

**HARDYSTON TOWNSHIP BOARD OF EDUCATION
REGULAR MEETING AGENDA
MARCH 9, 2021
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. 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.
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.

IV. 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 / District Goals Update
5. Student Recognition:
 - February Students of the Month:*
 - Grade K: Piper Skretkowicz
 - Grade 1: Julian Romano
 - Grade 2: Emma DeBree and Carly Incorvaia
 - Grade 3: Benjamin Drelick
 - Grade 4: Rachel Carr
 - Grade 5: Reilly Irish
 - Grade 6: Daniel Christensen
 - Grade 7: Jailyn Moscoso
 - Grade 8: Gabriella Kelly
6. Student Safety Data System Report (Robert 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 _____
- Mr. Ron Hoffman _____
- Mrs. Susan Lucarelli _____
- Mrs. Catherine Maksymiuk _____

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

Action following Executive Session if needed:

VIII. Old Business

O/B-1

Meeting Dates for 2020- 2021:

- April 13 – Regular Meeting
- April 27 – Budget Hearing
- May 11 – Regular Meeting
- June 8 – Regular Meeting
- July 13 – Regular Meeting

O/B-2

Motion to approve, upon recommendation of the Chief School Administrator, the tentative 2021-2022 school budget for submission and approval to the Executive 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 27, 2021 (reschedule date is May 11, 2021).

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>Appropriations</u>				21-22
	General Current Expense (Fund 11)			\$12,329,063.00
	Maint Reserve Projects (Fund 11)			\$250,000.00
		Total General Expense		\$12,579,063.00
	Capital Outlay / SDA (Fund 12)			\$60,673.00
	Capital Reserve / Capital Projects			\$685,000.00
	Interest Deposit to Cap Reserve			\$800.00
		Total Capital Outlay		\$746,473.00
	Charter School Tuition (Fund 10)			\$200,000.00
		General Fund Total		\$13,525,536.00
	Special Revenue Fund (Fund 20)			\$182,530.00
	Repayment of Debt (Fund 40)			\$762,294.00
			<i>Total Appropriations</i>	\$14,470,360.00
<u>Revenues</u>				21-22
	Local Tax Levy			\$10,437,085.00
	Misc. Revenue			\$16,500.00
	Interest on Main Reserve			\$301.00

	Interest on Cap Reserve		\$800.00
		Total Revenue from Local Sources	\$10,454,686.00
State Sources	School Choice		\$106,104.00
	Transportation Aid		\$452,207.00
	Special Ed Aid		\$461,016.00
	Security Aid		\$61,773.00
	Adjustment Aid		\$441,179.00
		Revenue from State Sources	\$1,522,279.00
Other Sources	Budgeted Fund Balance		\$613,571.00
	Withdrawal from Maint Reserve (10-310)		\$250,000.00
	Adjustment from Prior Year Encumbrances		\$0.00
			\$863,571.00
	Transfer from Capital Reserve		\$685,000.00
		Total Operating Budget (Fund 10 & 11 & 12)	\$13,525,536.00
	Title I	(Updated to actual 20-21 and 80% for Budget)	\$36,776.00
	Title II	(Updated to actual 20-21 and 80% for Budget)	\$16,621.00
	IDEA	(Updated to actual 20-21 and 80% for Budget)	\$129,133.00
		Special Revenue Funds (Fund 20)	\$182,530.00
		Debt Service / Bond Repayment (Fund 40)	\$762,294.00
		Total Revenues	\$14,470,360.00

This budget incorporates the following revenue measures:

- \$613,571 of budgeted fund balance
- \$250,000 of budgeted Maintenance Reserve (maintaining roofing at Elementary School)
- \$685,000 of budgeted Capital Reserve (for boiler room upgrades and main office HVAC at Elementary School)

OB-3

WHEREAS, the Hardyston Township Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district:

WHEREAS, N.J.A.C. 6A:23A-7 requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and,

WHEREAS, a Board of Education may establish, for regular district business travel only, and annual school year threshold per staff member where prior Board approval shall not be required unless this annual threshold for a staff member is exceeded in a given school year (July 1 through June 30); and,

WHEREAS, travel and related expenses not in compliance with N.J.A.C. 6A:23A-7. but deemed by the Board of Education to be necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms: now,

THEREFORE, be it resolved, that the Hardyston Township Board of Education approves all travel not in compliance with N.J.A.C. 6A23A-7 et seq. as being necessary and unavoidable as noted on the approved Board of Education Out of District and Reimbursement Forms; and

BE IT FURTHER RESOLVED, that Hardyston Township Board of Education approves travel and related expense reimbursements (object '580') in accordance with N.J.A.C. 6A:23A-7, to a maximum expenditure of

\$40,000 for all staff members in the General Fund; and, that the school business administrator shall track and record these costs to insure that the maximum amount is not exceeded.

