

GREEN TOWNSHIP BOARD OF EDUCATION AGENDA

Budget Hearing & Regular Meeting April 26, 2023

Time: 7:00 p.m.

Place: Green Hills School - Library

I. CALL TO ORDER

A. FLAG SALUTE

B. OPEN PUBLIC MEETINGS ACT STATEMENT

“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

		Term	Roll Call
Mr.	CJ Bilik	2024	
Mrs.	Marie Bilik	2023	
Mrs.	Crystal Bockbrader	2025	
Mrs.	Ann Marie Cooke	2024	
Dr.	Noah Haiduc-Dale	2025	
Mrs.	Maureen McGuire	2023	
Mrs.	Kristin Post	2024	
Mrs.	Holly Roller	2025	
Dr.	Melissa Van Blarcom	2023	
Dr.	Jennifer Cenatiempo, Superintendent		
Mrs.	Karen Constantino, 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. Acceptance of Funds under the Supplemental Stabilization Aid, Bill S3732.

1. Motion to approve the submission of the Supplemental Stabilization Aid Application/worksheet and accept the Stabilization Aid of \$427,010 to be used in the 2023-2024 budget.

Motion..... Second.....
/Roll Call/

III. Presentation Hearing of the 2023-2024 Budget

Dr. Jennifer Cenatiempo, Superintendent
Karen Constantino, School Business Administrator

IV. ADOPT THE 2023-2024 SCHOOL BUDGET

1. Motion to adopt the 2023-2024 School Budget as follows:

BE IT RESOLVED, that the Green Township School District Board of Education in accordance with N.J.S.A 18A:7F-38, hereby approves the adoption of the 2023-2024 school year district budget as follows:

	<u>GENERAL FUND</u>	<u>SPECIAL REVENUES</u>	<u>DEBT SERVICE</u>	<u>TOTAL</u>
2023-2024 Total Expenditures	\$13,459,598	\$164,573	\$139,169	\$13,763,340
Less: Anticipated Revenues	\$ 2,577,060	\$164,573	\$ 47,314	\$ 2,788,947
Taxes to be Raised	\$10,882,538	\$ 0	\$ 91,855	\$10,974,393

BE IT FURTHER RESOLVED that the Green Township School District Board of Education includes in the proposed budget the use of Banked Cap in the amount of \$305,362. The purpose of this use will be to support the operations and programs of the school district; and

BE IT FURTHER RESOLVED that the Green Township School District Board of Education includes in the proposed budget the use of the Health Care Cost Adjustment of \$78,923. The purpose of this use will be to support the operations and programs of the school district; and

BE IT FURTHER RESOLVED that the Green Township School District Board of Education includes in the proposed budget a withdrawal from the Capital Reserve in the amount of \$395,000. The purpose of this withdrawal is to fund the vestibule project, doors and locks, and the conversion of the boilers from oil to gas.

THEREFORE, BE IT RESOLVED that the district’s maximum taxing authority is composed of:

\$ 205,848	2% Current Expense Tax Levy Increase
\$10,292,405	Prior Year 2022 - 2023 Current Expense Tax Levy
\$ 78,923	Increase in Health Care Costs
\$ 305,362	Use of Banked Cap
\$10,882,538	Maximum District Tax Levy 2023-2024

Motion..... Second.....
/Roll Call/

- 2. Motion to approve the following resolution regarding travel and related expense Reimbursement maximum costs for 2023-2024 school year:

Travel and Related Expense Reimbursement
2023-2024

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:23B-1.1 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 \$1,500 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:23B-1.1 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:23B-1.2(b), to a maximum expenditure of \$15,000 for all staff and board members.

Motion..... Second.....
/Roll Call/

V. CORRESPONDENCE

VI. 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 is 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.

VII. VARIOUS REPORTS

- A. NEWTON BOARD OF EDUCATION UPDATE - Mrs. Cooke

- B. PTA UPDATE - Mrs. Post

- C. BOARD PRESIDENT’S REPORT - Mrs. Bilik

- D. SUPERINTENDENT’S REPORT - Dr. Cenatiempo

HIB: There are 4 HIB cases that were investigated. 1 case was unfounded. 3 cases were founded on the basis of verbal bullying and physical bullying.

