

**HARDYSTON TOWNSHIP BOARD OF EDUCATION  
ANNUAL REORGANIZATION AND REGULAR MEETING MINUTES  
JUNE 13, 2023  
7:00 PM**

**I. Call to Order**

Board President David Van Ginneken called the Workshop Meeting of the Hardyston Board of Education to order on June 13, 2023 at 7:00 p.m., from 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. Pledge of Allegiance**

**III. Roll Call**

Mr. Anthony Alfano	present
Mrs. Jean Barrett	present
Mrs. Donna Carey	present
Mr. Nick Demsak	present
Mr. Ron Hoffman	present
Mrs. Susan Lucarelli	present
Mrs. Catherine Maksymiuk	present
Mr. Edward Reinle	present
Mr. David Van Ginneken	present
Mr. Michael Ryder	present

Quorum confirmed:             Yes                     No

Special Guest(s) Present:            Board Attorney Mr. Joseph Roselle, Esq.

Staff Member(s) Present:            5

Community Member(s) Present:    20

Other:                                    n/a

**MISSION STATEMENT**

The Hardyston School District together with our parents, families and community is dedicated to preparing our students for the 21<sup>st</sup> 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
2. Committee Reports:
  - Curriculum, Programs, Educational Technology & Community Relations
  - Finance, Facilities and Operations & Technology Infrastructure
  - Personnel, Negotiations, Grievance & Policy
4. CSA Report
5. HIB Grade Report (R. Demeter)
6. 2023 Caring Award Recipient: **Ethan Barnett**
7. Student Council Presentation

**V. Public Comment (Board Policy #0167)** (please limit comments to action agenda items only)

*None*

**VI. Executive Session** *if needed*

*None*

**VII. Return to Public Session**

*n/a*

Action following Executive Session if needed:

*n/a*

**VIII. Old Business**

**O/B-1**

Meeting Dates for 2022- 2023:

- June 27 – Annual Retreat
- ~~July 11 – Regular Meeting~~ (canceled)
- August 8 – Regular Meeting

**IX. New Business**

*None*

**X. Agenda Items:**

**MEETING MINUTES**

1. May 9, 2022 – Regular Meeting

Motion of adopt: R, Hoffman      Seconded By: A. Alfano

<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 June report is based on the recommendation of the CSA.*

*Background: HIB report for 6-13-23 is located in the Executive Session folder and will be voted on at the July 11, 2023 BOE meeting (if necessary).*

*No vote*

**FINANCE**

**F-1**

Motion to approve \$359,482.00 in transfers for the month of May 2023.

**F-2**

Motion to approve the Bills List for the month of May 2023 in the amount of \$1,379,469.38.

**F-3**

Motion to approve the Treasurer of School Monies Comparison Report for April 2023.

**F-4**

Motion to approve the Board Secretary’s Monthly Comparison Report for April 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 Carolyn Joseph, Board Secretary, certifies the following statement: Pursuant to N.J.A.C. 6A:23A-16.10(c)3, I, Carolyn Joseph, Board Secretary, certify that no budgetary line items accounts are over-appropriated nor over-expended for the period ending April 30, 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.*

**F-5**

Motion to approve the following fiscal year organizational items (1 - 61) reorganization agenda for approval, as required by statute:

1. 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.
2. Motion to reaffirm all past resolutions and motions previously approved by the Board of Education through January, 2024.
3. Motion to re-adopt all existing Board of Education policy manuals, by-laws, regulations, handbooks, contractual agreements, and other legislative or regulatory action of this board hereby continued in force through June 30, 2024.
4. Motion to recognize the Hardyston Township Education Association as the official organized bargaining unit representing all non-administrative contractual staff.
5. Motion to approve all curriculum, curriculum guides, 5-year curriculum review schedule through June 30, 2024, educational programs, and existing approved textbooks for the 2023-2024 school year.
6. 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.
7. 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.
8. Motion to authorize a petty cash fund for each school building the amount of \$250.00. The custodian of funds will be the principal of each school. Individual warrants eligible for reimbursement may not exceed \$50 per receipt. Sales tax will not be approved for reimbursement.
9. Motion to approve the chart of accounts for the budgetary process and authorizes the Superintendent of Schools and the School Business Administrator to implement the 2023-2024 school budget pursuant to applicable local and state policies and regulations.
10. Motion to authorize the School Business Administrator and Board Secretary as:
  - a. Custodian of Board of Education Records for OPRA compliance
  - b. Chief Financial Officer and Investment Officer with approved depositories
  - c. Public Agency Compliance Officer (PACO)
  - d. Qualified Purchasing Agent - quote threshold \$6,000; transportation contract threshold \$18,800; all other bids threshold \$44,000
11. Motion to appoint the Chief School Administrator as custodian of School Personnel Records for the 2023-2024 school year.
12. Motion to authorize the School Business Administrator and Board Secretary to:
  - a. Maintain appropriate bonding as required by state statutes
  - b. Make telephone, wire, and electronic transactions of board funds
  - c. Invest board funds at the most advantageous rate in compliance with all state laws and regulations.
  - d. Issue advance payment and/or partial payment to facilitate district requisitions, on an as needed basis.

- e. Audit and approve any account and demand to be paid prior to presentation to the Board. Any such approval shall be presented to the Board for ratification at their next meeting as per NJSA 18A:19-4.1.

13. RESOLVED, that the Board of Education approve the following resolution authorizing the procurement of goods and services through the New Jersey state purchasing agency for the 2023-2024 school year:

WHEREAS, Title 18A:18A-10 provides that, “A board of education, without advertising for bids, or after having rejected all bids obtained pursuant to advertising therefore, by resolution may purchase any goods or services pursuant to a contract or contracts for such goods or services entered into on behalf of the State by the Division of Purchase and Property; and

WHEREAS, the Hardyston School District has the need, on a timely basis, to procure goods and services utilizing state contracts; and

WHEREAS, the Hardyston Board of Education desires to authorize its purchasing agent for the 2023-2024 school year to make any and all purchases necessary to meet the needs of the school district throughout the school year.

