

**HARDYSTON TOWNSHIP BOARD OF EDUCATION
REGULAR MEETING MINUTES
DECEMBER 10, 2024
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 December 10, 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	absent
Mr. Ron Hoffman	present
Mrs. Susan Lucarelli	present
Mr. Edward Reinle	absent
Mr. David Van Ginneken	present

Mr. Michael Ryder	absent
Mrs. Susan Verso	present

Quorum confirmed: ☒ Yes ☐ No

Special Guest(s) Present: Mr. Joseph Roselle, Esq. Schenck, Price, Smith&King
Ms. Heidi Wohlleb, Nisivoccia&Company, LLP

Staff Member(s) Present: Mrs. J. Cimaglia, ES Principal
Ms. M. O'Mara, MS Principal

Community Member(s) Present: 4
Other:

MISSION STATEMENT

The Hardyston School District together with our parents, families and community is dedicated to preparing our students

for the 21st Century by providing each student with a quality education, in a safe and caring environment, which allows all students to achieve the New Jersey Core Curriculum Content Standards and Common Core State Standards at all grade levels and includes the knowledge, confidence, and self-esteem to be successful life-long learners in a culturally diverse democracy.

IV. Workshop

- 1. Updates to Agenda
- 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. School Safety Data System Report – Meg O’Mara
- 5. Presentation: 2023-24 Audit - Heidi Wohlleb, Nisivoccia & Company LLP
- 6. Board Member Recognition – **David Van Ginneken**

WHEREAS, *Mr. David Van Ginneken has served as a member of the Hardyston Township Board of Education since February 2015 through December 2024, and has served as the President, Vice President, Committee Chair, and Committee Member of Curriculum, Programs, Educational Technology & Community Relations, Personnel, Negotiations, Grievance & Policy, and Finance, Facilities and Operations & Technology Infrastructure , and*

WHEREAS, *Mr. David Van Ginneken has served the students and residents of Hardyston Township with dedication, commitment, and integrity.*

NOW, THEREFORE BE IT RESOLVED, *that the Hardyston Township Board of Education extends its sincerest thanks and deepest appreciation for his contributions and unwavering leadership, and wishes him the best of health and happiness in his future endeavors.*

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

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 _____

Mrs. Susan Verso _____

Action following Executive Session if needed:

VIII. Old Business

O/B-1

- January 7 – Annual Reorganization Meeting
- January 21 – Budget Workshop
- February 11 – Regular Meeting
- February 25 – Budget Workshop

IX. New Business

X. Agenda Items:

MEETING MINUTES

1. November 12, 2024

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

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> </u>	<u> </u>	<u> </u>	<u> X </u>
Hoffman	<u> X </u>	<u> </u>	<u> </u>	<u> </u>
Lucarelli	<u> X </u>	<u> </u>	<u> </u>	<u> </u>
Reinle	<u> </u>	<u> </u>	<u> </u>	<u> X </u>
Van Ginneken	<u> X </u>	<u> </u>	<u> </u>	<u> </u>

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

Background: *HIB report for 12-10-24 is located in the Executive Session folder and will be voted on at the January 7, 2025 BOE meeting (if necessary).*

Motion of adopt: _____	Seconded By: _____			
MOTION	YES	NO	ABSTAIN	ABSENT
Alfano	<u> </u>	<u> </u>	<u> </u>	<u> </u>
Barrett	<u> </u>	<u> </u>	<u> </u>	<u> </u>
Carey	<u> </u>	<u> </u>	<u> </u>	<u> </u>
Demsak	<u> </u>	<u> </u>	<u> </u>	<u> </u>
Drelick	<u> </u>	<u> </u>	<u> </u>	<u> </u>
Hoffman	<u> </u>	<u> </u>	<u> </u>	<u> </u>
Lucarelli	<u> </u>	<u> </u>	<u> </u>	<u> </u>

Reinle
Van Ginneken

FINANCE

F-1

Motion to approve \$5,000.84 in transfers for the month of November 2024.

F-2

Motion to approve the Bills List for the month of November 2024 in the amount of \$1,292,724.04.

F-3

Motion to approve the Treasurer of School Monies Comparison Report for October 2024.

F-4

Motion to approve the Board Secretary's Monthly Comparison Report for October 2024.

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 Susan Verso, Board Secretary, certifies the following statement: Pursuant to N.J.A.C. 6A:23A-16.10(c)3, I, Susan Verso, Board Secretary, certify that no budgetary line items accounts are over-appropriated nor over-expended for the period ending October 31, 2024.

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 accept and approve the Comprehensive Annual Financial Report and Auditors' Management Report for the fiscal year ending June 30, 2024, as submitted by the school auditor, Heidi Wohlleb of Nisivoccia & Company, LLP, Newton, NJ, as presented at the public meeting today, December 10, 2024.

