

**HARDYSTON TOWNSHIP BOARD OF EDUCATION
REGULAR MEETING MINUTES
MARCH 14, 2023
7:00 PM – MIDDLE SCHOOL MEDIA CENTER**

I. Call to Order

Board President David Van Ginneken called the Regular Meeting of the Hardyston Board of Education to order on March 14, 2023 at 7:04 p.m. in the Library of the Hardyston Middle School, 183 Wheatsworth Road, Hamburg, NJ 07419. President David Van Ginneken 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. Roll Call

Mr. Anthony Alfano	present	(virtual)
Mrs. Jean Barrett	present	
Mrs. Donna Carey	present	
Mr. Nick Demsak	present	arrived at 7:12 p.m.
Mr. Ron Hoffman	present	
Mrs. Susan Lucarelli	present	(virtual)
Mrs. Catherine Maksymiuk	present	
Mr. Edward Reinle	present	
Mr. David Van Ginneken	present	
Mr. Michael Ryder	present	
Mr. Rich Rennie	absent	
Mrs. Susan Verso	present	

Quorum confirmed: Yes No

Special Guest(s) Present: None

Staff Member(s) Present: R. Demeter MS Vice Principal
D. Lenz, ES Building & Grounds

Community Member(s) Present: 7

Other: n/a

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
 - Finance, Facilities and Operations & Technology Infrastructure
 - Personnel, Negotiations, Grievance & Policy
3. CSA Report
4. **Student Recognition:**
 - American Legion Post 132 Coloring Contest Award: **2nd Place – Jasmyne Hrehorovich**
 - 2022-2023 Sussex County Superintendents' Roundtable Student Award: **Samuel Tobachnick**

IV. Public Comment (Board Policy #1200) (please limit to agenda items only)

None

V. Executive Session *if needed*

None

VI. Return to Public Session

n/a

VII. Old Business

O/B-1

Meeting Dates for 2022- 2023:

- April 25 – Regular Meeting and Public Hearing and Adoption of 2023-2024 Budget
- May 9 – Regular Meeting
- June 13 – Regular Meeting and Annual Reorganization
- June 27 - Retreat
- July 11 - Regular Meeting
- August 8 – Regular Meeting

OB-2

Motion to approve, upon recommendation of the Chief School Administrator, the tentative 2023-2024 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 25, 2023 (reschedule date is May 9, 2023).

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.

Appropriations			23-24
	Total General Current Expense		\$12,902,945
			\$2,262,173
		Total Capital Outlay	\$2,262,173
	Charter School Tuition (Fund 10)		\$153,270
		General Fund Total	\$15,319,188
	Special Revenue Fund (Fund 20)		\$312,543
	Repayment of Debt (Fund 40)		\$766,219
		Total Appropriations	\$16,397,950
Revenues			23-24
	Local Tax Levy		\$10,858,744
	Misc. Revenue		\$16,500
	Interest on Main Reserve		\$301
	Interest on Cap Reserve		\$800
		Total Revenue from Local Sources	\$10,876,345
State Sources	School Choice		\$115,760
	Transportation Aid		\$452,207
	Special Ed Aid		\$461,106
	Security Aid		\$61,773
	Adjustment Aid		\$147,988
		Revenue from State Sources	\$1,238,744
Other Sources	Budgeted Fund Balance		\$947,599
	Withdrawal from Capital Reserve (10-307)		\$2,201,500
	Withdrawal from Maint Reserve (10-310)		\$55,000
	TOTAL OPERATING BUDGET		
		Total Operating Budget (Fund 10 & 11 & 12)	\$15,319,188
	Title I	(Updated to actual 20-21 and 80% for Budget)	\$64,115
	Title II	(Updated to actual 20-21 and 80% for Budget)	\$7,686
	IDEA	(Updated to actual 20-21 and 80% for Budget)	\$122,149
	ESSER Evidence-Based		\$55,000
	ESSER		\$61,375
		Special Revenue Funds (Fund 20)	\$310,319
		Debt Service / Bond Repayment (Fund 40)	\$766,219
		Total Revenues	\$16,397,950

This budget incorporates the following revenue measures:

- \$947,599 of budgeted fund balance
- \$55,000 of budgeted Maintenance Reserve (including: maintaining roofing at schools)
- \$2,201,500 of budgeted Capital Reserve (includes paving, asphalt and walkway project at ES)

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 ensure that the maximum amount is not exceeded.