NOW THEREFORE BE IT RESOLVED, that the Hardyston Board of Education does hereby authorize the district purchasing agent to make purchases of goods and services entered into on behalf of the State by the Division of Purchase and Property utilizing all state contracted vendors.

14. Motion to authorize the School Business Administrator, in consultation and agreement with the Chief School Administrator, to process line item transfers in compliance with state law and regulations.
15. Motion to authorize the School Business Administrator, in consultation and agreement with the Chief School Administrator, to declare miscellaneous items no longer needed as surplus and to dispose of these items in compliance with state law and regulations.
16. Motion to approve the official signatures of the Board President, School Treasurer, and Board Secretary to sign warrants for all board funds in agreement with the signature cards approved by the Board of Education except as below:
  - a. Student Activities: IAW Board Policy 6660, the CSA and/or his designee may be authorized as sole signer of the checks drawn against the Student Activities Account.
  - b. Cafeteria Account: IAW Board Policy 6640, the Board President and Secretary signatures are both required for checks drawn against the Cafeteria Account.
17. Motion to authorize use of a signature stamp for the Board President, Treasurer, and Board Secretary.
18. Motion to authorize the Board President or designee to act as Board Secretary when appropriate.
19. Motion to approve the appropriate bonding of the School Business Administrator (\$250,000) and Treasurer of School Monies (\$200,000) as required by Statute.
20. Motion to approve appointment of Schenck, Price, Smith, & King as general counsel from July 1, 2023 through June 30, 2024 at the hourly rate of \$180.00 for partners and counsel, \$170.00 for associates, law clerks and paralegals at \$112.20 per hour, and adopt the following resolution:

WHEREAS, there exists a need for legal services, 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 Schenck, Price, Smith, & King be contracted as general legal counsels for the Hardyston Board of Education for the 2023-2024 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.

21. Motion to re-appoint Nisivoccia & Company LLP as professional auditors for the Board of Education through June 30, 2024 at a cost of \$29,500 and

WHEREAS, there exists a need for auditing services; 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 Nisivoccia & Company LLP be contracted as auditors for the Hardyston Board of Education for the 2023-2024 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.

22. Motion to appoint Integrity Consulting Group as designated Insurance Agent (broker of record) for Health, Prescription, and Dental benefits through June 30, 2024 and

WHEREAS, there exists a need for health insurance brokerage services; 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 Integrity Consulting Group be contracted as health insurance broker of record for the Hardyston Board of Education for the 2023-2024 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.

23. Motion to appoint The Morville Agency doing business with Arthur J. Gallagher, Inc. as the Risk Management Consultant the School Alliance Insurance Fund (S.A.I.F.) for the purchase of property, casualty, liability, auto, workers compensation, and other required bonds & insurance through June 30, 2024, and

WHEREAS, there exists a need for insurance/risk management services; 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 The Morville Agency be contracted as Risk Management Consultant for the Hardyston Board of Education for the 2023-2024 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.

24. Motion to appoint Architectural Firm, Parette Somjen Architects, Gregory J. Somjen, AIA, as official architects of record through June 30, 2024, at \$178 per Principal/Partner hour, \$169 for Director/Senior Associate, \$160 for Senior Project Architect/Engineer, \$160 for Project Architect/Engineer, \$110 for Senior Assistant Project Manager and

WHEREAS, there exists a need for architectural services, 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 Parette Somjen Architects be contracted as official architects of record for the Hardyston Board of Education for the 2023-2024 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.

25. Motion to approve renewal of the contractual agreement with J & B Occupational Therapy, LLC, of Augusta NJ for occupational therapy at the rate of \$91.50 per hour, physical therapy at the rate of \$92.50 per hour, behaviorist services and consultation at the rate of \$95.50 per hour as required in the student's Individual Educational Plan, and evaluations at a flat rate of \$429.00, effective July 1, 2023 through June 30, 2024. Partial funding will be provided through the IDEIA grant.

WHEREAS, there exists a need for professional therapy services, 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 J & B Occupational Therapy, LLC be contracted as official therapists of record for the Hardyston Board of Education for the 2023-2024 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.

26. Motion to approve the appointment of Dr. Nadira Fernandez, Premier Health Associates, as School Physician through June 30, 2024, at the annual amount of \$7,000, not to exceed \$7,500 and

WHEREAS, there exists a need for medical services, 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 Dr. Nadira Fernandez, Premier Health Associates, be contracted as School Physician for the

Hardyston Board of Education for the 2023-2024 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.

27. Motion to re-appoint Bollinger Insurance Inc. for student accident insurance through June 30, 2024, and

WHEREAS, there exists a need for insurance services, 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 The Bollinger Insurance Inc. be contracted as Insurance Agent for student accident insurance for the Hardyston Board of Education for the 2023-2024 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.

28. Motion to approve a contract with Tracey Talmadge to provide services to fulfill the Treasurer of School Monies responsibilities for a yearly fee of \$6,810.
29. Motion to approve and accept electronic signatures for the requisition process for the Chief School Administrator and the Business Administrator. The district uses a requisitioning software product provided by CDK Systems, Inc.
30. Motion to approve the Premium Payment Plan (consisting of the Section 125 Plan document, and component Benefit Plans and Policies) that complies with Section 125 of the Internal Revenue Code to enable its employees to elect to pay for their share of the group health insurance on a pre-tax salary reduction basis and that the School Business Administrator of the Board is authorized and directed to take any and all action as may be necessary to effectuate this Resolution.
31. Motion to re-confirm membership with School Health Insurance Fund for the cooperative purchase of liability and health/medical insurance through June 30, 2024 and to authorize the School Business Administrator to serve as agent of the Board.
32. Motion to approve the substitute calling service, Frontline, for the 2023-2024 school year at a cost of \$6,130.
33. Motion to approve PaySchools as the online merchant account processing platform for the 2023-2024 school year at a cost of \$1,300.
34. Motion to approve renewal of the software support agreement with CDK Computer Solutions for the district's personnel and budgetary accounting through June 30, 2024 at the rate of \$6,900 for the personnel program (\$300 for up to two additional users) and \$5,100 for the accounting program, (\$300 for two additional users) and \$3,200 for the requisition program.
35. Motion to authorize payroll deductions for Tax Sheltered Annuities, Custodial Accounts, Disability Income Protection Plans, and other depositories requested by staff with Visions Credit Union (Tri-Co



Federal Credit Union), Equitable, N.Y. Life, Vanguard Group, Unum, Provident Bank, Colonial Life, Prudential and Aflac.

