

**HARDYSTON TOWNSHIP BOARD OF EDUCATION  
REGULAR MEETING AGENDA  
MARCH 10, 2020  
7:00 PM – Hardyston Middle School Library**

**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**

Mrs. Jen Cenatiempo	present	absent	arrived at _____ p.m.
Mr. Nick Demsak	present	absent	arrived at _____ p.m.
Mr. Brian Drelick	present	absent	arrived at _____ p.m.
Mrs. Amie Ficacci	present	absent	arrived at _____ p.m.
Vacant	present	absent	arrived at _____ p.m.
Mrs. Susan Lucarelli	present	absent	arrived at _____ p.m.
Mrs. Michele Van Allen	present	absent	arrived at _____ p.m.
Mr. David Van Ginneken	present	absent	arrived at _____ p.m.
Mr. Ronald Hoffman	present	absent	arrived 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 (Jim Sekelsky)

2. Committee Reports:
  - Curriculum, Programs, Educational Technology & Community Relations (Carla Kubrin)
  - Finance, Facilities and Operations & Technology Infrastructure (Dave Van Ginneken)
  - Personnel, Negotiations, Grievance & Policy (Amie Ficacci)
  - Ad Hoc Services Committee (Dave Van Ginneken)
3. Student Safety Data (Bob Demeter)
4. Board President Update
5. Superintendent Update / District Goals Update
6. Recognition

Student:

February Students of the Month:

- Grade K: Collette Settembrino
- Grade 1: Brendan Solar
- Grade 2: Luke Harrison
- Grade 3: Anushka Rajesh
- Grade 4: Kristina McMickle
- Grade 5: Krista Contrada
- Grade 6: Emmanuel Oti
- Grade 7: Cianna Acevedo
- Grade 8: Braden Bonser

7. HIB Training (Joe Roselle, Esq.)

**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. Jennifer Cenatiempo \_\_\_\_\_
- Mr. Nick Demsak \_\_\_\_\_
- Mr. Brian Drelick \_\_\_\_\_
- Mrs. Amie Ficacci \_\_\_\_\_
- Vacant \_\_\_\_\_

Mrs. Susan Lucarelli \_\_\_\_\_  
 Mrs. Michele Van Allen \_\_\_\_\_  
 Mr. David Van Ginneken \_\_\_\_\_  
 Mr. Ronald Hoffman \_\_\_\_\_

**VIII. Old Business**

**O/B-1**

Meeting Dates for 2019-2020:

- March 20 – Filing of Tentative Budget – *informational only*
- April 28 – Public Hearing and Adoption of 2020-2021 Budget and Regular Meeting
- May 12 – Regular Meeting
- June 9 – Regular Meeting
- June 23 – Annual Retreat

**O/B-2**

**Motion to approve**, upon recommendation of the Superintendent, the tentative 2020-2021 school budget for submission and approval to the County Superintendent as follows:

The Hardyston Township Board of Education has proposed programs and services in this budget in addition to the New Jersey Student Learning Standards adopted by the State Board of Education. The Hardyston Township Board of Education approves this “tentative” budget to be presented to the Sussex Executive County Superintendent of Schools for approval prior to advertising in the New Jersey Herald and on the district’s web site. The budget will be approved by the County Superintendent prior to the public meeting. The budget will be revised, if necessary, at the public hearing on April 28, 2020 (reschedule date is May 12, 2020).

**The motion further provides** authorization to the CSA and SBA to modify the budget shown below, if necessary, based on the final preparation of this budget for approval.

<u>Fund</u>	<u>Revenues</u>	<u>Appropriations</u>	<u>Tax Levy</u>
General Fund	\$12,204,387	\$12,204,387	\$10,232,436
Special Revenue Fund	\$ 189,052	\$ 189,052	\$ 0
Debt Repayment	\$ 752,669	\$ 752,669	\$ 707,669
Total Revenues/Sources to Total Appropriations	\$13,146,107	\$13,146,107	\$10,940,105

**This budget incorporates the following revenue measures to affect the local tax levy:**

- **\$110,000** of budgeted fund balance. This is same as initially proposed
- **\$55,000** of budgeted Maintenance Reserve to offset tax revenue
- **\$45,000** of budgeted funds from the Middle School Roof Legal Settlement to offset taxes

**ACTION ITEM(S): Tentative Budget 2020-2021**

Motion to adopt: \_\_\_\_\_ Seconded By: \_\_\_\_\_  
**MOTION**            YES            NO            ABSTAIN    ABSENT

