

**HARDYSTON TOWNSHIP BOARD OF EDUCATION
REGULAR MEETING MINUTES
MARCH 19, 2024
7:00 PM – MIDDLE SCHOOL MEDIA CENTER**

I. Call to Order

Board President David Van Ginneken called the Workshop Meeting of the Hardyston Board of Education to order on March 19, 2024 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. Brian Drelick	present	
Mr. Ron Hoffman	present	
Mrs. Susan Lucarelli	present	
Mr. Edward Reinle	present	
Mr. David Van Ginneken	present	
Mr. Michael Ryder	present	absent
Ms. Carolyn B. Joseph	present	absent

Quorum confirmed: Yes No

Special Guest(s) Present: None

Staff Member(s) Present: Jennifer Cimaglia, ES Principal
Megan O’Mara, MS Principal
Dr. Gulay. Maffia, Director of Special Education

Community Member(s) Present: 10

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.

IV. Workshop

1. Updates to Agenda
2. Committee Reports:
Curriculum, Programs, Educational Technology & Community Relations (B. Drelick)
Finance, Facilities and Operations & Technology Infrastructure (R. Hoffman)
Personnel, Negotiations, Grievance & Policy (N. Demsak)
3. Superintendent Report – District Goals Update
4. Student Safety Data System Report

V. Public Comment (Board Policy #0167)

None

VI. Executive Session *if needed*

Motion is presented by D. Van Ginneken and seconded by A. Alfano that the Hardyston Township Board of Education enters private session at 8:31 p.m. to discuss contracts, 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 9:35 p.m.

Roll Call

- | | |
|------------------------|--------------|
| Mr. Anthony Alfano | <u> X </u> |
| Mrs. Jean Barrett | <u> X </u> |
| Mrs. Donna Carey | <u> X </u> |
| Mr. Nick Demsak | <u> X </u> |
| Mr. Brian Drelick | <u> X </u> |
| Mr. Ron Hoffman | <u> X </u> |
| Mrs. Susan Lucarelli | <u> X </u> |
| Mr. Edward Reinle | <u> X </u> |
| Mr. David Van Ginneken | <u> X </u> |
| | |
| Mr. Michael Ryder | <u> X </u> |
| Ms. Carolyn B. Joseph | <u> X </u> |

Action following Executive Session if needed:

VII. Old Business

O/B-1

- April 24 – Regular Meeting and Public Hearing of 2024-2025 Budget
- May 14 – Regular Meeting
- June 11 – Regular Meeting

OB-2

Motion to approve, upon recommendation of the Chief School Administrator, the tentative 2024-2025 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 24, 2024 (reschedule date is May 14, 2024).

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			24-25
	Total General Current Expense (Fund 11)		\$13,255,769
		Total Capital Outlay	\$261,173
	Charter School Tuition (Fund 10)		\$288,579
		General Fund Total	\$13,805,521
	Special Revenue Fund (Fund 20)		\$1,275,015
	Repayment of Debt (Fund 40)		\$767,919
		Total Appropriations	\$15,848,455
Revenues			24-25
	Local Tax Levy		\$11,027,167
	Misc. Revenue		\$234,800
	Interest on Main Reserve		\$200
	Interest on Cap Reserve		\$500
		Total Revenue from Local Sources	\$11,262,667
St Sources	School Choice		\$95,122
	Transportation Aid		\$452,207
	Special Ed Aid		\$575,155
	Security Aid		\$61,773
	Adjustment Aid		\$147,988
	SEMI		19,809
	ExtraOrdinary Aid		200,000
		Revenue from State Sources	\$1,552,054
Otr Sources	Budgeted Fund Balance		\$790,800
	Withdrawal from Capital Reserve (10-307)		\$200,000
	Withdrawal from Maint Reserve (10-310)		\$0
		Total Operating Budget (Fund 10 & 11 & 12)	\$13,805,521
	Title I	(Updated 80% for Budget)	\$56,465
	Title II	(Updated 80% for Budget)	\$13,830
	IDEA	(Updated 80% for Budget)	\$127,000
	PreSchool Expansion Aid		\$1,077,720
		Special Revenue Funds (Fund 20)	\$1,275,015
		Debt Service / Bond Repayment (Fund 40)	\$767,919
		Total Revenues	\$15,848,455

This budget incorporates the following revenue measures:

- There will be an increase in the General Fund Tax Levy of 1.55%.
- Taxes to be raised for the 2024-2025 School Budget: General Fund \$11,027,167 and Debt Service \$767,919.
- Budgeted Fund Balance to offset tax levy \$790,800.
- Withdrawal from Capital Reserve of \$200,000 for MS Boiler Replacement.

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 2023/2024 school year as follows:

Expenditures	\$ 792.19
Encumbrances	\$ 0.00
Funds Available	\$3,082.81

ACTION ITEM(S): O/B-2 – O/B-3 Tentative Budget 2024-2025

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>
Drelick	<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>
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 27 – Regular Meeting and Budget Workshop

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>
Drelick	<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>
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 Superintendent. *** No HIB report for March****

Background: HIB report for 3-19-24 is located in the Executive Session folder and will be voted on at the April 14, 2024 BOE meeting (if necessary).

