HARDYSTON TOWNSHIP BOARD OF EDUCATION REGULAR MEETING AGENDA MARCH 10, 2020

7:00 PM - Hardyston Middle School Library

I. Call to Order

Board President Ronald Hoffman called the Regular Meeting of the Hardyston Board of Education to order on March 10, 2020 at 7:00 p.m. in the Library of the Hardyston Middle School, 183 Wheatsworth Road, Hamburg, NJ 07419. President Ronald Hoffman read the Open Public Meetings Act statement:

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

TTT	D 11	α α
	Roll	Call

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Mrs. Jen Cenatiempo	present	arrived at 7:07 p.m.
Mr. Nick Demsak	present	
Mr. Brian Drelick	present	
Mrs. Amie Ficacci	present	
Vacant		
Mrs. Susan Lucarelli	present	via telephone
Mrs. Michele Van Allen	present	
Mr. David Van Ginneken	present	
Mr. Ronald Hoffman	present	
Mr. Michael Ryder	present	
Mr. James Sekelsky	present	

Quorum confirmed: [X] Yes [] No

Special Guest(s) Present: J. Cimaglia, ES Principal

R. Demeter, MS Vice Principal J. Reinstein, CST Director Joseph Roselle, Board Attorney

Staff Member(s) Present: 12

Community Member(s) Present: 35

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 (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.)
- Board conducts annual HIB training led by Board Attorney, Joe Roselle.
- V. Public Comment (Board Policy #1200) (please limit to agenda items only)

None

VI. Executive Session

None

VII. Return to Public Session

n/a

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>	Rev	<u>venues</u>	<u>Ap</u>	<u>propriations</u>	<u>Ta.</u>	<u>x Levy</u>
General Fund	\$12	2,204,387	\$12	2,204,387	\$10	0,232,436
Special Revenue Fund	\$	189,052	\$	189,052	\$	0
Debt Repayment	\$	752,669	\$	752,669	\$	707,669

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: R. Hoffman Seconded By: D. Van Gin			By: D. Van Ginn	eken
MOTION	YES	NO	ABSTAIN	ABSENT
Cenatiempo	X			
Demsak	X			
Drelick	X			
Ficacci	X			
Vacant				
Lucarelli	X			
Van Allen	X			
Van Ginneken	X			
Hoffman	X			

IX. New Business

- Budget workshop scheduled for March 31, 2020 at 7:00 p.m.
- Mrs. Cenatiempo asked if the Board can go back and review Board Policy 1312. This will be addressed by Policy Committee.

N/B-1

Motion to accept, with regret, the letter of resignation from Board member, Carla Kubrin.

<u>N/B-2</u>

Motion to appoint Donna Carey to an unexpired term, ending on or about December 31, 2020, or until the reorganization meeting of 2021.

Motion to adopt: R. Hoffman Seconded By: D. Van Ginneken				eken
MOTION	YES	NO	ABSTAIN	ABSENT
Cenatiempo	X			
Demsak	X			
Drelick	X			
Ficacci	X			
Vacant				
Lucarelli	X			
Van Allen	X			

Van Ginneken Hoffman	X X			
X. Agenda Item	s:			
MEETING MINUT 1. February 11 - Re 2. February 25 – Bu	gular Meeting	Meeting		
Motion of adopt: R. H	Hoffman Secon	ded by: D. Var	n Ginneken	
MOTION Cenatiempo Demsak Drelick Ficacci Carey Lucarelli Van Allen Van Ginneken Hoffman HIB REPORT All p the recommendation of	X			ABSENT
Motion to approve the	e HIB report as	presented by the	he Chief Schoo	ol Administrator on 2-11-2020.
Background: HIB reported on at the April Motion of adopt: R. H	14, 2020 BOE 1	Meeting (if nece	essary).	e Session folder and will be
MOTION Cenatiempo Demsak Drelick Ficacci	YES _X _X _X _X _X	<u>NO</u>	<u>ABSTAIN</u>	ABSENT
Carey Lucarelli Van Allen Van Ginneken Hoffman	via phone _X _X _X		_X	

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.

<u>F-6</u>

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.

<u>F-7</u>

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: D. Van Ginneken Seconded by: R. Hoffman Motion of adopt: R. Hoffman Seconded by: D. Van Ginneken

<u>MOTION</u>	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Cenatiempo	X			
Demsak	X			
Drelick	X			
Ficacci	X			
Carey			X	
Lucarelli	via phone			
Van Allen	X			
Van Ginneken	X			
Hoffman	X			

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

<u>P-2</u>

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.