Cenatiempo	_____	_____	_____	_____
Demsak	_____	_____	_____	_____
Drelick	_____	_____	_____	_____
Ficacci	_____	_____	_____	_____
Vacant	_____	_____	_____	_____
Lucarelli	_____	_____	_____	_____
Van Allen	_____	_____	_____	_____
Van Ginneken	_____	_____	_____	_____
Hoffman	_____	_____	_____	_____

**IX. New Business**

**X. Agenda Items:**

**MEETING MINUTES**

1. February 11 - Regular Meeting
2. February 25 – Budget Workshop Meeting

Motion of adopt: \_\_\_\_\_ Seconded by: \_\_\_\_\_

<u>MOTION</u>	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Cenatiempo	_____	_____	_____	_____
Demsak	_____	_____	_____	_____
Drelick	_____	_____	_____	_____
Ficacci	_____	_____	_____	_____
Vacant	_____	_____	_____	_____
Lucarelli	_____	_____	_____	_____
Van Allen	_____	_____	_____	_____
Van Ginneken	_____	_____	_____	_____
Hoffman	_____	_____	_____	_____

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

Motion to approve the HIB report as presented by the Chief School Administrator on 2-11-2020.

*Background: HIB report for 3-10-2020 is located in the Executive Session folder and will be voted on at the April 14, 2020 BOE Meeting (if necessary).*

<u>MOTION</u>	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Cenatiempo	_____	_____	_____	_____
Demsak	_____	_____	_____	_____
Drelick	_____	_____	_____	_____
Ficacci	_____	_____	_____	_____
Vacant	_____	_____	_____	_____
Lucarelli	_____	_____	_____	_____
Van Allen	_____	_____	_____	_____
Van Ginneken	_____	_____	_____	_____
Hoffman	_____	_____	_____	_____

## **FINANCE**

### **F-1**

Motion to approve \$10,528.09 in transfers for the month of February, 2020.

### **F-2**

Motion to approve the Bills List for the month of February, 2020, in the amount of \$699,480.15.

### **F-3**

Motion to approve the Treasurer of School Monies Comparison Reports for January, 2020, and to ratify the auditor revised Treasurer Reports from July 2019 through December 2019.

### **F-4**

Motion to approve the Board Secretary's Monthly Comparison Reports for January, 2020, and to ratify the auditor revised Board Secretary Reports from July 2019 through December 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 January 31, 2020. 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 the attached shared service agreement with Ogdensburg School District for School Business Services, for the period April 1 - June 30, 2020.

### **F-6**

Motion to accept and approve the Comprehensive Annual Financial Report and Auditors' Management Report for the fiscal year ending June 30, 2019, as submitted by the school auditor, Heidi Wohlleb of Nisivoccia & Company, LLP, Newton, NJ, as discussed at the public meeting on March 10, 2020, and approving the corrective action plan:

All reconciling items on the various bank reconciliations included in the Treasurer reports are investigated and resolved in a timely manner.

### **F-7**

Motion to approve the fourth year of a five-year contract agreement (however, this is the final year due to a change in state contracting requirements) with Maschio's Food Services Inc, effective September 1, 2020 through June 30, 2021. The annual management fees will be \$8046.00 payable in ten monthly installments of \$804.60 per month, September 1, 2020 through June 30, 2021. Maschio's guarantees a no cost or breakeven food service 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) incurred with the following

conditions: This agreement is compliant with all guidelines and regulations of the New Jersey Department of Agriculture.

**F-8**

Motion to approve participation in the Sustainable Jersey for Schools Certification Program.

**Whereas**, the Hardyston Board of Education seeks to participate in Sustainable Jersey for Schools to focus attention and efforts on matters of sustainability and pursue initiatives that will lead to Sustainable Jersey for Schools Certification.

**Whereas**, the Hardyston Board of Education and Chief School Administrator seek to support and work with school staff and administrators, students, and parents to ensure a safe and healthy environment for students by encouraging our school community to implement sustainable, energy-smart, eco-friendly, and cost-effective solutions.

**Whereas**, extensive opportunities exist to teach students about ecological, economic and social sustainability, environmental health, and nutrition; to integrate sustainability education into classroom learning; and to support students in becoming leaders in making their schools healthier and more sustainable places.

**Whereas**, many options and choices exist for schools to use resources more efficiently; to reduce, reuse, and recycle; to follow Green Building Standards for construction and major renovations; to form school partnerships; to eliminate toxic chemicals; to purchase (or produce) clean energy; and to purchase recycled paper, energy-efficient equipment and other green products to protect our global environment.

