

**HARDYSTON TOWNSHIP BOARD OF EDUCATION
REGULAR MEETING AGENDA
NOVEMBER 10, 2020**

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. Due to the current public health emergency, this meeting will be held by remote means [or both in person and by remote means]. The public can observe and participate in this public meeting via Zoom. Comments may also be submitted to the Business Administrator via email within the time period established by the Board. The links to view and participate in the public meeting were communicated to the public on the Monday preceding the meeting by being posted on the main webpage of the District at www.https.org.

II. Pledge of Allegiance

III. Roll Call

Mrs. Donna Carey	present	absent	arrived at _____ p.m.
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.
Mr. Ronald Hoffman	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. Michael Ryder	present	absent	arrived at _____ p.m.
Mr. Richard Rennie	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 (Rich Rennie)
2. Committee Reports:
 - Curriculum, Programs, Educational Technology & Community Relations (Donna Carey)
 - Finance, Facilities and Operations & Technology Infrastructure (David Van Ginneken)
 - Personnel, Negotiations, Grievance & Policy (Amie Ficacci)
 - Ad Hoc Services Committee (Dave Van Ginneken)
3. Board President Update
4. CSA Report
5. District Goals Update
6. HIB Self-Assessment (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 _____
- Mr. Nick Demsak _____
- Mr. Brian Drelick _____
- Mrs. Amie Ficacci _____
- Mr. Ronald Hoffman _____
- Mrs. Susan Lucarelli _____
- Mrs. Michele Van Allen _____
- Mr. David Van Ginneken _____

VIII. Old Business

O/B-1

Meeting Dates for 2020- 2021:

- December 8 – Regular Meeting
- January 5 – Annual Reorganization Meeting
- January 12 – Regular Meeting
- January 26 – Budget Workshop

- February 9 – Regular Meeting
- February 23 – Budget Workshop

IX. New Business

NB-1

Motion to approve the following resolution:

RESOLUTION

WHEREAS, the Division of Local Government Services has promulgated regulations for remote public meetings during Government-declared emergencies such as the current public health emergency; and

WHEREAS, the regulations require public bodies to adopt by resolution standard procedures and requirements for public comments made both during the meeting and for comments submitted in writing ahead of the meeting; and

WHEREAS, the Board hereby adopts this resolution to comply with this mandate;

NOW, THEREFORE, BE IT RESOLVED, the Board hereby establishes the following procedures for public participation during remote meetings:

1. Members of the public may email or mail to the Board Secretary/Business Administrator any comments /questions they wish to be read aloud during the public participation section of the Board meeting.
 - The email and postal addresses for submitting written comments will be posted on the District website and included in meeting notices.
 - Written comments/ questions must be received by no later than 3:00 p.m. on the day of the meeting.
 - Mailed comments should be prominently marked on the front of the envelope “Public Comment” and the date of the Board meeting for which they are submitted.
 - Written comments, whether emailed or mailed, must include the full name and address of the sender.
 - In order to be considered for public reading, emailed comments must specify in the subject matter heading either “First Public Comment” or “Second Public Comment” and the date of the Board meeting for which they are submitted. The first public comment is for agenda items only, and the email subject line must also include the agenda item(s) for which the first public comments are submitted. The second public comment is for any other matters. Written public comments mailed to the District must include the same information specified above, at the beginning of the comments, as a prerequisite to being read aloud at the meeting.
 - As with all other public comments, written comments will be limited to the Board’s previously established time limits.
 - The presiding officer or Board Secretary may, in his or her discretion, elect not to read duplicative written comments, but shall note them for the record with the content summarized.
2. Along with a link to the virtual Board meeting, the Board will also post on its website a telephone number to allow members of the public to dial into the meeting by telephone to listen or to make public comments during the public comment portions of the meeting. The website posting will

include instructions on how to make public comments via telephone, including how to seek recognition and how to unmute at the appropriate time.

