

GREEN TOWNSHIP BOARD OF EDUCATION
AGENDA
Regular Meeting
March 19, 2019

Time: 7:45p.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</u> <u>Expires</u>	<u>Roll</u> <u>Call</u>
Mrs. Marie Bilik- President	2020	_____
Mrs. Ann Marie Cooke – Vice-President	2021	_____
Mr. Jonathan Ernst	2019	_____
Mr. Matthew Fox	2020	_____
Mr. Scott Guzzo	2019	_____
Mr. Noah Haiduc-Dale	2019	_____
Mrs. Denise Kelly-Jones	2020	_____
Ms. Kristin Post	2021	_____
Mr. Michael Rose	2021	_____
Dr. Lydia Furnari		_____
Ms. Sallyann McCarty, SBA		_____

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

II. INTRODUCE THE PRELIMINARY 2018-2019 BUDGET

- A. Motion to introduce the preliminary 2019-2020 School Budget and authorize the School Business Administrator to submit the preliminary budget to the Sussex County Office of Education for compliance and approval for advertisement as follows:

The proposed budget includes sufficient funds to provide curriculum and instruction which will enable all students to achieve the Core Curriculum Content Standards, and is in compliance with N.J.S.A. 18A and N.J.A.C. Title 6 and 6A.

BE IT RESOLVED that the tentative budget be approved for the 2019-2020 School Year using the 2019-2020 state aid figures and the Secretary to the Board of Education be authorized to submit the following tentative budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline:

Anticipated Enrollment	<u>K-8 - 411</u>		
	<u>Newton HS - 199</u>		
<u>Expenditures</u>		<u>Revenue</u>	
General Current Expense	<u>\$12,685,348</u>	<u>General Fund</u>	
Capital Outlay	<u>106,299</u>	..Budgeted Fund Balance	<u>\$ 363,677</u>
Special Revenue Fund	<u>183,175</u>	..Local Tax Levy	<u>9,559,453</u>
Repayment of Debt	<u>172,607</u>	..Misc. Revenue	<u>7,983</u>
		..Tuition Reserve	<u>204,680</u>
		..State Aid	<u>2,655,854</u>
Total Expenditures	<u>\$13,147,429</u>		
		<u>Special Revenue Fund</u>	
		..State Aid	<u>8,243</u>
		..Federal Aid	<u>174,932</u>
		<u>Debt Service Fund</u>	
		..Budgeted Fund Balance	<u>577</u>
		..Local Tax Levy	<u>78,558</u>
		..State Aid	<u>93,472</u>
		Total Revenue	<u>\$13,147,429</u>

The total tax levy to be raised is \$9,638,011; the General Fund amount is \$9,559,453 and the Debt Service Fund amount is \$78,558 for the ensuing School Year (2019-2020).

Note: The General Fund tax levy increased by \$187,440, which is a 2.00% increase. The Debt Service tax levy decreased by \$115,543 which is a 59.53% decrease

Also, the Secretary to the Board of Education is authorized to advertise said tentative budget in the New Jersey Herald after approval is obtained from the Executive County Superintendent, in accordance with the form suggested by the State Department of Education and according to law; and

BE IT FURTHER RESOLVED that a public hearing be held at the Green Township Board of Education, Greendell, New Jersey on April 30, 2019 at 7:00 pm for the purpose of conducting a public hearing on the budget for the 2019-2020 School Year.

- B. Motion to approve the following resolution regarding travel and related expense reimbursement maximum costs for 2019-2020 school year:

WHEREAS, the Green 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; and

WHEREAS, N.J.A.C. 6A:23A 7.4 et seq. 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, an annual school year threshold of \$150 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 7.4 et seq., 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, the Board of Education approves all travel not in compliance with N.J.A.C. 6A:23B-1.1 et seq. as being necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; and

BE IT FURTHER RESOLVED, the Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A:23A-7.3, to a maximum expenditure of \$1,500 for each and all staff and board members and a district maximum expenditure of \$15,000.

- C. Motion to approve the following resolution regarding public relations and professional services maximum costs for 2019-2020 school year:

Whereas, NJAC 6A:23A-5.2 provides that a school district must establish a maximum dollar limit prior to budget preparation for public relations and professional services fees, and;

Whereas, Green Township Board of Education has established the following maximum dollar limits as required:

Public Relations	\$750
Architects	\$ 6,230
Attorneys	\$34,000
Auditors	\$30,049
School Physician	\$7,500

Whereas, if these professional services exceed the maximum amount listed, the Green Township Board of Education will consider another motion to increase amounts listed.