<u>Background</u>: Mrs. Derby has been in this position since September 1 for the current teacher on leave.

<u>P-3</u>

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.

<u>P-5</u>

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: A. Ficacci Seconded by: R. Hoffman

<u>MOTION</u>	<u>YES</u>	<u>NO</u>	ABSTAIN	<u>ABSENT</u>
Cenatiempo	X			
Demsak	X			
Drelick	X			
Ficacci	X			
Carey			X	
Lucarelli	via phone			
Van Allen	X			
Van Ginneken	X			
Hoffman	X			

CURRICULUM/PROGRAMS

<u>C/P-1</u> 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
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 (hotel + mileage)	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 (mileage + tolls)	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 (Some may carpool)	J. Brown S. Guarino L. Healy J. Maris

<u>C/P-2</u> Motion to approve the following parent-paid class trip(s) for the 2019-2020 school year:

GRADE	ESTINATION	ATE	COST PER STUDENT
Select MS	Annual Teen Arts Festival, SCCC	3/17/2020	0-
Students	CANCELED	now Date 3/18/20	Budgeted Item
7 STEM	unior Solar Sprints Competition,	5/12/2020	0-
	Kittatinny HS		tudent Activity
			Account
7/8 STEM	Vallkill Valley HS STEM League	3/26/2020	0-
	Challenge		Bus provided by
			WVRHS
ES	Dash Day, Lafayette Elementary School	4/28/2020	0-
Gifted/Talented			tudent Activity

			Account
3	tokes State Forest, Branchville	5/22/2020	22.00
4	iberty Hall Museum, Union	5/5/2020	26.00

<u>C/P-3</u>

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: N. Demsak Seconded by: D. Van Ginneken

<u>MOTION</u>	<u>YES</u>	<u>NO</u>	ABSTAIN	ABSENT
Cenatiempo	X		CP2	
Demsak	X			
Drelick	X			
Ficacci	X			
Carey			X	
Lucarelli	via phone			
Van Allen	X			
Van Ginneken	X			
Hoffman	X			

POLICY

<u>POL-1</u>

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

4150 Family Leave

ACTION ITEM(S): POL-1 Motion of adopt: A Figagei Seconded by: R Hoffe

Motion of adopt: A	Ficacci Se	conded by: R. I	Hoffman	
MOTION	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Cenatiempo	X			
Demsak	X			
Drelick	X			
Ficacci	X			
Carey			X	
Lucarelli	via phone			
Van Allen	X			
Van Ginneken	X			
Hoffman	X			

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	MS Gym	April 1 thru June	6PM-9PM	Mon/Wed
Basketball		30		
Macaroni Kid	MS	March 29	12PM-3PM	Sunday
	Gym/Cafeteria			
Hardyston Township	MS Gym	June 2	5AM –	Tuesday
_		November 3	9PM	(Elections)

ACTION ITEM(S): F/O-1

Motion of adopt: D.	Van Ginneken	Seconded by	: R. Hoffman	
MOTION	<u>YES</u>	<u>NO</u>	ABSTAIN	ABSENT
Cenatiempo	X			
Demsak	X			
Drelick	X			
Ficacci	X			
Carey			X	
Lucarelli	via phone			
Van Allen	X			
Van Ginneken	X			
Hoffman	X			

XI. Written Communication

XII. Public Comment (Board Policy #1200)

- Jessica Bertoa, 10 Beech Drive, Stockholm, NJ 07460 –requests date of tenure decision of staff this year. Mr. Ryder answered May 12th. Asked how staff, who fear retaliation can report, and to whom? Board attorney answered the questions.
- Jessica Restel, 32 Maplewood Lane, Stockholm, NJ 07460 Asked why the 5th grade is having lunch with the 8th grade students.
- Dana Caroleo , 22 Greenhill Rd, Hamburg, NJ 07419 concerned about bullying on the busses and potential false information. Mr. Ryder will call.

XIII. Executive Session

A motion was presented by R. Hoffman and seconded by D. Van Ginneken that the Hardyston Township Board of Education enters private session at 9:15 p.m. to discuss Personnel 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 10:31 p.m.

Roll Call	
Mrs. Jennifer Cenatiempo	X
Mr. Nick Demsak	X
Mr. Brian Drelick	X
Mrs. Amie Ficacci	X
Mrs. Donna Carey	X
Mrs. Susan Lucarelli	
Mrs. Michele Van Allen	X
Mr. David Van Ginneken	X
Mr. Ronald Hoffman	X

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 R. Hoffman, and seconded by N. Demsak , to adjourn the meeting at 10:31~p.m.

Voice Unanimous