36. Motion to approve renewal of the Elementary School and the Middle School as Red Cross Emergency Shelters, if needed, for the 2023-2024 school year. This agreement may be terminated with 30 days' written notice by either party.
37. Motion to approve renewal of the agreement with Sussex County Regional Cooperative effective July 1, 2023 through June 30, 2024, for transportation services for special education requirements and to seek quotes for student field trips and any other transportation as needed. The contract will be extended according to the payment schedule stated in the agreement for administrative fees and payment schedule.
38. Motion to approve membership with Sussex County Educational Services Commission, Bergen County Educational Services Commission, and Cerebral Palsy of New Jersey for services to our students as needed and identified by appropriate school administration.
39. Motion to approve the District's Comprehensive Equity Plan for the 2023-2024 school year as previously approved and submitted to the NJ Department of Education Sussex County Office. (copy on file)
40. Motion to approve the renewal of the following maintenance contracts:

\*\*\*All amounts listed are NTE 5% (NTE =Not To Exceed). Quoted estimates exceeding 5% will be re-approved from the Board\*\*\*

<b>Vendor</b>	<b>Dates</b>	<b>Purpose</b>	<b>Amount</b>
Agra	7/1/23 – 6/30/24	Drinking water/testing compliance	\$ 5,500
Arrow Elevator	7/1/23 – 6/30/24	Elevator	\$ 2,600
Automated Logic	7/1/23 – 6/30/24	Computer controls heat and A/C	\$ 5,500
Automatic Temperature Control	7/1/23 – 6/30/24	Pneumatic controls	\$ 6,920
Butler Water	7/1/23 – 6/30/24	Boiler and A/C chemicals monitoring	\$ 2,530
Carrier	7/1/23 – 6/30/24	Chiller maintenance, winterization, and restart	\$ 8,050
Complete Security Systems	7/1/23 – 6/30/24	Burglar, fire and freezer alarms, including state mandated inspections	\$ 6,800
East Coast	7/1/23 – 6/30/24	Aerco boiler annual maintenance	\$ 4,100
Franklin Public Works	7/1/23 – 6/30/24	Sewer and water	\$44,022 (TBD)
Kraft Power	7/1/23 – 6/30/24	Emergency backup generator	\$ 795
Protective Measures Security and Fire Systems	7/1/23 – 6/30/24	Sprinkler system certification	\$ 3,900
McGowan	7/1/23 – 6/30/24	Drinking water management compliance	\$ 4,685
Natural Systems Utilities	7/1/23 – 6/30/24	Septic maintenance	\$10,512
On-Tech Consulting	7/1/23 – 6/30/24	E-rate application process	\$ 2,000
Rullo & Juillet Associates, Inc.	7/1/23 – 6/30/24	Right to Know/AHERA PEOSH/Asbestos monitoring/training	\$ 7,985
Sussex County Fire Sales &	7/1/23 – 6/30/24	Fire extinguishers and suppression	\$ 1,800

Service		system	
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41. Motion to renew (ratifies previous motion) the three (3) Interlocal Agreements with the Township of Hardyston for shared services of the following:
  - a. Park Maintenance for the period January 1, 2023 through December 31, 2023, at a cost of \$18,570 (Municipal fiscal year is the calendar year).
  - b. Solid Waste and Recycling for the period January 1, 2023 through December 31, 2023, at a cost of \$12,100 (Municipal fiscal year is the calendar year), and
  - c. to approve the continuation of the three year Commodity Resale Agreement with the Township of Hardyston for the cost of fuel at the rates authorized by the Morris County Cooperative Pricing Council, currently at the following rates: \$3.05 for gasoline and \$4.03 for diesel, plus an additional \$0.10 per gallon administrative fee, billed monthly per actual usage for the period January 1, 2023 through December 31, 2023. (Municipal fiscal year is the calendar year).
42. Motion to appoint Michael Ryder as the district’s Affirmative Action Officer, Homeless Liaison, Gender Equity Officer, and Attendance Officer, with no additional stipend, through June 30, 2024.
43. Motion to appoint David Lenz as Safety Compliance Officer, IPM Coordinator, AHERA Designee, Air Quality Designee, Chemical Hygiene Officer, and Right to Know Officer through June 30, 2024.
44. Motion to approve the second year of a five-year contract agreement (renewable annually for one additional year) with Maschio’s Food Services Inc., effective September 1, 2023 through June 30, 2024 with the terms and conditions in adherence to state mandates:

Management Fee(s)/Guarantees

1) Management Fee

The School Feed Authority shall pay Maschio’s annual management fee in the amount of \$9,790.40.

The management fee shall be payable in monthly installments of \$979.04 per month commencing on September 1, 2023 and ending on June 30, 2024.

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. This agreement can be terminated by either party with 60-days’ notice.

