

**HARDYSTON TOWNSHIP BOARD OF EDUCATION
ANNUAL REORGANIZATION AND REGULAR MEETING AGENDA
JANUARY 5, 2021
7:00 PM – VIRTUAL MEETING**

I CALL TO ORDER: by Board Secretary

The Business Administrator/Board Secretary, Richard Rennie, will call the 2021 Reorganization Meeting of the Hardyston Board of Education to order on January 5, 2021 at 7:00 p.m.

The Business Administrator/Board Secretary, Richard Rennie, will 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

III SCHOOL ELECTION RESULTS:

For Three-Year (3) full term for membership on the Board of Education, Jeff Parrott, Sussex County Clerk, certified the following candidates were elected to the Hardyston Township Board of Education.

The official certified results from the Sussex County Clerk’s Office will be on file in the Hardyston Township Board Office for review.

Induction and Administration of Oath of Office to the new and re-elected Board Members (N.J.S.A.:18A:17.11) – Please rise, recite the oath of office, and sign as indicated in the presence of the Board Secretary.

- a. 3-year term: Susan Lucarelli Board of Education Member, 2021-2023
- b. 3-year term: Nicholas Demsak Board of Education Member, 2021-2023
- c. 3-year term: Catherine Maksymiuk Board of Education Member, 2021-2023

IV 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.
Mr. Ron Hoffman	present	absent	arrived at _____ p.m.
Mrs. Susan Lucarelli	present	absent	arrived at _____ p.m.
Mrs. Catherine Maksymiuk	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. Rich Rennie	present	absent	arrived at _____ p.m.

Quorum confirmed: [] Yes [] No

Special Guest(s) Present: _____
 Staff Members Present: _____
 Community Members Present: _____
 Other: _____

V. CODE OF ETHICS FOR SCHOOL BOARD MEMBERS (School Ethics Act, Chapter 178, Public Law 2001)

18A:12-24.1 Code of Ethics for School Board Members

A school board member shall abide by the following Code of Ethics for School Board Members:

Each board member will take turns reading aloud the following statements, which is then followed by each board member affixing their signature to an affirmation statement and discussion:

1. I will uphold and enforce all laws, rules and regulations of the State Board of Education, and court orders pertaining to schools. Desired changes shall be brought about only through legal and ethical procedures.
2. I will make decisions in terms of the educational welfare of children and will seek to develop and maintain public schools that meet the individual needs of all children regardless of their ability, race, creed, sex, or social standing.
3. I will confine my board action to policy making, planning, and appraisal, and I will help to frame policies and plans only after the board has consulted those who will be affected by them.
4. I will carry out my responsibility, not to administer the schools, but, together with my fellow board members, to see that they are well run.
5. I will recognize that authority rests with the board of education and will make no personal promises nor take any private action that may compromise the board.
6. I will refuse to surrender my independent judgment to special interest or partisan political groups or to use the schools for personal gain or for the gain of friends.
7. I will hold confidential all matters pertaining to the schools which, if disclosed, would needlessly injure individuals or the schools. In all other matters, I will provide accurate information and, in concert with my fellow board members, interpret to the staff the aspirations of the community for its school.
8. I will vote to appoint the best qualified personnel available after consideration of the recommendation of the chief administrative officer.
9. I will support and protect school personnel in proper performance of their duties.
10. I will refer all complaints to the chief administrative officer and will act on the complaints at public meetings only after failure of an administrative solution.

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.

VI. BOARD OFFICERS AND APPOINTMENTS - School Business Administrator

Election of President of the Board:

Nominations will now be accepted for President of the Hardyston Twp. Board of Education:

1. _____ Nominated by _____
2. _____ Nominated by _____

Roll call vote to elect the President of the Board:

Carey _____ Cenatiempo _____ Demsak _____

Drelick _____ Hoffman _____ Lucarelli _____

Maksymiuk _____ Van Allen _____ Van Ginneken _____

President of the Board is: _____

The meeting is now turned over to the Board President.

Election of Vice President of the Board:

Nominations will now be accepted for Vice President of the Hardyston Twp Board of Education:

1. _____ Nominated by _____

2. _____ Nominated by _____

Roll call vote to elect the Vice President of the Board:

Carey _____ Cenatiempo _____ Demsak _____

Drelick _____ Hoffman _____ Lucarelli _____

Maksymiuk _____ Van Allen _____ Van Ginneken _____

Vice President of the Board is: _____

VII. Appointments and Delegates:

Presentation, by the President, of positions to which delegates and alternates will be appointed to the New Jersey and Sussex County School Boards Association:

Delegate _____

State Alternate _____

County Alternate _____

Sussex Co. Ed. Services _____

Appointment, by the President, to the New Jersey School Boards Legislative Delegate:

Member _____

Alternate _____

VIII. Public Comment (Board Policy #1200) – Agenda “Action” Items only as indicated under Committee Reports, numbered, with “motion to” in the introduction statement.