Current expenditures for travel and related expenses for the 2022/2023 school year as follows:

Expenditures	\$1,114.11
Encumbrances	\$ 299.99
Funds Available	\$2,385.90

ACTION ITEM(S): O/B-2 – O/B-3 Tentative Budget 2023-2024

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

<u>MOTION</u>	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Alfano	<u> X </u>	<u> </u>	<u> </u>	<u> </u>
Barrett	<u> X </u>	<u> </u>	<u> </u>	<u> </u>
Carey	<u> X </u>	<u> </u>	<u> </u>	<u> </u>
Demsak	<u> X </u>	<u> </u>	<u> </u>	<u> </u>
Hoffman	<u> X </u>	<u> </u>	<u> </u>	<u> </u>
Lucarelli	<u> X </u>	<u> </u>	<u> </u>	<u> </u>
Maksymiuk	<u> X </u>	<u> </u>	<u> </u>	<u> </u>
Reinle	<u> X </u>	<u> </u>	<u> </u>	<u> </u>
Van Ginneken	<u> X </u>	<u> </u>	<u> </u>	<u> </u>

VIII. New Business

IX. Agenda Items:

MEETING MINUTES

1. February 14, 2023 – Regular Meeting
2. March 7, 2023 – Budget Workshop

Motion of adopt: D. Van Ginneken Seconded By: S. Luce

<u>MOTION</u>	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Alfano	<u> X </u>	<u> </u>	<u> </u>	<u> </u>
Barrett	<u> X </u>	<u> </u>	<u> </u>	<u> </u>
Carey	<u> X </u>	<u> </u>	<u> </u>	<u> </u>
Demsak	<u> X </u>	<u> </u>	<u> </u>	<u> </u>
Hoffman	<u> X </u>	<u> </u>	<u> </u>	<u> </u>
Lucarelli	<u> X </u>	<u> </u>	<u> </u>	<u> </u>
Maksymiuk	<u> X </u>	<u> </u>	<u> </u>	<u> </u>
Reinle	<u> X </u>	<u> </u>	<u> </u>	<u> </u>
Van Ginneken	<u> X </u>	<u> </u>	<u> </u>	<u> </u>

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

Background: HIB report for 3-14-23 is located in the Executive Session folder and will be voted on at the April 25, 2023 BOE meeting (if necessary).

<u>MOTION</u>	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Alfano	<u> X </u>	<u> </u>	<u> </u>	<u> </u>
Barrett	<u> X </u>	<u> </u>	<u> </u>	<u> </u>
Carey	<u> X </u>	<u> </u>	<u> </u>	<u> </u>
Demsak	<u> X </u>	<u> </u>	<u> </u>	<u> </u>
Hoffman	<u> X </u>	<u> </u>	<u> </u>	<u> </u>
Lucarelli	<u> X </u>	<u> </u>	<u> </u>	<u> </u>
Maksymiuk	<u> X </u>	<u> </u>	<u> </u>	<u> </u>
Reinle	<u> X </u>	<u> </u>	<u> </u>	<u> </u>
Van Ginneken	<u> X </u>	<u> </u>	<u> </u>	<u> </u>

FINANCE

F-1
Motion to approve \$87,084.05 in transfers for the month of February 2023.

F-2
Motion to approve the Bills List for the month of February 2023 in the amount of \$1,197,305.02.

F-3
Motion to approve the Treasurer of School Monies Comparison Report for January 2023.

F-4
Motion to approve the Board Secretary’s Monthly Comparison Report for January 2023.

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, 2023.

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.

