

GREEN TOWNSHIP BOARD OF EDUCATION
MINUTES
Regular Meeting
April 10, 2019

Time: 7:03 p.m.

Place: Green Hills School - Library

I. CALL TO ORDER

A. FLAG SALUTE

B. MEETING ANNOUNCEMENT

“This is a regular meeting of the Green Township Board of Education held for the purpose of transacting appropriate Board business. In compliance with Chapter 31, Laws of 1975, the New Jersey Herald was properly notified and copies of the agenda of this meeting were appropriately posted and made available for the public.

C. ROLL CALL

| | | <u>Term Expires</u> | | <u>Roll Call</u> |
|------|----------------------------------|-------------------------|-----|----------------------|
| Mrs. | Marie Bilik- President | 2020 | MB | present |
| Mrs. | Ann Marie Cooke – Vice-President | 2021 | AMC | present |
| Mr. | Jonathan Ernst | 2019 | JE | present |
| Mr. | Matthew Fox | 2020 | MRF | present |
| Mr. | Scott Guzzo | 2019 | SG | present |
| Mr. | Noah Haiduc-Dale | 2019 | NHD | 7:37pm |
| Mrs. | Denise Kelly-Jones | 2020 | DKJ | 8:42pm |
| Ms. | Kristin Post | 2021 | KP | present |
| Mr. | Michael Rose | 2021 | MPR | present |
| | | | | |
| Dr. | Lydia Furnari | | | present |
| Ms. | Sallyann McCarty, SBA | | | present |

D. MISSION STATEMENT

Our mission at Green is to educate every student in a safe and secure environment to become a confident and caring life-long learner, who can communicate and contribute positively to the changing needs of society. The district, in cooperation with the community, will provide an academic environment that values excellence, initiative, and

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diversity of our students and community, while supporting a program of studies that is congruent with the New Jersey Student Learning Standards.

II. CLOSED MEETING

Closed Meeting Motion was read by Mrs. Bilik.

The Board of Education of the Green Township School District in the County of Sussex will adjourn into closed meeting to discuss item(s) which fall within an exception of our open meetings policy and permits the Board to have private discussion, since it deals with specific exceptions contained in

- a. Matters rendered confidential by Federal Law, State Law, or Court Rule
- b. Individual privacy
- c. Collective bargaining agreements
- d. Purchase or lease of real property if public interest could be adversely affected
- e. Investment of public funds if public interest could be adversely affected
- f. Tactics or techniques utilized in protecting public safety and property
- g. Pending or anticipated litigation
- h. Attorney-client privilege
- i. Personnel – employment matters affecting a specific prospective or current employee

Be it resolved that the Board will now go into private session to discuss matters rendered confidential due to the nature of pending or anticipated litigation, attorney-client privilege and personnel – employment matters affecting a specific prospective or current employee privilege. Any discussion held by the Board, which need not remain confidential, will be made public as soon as practical. Minutes of the private session will not be disclosed until the need for confidentiality no longer exists. All appropriate persons, who may be discussed in private session, have been adequately notified.

Motion to enter into executive session for the purpose of discussing items (g) pending or anticipated litigation and (h) Attorney-client privilege. Motion made by Mrs. Cooke and second by Mr. Guzzo. The Board entered into executive session at 7:04 pm with a verbal all in favor.

III. RECONVENE

Motion to reconvene into public session made by Mr. Rose and second by Mr. Ernst at 7:53 pm.

IV. CORRESPONDENCE

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E-mail from a parent discussing their concerns about the decision by the Newton Board of Education to eliminate the German program. Newton will have an on-line course for those students who want to continue in German.

Mrs. Cooke (Newton Green Board of Education's representative to the Newton Board of Education) spoke about what lead to the decision to eliminate German. She also said that there will be another meeting to discuss eliminating German and that Green BOE supports World Language.

V. PUBLIC PARTICIPATION ON AGENDA TOPICS

This public session is designed for members of the public to speak on this evening's agenda topics. By law, the Board of Education is under no obligation to respond to public comment. If the Board of Education chooses to respond, it does not waive its right thereafter not to respond. Length of comments may be limited to three minutes to the individual who has been recognized by the board president. Each individual may be limited to one opportunity to speak per topic. Members of the public are asked to state their name and address for the record.