45. Motion to ratify a previous renewal of the Article 16 Memorandum of Agreement Annual Addendum, effective July 1, 2023 through June 30, 2024:

*The Hardyston Township Board of Education at the June 9, 2015 public meeting wishing to recognize and maintain the value of the Uniform State Memorandum of Agreement between Education and Law Enforcement Officials hereby re-adopts the Memorandum of Agreement as originally approved by this Board, without*

*modification and authorizes the submission to the County Superintendent of Schools, the County Prosecutor, and to Law Enforcement for signatures.*

46. Motion to approve the annual tuition rates for any out of district student accepted by Hardyston Township Public Schools as follows:

<b>Program</b>	<b>Annual Tuition</b>
Preschool Handicapped PT	\$14,309
Preschool Handicapped FT	\$38,405
Multiple Disabled	\$47,039
Special Education, LLD	\$32,925
Kindergarten, full-day	\$15,034
Regular Education, Grades 1-5	\$15,597
Regular Education, Grades 6-8	\$15,193
Emotional Regulation Impairment	\$47,039

47. Motion to approve the 2023-2024 payroll rates for substitute coverage as indicated:

- a. Substitute Teacher \$150.00 per day
- b. Substitute School Nurse \$250.00 per day
- c. Substitute Secretary \$ 14.13 per hour
- d. Substitute Custodian \$ 15.00 per hour (reg. school year only)
- e. Substitute Paraprofessional \$ 14.13 per hour
- f. Bedside/Tutor/Home Instruction \$ 38.00 per hour
- g. LPN Aide Upon recommendation of CSA

48. Motion to appoint Phoenix Advisors as Continuing Disclosure Agent at an annual fee of \$1,100 and adopt the following resolution:

WHEREAS, there exists a need for a Continuing Disclosure Agent, 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 Phoenix Advisors be contracted as Continuing Disclosure Agent for the Hardyston Board of Education for the 2023-2024 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.

49. Motion to appoint McManimon, Scotland & Baumann, LLC as Bond Attorney for the 2023-2024 school year and adopt the following resolution:

WHEREAS, there exists a need for legal services, 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 McManimon, Scotland & Baumann, LLC be contracted as bond attorney for the Hardyston Board of Education for the 2023-2024 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.

50. Motion to approve Hardyston Township Board of Education’s District maximum expenditure amount that may be allotted for such travel and expense reimbursement for the 2023-2024 school year.

NOW, THEREFORE, BE IT RESOLVED that the Hardyston Township Board of Education hereby establishes the school district Professional Development travel maximum for the 2023-2024 school and budget year, in the amount not to exceed \$40,000 (up to \$6,765 funded through NCLB); all approved travel reimbursements paid at the prevailing OMB rate of \$.47 per mile; Regular Business travel will not exceed \$1,500 per employee per year;

BE IT FURTHER RESOLVED that the School Business Administrator shall track and record these costs to insure that the maximum amount is not exceeded.

51. Motion to approve Jennifer Cimaglia as the district’s ESEA Coordinator and Title I Representative for the 2023-2024 school year with no additional compensation.
52. Motion to appoint Dr. Gulay Maffia, as the Federal IDEIA and the N.J. State Extraordinary Aid program coordinator with no additional compensation effective through June 30, 2024.
53. Motion to approve the 2023-2024 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.

<b>Month</b>	<b>2<sup>nd</sup> Tuesday - Regular</b>	<b>4<sup>th</sup> Tuesday - Workshop</b>
July	11	25 No workshop scheduled
August	8	22 No workshop scheduled
September	12	26 No workshop scheduled
October	10	24 No workshop scheduled
November	14	28 No workshop scheduled
December	12	26 No workshop scheduled
January	2	23 Budget workshop
February	13	27 Budget workshop
March	12	26 No workshop scheduled
April	--	23 Regular Meeting and Public Hearing and Adoption of Budget ( <i>subject to NJ State Elections</i> )
May	14	28 No workshop scheduled

June	11	25 Annual Evaluation Workshop and Retreat
July	9	23 No workshop scheduled
August	13	27 No workshop scheduled

54. WHEREAS, pursuant to law, District employees may generally not be hired or appointed except by a majority vote of the full membership of the Board after recommendation by the Chief School Administrator, except in situations where the Board provides otherwise; and

WHEREAS, the Board recognizes that there may be certain instances in which the Chief School Administrator may be required to hire staff in order to fill unforeseen vacancies or on an emergent basis to address student and District needs prior to the next scheduled Board meeting;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Education hereby authorizes the Chief School Administrator to recommend and appoint a person to fill a sudden vacancy which occurs by reason of unforeseen circumstances or due to emerging District needs, when such vacancy or need arises between scheduled Board meetings, subject to notification of such action to the Board President and ratification of that action by the Board at the next Board meeting; and be it further

RESOLVED, that the Board of Education also authorizes the Chief School Administrator to appoint, at his discretion, substitute teachers as necessary to achieve these goals, subject to the above requirements; and be it further

RESOLVED, that this authority shall remain in effect until the end of the 2023-2024 school year and shall be approved on an annual basis by the full board.

55. Motion to approve iObservation evaluation program through Learning Sciences as the district’s evaluation instrument for the school year 2023-2024.

56. Motion to appoint Michael Ryder as the district’s Title IX Coordinator, with no additional stipend, through June 30, 2024.

57. Motion to appoint Gulay Maffia as the district’s Title IX Investigator, with no additional stipend, through June 30, 2024.

58. Motion to appoint Jennifer Cimaglia as the district’s Title IX Decision Maker, with no additional stipend, through June 30, 2024.

59. RESOLVED that the Hardyston Board of Education approves the attached standard operating procedures and internal controls. The SOP manual will be maintained in the business office and continue to be updated with additional/updated information when necessary.

60. Motion to approve an increase for non-certified carded officials from \$80.00 to \$95.00 for all school sporting events.

**F-6 MAINTENANCE RESERVE TRANSFER**

**Motion to approve the following resolution:**

**WHEREAS**, NJSA 18A:21-2, NJSA 18A:7G-31 and 18A:7F-41 permits a Board of education to establish and/or deposit into a certain reserve account at year end; and

**WHEREAS**, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a board of education to transfer unanticipated excess current review or unexpended appropriations into reserve accounts during the months of June by board resolution; and

**WHEREAS**, the Hardyston Township Board of Education wishes to transfer unanticipated excess current year revenue or unexplained appropriations from the general fund into a Maintenance Reserve account at the year-end; and

**WHEREAS**, the Hardyston Township Board of Education has determined that an amount up to \$100,000, subject to available balances upon completion of fiscal audit;

**NOW, THEREFORE, BE IT RESOLVED** by the Hardyston Township Board of Education that it hereby authorizes the District's School Business Administrator/Board Secretary to make this transfer consistent with all applicable laws and regulations as recommended by the Superintendent/CSA.