III. CORRESPONDENCE

IV. 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.

V. VARIOUS REPORTS

A. NEWTON BOARD OF EDUCATION UPDATE – Mrs. Cooke

B. PTA UPDATE – Mrs. Jones

C. BOARD PRESIDENT'S REPORT – Mrs. Bilik

D. SUPERINTENDENT'S REPORT – Dr. Lydia Furnari

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

VI. DISCUSSION/ACTION ITEMS

- A. Discussion/Motion to approve Green Township School District 2019-2020 School Calendar draft. (**attachment**)

Motion..... Second.....

/Roll Call/

- B. Motion to approve the request from Christopher Hitzel for the following fundraisers for the Fall 2019 6th Grade Camping Trip:

- Yankee Candle Sales
- Gift Card Sales
- Pancake Breakfast
- Mind Fit Night
- Green Clean Community Day
- Spring Clothing Drive
- Green Township Day Beverage Sales

Motion..... Second.....

/Roll Call/

- C. Motion to approve the request from Kim Scudieri for a 4th Grade student to sell chocolate chip cookies at the evening performances of the school play on April 11 & 12, 2019 as a fundraiser for purchasing new soccer goals for Green Hills School. This is part of the student's 20Time project.

Motion..... Second.....

/Roll Call/

- D. Motion to approve the request from Kim Scudieri to hold a Daddy Daughter Dance for Kindergarten through 4th Graders to be used as a fundraiser for the 4th grade class. (**attachment**)

Motion..... Second.....

/Roll Call/

VII. UNFINISHED BUSINESS

VIII. NEW BUSINESS

IX. BOARD BUSINESS – Ann Marie Cooke

A. Motion to accept minutes of the following meetings:

1. Regular meeting of February 14, 2019. (**attachment**)

Motion..... Second.....

/Roll Call/

2. Executive meeting #1 of February 14, 2019.

Motion..... Second.....

/Roll Call/

3. Executive meeting #2 of February 14, 2019.

Motion..... Second.....

/Roll Call/

4. Work Session of March 6, 2019. (**attachment**)

Motion..... Second.....

/Roll Call/

5. Executive session minutes of March 6, 2019.

Motion..... Second.....

/Roll Call/

- B. Motion to affirm the Superintendent's decisions regarding HIB incident #2018196 as reported to the Board of Education on February 14, 2019.**

Motion..... Second.....

/Roll Call/

X. 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**)

Motion Second

/Roll Call/

2. Motion to approve the following professional development request(s):

<u>Staff Member</u>	<u>Conference Name</u>	<u>Provider/Location</u>	<u>Date</u>	<u>Costs</u>	
Mary Beth Stiles	Writing Effective HIB Reports	FEA/NJPSA / Brick, NJ	4/4/19	Registration Mileage/Tolls Total	\$150.00 0 \$150.00
Mary Beth Stiles	HIB Law Update	FEA/NJPSA / Brick, NJ	4/12/19	Registration Mileage/Tolls Total	\$150.00 0 \$150.00
Ann Marie VanSickle	Algebra 1 Collaboration	Frankford School	3/20/19	Registration Mileage/Tolls Total	None \$10.00 \$10.00
Karen Williams	Diagnosing Dyslexia	NJ Association of Learning Consultants / Atlantic City, NJ	3/30/19	Registration Mileage/Tolls Total	\$50.00 0 \$50.00

Motion..... Second.....

/Roll Call/

B. OPERATIONS – Mr. Matthew Fox, Chairperson

1. Motion to approve the General Fund bills list for February 15, 2019 through March 31, 2019 for a total of \$1,783,836.21. (**attachment**)

Motion Second

/Roll Call/

2. Motion to approve the attached disbursements for March 2019 from the Student Activities Account in the amount of \$2,065.54 and the Business Office Petty Cash Account in the amount of \$29.45. (**attachment**)

Motion Second

/Roll Call/

February 2019 Financial Reports (**attachment**)

3. 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 February 28, 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.

Motion Second

/Roll Call/

4. 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 February 28, 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.

Motion Second

/Roll Call/

5. Motion to accept the financial reports from the Board Secretary and the Treasurer of School Monies for the month of February 2019.