None

VI. VARIOUS REPORTS

A. NEWTON BOARD OF EDUCATION UPDATE – Mrs. Cooke

Regular Meeting
Newton High School School
March 26, 2019
6:00 pm – Building Tour

Presentation: Enthusiastic Readers – School Librarians
Newton High School Mock Trial and Academic Bowl Teams – Jeff Waldron

Board Business: Rescheduled the May 14, 2019 meeting to May 7, 2019. Public Hearing on proposed 2019-2020 budget as well as regular Board Business.

Approved the resignation for purposed of retirement of Worth Christian, Agriculture Teacher at NHS effective June 20, 2019.

Approved the revised Tuition Contract between Newton Board of Education and the Green Township Board of Education for the 2019-2020 school year.

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Committee of the Whole: Mr. Waldron introduced a new concept looking forward for the NHS Guidance department utilizing partial funds from the Thorlabs Mental Health funding donation. New concept includes three (three) Counselors, one (1) Director providing Instructional Leadership as well as Crisis Management and develop a Wellness Center with YAP Counselors. This new concept is presently in the developmental phase.

Next Meeting: Tuesday, April 23 at 7pm at Merriam Avenue School. Building Tour at 6pm.

Respectfully Submitted by,
Ann Marie Cooke

B. PTA UPDATE – Mrs. Jones

The next meeting will be Monday, May 13th at 7pm.

C. BOARD PRESIDENT’S REPORT – Mrs. Bilik

Mrs. Bilik commented on:

- She attended the Mustang of the month assembly; there was a lot of excitement. The students were cheering and stomping their feet. At the end of the assembly they played “We will Rock You” from Queen.
- Student Government Day,
- Friday night’s play,
- Annual Workshop,
- complimented Dr. Furnari on her exceptional presentation to the seniors,
- At our next meeting we need to discuss the timing of our meetings, possibly the 2nd and 4th Wednesday of the month. Noah asked what the start time would be. Mrs. Bilik said 7pm.

D. SUPERINTENDENT’S REPORT – Dr. Lydia Furnari:

Dr. Furnari shared the following items that were brought to our attention over the last few meetings:

- Thursday April 18th and Friday April 19th (Good Friday) are early dismissal days. Further, in light of the fact that we have one remaining inclement weather day left in the calendar, we are anticipating that the last day of school will be Friday, April 21st instead of Monday, April 24th.

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- At our last meeting, a concern was raised about an article hanging in our entrance foyer near the main office. Administration is in agreement that the article did not reflect the values we strive to promote here at Green Hills School. We have instituted a new procedure that requires the Principal's signature prior to anything being posted in our school.
- The installation of the remote license scanner at the front of the school is underway. Once the equipment installation is complete, I will provide additional information to staff and community members regarding its implementation, including the type of information that is collected and how it will be used.
- The District continually monitors progress and evaluates outcomes of a wide variety of programming and processes. Recently, I held 2 Superintendent's coffee chats and heard from parents about many things. We are holding another coffee chat on May 2nd at 10:00am and 6:30 pm. In addition, we are planning to distribute a District Satisfaction Survey to all parents. We hope you take advantage of these opportunities to collaborate face-to-face and in survey form, as they help to inform next steps and decision-making for future work.
- Please remember that our Budget Hearing is scheduled to take place on April 30th at 7:00pm here in the Green Hills Library.
- At our last meeting, I was asked by the Board for some comparative data regarding suspensions. I have since learned that a total of two suspensions were reported in RealTime, our student information system, in 2017-18. Ms. Thompson and I have discussed changes that were made in 2018-19 to the data collection procedure that ensure disciplinary measures are consistently noted in RealTime, enabling us to create reports for comparative purposes from year to year.

-Dr. Furnari presented the School Performance Report.

E. BUSINESS ADMINISTRATOR/BOARD SECRETARY'S REPORT – Mrs. McCarty

No report.