F-6

Motion to accept and approve the Corrective Action Plan to address Recommendations #1 and #2 in the Comprehensive Annual Financial Report and Auditor's Management Report for the fiscal year ending June 30, 2024 as follows:

<u>A</u>	<u>B</u>	<u>C</u>	<u>D</u>	<u>E</u>	<u>F</u>
ACFR/AMR (1) Finding #	Finding (Condition) (1)	Recommendation (1)	Method of Implementation (2)	Person Responsible for Implementation	Implementation Date

#1	<p>The December 2023 Board Secretary and Treasurer's Reports were not submitted to the County Superintendent. These reports are required to be submitted within 60 days of year end.</p>	<p>The District will ensure that the December Board Secretary and Treasurer's Reports are submitted to the County Superintendent by the required due date.</p>	<p>The Board Secretary and Treasurer will prepare their respective reports immediately following the month-end closing of December's financial records. The reports will be submitted at least three business days before the deadline.</p>	SBA	11/1/24
#2	<p>There were transfers made to the General Administration line item accounts and from the School Administration and Employee Benefits line item accounts in excess of 10% for which the required County Superintendent approval was not obtained.</p>	<p>It is recommended that County Superintendent approval is obtained for transfers made to the General Administration line item accounts and from the School Administration and Employee Benefits line item accounts in excess of 10%.</p>	<p>Run a monthly transfer analysis report to ensure that the General Administration lines do not exceed 10% before the end of the month transfers are made.</p>	SBA	11/1/24

ACTION ITEM(S): F-1 – F-6

Motion of adopt: R.Hoffman

Seconded By: D. Van Ginneken

<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> </u>	<u> </u>	<u> </u>	<u> X </u>
Hoffman	<u> X </u>	<u> </u>	<u> </u>	<u> </u>
Lucarelli	<u> X </u>	<u> </u>	<u> </u>	<u> </u>
Reinle	<u> </u>	<u> </u>	<u> </u>	<u> X </u>
Van Ginneken	<u> X </u>	<u> </u>	<u> </u>	<u> </u>

FACILITIES/OPERATIONS

F/O-1

Motion to approve the following 2024-2025 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.

NAME	LOCATION	DATE	TIME	DAY
Sussex County Stars Softball League	ES Gym	Dec – Feb	6 – 9 PM	Fridays

ACTION ITEM(S): F/O-1

Motion of adopt: R. Hofman

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

CURRICULUM/PROGRAMS

C/P-1

Be it resolved that the Hardyston Board of Education, upon the recommendation of the Superintendent, hereby approves the District's Preschool Expansion Plan for the 2025-2026 school year.

ACTION ITEM(S): C/P-1

Motion of adopt: D. Van. Ginneken

Seconded By: N. Demsak

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> </u>	<u> </u>	<u> </u>	<u> X </u>

Hoffman	<u> X </u>	<u> </u>	<u> </u>	<u> </u>
Lucarelli	<u> X </u>	<u> </u>	<u> </u>	<u> </u>
Reinle	<u> </u>	<u> </u>	<u> </u>	<u> X </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 2024-2025 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
Glenn Eisenecker	Custodian	N/A

P-2

Motion to appoint/re-appoint the extra-curricular coaches and advisors for the 2024/2025 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.

Amanda Sanders	Adventure Theater Advisor	Step 3	\$1,997.00
Christine Reder	Knitting Club – ES	Stipend	\$526/15 hours
Katrina Vinkman	Band Lessons - ES	Stipend	\$526/15 hours
Jake Lombardo	Reading Club – MS	Stipend	\$526/15 hours

P-3

Motion to approve the 2025 increase in the state minimum wage rate as indicated for substitute coverage effective January 1, 2025:

1. Substitute Secretary: \$15.49/hour (123.92 / 8 hour day)
2. Substitute Paraprofessional: \$15.49/hour (92.94 / 6 hour day)
3. Substitute Custodian: \$15.49/hour (61.96 / 4 hour day)

P-4

Motion to employ the following special education paraprofessional(s) for the 2024-2025 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
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Kayla Gundersen	17.50
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P-5

Motion to approve Madison Civitan as LTS – Interventionist, BA, Step 1, \$59,151, prorated, beginning January 16, 2025 through on or about March 20, 2025, as per negotiated agreement.

ACTION ITEM(S): P-1 – P-5

Motion of adopt: N. Demsak		Seconded By: R.Hoffman		
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> </u>	<u> </u>	<u> </u>	<u> X </u>
Hoffman	<u> X </u>	<u> </u>	<u> </u>	<u> </u>
Lucarelli	<u> X </u>	<u> </u>	<u> </u>	<u> </u>
Reinle	<u> </u>	<u> </u>	<u> </u>	<u> X </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 Resident spoke

XIII. Executive Session *if needed*

None

XIV. Return to Public Session

n/a

Roll Call

Mr. Anthony Alfano	<u> </u>
Mrs. Jean Barrett	<u> </u>
Mrs. Donna Carey	<u> </u>
Mr. Nick Demsak	<u> </u>
Mr. Brian Drelick	<u> </u>
Mr. Ron Hoffman	<u> </u>
Mrs. Susan Lucarelli	<u> </u>

Mr. Edward Reinle _____
Mr. David Van Ginneken _____

Mr. Michael Ryder _____
Mrs. Susan Verso _____

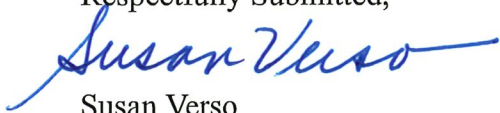
Action following Executive Session if needed:

n/a

XV. 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 R. Hoffman, to adjourn the meeting at 7:51p.m.

Respectfully Submitted,



Susan Verso
School Business Administrator/Board Secretary