Motion Second

/Roll Call/

6. Motion to approve transfers for February 2019.

Motion Second

/Roll Call/

7. Motion to amend the 2018-2019 ESEA grant as follows:

GRANT	FROM	TO	
Title IV	Supplies - 280-100-600	Purchased Serv. - 280-100-300	\$ 6,391
Title IV	Supplies - 280-100-600	Supplies - 280-200-600	\$ 297
Title IV	Supplies - 280-100-600	Purchased Serv. - 280-200-300	\$ 1,766
Title I	Purchased Serv.- 230-200-300	Supplies - 230-100-600	\$28,911

Motion Second

/Roll Call/

8. Motion to approve the School Related Activities quoted contract QFTFS22 with First Student Bus Co., Andover for the 2018-2019 school year as follows:

Route	Destination	Basis of the Quote	Cost per Bus	Hourly Adj.Cost	Total Cost
FS22FT1	Newton HS	1-54 Passenger bus	110.00	none	110.00
FS22FT2	Newton HS	1-54 Passenger bus	120.00	none	120.00
FS22FT3	Morristwn Unitar	1-54 Passenger bus	265.00	none	265.00
FS22FT4	Morristwn Unitar	1-54 Passenger bus	265.00	none	265.00
FS22FT5	SCCC Teen Arts	1-54 Passenger bus	125.00	none	125.00
FS22FT6	Byram Shoprite	1-54 Passenger bus	110.00	none	110.00
FS22FT7	Waterloo Village	2-54 Passenger bus	160.00	none	320.00
FS22FT8	Camp Ralph Mson	2-54 Passgr b-2 dates	125.00	none	500.00
FS22FT9	Turtle Back Zoo	1-54 Passenger bus	280.00	none	280.00
FS22FT10	Newton HS	1-54 Passenger bus	110.00	none	110.00
FS22FT11	Green Mncpl Bldg	1-54 Passenger bus	145.00	none	145.00
FS22FT12	Newton HS	1-54 Passenger bus	120.00	none	120.00
FS22FT13	High Point Park	2-54 Passenger bus	210.00	none	420.00
	Total				\$2,890.00

Motion Second

/Roll Call/

9. Motion to approve the School Related Activities quoted contract QFTS24 with Stocker Bus Co. for the 2018-2019 school year as follows:

Route	Destination	Basis of the Quote	Cost per Bus	Hourly Adj.Cost	Total Cost
SR24FT1	Riverdale Armory	1-54 Passenger bus	465.00	\$60.00	465.00
SR24FT2	Meadowlands	1-54 Passenger bus	530.00	\$60.00	530.00
	Total				\$995.00

Motion Second

/Roll Call/

10. Motion to approve the 2018-2019 Track & Field schedule. **(attachment)**

Note: Each home event requires two officials at \$70.00 each. Each away game requires one bus at an amount to be determined and retroactively approved.

Motion..... Second.....

/Roll Call/

11. Motion to approve the joint transportation agreement between Green Township Board of Education and the Andover Regional Board of Education to allow the transportation of five Andover students & one teacher for the May 2019 field trip to Hardyston Middle School Academic Bowl.

Jointure Route#	Host District	Joiner District	Destination	Joiner Cost
SR25FT1	Green	Andover Twp.	Hardyston Mid. Schl.	\$183.00

Motion..... Second.....

/Roll Call/

12. Motion to approve disbursement from the Student Activities account in the amount of \$767.00 payable to Ronald McDonald House of Central & Northern NJ, Inc. from the Dodgeball Tournament proceeds.

Motion..... Second.....

/Roll Call/

13. Motion to approve the 2019-2020 Tuition Contract Agreement with the Newton Board of Education. (**attachment**)

Motion..... Second.....

/Roll Call/

C. PERSONNEL – Mrs. Ann Marie Cooke, Chairperson

1. Motion to approve the request for paternity leave for Michael Scott from April 2, 2019 to April 15, 2019, to the extent permissible by the applicable law and the negotiated contract between the Board of Education and the Green Township Education Association, as recommended by the Interim Assistant Superintendent/ Acting Superintendent.

Motion Second

/Roll Call/

2. Motion to approve Jolaine Moreland as a Substitute Teacher for the 2018-2019 school year pending receipt of her Substitute Certificate, as recommended by the Interim Assistant Superintendent/Acting Superintendent.