**Whereas**, sustainability means using resources wisely, saving money, and reducing our impact on the environment, all of which will ensure the future health, safety, and prosperity of our children.

**Whereas**, the Hardyston Board of Education commits to the formation of at least one Sustainability Leadership Team (also referred to as “Green Team”), based on the guidance of Sustainable Jersey for Schools.

**Whereas**, Green Team members help schools adopt policies and practices addressing areas such as sustainability education and professional training, green purchasing, waste reduction, indoor air quality, energy-saving initiatives, and community partnerships.

**Whereas**, the Hardyston Board of Education will encourage Green Teams at all district schools by providing networking and educational opportunities.

**Therefore, it is resolved** that the Hardyston Board of Education agrees to participate in Sustainable Jersey for Schools, and it is the board’s intention to pursue certification for schools in the district.

**We do hereby recognize** our School(s) as the agent(s) to carry out our commitment to building a sustainable school district through the implementation of Sustainable Jersey for Schools actions.

**We agree to** complete district actions and to support the district’s schools in completing their actions.

**ACTION ITEM(S): F-1 – F-8**

Motion of adopt:	_____	Seconded by:	_____		
<u>MOTION</u>	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>	
Cenatiempo	_____	_____	_____	_____	
Demsak	_____	_____	_____	_____	

Drelick	_____	_____	_____	_____
Ficacci	_____	_____	_____	_____
Vacant	_____	_____	_____	_____
Lucarelli	_____	_____	_____	_____
Van Allen	_____	_____	_____	_____
Van Ginneken	_____	_____	_____	_____
Hoffman	_____	_____	_____	_____

**PERSONNEL**

(All Personnel resolutions are based on the recommendation of the CSA.)

**P-1**

Motion to approve the substitutes listed below to be placed in our substitute calling system for the 2019-2020 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
Sita Goss	Teacher	Sub Cert. Exp. 1/2/24

**P-2**

Motion to approve the continuation of Danielle Derby, Leave Replacement Teacher – Grade 1, for the period March 1, 2020 through on or about May 31, 2020.

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

**P-3**

Motion to approve a disability leave of absence for Denise Calandrillo, Elementary Resource Room Teacher, to commence on or about May 26, 2020. Mrs. Calandrillo intends to use 20 accumulated sick days during the disability period, ending on or about June 22, 2020. She wishes to be placed on Family Medical Leave in accordance with FMLA and NJFLA to commence on or about September 8, 2020 and end on or about November 30, 2020. Mrs. Calandrillo will be returning to her current position on or about December 1, 2020. All leaves are in accordance with current federal and state laws.

**P-4**

Motion to approve a disability leave of absence for Kristina Luciano, Grade 5 Science Teacher, to commence on or about May 11, 2020. Mrs. Luciano intends to use 29 accumulated sick days during the disability period, ending on or about July 4, 2020. She wishes to be placed on Family Medical Leave in accordance with FMLA and NJFLA to commence on or about September 8, 2020 and end on or about November 30, 2020. Mrs. Luciano will be returning to her current position on or about December 1, 2020. All leaves are in accordance with current federal and state laws.

**P-5**

Resolved, that the Board hereby approves James Sekelsky to provide transition consulting services related to business office operations for the period April 1, 2020 through June 30, 2020, for an hourly rate of \$63.62 per hour, total amount not to exceed \$6,000.00; and

Be it further resolved, that during this time, Mr. Sekelsky shall serve as an independent contractor and not as an employee, and will not be provided with any other compensation or benefits, and shall be on call for such services at the Chief School Administrator’s discretion.

**P-6**

Motion to approve the appointment of Richard Rennie as Board Secretary from April 1-June 30, 2020.