VII. DISCUSSION/ACTION ITEMS

None

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VIII. UNFINISHED BUSINESS

None

IX. NEW BUSINESS

None

X. BOARD BUSINESS – Ann Marie Cooke

A. Motion to accept minutes of the following meetings:

1. Regular meeting of March 19, 2019.
2. Executive meeting March 19, 2019.

B. Motion to affirm the Superintendent's decisions regarding the following HIB incidents as reported to the Board of Education on March 19, 2019:

| | |
|-----------|-----------------|
| #2018197 | - Substantiated |
| #2018198 | - Unfounded |
| #2018199 | - Unfounded |
| #20181910 | - Substantiated |
| #20181911 | - Unfounded |

Motion to approve Board Business items A & B made by Mrs. Cooke, second by Mr. Rose. The motion passed with a roll call vote as follows:

| | MB | KP | MRF | SG | NHD | DKJ | MPR | AMC | JE |
|---------|----|----|-----|----|-----|-----|-----|-----|-----|
| Yes | X | A | X | X | X | X | X | X | |
| No | | | | | | | | | |
| Abstain | | B | | | | | | | A&B |
| Absent | | | | | | | | | |

XI. COMMITTEE REPORTS

A. CURRICULUM – Mr. Noah Haiduc-Dale, Chairperson

1. Motion to approve proposed field trips for the 2018-2019 school year as per the attached schedule. (**attachment**)

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2. Motion to approve Travis Geisinger as the ambassador of Green Hills School at the MathCON national student competition held in Chicago, IL on April 26th and 27th, 2019.

Motion to approve Curriculum items 1 & 2 made by Mr. Haiduc Dale, second by Mrs. Cooke. The motion was approved by unanimous roll call vote.

B. OPERATIONS – Mr. Matthew Fox, Chairperson

1. Motion to approve the General Fund bills list for April 1, 2019 through April 10, 2019 for a total of \$710,229.94. **(attachment)**
2. Motion to approve the attached disbursements for April 2019 from the Student Activities Account in the amount of \$5, 473.62 and the Business Office Petty Cash Account in the amount of \$32.55. **(attachment)**
3. Motion to retroactively approve 2018-19 tuition contract for \$14,876.00 with Andover Regional Board of Education for a preschool student with an IEP, student number 1104. Prorated tuition from November 2018 through June 2019 is \$11,900.80. Additional services to be determined and billed separately.
4. Motion to approve district professional development travel and expense reimbursement for Sallyann McCarty to attend the New Jersey Association of School Business Officials annual conference in Atlantic City, NJ, June 4th - 7th, 2019 in accordance with Green Township Board of Education Travel Expense Policy # 6471 and A-5 for the following amounts:

| | | |
|---|---|------------------------------|
| Registration | - | \$275.00 |
| Lodging Conf. Headquarters | - | \$320.34 |
| *Food & Misc. Expenses* | - | \$165.00 (1 full, 2 partial) |
| (*federal per diem rate for meals & incidental expenses – \$66.00 for full day, \$49.50for partial day) | | |

Mileage reimbursement will be paid at the current OMB rate of \$.31 per mile., Tolls and parking fees will be paid upon presentation of the receipt.

5. Motion to approve Chapter 192-193 Nonpublic Services Agreement with Sussex County Educational Services Commission for 2018-2019. **(attachment)**
6. Motion to approve disbursement from the Student Activities account in the amount of \$19,244.52 payable to Holiday Inn for the Spring 2019 Boston trip.

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7. Motion to approve disbursement from the Student Activities account in the amount of \$4,216.38 payable to Spirit Cruises for the Spring 2019 Boston trip.
8. Motion to approve disbursement from the Student Activities account in the amount of \$1,039.00 payable to Boston Tea Party for the Spring 2019 Boston trip.
9. Motion to approve disbursement from the Student Activities account in the amount of \$2,704.18 payable to Gertrude Hawk Brands for the Spring 2019 Fundraiser.
10. Motion to approve the payment of the April payroll of approximately \$575,000. The exact amount will be retroactively approved again at the May Board meeting on the bills list.
11. Motion to approve the donation from the PTA for a chrome book cart for \$1,387.76.
12. Motion to approve district professional development travel and expenditure/ reimbursement for Ann Marie VanSickle to attend the MathCON 2019 national student competition from April 26 - 28, 2019 in Chicago, Illinois as chaperone for a Green Hills 6th grade student who qualified (in top 1% nationally) and was invited to compete, in accordance with Green Township Board of Education Expense Policy #6471 and A-5 for the following amounts:

| | |
|---|----------|
| Registration | None |
| Lodging at Conference Hotel | \$700.00 |
| Food & Misc. Expenses (1 full day, 2 partial days) (federal per diem rate for meals & incidental expenses – \$76.00 for full day, \$57.00 for the first and last day of travel) | \$190.00 |
| Airfare – Approximate | \$650.00 |

Mileage reimbursement will be paid at the rate of \$.31 per mile. Parking, tolls and taxi/Uber expenses will be reimbursed with a receipt.