Current expenditures for travel and related expenses for the 2020/2021 school year as follows:

Expenditures	\$157.20
Encumbrances	\$448.00
Funds Available	\$1,323.66

ACTION ITEM(S): O/B-2 – O/B-3 Tentative Budget 2021-2022

Motion to adopt: _____ Seconded By: _____

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

IX. New Business

X. Agenda Items:

MEETING MINUTES

1. February 9, 2021 – Regular Meeting
2. February 23, 2021 – Budget Workshop Meeting

Motion of adopt: _____ Seconded By: _____

MOTION	YES	NO	ABSTAIN	ABSENT
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 \$8,936.30 in transfers for the month of February 2021.

F-2

Motion to approve the Bills List for the month of February 2021 in the amount of \$997,259.27.

F-3

Motion to approve the Treasurer of School Monies Comparison Report for January 2021.

F-4

Motion to approve the Board Secretary’s Monthly Comparison Report for January 2021.

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 January 31, 2021.

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 fifth and last year of a five-year contract agreement with Maschio’s Food Services Inc, effective September 1, 2021 through June 30, 2022. with the terms and conditions in adherence to state mandates; Management Fees(s) / Guarantees

1) Management Fee

The School Food Authority shall pay Maschio's annual management fee in the amount of \$8436.36.

The management fee shall be payable in monthly installments of \$843.64 per month commencing on September 1, 2021 and ending on June 30, 2022.

2) Guarantee Subsidy

Maschio’s guarantees that the bottom line of the operational report (total revenue for all sources less program costs, including the management fee) will be a loss no greater than \$2,500.

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

ACTION ITEM(S): F-1 – F-5

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 _____

PERSONNEL

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

P-1

Motion to approve movement on salary guide to MA for Michelle Goodman 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-2

Motion to approve a continuation of assignment for David Schiff, Grade 5 Science Teacher, effective March 2, 2021 through on or about June 30, 2021.

ACTION ITEM(S): P-1 – P-2

MOTION	YES	NO	ABSTAIN	ABSENT
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
Cutting Edge Strategies for 3 rd Grade, Virtual	5/18/2021	\$279.00	-0-	T. Hall
Preventative Maintenance	3/13, 3/20, 3/27/2021	\$483.00	-0-	P. Clipperton
Preventative Maintenance	3/3, 3/9, 3/11, 3/16, 3/23/2021	\$483.00	-0-	A. Tully
Financial Management and Purchasing	4/21, 4/26, 4/28, 5/3,	\$483.00	-0-	P. Clipperton

	5/5			
Financial Management and Purchasing	4/21, 4/26, 4/28, 5/3, 5/5	\$483.00	-0-	A. Tully

ACTION ITEM(S): C/P-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	_____	_____	_____	_____
Hoffman	_____	_____	_____	_____
Lucarelli	_____	_____	_____	_____
Maksymiuk	_____	_____	_____	_____
Van Allen	_____	_____	_____	_____
Van Ginneken	_____	_____	_____	_____

POLICY *Nothing to report*

FACILITIES/OPERATIONS

F/O-1

Move to record and award bid received on March 4, 2021 for Boiler Room Upgrades at Hardyston Elementary School. Five (5) responses were received to the bid specifications, as follows:

<u>Bidder</u>	<u>Base Bid</u>	<u>Alternate #1</u>	<u>Total Bid</u>	
Walkkill Group	\$637,000.00	\$105,000.00	\$742,000.00	
DeSesa Engineering	\$458,800.00	\$147,500.00	\$606,300.00	No GC Qualifications
DuMont Mechanical	\$516,654.00	\$165,986.00	\$682,640.00	Lowest Qualified Bidder / Award
Reiner Group	\$499,777.00	\$137,777.00	\$637,554.00	No GC Qualifications
Zitone Construction	\$525,000.00	\$170,000.00	\$695,000.00	

Move to award bid for Boiler Room Upgrades at the Hardyston Elementary School to DuMont Mechanical based on approval of the 21-22 school year budget and availability of capital reserve funds.

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>
Carey	_____	_____	_____	_____
Cenatiempo	_____	_____	_____	_____
Demsak	_____	_____	_____	_____
Drelick	_____	_____	_____	_____

Hoffman	_____	_____	_____	_____
Lucarelli	_____	_____	_____	_____
Maksymiuk	_____	_____	_____	_____
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 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. 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. 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.