3. Members of the public observing the meeting via the internet platform or by telephone may submit public comments during the public comment portions of the meeting by exercising the platform’s “raise hand” function and will be unmuted (and if necessary asked to unmute) and called on to speak by the presiding officer when their turn comes. The commenter must state his or her name and address at the outset of the comments. The commenter’s microphone will be muted after three minutes.
4. All rules of decorum must be followed by members of the public. If a member of the public fails to follow such rules of decorum and becomes disruptive, the speaker will be warned that continued disruption may result in the person being prevented from speaking during the meeting or removed from the meeting.
5. If a member of the public continues to act in a disruptive manner after having been warned, the individual will be muted while others proceed with questions or comments. If time permits, the disruptive individual will be permitted to speak after all other members of the public have been provided the opportunity to comment. Should the person remain disruptive, he or she will be kept on mute for the remainder of the meeting or removed from the meeting.
6. The applicable portions of Board Policy 9322 regarding public participation in meetings shall remain in effect and shall also apply to remote participation, except for those provisions which solely relate to in-person meetings.

BE IT FURTHER RESOLVED, that a copy of this resolution shall be posted on the District’s website where the Board’s meeting agendas are posted.

NB-2

Motion to approve the 2019-2020 Program for Determining Grades under the Anti-Bullying Bill of Rights Act as presented.

ACTION ITEM(S): NB-1 to NB-2

Motion to adopt:	Seconded By:			
<u>MOTION</u>	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Carey	_____	_____	_____	_____
Cenatiempo	_____	_____	_____	_____
Demsak	_____	_____	_____	_____
Drelick	_____	_____	_____	_____
Ficacci	_____	_____	_____	_____
Hoffman	_____	_____	_____	_____
Lucarelli	_____	_____	_____	_____
Van Allen	_____	_____	_____	_____
Van Ginneken	_____	_____	_____	_____

X. Agenda Items:

MEETING MINUTES

1. October 13, 2020 - Regular Meeting

Motion of adopt: _____ Seconded By: _____

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

HIB REPORT *All policies and procedures have been followed and met; report is based on the recommendation of the CSA. * Nothing to Report.*

FINANCE

F-1

Motion to approve \$18,617.06 in transfers for the month of October 2020.

F-2

Motion to approve the Bills List for the month of October 2020 in the amount of \$1,183,549.64.

F-3

Motion to approve the Treasurer of School Monies Comparison Report for September 2020.

F-4

Motion to approve the Board Secretary’s Monthly Comparison Report for September 2020.

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 Richard Rennie, Board Secretary, certifies the following statement: Pursuant to N.J.A.C.

6A:23A-16.10(c)3, I, Richard Rennie, Board Secretary, certify that no budgetary line items accounts are over-appropriated nor over-expended for the period ending September 30, 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 following resolution:

Whereas, the Hardyston School District has equipment that is no longer needed to meet the operational requirements of the school district, and Whereas, it is in the best interest of the District to dispose of such property through trade in, negotiated sale, donation, public auction or in refuse (destruction).

Now, THEREFORE BE IT AGREED AND RESOLVED, by the Board of Education of Hardyston Public School District, the equipment listed below:

BRETFORD LAP30EULFR SERIES LAP-30 30-Unit Notebook Laptop Charging CART
 (Asset Tag #000074)

Shall be sold 'as is' at auction to the highest bidder on GovDeals.com.

F-6

Motion to approve the following resolution:

Whereas, the Hardyston School District has equipment that is no longer needed to meet the operational requirements of the school district, and Whereas, it is in the best interest of the District to dispose of such property through trade in, negotiated sale, donation, public auction or in refuse (destruction).

Now, THEREFORE BE IT AGREED AND RESOLVED, by the Board of Education of Hardyston Public School District, the equipment listed below:

Savin 3260DNP copy machine (non-operable, but does power on)

Shall be sold 'as is' at auction to the highest bidder on GovDeals.com.

F-7

Motion to approve appointment of STRAUSS ESMAY ASSOCIATES, LLP to create and maintain bylaws, policies and the district's regulation manual from November 10, 2020 through June 30, 2021 at the rate of \$5,000 for the 20-21 school year, and adopt the following resolution:

WHEREAS, there exists a need for district policies and regulations, and

WHEREAS, the Public School Contracts Laws (N.J.S.A. 18A:18A-5) requires that a resolution authorizing the contracting of "Professional Services" without competitive bids be adopted.

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of Hardyston Township that STRAUSS ESMAY ASSOCIATES, LLP be contracted to update current policy manual, handbooks and existing procedures for the Hardyston Board of Education for the 2020-2021 school year without competitive bidding as a "Professional Service" in accordance with 18A:18A-5 of the Public School Contracts Law and Chapter 271 political contribution disclosure form is on file with district.