13. Motion to approve the monthly aftercare fees for the 2019-2020 school year as follows:

Full-Time (1st Child) 245.00 per month
Full-Time (2nd Child) 220.00 per month

Part-Time (1st Child) 185.00 per month
Part-Time (2nd Child) 165.00 per month

Drop in rate per hour: \$17.00

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14. Motion to approve the monthly before care fees for the 2019-2020 year as follows:

\$40.00 per month for the first child
\$30.00 per month for the second child

15. Motion for Christine Burnett to attend the CDK Accounting and Year End meeting at Hawk Point Golf Club, Washington NJ on May 9, 2019 mileage estimated to be \$16.68.

16. MOTION TO APPROVE CHANGE ORDER #3 AS FOLLOWS:

This Board of Education hereby approves the Change Order No. 3 dated April 1, 2019, requested and submitted by Laumar Roofing Co, Inc. and resulting in a credit to this school district for \$16,235.00. The Board President, Business Administrator/Board Secretary or other appropriate Board representative is authorized to execute the necessary change order and/or documents incidental to the change order. **(attachment)**

17. Motion to close out the construction project as follows:

RESOLUTION CLOSING OUT SCHOOL CONSTRUCTION PROJECT AND
TRANSFERRING UNSPENT BOND PROCEEDS TO DEBT SERVICE FUND
FOR PAYMENT OF PRINCIPAL DUE ON BONDS

BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE TOWNSHIP OF
GREEN IN THE COUNTY OF SUSSEX, NEW JERSEY AS FOLLOWS:

1. It is hereby determined that the School Construction Project financed through the issuance of bonds of The Board of Education of the Township of Green in the County of Sussex) (the "Board of Education" when referring to the governing body and the "School District" when referring to the public body governed by the Board of Education) under the Educational Facilities Construction and Financing Act ("EFCFA") and Title 18A, Chapter 24 of the laws of the State of New Jersey pursuant to bond proposals adopted by the Board of Education on January 17, 2018 and approved by the voters of the School District on March 13, 2018 is deemed substantially complete in accordance with N.J.A.C. 6A:26-4.6(a).
2. All proceeds of the bonds issued to finance the School Construction Project and remaining unspent and unencumbered are hereby directed to be transferred to the debt service fund for the School District to pay the principal on such bonds as required by EFCFA and N.J.A.C 6A:4.6(c), except for an amount necessary for payment of final bills that will remain in the project fund until disbursed for payment of final costs.

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3. Upon payment of final costs, any remaining unspent and unencumbered bond proceeds shall also be transferred to the debt service fund for the School District to pay the principal on such bonds as required by EFCFA and N.J.A.C. 6A:4.6(c).
4. This resolution shall take effect immediately.
18. Motion to amend the 2018-2019 Public Relations & Professional Services motion in accordance with NJAC 6A:23A-5.2 made at the March 26, 2018 Board meeting to increase the maximum established amount for attorneys from \$31,590 to \$85,000.
19. Motion to approve the payment of the Oxford Health Insurance for May 2019 for approximately \$110,000 which is due May 1st. The exact amount will be retroactively approved again at the May Board meeting as a check on the bills list.

March 2019 Financial Reports (attachment)

20. Motion to accept the Board Secretary's monthly certification, as attached, pursuant to N.J.A.C. 6:20-2.12(d) that as of March 31, 2019 no line item account has encumbrances and expenditures, which in total exceed the line item appropriation in violation of N.J.S.A. 18A-22-8 and 18A-22-8.1.
21. Pursuant to N.J.A.C. 6A:23A-16.10 the Green Township School District Board of Education, after review of the Board Secretary's and Treasurer's monthly financial reports certify that as of March 31, 2019 and upon consultation with the appropriate 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:23-2.2. and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.
22. Motion to accept the financial reports from the Board Secretary and the Treasurer of School Monies for the month of March 2019.
23. Motion to approve transfers for March 2019.

Motion to approve Operations item 1-11, 13-23 with item 12 being removed, made by Mr. Fox, second by Mrs. Cooke. The motions passed with a unanimous roll call vote.