Motion Second

/Roll Call/

3. Motion to approve Jacqueline DeLeeuw as a Substitute Custodian for the 2018-2019 school year, as recommended by the Interim Assistant Superintendent/Acting Superintendent. Hiring is on a provisional basis for up to 90 days pending completion of requirements and review of information required under P.L. 2018, c.

Motion Second

/Roll Call/

4. Motion to approve an unpaid leave of absence under the Family Medical Leave Act (FMLA) for staff member #16293201 from February 21, 2019 (½ day unpaid) through April 4, 2019, as recommended by the Interim Assistant Superintendent/Acting Superintendent.

Motion Second

/Roll Call/

5. Motion to retroactively approve Sandy Franciosi as Teacher Mentor for Christopher Dimitriou beginning March 4, 2019 through June 30, 2019 at the stipend of \$480.00 (\$1,200.00 prorated), as recommended by the Interim Assistant Superintendent/Acting Superintendent. (Mrs. Franciosi is taking over from the previously approved Teacher Mentor who is unable to continue in this position.)

Motion Second

/Roll Call/

6. Motion to retroactively approve Steven Bird as a Sports Activity/After-School Activity Monitor for the 2018-2019 school year at \$30.00 per event, as recommended by the Interim Assistant Superintendent/Acting Superintendent.

Motion Second

/Roll Call/

7. Motion to retroactively approve an unpaid leave of absence under the Family Medical Leave Act (FMLA) for staff member #10283158 beginning February 11, 2019, as recommended by the Interim Assistant Superintendent/Acting Superintendent.

Motion Second

/Roll Call/

8. Motion to approve a Student Field Experience for Centenary University student Carly Palmer for the fall semester of 2019 and the spring semester of 2020, cooperating teacher(s) to be determined, as recommended by the Interim Assistant Superintendent/Acting Superintendent.

Motion Second

/Roll Call/

9. Motion to appoint Marybeth Stiles as Anti-Bullying Specialist for the 2018-2019 school year, with no additional stipends or salary, as recommended by the Interim Assistant Superintendent/Acting Superintendent.

Motion Second

/Roll Call/

10. Motion to approve Doris Freison as Part-Time Child Study Team Secretary for the 2018-2019 school year for 20 hours per week at the salary of \$20.00 per hour to begin March 25, 2019, as recommended by the Interim Assistant Superintendent/Acting Superintendent. Hiring is on a provisional basis for up to 90 days pending completion of requirements and review of information required under P.L. 2018, c

Motion Second

/Roll Call/

11. Motion to approve Christine Bollman-Decker as a Substitute Teacher Aide for the 2018-2019 school year, as recommended by the Interim Assistant Superintendent/Acting Superintendent.

Motion Second

/Roll Call/

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

1. Motion to approve the following revised policies for second reading and adoption: **(attachments)**

- P0141.1 Board Member and Term – Sending District
- P0141.2 Board Member and Term – Receiving District
- P2415.06 Unsafe School Choice Option
- P2422 Health and Physical Education
- P 2431.3 Practice and Pre-Season Heat Acclimation for School-Sponsored and Extra-Curricular Activities
- P2610 Education Program Evaluation

- P4219 Commercial Driver’s License Controlled Substance and Alcohol Use Testing
- P5600 Student Discipline/Code of Conduct
- P5611 Removal of Students for Firearms Offenses
- P5612 Assaults on District Board of Education Members or Employees
- P5613 Removal of Students for Assaults with Weapons Offenses
- P5756 Transgender Students
- P7440 School District Security
- P8461 Reporting Violence, Vandalism, Harassment, Intimidation, Bullying, Alcohol and Other Drug Offenses
- P8860 Memorials

Motion Second

/Roll Call/

2. Motion to approve the following revised policies for first reading: **(attachments)**

- P5111 Eligibility of Resident/Nonresident Students
- P5330.04 Administering an Opioid Antidote
- P0131 Bylaws and Policies

Motion Second

/Roll Call/

E. NEGOTIATIONS COMMITTEE – Mr. Michael Rose, Chairperson

1. Updates as applicable

XI. 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.

XII. CLOSED MEETING

Closed Meeting Motion was read by _____.

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 _____.

Motion Second

/Roll Call/

XIII. RECONVENE

Motion to reconvene into public session.

Motion Second

/Roll Call/

XIV. ADJOURNMENT

Motion Second

/Roll Call/