**F-7 CAPITAL RESERVE TRANSFER  
Motion to approve the following resolution:**

**WHEREAS**, NJSA 18A:21-2, NJSA 18A:7G-31 and 18A:7F-41 permits a Board of education to establish and/or deposit into a certain reserve account at year end; and

**WHEREAS**, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a board of education to transfer unanticipated excess current review or unexpended appropriations into reserve accounts during the months of June by board resolution; and

**WHEREAS** the Hardyston Township Board of Education wishes to transfer unanticipated excess current year revenue or unexplained appropriations from the general fund into a Capital Reserve account at the year-end; and

**WHEREAS**, the Hardyston Township Board of Education has determined that an amount up to \$650,000, subject to available balances upon completion of fiscal audit;

**NOW, THEREFORE, BE IT RESOLVED** by the Hardyston Township Board of Education that it hereby authorizes the District's School Business Administrator/Board Secretary to make this transfer consistent with all applicable laws and regulations.

**F-8  
SCHOOL ALLIANCE INSURANCE FUND (SAIF) RESOLUTION APPOINTING A RISK  
MANAGEMENT CONSULTANT 2023-2024:**

**WHEREAS**, a number of school boards in the State of New Jersey have joined together to form the **SCHOOLS HEALTH INSURANCE FUND** hereafter referred to as "SHIF", as permitted N.J.S.A. 18A:18B-1 et seq., and;

**WHEREAS**, the SHIF has received approval by the Commissioner of the Department of Banking and Insurance on August 10, 2015;

**WHEREAS**, the statutes and regulations governing the creation and operation of a joint insurance fund, contain certain elaborate restrictions and safeguards concerning the safe and efficient administration of the public interest entrusted to such a school board joint insurance fund;

**WHEREAS**, the governing body of Hardyston Board of Education, hereinafter referred to as "SCHOOL BOARD" has determined that membership in the SHIF is in the best interest of said SCHOOL BOARD.

**NOW, THEREFORE, BE IT RESOLVED** that the governing body of the SCHOOL BOARD hereby agrees as follows:

- i. SCHOOL BOARD shall become a member of the SHIF for the period outlined in the SCHOOL BOARD's Indemnity and Trust Agreement.
- ii. SCHOOL BOARD will participate in the following type (s) of coverage (s):
  - a.) Health Insurance as defined pursuant to N.J.S.A. 17B:17-4, the SHIF's Bylaws, and the SHIF's Plan of Risk Management.
- iii. SCHOOL BOARD accepts and approves the SHIF's Bylaws and agrees to be bound by the terms thereof.
- iv. SCHOOL BOARD shall execute an application for membership and any accompanying certifications.
- v. SCHOOL BOARD agrees to commit to the four principles of the SHIF which are:
  - a.) A long term philosophy on rates.
  - b.) A willingness to work with bargaining units to achieve plan design changes.
  - c.) Professional management with stability and commitment.
  - d.) Rating structure based on actuarial numbers.

**BE IT FURTHER RESOLVED** that the governing body of the SCHOOL BOARD is authorized and directed to execute the Indemnity and Trust Agreement and such other documents signifying membership in the SHIF as required by the SHIF's Bylaws, and to deliver these documents to the SHIF's Executive Director with the express reservation that these documents shall become effective only upon:

- i. Approval of the SCHOOL BOARD by the SHIF.
- ii. Receipt by the SHIF of a Resolution from the SCHOOL BOARD accepting SCHOOL BOARD's SHIF assessment.
- iii. Approval by the Commissioner of the New Jersey Department of Banking and Insurance of SCHOOL BOARD as a member of the SHIF.

**F-9**

## **SCHOOLS HEALTH INSURANCE FUND - INDEMNITY AND TRUST AGREEMENT**

THIS AGREEMENT made this 1st day of July, 2021, in the County of Sussex, State of New Jersey, by and Between the **SCHOOLS HEALTH INSURANCE FUND** referred to as “SHIF” and the governing body of the Hardyston Board of Education a duly constituted Board of Education, hereinafter referred to as “SCHOOL BOARD”.

### **WITNESSETH:**

WHEREAS, the governing bodies of various school boards within the State of New Jersey, have elected to form a joint insurance fund as defined in N.J.A.C. 11:15-5.2, and as such an entity is authorized and described in N.J.S.A. N.J.S.A. 18A:18B-1 et. seq. and the administrative regulations promulgated pursuant thereto; and

WHEREAS, the SCHOOL BOARD has agreed to become a member of the SHIF in accordance with and to the extent provided for in the Bylaws of the SHIF and in consideration of such obligations and benefits to be shared by the membership of the SHIF;

NOW THEREFORE, it is agreed as follows:

1. The SCHOOL BOARD accepts the SHIF’s Bylaws as approved and adopted and agrees to be bound by and to comply with each and every provision of said Bylaws and the pertinent statutes and administrative regulations pertaining to same.
2. The SCHOOL BOARD agrees to participate in the SHIF with respect to health insurance, as defined in N.J.S.A. 17B:17-4, and as authorized in the SCHOOL BOARD’s resolution to join.
3. The SCHOOL BOARD agrees to become a member of the SHIF and to participate in the health insurance coverages offered for an initial period, (subject to early release or termination pursuant to the Bylaws), such membership to commence on July 1, 2023 and ending on June 30, 2024 at 12:01 AM provided, however, that the SCHOOL BOARD may withdraw at any time subsequent to the delivery of ninety (90) day prior written notice of the intent to withdraw to the SHIF as provided in the Bylaws.
4. The SCHOOL BOARD certifies that it has never defaulted on payment of any claims if self-insured and has not been canceled for non-payment of insurance premiums for a period of at least two (2) years prior to the date of this Agreement.
5. In consideration of membership in the SHIF, the SCHOOL BOARD agrees (i) that it shall jointly and severally assume and discharge the liability of each and every member of the SHIF for the periods during which the SCHOOL BOARD is a member of the SHIF, (ii) acknowledges that the SCHOOL BOARD and all other members of the SHIF, as a condition of membership in the SHIF, have executed and delivered an Indemnity and Trust Agreement similar to this Agreement and (iii) by the execution of this Agreement the full faith and credit of the SCHOOL BOARD is pledged to the punctual payment of any sums which shall become due to the SHIF in accordance with the Bylaws thereof, this Agreement or any applicable Statute. However, nothing herein shall be construed as an obligation of the SCHOOL BOARD for claims and expenses that are not covered by the SHIF, or for that portion of any claim or liability not within the SCHOOL BOARD’s retained limit or in an amount which is in excess of the SHIF’s limit of coverage.