C. PERSONNEL – Mrs. Ann Marie Cooke, Chairperson

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1. Resolved upon recommendation of the Interim Assistant Superintendent/Acting Superintendent that the Board of Education hereby terminates employee ID # 942 effective April 10, 2019.
2. Motion to approve salary increase for Janice Lawrey, School Secretary, to \$45,000.00 per year retroactive to March 1, 2019, as recommended by the Interim Assistant Superintendent/Acting Superintendent.
3. Motion to approve the extension of an unpaid leave of absence for staff member #16293201 through June 1, 2019, as recommended by the Interim Assistant Superintendent/ Acting Superintendent. (This leave was previously approved for the period of February 21, 2019 through April 4, 2019.)
4. Motion to approve a salary reallocation of the \$3,000 stipend for Nancy Usinowicz; from stipend classification to base salary classification as of June 30, 2019, as recommended by the Interim Assistant Superintendent/Acting Superintendent.

Note: There is no change in the total amount. The base salary is \$45,469.48 and the stipend is \$3,000 totaling \$48,469.48. The reclassification would be a base salary of \$48,469.48 with no stipend classification.

5. Motion to approve the request from Eliana Casqueira, a student at East Stroudsburg University, to complete fieldwork with Speech Teacher Kathleen Wolfe for the spring 2019 semester, as recommended by the Interim Assistant Superintendent/ Acting Superintendent.
6. Motion to approve Scott Rosselli as Full-Time Evening Custodian for the 2018-2019 school year beginning April 11, 2019, at the salary of \$34,500.00 prorated, as recommended by the Interim Assistant Superintendent/Acting Superintendent.

Motion to approve Personnel items 1-6 made by Mrs. Cooke, second by Mrs. Jones.
The motion passed with a unanimous roll call vote.

D. POLICY COMMITTEE – Mrs. Denise Kelly-Jones, Chairperson

1. Motion to approve the following policies for second reading and adoption:
 - P5111 Eligibility of Resident/Nonresident Students
 - P5330.04 Administering an Opioid Antidote
2. Motion to approve revised policy #3240, Professional Development for Teachers and School Leaders, for first reading.

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Motion to approve Policy motions 1 and 2 made by Mrs. Jones, second by Mr. Fox. The motions passed with a unanimous roll call vote.

E. NEGOTIATIONS COMMITTEE – Mr. Michael Rose, Chairperson

Mr. Rose said there have been a couple of meetings. The next one is scheduled for 5/1.

XII. PUBLIC PARTICIPATION ON NEW BUSINESS TOPICS

This public session is designed for members of the public to speak on issues for Board consideration. By law, the Board of Education is under no obligation to respond to public comment. If the Board of Education chooses to respond, it does not waive its right thereafter not to respond. Members of the public are asked to state their name and address for the record.

A parent said that if we are going to do a parent survey then it should be crafted around the 20 Time program. She did not feel that her child benefitted from 20 Time.

XIII. CLOSED MEETING

Closed Meeting Motion was read by Mrs. Bilik.

The Board of Education of the Green Township School District in the County of Sussex will adjourn into closed meeting to discuss item(s) which fall within an exception of our open meetings policy and permits the Board to have private discussion, since it deals with specific exceptions contained in

- j. Matters rendered confidential by Federal Law, State Law, or Court Rule
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- o. Tactics or techniques utilized in protecting public safety and property
- p. Pending or anticipated litigation
- q. Attorney-client privilege
- r. Personnel – employment matters affecting a specific prospective or current employee

Be it resolved that the Board will now go into private session to discuss matters rendered confidential due to the nature of pending or anticipated litigation, attorney-client privilege and personnel – employment matters affecting a specific prospective or current employee privilege. Any discussion held by the Board, which need not remain confidential, will be

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made public as soon as practical. Minutes of the private session will not be disclosed until the need for confidentiality no longer exists. All appropriate persons, who may be discussed in private session, have been adequately notified.

Motion to enter into executive session for the purpose of discussing items (r) Personnel employment matters affecting a specific prospective or current employee. Motion made by Mrs. Cooke and second by Mrs. Jones. The Board entered into executive session at 9:11 pm with a verbal all in favor.

XIV. RECONVENE

Motion to reconvene into public session at 10:31pm.

XV. ADJOURNMENT

Motion to adjourn the meeting made by Mr. Ernst and second by Mr. Rose. The meeting was adjourned at 10:31 pm with a verbal all in favor.

Respectfully submitted,

Sallyann McCarty
Board Secretary