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>
Drelick	<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>
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 the Bills List for the month of February 2024 in the amount of \$1,521,979.92.

F-2

Motion to submit the budget workbook and budget narrative for the Preschool Expansion Aid in the amount of \$954,552 for the 2024-25 School Year.

ACTION ITEM(S): F-1 – F-2

Motion to adopt: R. Hoffman Seconded By: A. Alfano

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

FACILITIES/OPERATIONS *Nothing to report*

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	PURPOSE
School Climate & Anti-Bullying Conference, Atlantic City	5/21-5/22	\$299.00	\$127.00 \$186.00 (hotel waiver provided; sharing room.)	A. Demczak	Legal trends; case law; preventative measures; school culture building
School Climate & Anti-Bullying Conference, Atlantic City	5/21-5/22	\$299.00	\$151.34	L. Potosnak	Legal trends; case law; preventative measures; school culture building

C/P-2

Resolved to approve the following parent-paid class trip(s) for the 2023-2024 school year:

Grade	Destination	Date	Cost Per Student
Grade 8 STEM	2 nd Annual STEM League Challenge, High Point Regional High School	4/12/24	Budgeted Item
Grade 7	Bronx Zoo, NYC	5/30/24	\$45.00
MS Student Council	Dorney Park, Allentown, PA	6/10/24	\$58.00
Grade 1	Mayo Performing Arts Center, Morristown	6/5/24	\$32.00

ACTION ITEM(S): C/P-1 – C/P-2

Motion to adopt: B. Drelick Seconded By: D. Carey

MOTION YES NO ABSTAIN ABSENT

Alfano X _____ _____ _____

Barrett	<u> X </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>
Carey	<u> X </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>
Demsak	<u> X </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>
Drelick	<u> X </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>
Hoffman	<u> X </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>
Lucarelli	<u> X </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>
Reinle	<u> X </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>
Van Ginneken	<u> X </u>	<u> </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 2023-2024 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
Julissa Chacon	Teacher / Paraprofessional	Certification in process
Laura Ryder	Teacher	Standard Elementary School Teacher
Jennifer Vansan	Nurse	Certification in process

P-2

Motion to appoint/re-appoint the extra-curricular coaches and advisors for the 2023/2024 school year (step amount as per negotiated agreement):

The Board of Education shall determine the requirements of and qualifications for all extracurricular positions in the district as dictated by the nature of the activity in accordance with N.J.S.A. 34:13A-23. Upon recommendation of the Superintendent, the Board shall appoint to all extracurricular assignments, those individuals who have the proper qualifications for the position and can meet the requirements of the position. In the event a qualified candidate cannot be found within the district, the Board may employ a qualified person from outside the district.

Whitney Dugan	Head Track Coach	Step 1	\$1,717
Marianne Petronella	Asst. Track Coach	Step 1	\$1,577
Julia Dick	Adventure Theater Advisor	Step 1	\$1,577

P-3

Motion to approve a stipend to Jennifer Cimaglia for serving as Supervisor of Instruction for the Preschool Expansion program in the amount of \$9,500 for the 2023-24 school year.

Background: *To be paid from PEA funding.*

P-4

Motion to approve a stipend to Gulay Maffia for serving as Program Director for the Preschool Expansion program in the amount of \$7,500 for the 2023-24 school year.

Background: *To be paid from PEA funding.*

P-5

Motion to approve the resignation of Valerie Parada, paraprofessional, effective March 12, 2024.

ACTION ITEM(S): P-1 – P-7

Motion to adopt: N. Demsak

Seconded By: J. Barrett

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>
Drelick	<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>
Reinle	<u> X </u>	<u> </u>	<u> </u>	<u> </u>
Van Ginneken	<u> X </u>	<u> </u>	<u> </u>	<u> </u>

POLICY *Nothing to report*

XI. Written Communication

None

XII. Public Comment (Board Policy #0167)

One member of the public spoke.

XIII. Executive Session *if needed*

None

XIV. Return to Public Session

Motion to the Board of Education will return to public session at _____ p.m.

Roll Call

- Mr. Anthony Alfano
- Mrs. Jean Barrett
- Mrs. Donna Carey
- Mr. Nick Demsak
- Mr. Brian Drelick
- Mr. Ron Hoffman
- Mrs. Susan Lucarelli
- Mr. Edward Reinle
- Mr. David Van Ginneken

- Mr. Michael Ryder
- Ms. Carolyn B. Joseph

Action following Executive Session if needed:

n/a

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 R. Hoffman, to adjourn the meeting at 9:43 p.m.

All in favor.

Respectfully Submitted,

Carolyn B. Joseph

Interim Business Administrator/Board Secretary