ACTION ITEM(S): F-1 to F-7

Motion to adopt:	Seconded By:			
<u>MOTION</u>	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Carey	_____	_____	_____	_____
Cenatiempo	_____	_____	_____	_____
Demsak	_____	_____	_____	_____
Drelick	_____	_____	_____	_____
Ficacci	_____	_____	_____	_____
Hoffman	_____	_____	_____	_____
Lucarelli	_____	_____	_____	_____
Van Allen	_____	_____	_____	_____
Van Ginneken	_____	_____	_____	_____

PERSONNEL

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

P-1

Motion to approve the substitutes listed below to be placed on our substitute calling list for the 2020-2021 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
MerindaLynne Gruszecki	Teacher/Aide	In process
Abigail Higgins	Teacher/Aide	In process
Brittney King	Teacher	Sub Cert.

P-2

Motion to accept, with regret, the retirement letter from Mary Murphy, paraprofessional, effective February 1, 2021. Mrs. Murphy has been with the district for over 17 years and has offered support to many students.

P-3

Motion to approve release of employment for Emilee Segreaves, Long Term Substitute - Resource Teacher, from an ending date of December 14, 2020 to an end date of December 1, 2020.

Background: Ms. Segreaves accepted a tenure track position in another school district.

P-4

Motion to approve movement on salary guide to MA+45 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, 2021.

P-5

Motion to accept, with regret, the letter of resignation from Isabella Pagan, paraprofessional, retroactive to September 1, 2020. Ms. Pagan is tending to family obligations.

P-6

Motion to approve movement on salary guide to MA+45 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, 2021.

P-7

Motion to accept the letter of resignation from Jessica Hutnick, and grant early termination of her agreement, effective November 9, 2020.

ACTION ITEM(S): P-1 – P-7

Motion to adopt: _____ Seconded By: _____

MOTION YES NO ABSTAIN ABSENT

Carey _____ _____ _____ _____

Cenatiempo _____ _____ _____ _____

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

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
Ed Tech Team – Becoming 2020 #2 (Virtual)	11/21/20	\$97.00	-0-	J. Maris
Annual Special Education Toolkit (Virtual)	11/13/20	\$100.00	-0-	J. Reinstein

C/P-2

Motion to approve the District Nursing Services Plan 2020 as attached.

ACTION ITEM(S): C/P-1 – C/P-2

Motion of adopt: _____ Seconded By: _____

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

POLICY

POL-1

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

- 4111.1/4211.1 Nondiscrimination/Affirmative Action
- 4111.1/4211.1R Support for Breastfeeding Mothers
- 4111.2/4211.2 Domestic Violence
- 5113 Attendance, Absences, and Excuses

5134	Married/Pregnant and Lactating Pupils
5134R	Support for Breastfeeding Mothers
5141	Health
6161.1	Guidelines for Evaluation and Selection of Instructional Materials
6171.2	Gifted and Talented

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>
Carey	_____	_____	_____	_____
Cenatiempo	_____	_____	_____	_____
Demsak	_____	_____	_____	_____
Drelick	_____	_____	_____	_____
Ficacci	_____	_____	_____	_____
Hoffman	_____	_____	_____	_____
Lucarelli	_____	_____	_____	_____
Van Allen	_____	_____	_____	_____
Van Ginneken	_____	_____	_____	_____

FACILITIES/OPERATIONS

F/O-1

BE IT RESOLVED, to approve the following resolution for submission of the Comprehensive Maintenance Plan (CMP) and M-1 Report for the 2021-2022 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.

F/O-2

RESOLVED, that upon the recommendation of the Superintendent, the Hardyston Board of Education, in the County of Sussex, New Jersey, authorizes Parette Somjen Architects to submit all necessary plans and paperwork to the Department of Education concerning the Boiler Room Upgrades at Hardyston Township

Elementary School to serve as an application to the Office of School Facilities and major amendment to the District’s LRFP; and

Furthermore, this project is being funded by ‘other capital’ and the Hardyston Board of Education will not be seeking state funding but will fund the project through the District’s Capital Reserve account.

ACTION ITEM(S): F/O-1 – F/O-2

Motion of adopt: _____ Seconded By: _____

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

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 _____
- Mr. Nick Demsak _____
- Mr. Brian Drelick _____
- Mrs. Amie Ficacci _____
- Mr. Ronald Hoffman _____
- Mrs. Susan Lucarelli _____

Mrs. Michele Van Allen _____
Mr. David Van Ginneken _____

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.