ACTION ITEM(S): F-1 to F-4

Motion to adopt: D. Carey	Seconded By: D. Van Ginneken			
MOTION	YES	NO	ABSTAIN	ABSENT
Alfano	<u> X </u>	<u> </u>	<u> </u>	<u> </u>
Barrett	<u> X </u>	<u> </u>	<u> </u>	<u> </u>
Carey	<u> X </u>	<u> </u>	<u> </u>	<u> </u>
Demsak	<u> X </u>	<u> </u>	<u> </u>	<u> </u>
Hoffman	<u> X </u>	<u> </u>	<u> </u>	<u> </u>
Lucarelli	<u> X </u>	<u> </u>	<u> </u>	<u> </u>
Maksymiuk	<u> X </u>	<u> </u>	<u> </u>	<u> </u>
Reinle	<u> X </u>	<u> </u>	<u> </u>	<u> </u>
Van Ginneken	<u> X </u>	<u> </u>	<u> </u>	<u> </u>

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 2022-2023 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
Amber Simm	Teacher / Paraprofessional	Sub Cert – Exp. 10/2026
Ashley Blahut	Teacher / Paraprofessional	Sub Cert – Exp. 3/2028

P-2

Motion to approve David Lenz as Acting Building and Grounds Supervisor for the period April 1, 2023 through June 30, 2023 at a prorated annual salary of \$75,500.

P-3

Motion to employ the following special education paraprofessional(s) for the 2022-2023 school year in accordance with the needs of the classified students and in conjunction with the ratified HTEA and with the condition that employment is terminated when the need for assigned services no longer exists.

Name	Rate per Hour

Brooke Hoer	16.77
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P-4
 Motion to approve Jake Lombardo, student at Centenary University, to complete his practicum for Fall 2023 and student teach in Spring 2024 semester, at the middle school.

P-5
 Motion to approve the following staff members for miscellaneous non-certified activities as needed for the 2022-2023 school year, at an hourly rate of \$25.00, as per the negotiated agreement:

Sloan Reeves

P-6
 Motion to approve the following staff member as a tutor as needed for the 2022-2023 school year, at the intramural rate as outlined per the negotiated agreement:

Tammy Peek Kaitlin Gregory Rebecca Schick

P-7
 Motion to accept, with regret, the resignation of Jennifer Bubenik, retroactive to February 14, 2023.

P-8
 Motion to approve an extension of leave for Frances Sliker, Grade 8 Algebra/Math teacher, from May 25, 2023 to June 16, 2023, and placed on child rearing leave in accordance with FMLA/NJFLA.

P-9
 Motion to approve Frank Panny as Long Term Substitute – Grade 6 Resource, for the period on or about April 6, 2023 through on or about June 8, 2023, at a rate of \$175.00 per day as outlined in the current negotiated agreement.

ACTION ITEM(S): P-1 - P-9

Motion to adopt: N. Demsak	Seconded By: E. Reinle			
<u>MOTION</u>	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Alfano	X	_____	_____	_____
Barrett	X	_____	_____	_____
Carey	X	_____	_____	_____
Demsak	X	_____	_____	_____
Hoffman	X	_____	_____	_____
Lucarelli	X	_____	_____	_____
Maksymiuk	X	_____	_____	_____
Reinle	X	_____	_____	_____
Van Ginneken	X	_____	_____	_____

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 6471:

EVENT	DATE	REGISTRATION FEE	MILEAGE & OTHER EXPENSES	EMPLOYEE/BOARD MEMBER
The Reading League: Foundations of the Science of Reading	4/12/23	\$200.00	VIRTUAL	M. Goodman
NJASA Spring Conference, Atlantic City	5/17-19/23	-0-	\$152.28 + tolls	M. Ryder
Do What Matters Most for Educators, Phillipsburg High School	3/24/23	TBD	\$44.93	M. Ryder
Annual School Law & Policy Seminar – Strauss Esmay Associates, Lincroft	6/2/23	-0-	\$75.76	M. Ryder
Realtime User Experience 2023, Rockaway	6/6/2023	-0-	\$19.74	P. Van Ginneken
NJALC Spring Conference	4/28/23	\$165.00	\$25.38	J. Rosen

C/P-2

Resolved to approve the following parent-paid class trip(s) for the 2022-2023 school year:

Grade	Destination	Date	Cost Per Student
MS National Junior Arts Honor Society	Allentown Art Museum/Dorney Park, Allentown, PA	5/11/23	\$55.00
Grade 5	Sterling Mine Museum, Ogdensburg	5/5/23	\$25.00
Grade 8	Six Flags Great Adventure, Jackson	6/9/23	\$100.00

C/P-3

Motion to approve select middle school students to participate in the 1st Annual STEM League Challenge, sponsored by THOR Labs, at Wallkill Valley High School on April 4, 2023. Cost for transportation has been budgeted.