6. If the SHIF in the enforcement of any part of this Agreement shall incur necessary expenses or become obligated to pay attorney’s fees and/or court costs, the SCHOOL BOARD agrees to reimburse the SHIF for all such reasonable expenses, fees, and costs, inclusive of attorney fees, on demand.

7. The SCHOOL BOARD and the SHIF agree that the SHIF shall hold all moneys in excess of the SCHOOL BOARD’s retained loss fund paid by the SCHOOL BOARD to the SHIF as fiduciaries for the benefit of SHIF claimants all in accordance with N.J.A.C. 11:15-5.1 et seq.

8. The SHIF shall establish and maintain Claims Trust Accounts for the payment of health insurance claims in accordance with N.J.S.A. N.J.S.A. 18A:18B-1 et seq., and N.J.A.C. 11:15-5.13 and such other statutes and regulations as may be applicable. More specifically, the aforementioned Trust Accounts shall be utilized solely for the payment of claims, allocated claim expense and stop loss insurance or reinsurance premiums for each risk or liability as follows:

- a) Employer contributions to group health insurance
- b) Employee contributions to contributory group health insurance
- c) Employer contributions to contingency account
- d) Employee contributions to contingency account
- e) Other trust accounts as required by the Commissioner of Insurance

9. Notwithstanding the terms of paragraph 8, above, to the contrary, the SHIF shall not be required to establish separate trust accounts for employee contributions provided the SHIF provides a plan in its Bylaws or Risk Management Plan for the recording and accounting of employee contributions of each member.

**F – 10**

Motion to request a dividend check for the 2022-2023 from the Schools Health Insurance Fund, in the amount of \$94,165.33, to reduce the bill for the month of June 2023.

**F-11**

Motion to approve the following homeless student for the period of June 1, 2023 through June 16, 2023:

STUDENT	SCHOOL	TUITION	TRANSPORTATION
Grade K	Hopatcong School District	TBD	TBD

**ACTION ITEM(S): F-1 – F-11**

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>

**PERSONNEL**

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

**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.

<b>NAME</b>	<b>POSITION</b>	<b>CERTIFICATION</b>
Lauren Bongo	Teacher / Paraprofessional	Sub Cert – in process

**P-2**

Motion to renew the employment of Jennifer Cimaglia, Elementary School Principal, for the 2023-2024 school year, at a salary of \$128,318.

**P-3**

Motion to renew the employment of Dr. Gulay Maffia, Director of Special Education, for the 2023-2024 school year, at a salary of \$103,766.

**P-4**

Motion to renew the employment of Daniel Kornak, Technology Coordinator, for the 2023-2024 school year, at a salary of \$90,987.

**P-5**

Motion to renew the employment of Nicole Meyer, Administrative Assistant to the Chief School Administrator, for the 2023-2024 school year, at a salary of \$66,329.

**P-6**

Motion to renew the employment of Dawn O’Malley, Payroll/Benefits Coordinator, for the 2023-2024 school year at a salary of \$54,070.

**P-7**

Motion to renew the employment of Susan Verso, Accounts Payable Clerk/Assistant to Business Administrator, for the 2023-2024 school year, at a salary of \$47,722.

**P-8**

Motion to renew the employment of David Lenz, Supervisor of Building and Grounds, for the 2023-2024 school year at a salary of \$75,500.

**P-9**

Motion to approve Patricia Clipperton as Head Custodian of the middle school for the period July 1, 2023 through June 30, 2024, at a salary of \$54,832.

**P-10**

Motion to approve Andrew Tully as Head Custodian of the elementary school for the period July 1, 2023 through June 30, 2024, at a salary of \$53,377.

**ACTION ITEM(S): P-1 – P-10**

Motion to adopt: N. Demsak                      Seconded By: A. Alfano

<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>

**P-11**

Motion to approve the following individuals for the 2023 ESY Preschool Disabled Program for the period June 26, 2023 through July 27, 2023.

- Diane Lapinski, Teacher, 3 hours per day @current per diem rate/per hour
- Lisa Napovier, Teacher, 3 hours per day @current per diem rate/per hour
- Lynn Ernst, Paraprofessional, 2.5 hours per day @\$14.13 per hour
- Marianne Monahan, Paraprofessional, 2.5 hours per day @\$14.13 per hour
- Elaine Zhang, Paraprofessional, 2.5 hours per day @\$14.13 per hour
- Shannon Hill, Paraprofessional, 2.5 hours per day @ \$14.13 per hour
- Aveanna Nursing Services, LPN, 2.5 hours per day + transport

**P-12**

Motion to approve the following individuals for the 2023 ESY Multiple Disabled/Emotional Regulation Impairment Programs for the period June 26, 2023 through July 27, 2023.