**ACTION ITEM(S): P-1 – P-6**

Motion of adopt: \_\_\_\_\_ Seconded by: \_\_\_\_\_

<u>MOTION</u>	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Cenatiempo	_____	_____	_____	_____
Demsak	_____	_____	_____	_____
Drelick	_____	_____	_____	_____
Ficacci	_____	_____	_____	_____
Vacant	_____	_____	_____	_____
Lucarelli	_____	_____	_____	_____
Van Allen	_____	_____	_____	_____
Van Ginneken	_____	_____	_____	_____
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>
Leading Effective Literacy Practices, Princeton	3/27/2020	-0-	\$35.00	J. Cimaglia
2020 NJSBGA Conference/Expo, Atlantic City	3/22 – 3/25/2020	\$200.00	\$245.00 <i>(hotel + mileage)</i>	C. Platvoet
K-12 Mental Health Summit, Princeton	3/11/2020	-0-	\$56.00	J. Reinstein
2020 FEA/NJPSA/NJASCD Fall Conference	10/16/2020	\$149.00	\$121.80 <i>(mileage + tolls)</i>	R. Demeter
IXL Live, Parsippany	4/2/2020	\$75.00	\$14.70	A. McInerney
Centenary University’s Literacy, Hackettstown	3/18/2020	\$45.00	\$18.90	M. Goodman
Effective Literacy Practices, Princeton	3/27/2020	\$119.00/ea.	\$48.30/ea <i>(Some may carpool)</i>	J. Brown S. Guarino L. Healy J. Maris



**C/P-2**

Motion to approve the following parent-paid class trip(s) for the 2019-2020 school year:

GRADE	DESTINATION	DATE	COST PER STUDENT
Select MS Students	Annual Teen Arts Festival, SCCC <i><b>CANCELED</b></i>	3/17/2020 <i>Snow Date</i> 3/18/20	-0- <i>Budgeted Item</i>
7 STEM	Junior Solar Sprints Competition, Kittatinny HS	5/12/2020	-0- <i>Student Activity Account</i>
7/8 STEM	Wallkill Valley HS STEM League Challenge	3/26/2020	-0- <i>Bus provided by WVRHS</i>
ES Gifted/Talented	Dash Day, Lafayette Elementary School	4/28/2020	-0- <i>Student Activity Account</i>
3	Stokes State Forest, Branchville	5/22/2020	\$22.00
4	Liberty Hall Museum, Union	6/5/2020	\$26.00

**C/P-3**

Motion to approve Sussex County YMCA to hold a Hornet “Y” Club at the YMCA for all middle school students for the following dates: March 17 through April 28, 2020. All costs will be paid by the Township of Hardyston through a federal grant.

**ACTION ITEM(S): C/P-1-C/P-3**

Motion of adopt: \_\_\_\_\_ Seconded by: \_\_\_\_\_

<u>MOTION</u>	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Cenatiempo	_____	_____	_____	_____
Demsak	_____	_____	_____	_____
Drelick	_____	_____	_____	_____
Ficacci	_____	_____	_____	_____
Vacant	_____	_____	_____	_____
Lucarelli	_____	_____	_____	_____
Van Allen	_____	_____	_____	_____
Van Ginneken	_____	_____	_____	_____
Hoffman	_____	_____	_____	_____

**POLICY**

**POL-1**

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

4150 Family Leave

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

Motion of adopt: \_\_\_\_\_ Seconded by: \_\_\_\_\_

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

Vacant \_\_\_\_\_  
 Lucarelli \_\_\_\_\_  
 Van Allen \_\_\_\_\_  
 Van Ginneken \_\_\_\_\_  
 Hoffman \_\_\_\_\_

**FACILITIES/OPERATIONS**

**F/O-1**

Motion to approve the following 2019-2020 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
Wallkill Valley Travel Basketball	MS Gym	April 1 thru June 30	6PM-9PM	Mon/Wed
Macaroni Kid	MS Gym/Cafeteria	March 29	12PM-3PM	Sunday
Hardyston Township	MS Gym	June 2 November 3	5AM – 9PM	Tuesday (Elections)

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

Motion of adopt: \_\_\_\_\_ Seconded by: \_\_\_\_\_

<u>MOTION</u>	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Cenatiempo	_____	_____	_____	_____
Demsak	_____	_____	_____	_____
Drelick	_____	_____	_____	_____
Ficacci	_____	_____	_____	_____
Vacant	_____	_____	_____	_____
Lucarelli	_____	_____	_____	_____
Van Allen	_____	_____	_____	_____
Van Ginneken	_____	_____	_____	_____
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 if needed**

*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**

*Motion to the Board of Education will return to public session at \_\_\_\_\_ p.m.*

**Roll Call**

- Mrs. Jennifer Cenatiempo \_\_\_\_\_
- Mr. Nick Demsak \_\_\_\_\_
- Mr. Brian Drelick \_\_\_\_\_
- Mrs. Amie Ficacci \_\_\_\_\_
- Vacant \_\_\_\_\_
- Mrs. Susan Lucarelli \_\_\_\_\_
- Mrs. Michele Van Allen \_\_\_\_\_
- Mr. David Van Ginneken \_\_\_\_\_
- Mr. Ronald Hoffman \_\_\_\_\_

Action following Executive Session if needed:

**XV. Adjournment**

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