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

Motion to adopt: R. Hoffman Seconded By: S. Lucarelli

MOTION	YES	NO	ABSTAIN	ABSENT
Alfano	<u> X </u>	_____	_____	_____
Barrett	<u> X </u>	_____	_____	_____
Carey	<u> X </u>	_____	_____	_____
Demsak	<u> X </u>	_____	_____	_____
Hoffman	<u> X </u>	_____	_____	_____
Lucarelli	<u> X </u>	_____	_____	_____
Maksymiuk	<u> X </u>	_____	_____	_____
Reinle	<u> X </u>	_____	_____	_____

POLICY

POL-1

Motion to approve a second reading of the following policies and/or regulations and adopt:

- 2423 Bilingual and ESL Education
- R2423** Bilingual and ESL Education
- 2425 Emergency Virtual or Remote Instruction Program
- R2425** Emergency Virtual or Remote Instruction Program
- 5200 Attendance
- R5200** Attendance
- 8140 Student Enrollments
- R8140** Enrollment Accounting
- 8330 Student Records
- R8330** Student Records
- R8420.2** Bomb Threats
- R8420.7** Lockdown Procedures
- R8420.10** Active Shooter

ACTION ITEM(S): POL-1

Motion to adopt: N. Demsak Seconded By: R. Hoffman

<u>MOTION</u>	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Alfano	<u> X </u>	_____	_____	_____
Barrett	<u> X </u>	_____	_____	_____
Carey	<u> X </u>	_____	_____	_____
Demsak	<u> X </u>	_____	_____	_____
Hoffman	<u> X </u>	_____	_____	_____
Lucarelli	<u> X </u>	_____	_____	_____
Maksymiuk	<u> X </u>	_____	_____	_____
Reinle	<u> X </u>	_____	_____	_____
Van Ginneken	<u> X </u>	_____	_____	_____

FACILITIES/OPERATIONS

F/O-1

Motion to approve the following 2022-2023 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.

<u>NAME</u>	<u>LOCATION</u>	<u>DATE</u>	<u>TIME</u>	<u>DAY</u>
Brownie Troop #98685	ES Room 11	March 21 April 18 May 23	3:45 PM – 5:15 PM	Tuesdays
Wallkill Valley Rec	ES Fields	April 1 – June 30	5:00 – 8:30	Weekdays

Softball League	<i>*times and days will need to be adjusted based on all requests received for the 2023 season.</i>		9:00 – 8:00	Weekends
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ACTION ITEM(S): F/O-1

Motion to adopt: D. Carey

Seconded By: N. Demsak

<u>MOTION</u>	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Alfano	<u> X </u>	<u> </u>	<u> </u>	<u> </u>
Barrett	<u> X </u>	<u> </u>	<u> </u>	<u> </u>
Carey	<u> X </u>	<u> </u>	<u> </u>	<u> </u>
Demsak	<u> X </u>	<u> </u>	<u> </u>	<u> </u>
Hoffman	<u> X </u>	<u> </u>	<u> </u>	<u> </u>
Lucarelli	<u> X </u>	<u> </u>	<u> </u>	<u> </u>
Maksymiuk	<u> X </u>	<u> </u>	<u> </u>	<u> </u>
Reinle	<u> X </u>	<u> </u>	<u> </u>	<u> </u>
Van Ginneken	<u> X </u>	<u> </u>	<u> </u>	<u> </u>

X. Written Communication

1. Thank You Note - Weekend Bag

XI. Public Comment (Board Policy #1200)

None

XII. Executive Session

None

XIII. Return to Public Session – if needed

n/a

XIV. Adjournment

With no further action or discussion required of the Hardyston Township Board of Education at this time, a motion was presented by D. Van Ginneken, and seconded by C. Maksymiuk, to adjourn the meeting at 7:28 p.m.