Drills: Fire Drills 3/20/23

Lock Down Drill: 3/28/23

Shelter in Place Drill: 4/24/23

E. BUSINESS ADMINISTRATOR/BOARD SECRETARY’S REPORT - Mrs. Constantino

VIII. DISCUSSION ACTION ITEMS

IX. BOARD BUSINESS - Mrs. Ann Marie Cooke

1. Motion to accept minutes of the March 15, 2023 regular meeting.

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

/Roll Call/

2. Motion to accept the minutes of the March 15, 2023 executive session.

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

/Roll Call/

3. Motion to accept the HIB Report for the month of March, 2023.

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

/Roll Call/

4. Motion to accept minutes of the SpecialMeeting on April 3, 2023.

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

/Roll Call/

5. Motion to accept the minutes of the Special Meeting on April 3, 2023 executive session.

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

/Roll Call/

6. Motion to revise the school calendar for the 22/23 school year to reflect the following:

Wednesday, 6/14/23 - Early Dismissal Day, 1 pm Dismissal

Wednesday, 6/14/23 - 8th Grade Promotion Ceremony

Thursday, 6/15/23 - Early Dismissal Day, Last Day of School, 1 pm Dismissal

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

/Roll Call/

X. UNFINISHED BUSINESS

XI. NEW BUSINESS

XII. COMMITTEE REPORTS

A. CURRICULUM - Dr. Noah Haiduc-Dale, Chairperson

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

<u>Staff Member</u>	<u>Conference Name</u>	<u>Provider/Location</u>	<u>Date(s)</u>	<u>Cost</u>
Karen Constantino Nancy Kaiser	Annual Labor Law Conference	PERC & NJ Bar Association East Brunswick Hilton 3 Tower Center Blvd E. Brunswick, NJ	5/4/23	Registration: \$470.00 Mileage: <u>\$ 44.18</u> Total: \$514.18
Kristen Sylvester	BER: Maximizing the Active Participation and Language Learning of ELL Students	BER - Virtual	Up to district as training is virtual	Registration: \$ 159.00
Tiffany Lutz	The Goodness Model for Educators	Trustee Pavillion Ramapo College of NJ	5/4/23	Registration: \$ 99.00 Mileage: 107.8 miles @

		Mahwah, NJ		\$.47/mile	<u>\$50.67</u>
				Total:	\$149.67

Motion..... Second.....
/Roll Call/

2. Motion to approve the following field trips:

<u>Teacher</u>	<u>Grade</u>	<u>Trip</u>	<u>Location</u>	<u>Date(s)</u>	<u>Cost</u>
Brian Martin Lori Homentosky Kristen Grzymko	8	Tri-District Field Day	Newton High School 44 Ryerson Ave Newton, NJ	6/2/23 Rain Date: 6/5/23	Transportation \$260
Justin Wynne	5-8	Rocket League Tournament	Long Pond School 606 Limecrest Road Andover, NJ	4/29/23	Parents to transport No cost to the BOE
Justin Wynne	5-8	Smash Brothers Tournament	Green Hills School	4/29/23	No cost to the BOE

Motion..... Second.....
/Roll Call/

3. Motion to retroactively approve following professional development request(s):

<u>Staff Member</u>	<u>Conference Name</u>	<u>Provider/Location</u>	<u>Date(s)</u>	<u>Cost</u>
Beth Voris	Spring into Joyful Literacy Instruction	Centenary University 400 Jefferson Street Hackettstown, NJ	4/21/23	Registration: \$ 99.00 Mileage: <u>\$ 11.19</u> \$110.19

Motion..... Second.....
/Roll Call/

4. Motion to approve the extension of the 2022-2023 Comprehensive Equity Plan (CEP) through school year 2023-2024 pursuant to N.J.A.C. 6A:7-1.4(c) with the submission of the associated Statement of Assurance to the Executive County Superintendent of Schools.

Motion..... Second.....
/Roll Call/

5. Motion to approve “Minding Your Mind” programs for Spring 2023:
K-4 Kind Minds at a cost of \$200.00 to be paid from the CRSSA Mental Health Grant
Grades 5 - 8 Changing Minds: Stories Over Stigmas at no cost to the BOE.

Motion..... Second.....
/Roll Call/

6. Motion to approve the presentation of Ryan’s Story for the Fall of 2023, at a cost of
\$2,900.00. The Program will address students during the school day and parents in the evening,
to be paid from the CRSSA Mental Health Grant.

Motion..... Second.....
/Roll Call/

7. Motion to approve the Bicycle Safety assembly presented for grades 2-5 by Jon Sherwood and
Sussex Bike and Sport on Thursday, May 4, 2023 and the Bicycle Safety "Rodeo" offered on
Saturday, May 6, 2023 in the GHS parking lot, with no cost to the BOE.

Motion..... Second.....
/Roll Call/

8. Motion to approve 8th Grade ELA Shakespeare Residency provided by Cause and FX PC
Stephen Davis, Centenary University; May 15-25 during ELA classes, at a cost of \$1200 to be
paid from the General Fund .

Motion..... Second.....
/Roll Call/

9. Motion to approve a K-2 Science Fair presented by Newton High School Seniors, with NHS
Teacher Mrs. Brittani DeVore on May 26, 2023 during the school day, at no cost to the BOE.

Motion..... Second.....
/Roll Call/

10. Motion to approve change of date in Conquering Mathematics Professional Development for Alison Weatherwalks from the canceled date of 2/13/23 to the new date of 5/31/23, at no additional cost to the BOE.

Motion..... Second.....
/Roll Call/

11. Motion to establish a Preschool Program at the Green Township School District.

Motion..... Second.....
/Roll Call/

B. FINANCE - Mrs. Ann Marie Cooke, Chairperson

March 2023 Financial Reports (attachment)

1. Motion to approve the General Fund bills list for March 16, 2023 through April 26, 2023 for a total of \$1,336,347.33 (attachment)

Motion..... Second.....
/Roll Call/

2. 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, 2023, 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/

3. Pursuant to N.J.A.C. 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, 2023 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/

4. Motion to accept the financial reports from the Board Secretary and the Treasurer of School Monies for the month of March, 2023.