“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).

IX. REORGANIZATION AGENDA FOR APPROVAL, AS REQUIRED BY STATUTE:

Motion to approve the following governance year organizational items (1 - 10) for approval, as required by statute:

1. Motion to renew the approved monthly regular and workshop meeting schedule at 7:00 p.m. at the Hardyston Middle School, 183 Wheatsworth Road, to be held on the second (regular) and fourth (workshop) Tuesday of each month (except as noted). The next successive Tuesday will be the alternate date if needed.

Month	2nd Tuesday Regular	4th Tuesday Workshop
January	5 Annual Reorganization	26 Budget Workshop
February	9	23 Budget Workshop
March	9 Approve Tentative Budget	30 No Workshop Scheduled
April	13	27 Public Hearing and Adoption of 2020-2021 Budget ***
May	11	25 No Workshop Scheduled
June	8	22 Annual Retreat
July	13	27 No Workshop Scheduled
August	10	31 No Workshop Scheduled

2. Motion to approve the Code of Ethics for School Board Members subject to Statute 12-24.1, Chapter 178, Public Law 2001, Robert’s Rules of Order, and Parliamentary Procedures for all meetings of the Hardyston Township Board of Education.

3. Motion to reaffirm all past resolutions and motions previously approved by the Board of Education through December 31, 2020.

4. **Motion** to approve all past executive session minutes, through December 31, 2020, for review and redaction by attorney to comply with potential Open Public Records Requests.
5. **Motion** to re-adopt all existing Board of Education policy manual, by-laws, regulations, handbooks, contractual agreements, and other legislative or regulatory action of this board hereby continued in force through June 30, 2021.
6. **Motion** to recognize the Hardyston Township Education Association as the official organized bargaining units representing all non-administrative contractual staff.
7. **Motion** to approve all curriculum, curriculum guides, 5-year curriculum review schedule through June 30, 2021, educational programs, and existing approved textbooks for the 2020-2021 school year.
8. **Motion** to approve the New Jersey Herald as the official newspaper and the Star Ledger and Advertiser News as the official (alternate) newspapers of the Board of Education for advertising purposes.
9. **Motion** to designate the Provident Bank, New Jersey Cash Management Fund, and New Jersey Asset Rebate Management Fund as the official depositories of the Board of Education for all funds.
10. **Motion** to continue the board committee structure (with board incumbents) as listed for the 2020-2021 School year.
 1. Curriculum, Programs and Educational Technology & Community Relations
 2. Finance, Facilities and Operations & Technology Infrastructure
 3. Personnel, Negotiations, Grievance & Policy
 4. Ad Hoc Joint Services Committee

ACTION ITEM(S): Reorganization Items #1 - #10

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

X. ADJOURNMENT of Annual Reorganization Meeting

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.

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. 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.
Mr. Ron Hoffman	present	absent	arrived at _____ p.m.
Mrs. Susan Lucarelli	present	absent	arrived at _____ p.m.
Mrs. Catherine Maksymiuk	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. Rich 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.

III. Workshop

1. Updates to Agenda (Rich Rennie)
2. Committee Reports:
 - Curriculum, Programs, Educational Technology & Community Relations (D. Carey)
 - Finance, Facilities and Operations & Technology Infrastructure (D. Van Ginneken)

Personnel, Negotiations, Grievance & Policy (N. Demsak)
Ad Hoc Services Committee (D. Van Ginneken)

- 3. Board President Update
- 4. CSA Report and District Goals Update
- 5. **Board Recognition: Mike Ryder - New Jersey Fifth District Hometown Hero**
Note from Sen. Josh Gottheimer: “Your nominee exemplifies our shared Jersey Values which make North Jersey such a special place to live and work. The Fifth District Hometown Heroes Awards are presented to neighbors, business leaders, first responders, teachers, children, seniors, and community leaders to recognize your commitment to bettering the lives of other Jersey residents and families.”

A ceremony to recognize Mike and all of our Hometown Heroes was held on **December 15, 2020** via Zoom video.

- 6. Ethics Training – Matt Lee, New Jersey School Boards Association

IV. 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).

V. 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.

VI. 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 _____
- Mr. Ron Hoffman _____
- Mrs. Susan Lucarelli _____
- Mrs. Catherine Maksymiuk _____
- Mrs. Michele Van Allen _____
- Mr. David Van Ginneken _____

- Mr. Michael Ryder _____
- Mr. Rich Rennie _____

VII. Old Business

O/B-1

Meeting Dates for 2020- 2021:

- January 28 – Budget Workshop Meeting
- February 11 – Regular Meeting
- February 25 – Budget Workshop Meeting
- March 10 – Regular Meeting
- March 24 – Budget Workshop Meeting

VIII. New Business

IX. Agenda Items:

MEETING MINUTES

1. December 8, 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	_____	_____	_____	_____
Hoffman	_____	_____	_____	_____
Lucarelli	_____	_____	_____	_____
Maksymiuk	_____	_____	_____	_____
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 \$9,453.08 in transfers for the month of December 2020.

