P-1

Motion to approve Danielle Derby, Leave Replacement Teacher – Grade 1, MA, Step 1, \$56,509, prorated, for the period December 2, 2019 through on or about March 1, 2020.

Background: Mrs. Derby has been in this position since September 1 for current teacher out on leave.

P-2

Motion to approve a disability leave of absence for Larissa Potosnak, Middle School Guidance Counselor, commencing on or about January 21, 2020. Mrs. Potosnak intends to use 21 accumulated sick days during the disability period, ending on or about February 20, 2020. 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 February 21, 2020 and end on or about April 3, 2020. Mrs. Potosnak is planning on returning to her current position on or about April 6, 2020. 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-3

Motion to approve a maternity leave of absence for Laura Moroney, Middle School Math Teacher, commencing on or about February 28, 2020. Mrs. Moroney intends to use 10 accumulated sick days during the disability period, ending on or about March 30, 2020. Following the completion of the disability leave, she wishes to continue with her contractual maternity leave, beginning on or about March 31, 2020 and ending on or about April 24, 2020. Mrs. Moroney is planning on returning to her current position on or about April 27, 2020. She intends to apply to the State of New Jersey for the Family Leave Insurance Benefits during her leave. All leaves are in accordance with current federal and state laws.

P-4

Motion to approve the following staff members for non-certificate required activities for the 2019-2020 school year at the contracted rate of \$25.00 per hour.

Katrina Vinkman

Maria Flaherty

P-5

Motion to appoint/re-appoint the extra-curricular coaches and advisors for the 2019/2020 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.

| | | | |
|-----------------|------------------------|--------|---------|
| Kaitlin Gregory | Head Gymnastics Coach | Step 6 | \$2,802 |
| Jill Corbett | Asst. Gymnastics Coach | Step 2 | \$1,709 |
| Stacey Luce | Asst. Track Coach | Step 2 | \$1,573 |
| Robert Demeter | Head Girls Track Coach | Step 6 | \$2,666 |
| Joshua Bennett | Head Boys Track Coach | Step 6 | \$2,666 |

P-6

Motion to amend the previously board approved faculty members and their stipend amounts from 2018-19 school year and 2019-20 school year from \$500.00 to \$512.00 and reimburse the difference to the members below.

2018-19: Emmaline Kempf, Select Band Advisor
Patricia Rosendale, Academic Bowl Advisor
Kasey Kervatt, Art Club
Holly Romahn, Lego Club

2019-20: Emmaline Kempf, Select Band Advisor
Patricia Rosendale, Academic Bowl
Suzanne Ploch, Girls Who Code
Holly Romahn, Lego Game Club

Background: *In accordance with the negotiated agreement, the stipend was increased from \$500.00 to*

\$512.00.

P-7

Motion to approve the following staff members for non-certificated coverage during the winter concert at negotiated hourly rate:

Katrina Vinkman

Karen Dunn

ACTION ITEM(S): P-1– P-7

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 |
|---|--------------|------------------|--------------------------------|------------------------|
| NJ TECHSPO, Atlantic City | 1/30 & 31/20 | \$475.00 | \$248.89 | D. Kornak |
| 5 th Annual NJ Women’s Leadership Conference NJASA/AASA/NJSAFEA, Somerset Park | 3/26 & 27/20 | \$389.00 | \$170.80 | J. Reinstein |
| Using Data to Improve Teaching and Learning, MUJC | 2/5/2020 | \$190.00 | -0- | M. Ryder |
| New Jersey Music Educators Association Conference | 2/20-22/20 | \$170.00/ea. | \$77.00 + Tolls <i>each</i> | K. Vinkman E. Kempf |

ACTION ITEM(S): C/P-1

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 and adopt the following policy:
 9112 Elections and Annual Appointments

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 | _____ | _____ | _____ | _____ |

FACILITIES/OPERATIONS

- **ES Building Report** (Mike Ryder)

F/O-1 *** (see reports “3-year Maintenance Plan 2019-20” and “M-1 2019-20”)

Motion to adopt: _____ Seconded By: _____

BE IT RESOLVED, to approve the following resolution for submission of the Comprehensive Maintenance Plan (CMP and M-1 Report) for the 2020-2021 school year:

WHEREAS, the Department of Education requires New Jersey School Districts to submit three-year maintenance plans documenting “required” maintenance activities for each of its public school facilities; and

WHEREAS, the required maintenance activities as listed in the attached document for the various school facilities of Hardyston School District are consistent with these requirements; and

WHEREAS, all past and planned activities are reasonable to keep school facilities open and safe for use or in their original condition and to keep their system warranties valid; and

Now Therefore Be It Resolved, that the Hardyston Public School District hereby authorizes the School Business Administrator to submit the attached Comprehensive Maintenance Plan for Hardyston School District in compliance with Department of Education requirements.

ACTION ITEM(S): F/O-1

| 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.