- Karen Mugavero, Teacher, 4 hours per day @current per diem rate/per hour
- Ryan Neal, Teacher, 4 hours per day @current per diem rate/per hour
- Elizabeth Kelly, Paraprofessional, 3.5 hours per day @\$14.13 per hour
- Sienna Hernandez, Paraprofessional, 3.5 hours per day @\$14.13 per hour
- Lynn Peterson, Paraprofessional, 3.5 hours per day @\$14.13 per hour
- Deborah Skowronski, Paraprofessional, 3.5 hours per day @\$14.13 per hour
- Deborah Coltenback, Paraprofessional, 3.5 hours per day @ \$14.13 per hour
- Adrienne Cooper, Paraprofessional, 3.5 hours per day @ \$14.13 per hour
- Riley Cunniffe, Paraprofessional, 3.5 hours per day @ \$14.13 per hour
- Aveanna Nursing Services, LPN, 3.5 hours per day + transport
- Bayada Nursing Services, LPN, 3.5 hours per day + transport

**P-13**

Motion to approve the following individuals for the 2023 ESY Resource Room Program for the period June 26, 2023 through July 27, 2023.

- Cortney Ryan, Teacher, 3 hours per day @current per diem rate/per hour
- Edith MacMillan, Teacher, 3 hours per day @current per diem rate/per hour
- John Torppey, Teacher, 3 hours per day @current per diem rate/per hour

Rebecca Schick, Teacher, 3 hours per day @current per diem rate/per hour  
Maria Flaherty, Teacher, 3 hours per day @current per diem rate/per hour  
Abigail Groggaard, Paraprofessional, 2.5 hours per day @\$14.13 per hour  
Erika Santos, Paraprofessional, 2.5 hours per day @\$14.13 per hour  
Carrieanne Centi, Paraprofessional, 2.5 hours per day @\$14.13 per hour

**P-14**

Motion to approve the following individuals for the 2023 Extended School Year Program beginning June 26, 2023 through July 27, 2023.

Maureen Hubbard, Speech Language Specialist @ current per diem rate/per hour  
Michelle Goodman, Reading Specialist @ current per diem rate/per hour  
Caitlin Carrigan, Occupational Therapist @ current per diem rate/per hour  
Jeanna Snyder, Behaviorist @ current per diem rate/per hour  
J&B Physical Therapy Services @\$92.50/per hour

**P-15**

Motion to approve the following individuals for the 2023 Summer Academy for the period July 5, 2023 through July 27, 2023 at their current per diem rate:

Nancy Brennan          Roger DeGroat          Stacey Luce          Holly Romahn  
Mackenzie Cuccia      Whitney Dugan          Chriss Reder  
Tammy Peek, Wilson Reading Specialist  
Edith MacMillan, Wilson Reading Specialist

**P-16**

Motion to approve the following individuals as nurses for the 2023 Extended School Year and Summer Academy Programs beginning June 26, 2023 through July 27, 2023:

Marianne Petronella, 3.5 hours per day @ current per diem rate/per hour  
Wendy Stoffels, 3.5 hours per day @ current per diem rate/per hour  
Robin Donohue, Substitute  
Aimee Landrud, Substitute

*Background: The nurses are coordinating to cover one position.*

**P-17**

Motion to approve the following individuals for summer 2023 custodial help, 40 hour work week, at an hourly rate of \$14.13:

Kyle Tully                  Brian Hall                  Michael Gibson  
Eric Allen                  Ryan Scussel              Christopher Peterson

**P-18**

Motion to approve an increase from a part time position to a full time position for Rachel Van Dyk, elementary school custodian, for the period July 1, 2023 through June 30, 2024, Step 5, \$42,957, as outlined

in the negotiated agreement.

**P-19**

Motion to approve an increase from a part time position to a full time position for Cheryl Geveke, elementary school custodian, for the period July 1, 2023 through June 30, 2024, Step 6, \$43,557, as outlined in the negotiated agreement.

**P-20**

Motion to approve Michael Handzo as part time custodian, for the period July 1, 2023 through June 30, 2024, Step 1, FTE .69, \$28,191.33, as outlined in the negotiated agreement.

**P-21**

Motion to approve an agreement for shared services of Band teacher (SID#97486229) with the Hamburg Borough School. This shared services agreement would include instruction for Hamburg Borough [1 day] and Hardyston Township [4 days] at a rate of \$60,814 (Step 6). This position does include health benefits to be shared between the two districts [Hamburg = 1/5 and Hardyston = 4/5 responsibility].

**P-22**

Motion to accept, with regret, the resignation of Milenko Popovic, elementary paraprofessional, effective Friday June 16, 2023.

**P-23**

Resolved, that the Board of Education hereby places Alyssa Perry on a Federal family medical leave of absence using accumulated sick days, with benefits, for the period October 23, 2023 through December 28, 2023, after which the employee will be placed on a leave of absence under the Federal and State family leave acts, subject to modifications as may be necessary with medical documentation, ending on or about June 30, 2024. Mrs. Perry plans on returning to her current position September 1, 2024.

**P-24**

Motion to accept, with regret, the resignation letter from Jennifer Fresella, elementary paraprofessional, effective June 30, 2023. Mrs. Fresella has been with the district for 16 years and will be applying for retirement benefits.

**P-25**

Motion to accept, with regret, the retirement letter from Michelle Kretschmer, middle school interventionist, effective October 1, 2023. Mrs. Kretschmer has been with the district for 28 years.

**P-26**

Motion to approve the following revised job descriptions:

Superintendent

**P-27**

Motion to approve Alyssa Kopf as Certified Occupational Therapist Assistant, at an annual salary of \$47,500 for the period September 1, 2023 through June 30, 2024.

**P-28**

Motion to approve the following individuals as substitutes for the 2023 ESY and Summer Academy programs:

Laura Komnath  
 Amie Barone  
 Katie Gregory  
 Emmaline Kempf  
 Michelle Newsome  
 Arielle Stampone  
 Abigail Higgins  
 Melissa Lucciola  
 Konstantina Bonagura  
 Amanda Herrmann  
 Hayley Shea  
 Denise Jennings  
 Gloria Zettel  
 Tara Codner  
 Mary Walsh  
 Dana Naprstek  
 Brooke Yeomans

**P-29**

Motion to approve Brooke Yeomans as Long Term Substitute Teacher - Grade 2, for the period beginning on or about October 23, 2023 through June 30, 2024, at BA, Step 2, \$58,016.