F-2

Motion to approve the Bills List for the month of December 2020 in the amount of \$979,596.73.

F-3

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

F-4

Motion to approve the Board Secretary’s Monthly Comparison Report for November 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 November 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 updated submission of the 2020 CARES Emergency Relief Grant as follows (original resolution was approved at the 8/11/2020 meeting):

TOTAL: \$38,848.00

- 100-600 Instructional Supplies / Expenditures: \$ 26,835.00
- 200-600 Non-Instructional Supplies / Expenditures: \$ 12,013.00

Background: The original grant totaled \$36,836.00; expenditures were adjusted accordingly based on additional supplies needed for social distancing/cleaning, etc.

F-6

Motion to approve the renewal of a 5 year lease contract with Pitney Bowes for postage meters in both the Elementary and Middle Schools for a total yearly cost not to exceed \$2,900.00 (for 2 meters).

ACTION ITEM(S): F-1 to F-6

Motion to adopt:	_____				Seconded By:	_____			
<u>MOTION</u>	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>					
Carey	_____	_____	_____	_____					
Cenatiempo	_____	_____	_____	_____					
Demsak	_____	_____	_____	_____					
Drelick	_____	_____	_____	_____					
Hoffman	_____	_____	_____	_____					
Lucarelli	_____	_____	_____	_____					
Maksymiuk	_____	_____	_____	_____					
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
Malcolm Ireland	Teacher / Aide	Sub Cert – Exp. 1/2/23
Isabella Pagan	Teacher / Aide	Sub Cert – Exp. 1/2/25

P-2

Motion to approve John Torppey as a student teacher for the middle school for the period 1/4/2021 through 3/26/2021. Mr. Torppey is a student at Western Governors University; Mrs. Sliker and Ms. Pretot will be his cooperating teachers.

P-3

Motion to approve Michael Haggerty as full time custodian, Step 2, \$39,810, prorated, retroactive to December 14, 2020 through June 30, 2021, as outlined in the negotiated agreement.

P-4

Motion to approve Larissa Potosnak as RTI Coordinator for the Elementary School for the period January 4, 2021 through on or about May 2, 2021, at a stipend of \$565.00, prorated.

P-5

Motion to approve Larissa Potosnak as 504 Coordinator for the Elementary School for the period January 4, 2021 through on or about May 2, 2021, at a stipend of \$565.00, prorated.

P-6

Motion to assign Larissa Potosnak as Anti-Bullying Specialist for the Elementary School for the period January 4, 2021 through on or about May 2, 2021.

Background on P-4, P-5, and P-6: Mrs. Potosnak will be covering the elementary school in the absence of the elementary school guidance counselor currently out on leave.

ACTION ITEM(S): P-1 to P-6

Motion to adopt:	_____				Seconded By:	_____
<u>MOTION</u>	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>		
Carey	_____	_____	_____	_____		
Cenatiempo	_____	_____	_____	_____		
Demsak	_____	_____	_____	_____		
Drelick	_____	_____	_____	_____		
Hoffman	_____	_____	_____	_____		
Lucarelli	_____	_____	_____	_____		
Maksymiuk	_____	_____	_____	_____		
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
ASHA On-Demand Webinar – Tele-Ethics: Principles to Inform Ethical Tele-Practice	1/18/21	\$99.00	-0-	M. Hubbard

(2-hour webinar)				
ASHA On-Demand Webinar – Ethically and Legally Defensible Speech-Language Services in Public Schools (2-hour webinar)	1/18/21	\$99.00	-0-	M. Hubbard
BER Live Online Event – Speech-Language Pathologists: What’s NEW in Technology to Save Time and Accelerate Therapy Outcomes	1/19/21	\$279.00	-0-	M. Hubbard
NASP 2021 Virtual Convention	2/23-2/26/2021	\$199.00	-0-	J. Rosen
Management Supervision and Human Resources – Webex	1/5 – 1/28/2021	\$856.00	-0-	P. Clipperton
Management Supervision and Human Resources – Webex	1/5 – 1/28/2021	\$856.00	-0-	A. Tully

ACTION ITEM(S): C/P-1

Motion to adopt: _____ Seconded By: _____

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

POLICY *Nothing to report*

FACILITIES/OPERATIONS *Nothing to report*

X. Written Communication

XI. 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).

XII. 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.

XIII. 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 _____
- Mr. Ron Hoffman _____
- Mrs. Susan Lucarelli _____
- Mrs. Catherine Maksymiuk _____
- Mrs. Michele Van Allen _____
- Mr. David Van Ginneken _____

- Mr. Michael Ryder _____
- Mr. Rich Rennie _____

Action following Executive Session if needed:

XIV. 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.