**P-30**

Motion to approve a revised contract for Michael Ryder effective July 1, 2023, pending approval of the Executive County Superintendent.

*Background: Title change from Chief School Administrator to Superintendent.*

**ACTION ITEM(S): P-11 – P-30**

Motion to adopt: N. Demsak	Seconded By: D. Carey			
<b><u>MOTION</u></b>	<b><u>YES</u></b>	<b><u>NO</u></b>	<b><u>ABSTAIN</u></b>	<b><u>ABSENT</u></b>
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>  P-30  </u>	<u>      </u>

**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
State Teen Arts, Edison	6/5/2023	-0-	\$60.16	E. Kempf
ADHD Clinical Services Provider	Ongoing	\$299.99	VIRTUAL	G. Maffia
NJSBA – Delegate Semi-Annual Meeting, West Windsor	5/16/2023	-0-	\$57.75	R. Hoffman
NJSBA Workshop, Atlantic City	10/23-26/2023	\$550.00/ea.	\$115.00/ea. + tolls/hotel	C. Joseph M. Ryder D. Van Ginneken R. Hoffman

**C/P-2**

Motion to approve the following out of district student for the 2023 ESY:

#	STUDENTS	SCHOOL	TUITION
1		Northern Hills Academy 10 Gail Court Sparta, NJ Aveana Nursing Services	\$10,525 \$427.00 (1 additional Therapy)  \$72/per hour

**C/P-3**

Motion to approve compensatory education for one student as per S905 / A1281, providing reading instruction, 60 minutes a day, 4 times a week, for the duration of ESY (June 26-July 27). The teacher providing the instruction is Michelle Goodman.

**C/P-4**

Motion to approve the six-month update to the American Rescue Plan – Safe Return Plan as required.

**ACTION ITEM(S): C/P-1 – C/P-4**

MOTION	YES	NO	ABSTAIN	ABSENT
Motion to adopt: R. Hoffman			Seconded By: S. Lucarelli	
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>

**POLICY**

**POL-1**

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

- P 6112 Reimbursement of Federal and Other Grant Expenditures
- R 6115.01 Federal Awards/Funds Internal Controls – Allowability of Costs
- P 6115.04 Federal Funds – Duplication of Benefits
- P 6311 Contracts for Goods or Services Funded by Federal Grants
- P 7440 School District Security
- P 9140 Citizens Advisory Committees

**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>	<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>

**FACILITIES/OPERATIONS**

**F/O-1**

Motion to approve the renewal of the following Transportation Contracts for the 2023/2024 school year. Increases are based on the maximum negotiated Consumer Price Index (CPI) of 5.86% as calculated by the State of New Jersey for 2023/2024.

**A) Krapf School Bus Company - Multi-Contract #1 (ME202, ME204, ME205)**

<b>Route</b>	<b>Previous Year Per Diem</b>	<b># of Days</b>	<b>Inc/Dec</b>	<b>Extension Per Diem</b>	<b>Renewal Cost</b>	
<b>ME202</b>	<b>485.17</b>	<b>180</b>	<b>2.00/.50</b>	<b>28.43</b>	<b>513.60</b>	<b>\$92,448.17</b>
<b>ME204</b>	<b>303.89</b>	<b>180</b>	<b>2.00/.50</b>	<b>17.81</b>	<b>321.70</b>	<b>\$57,905.63</b>
<b>ME205</b>	<b>483.34</b>	<b>180</b>	<b>2.00/.50</b>	<b>28.32</b>	<b>511.66</b>	<b>\$92,099.47</b>

**Total Annual Cost: \$242,453.28**

**B) D.W. Clark - Multi-Contract #2 (Routes E210, E211, ME201, ME203, ME206)**



Route	Previous Year Per Diem	# of Days Inc/Dec	Extension Per Diem	Renewal Cost
E210	258.10	180 1.90	15.12 273.22	\$49,180.44
E211	261.39	180 1.90	15.32 276.71	\$49,807.34
ME201	438.86	180 1.90	25.72 464.58	\$83,623.90
ME203	403.14	180 1.90	23.62 426.76	\$76,817.52
ME206	472.42	180 1.90	27.68 500.10	\$90,018.69

**Total Annual Cost: \$349,447.88**

**C) D.W. Clark - Single Routes**

Route	Previous Year Per Diem	# of Days Inc/Dec	Extension Per Diem	Renewal Cost
M207	266.19	180 2.50	281.79	\$50,721.97

Route	Previous Year Per Diem	# of Days Inc/Dec	Extension Per Diem	Renewal Cost
E208D	274.90	180 2.50	291.10	\$52,381.65

Route	Previous Year Annual Contract	# of Days Inc/Dec	Extension Per Diem	Renewal Cost
86	\$3,431.07	180 n/a	201.06	\$3,632.13

**F/O-2**

Motion to approve the use of the Middle School for the Hamburg Borough School District's programs for the Extended School Year and Summer Academy to begin on June 26, 2023 and end on July 27, 2023. All required paperwork and insurance confirmation will be on file in the Business Office.

**ACTION ITEM(S): F/O-1 – F/O-2**

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>

**XI. Written Communication**

1. Thank you note - Hamburg School

**XII. Public Comment (Board Policy #0167)**

1 resident spoke.

**XIII. Executive Session *if needed***

*A motion was presented by D. Van Ginneken and seconded by R. Hoffman that the Hardyston Township Board of Education enters private session at 7:50 p.m. to discuss school security, personnel, and CSA evaluation 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.*

***Board of Education will not return to public session.***

Action following Executive Session if needed:

*None*

**XV. Adjournment**

With no further action or discussion required of the Hardyston Township Board of Education as this time, a motion was presented by D. Van Ginneken, and seconded by N. Demsak, to adjourn the meeting at 7:50 p.m.

Respectfully Submitted,  
*Carolyn B. Joseph*