Motion..... Second.....
/Roll Call/

5. Motion to approve transfers for March, 2023.

Motion..... Second.....
/Roll Call/

6. Motion to approve the disbursements from March 16, 2023 through April 26, 2023 for the Student Activities Account in the amount of \$11,280.40 and the Business Office Petty Cash Account in the amount of \$0. **(attachment)**

Motion..... Second.....
/Roll Call/

7. Motion to accept the proposal from AME Inc, under ESCNJ 20/21-50 pricing contract for the following at a total cost of \$83,700 (This will be paid for with funds from the ESSER II Grant):
Expansion/Consolidation of the GHS District Building Manage Infrastructure includes:

A. One Supervisory Network Controller:

1. Provide a new Honeywell Niagara 4 (WEBs) JACE(s) w/enclosures
2. Integrate the existing legacy network to the Districts' existing Honeywell Niagara Platform
3. Provide Building Manage System Centralized Scheduling, Alarming & Trending

B. One New BACnet Network

1. Provide new network communication wiring to the current BACnet Direct Digital Controllers For:
 - a. Thirty Three existing unit ventilator BACnet DDC Controllers
 - 1) Rooms 203-214, 218 301-319
 - 2) Media Center 401, Art 407
 - b. Existing device(s) and control wiring to the remain
2. Provide new WEB based system graphics, alarming and reporting

C. One Integration of the legacy Niagara AX System Network (Automatrix)

1. Integrate the existing legacy equipment DDC Controllers to the new Honeywell Niagara 4 (WEBs) Network controller. The existing existing communications wiring devices shall be utilized
2. The following equipment are on the legacy system.
 - a. 3 Roof Top Units

- b.22 Classroom, Variable Air Volume Boxes
 - c.3 Air Handling Units
 - d.2 Heat, Vent Air Conditioning Units
 - e.1 hot water system
3. Provide new WEB based system graphics, alarming and reporting

AME Shall provide the following: BMS Engineering, project management, site coordination, design meetings, system programming, Point-to-point network routing, technical labor, Initial Setup, 3-D detailed graphics for each unit, functional testing, 16 hours of onsite training, 8 hours at labor completion, 2 hours quarterly for a year, and 1 year warranty on Parts and Labor . (Attachment)

Motion..... Second.....
/Roll Call/

8. Motion to approve the food prices for the 23-24 school year:

Breakfast:	Price
Student	\$2.25
Adult	\$2.65
Lunch:	Price
Student	\$3.50
Entree Only	\$2.65
Adult Lunch	\$5.00

Motion Second
/Roll Call/

9. Motion to accept an anonymous donation in the amount of \$50.00 to assist in the payment of past due lunch accounts for families in need.

Motion Second
/Roll Call/

C. OPERATIONS - Dr. Melissa Van Blarcom, Chairperson

1. Motion to award the contract to AME Inc. through the Education Services Commission of New Jersey

(ESCNJ) State Approved Cooperative Purchasing System #65MCESCCPS Building Management Systems # ESCNJ 20/21-50 pricing contract. (See Finance motion # 8. For details)

Motion Second
/Roll Call/

2. Motion to approve PSA to submit the appropriate paperwork and filing of the ROD grant application at a cost of \$6,000 :

RESOLVED, upon the recommendation of the Superintendent, that the Green Township Board of Education, in the County of Sussex, New Jersey authorizes Parette Somjen Architects to submit all necessary plans and paperwork to the Department of Education concerning the Boiler Conversions at Green Hills School to serve as an application to the Office of School Facilities; and

BE IT FURTHER RESOLVED, this project shall be a “Regular Operating District Grant” project and the Board of Education is seeking State funding but will fund the remaining portion of the Project through the District’s Capital Reserve Account.

Motion Second
/Roll Call/

D. PERSONNEL - Mrs. Holly Roller, Chairperson

1. Motion to approve contract renewals for the Tenured Teachers for the 2023-2024 school year as recommended by the Superintendent.

Name	2022 – 2023 Assignment
Bird, Steven	Teacher
Buckmaster-Miller, Suzanne	Teacher
Burneyko, Kerry	School Nurse
Dunbar, Elizabeth	Teacher
Franciosi, Sandra	Teacher
Giller, Jessica	Teacher
Haugk, Laura	Teacher
Holley, Beth	Teacher
Lavalley, Tara	Teacher
Lutz, Tiffany	Social Worker – Part-Time
Martin, Brian	Teacher
Martinka, Kerstin	Teacher
McKeown, Kelli	Teacher
Minervini, Diana	Teacher
Mirena, Kyle	Teacher
Murphy, Alyssa	Teacher
Nowaczyk, Catherine	Teacher

Petracca, Carrie	Teacher
Pittenger, Sarah	Teacher
Richardson, Jennifer	Teacher - Part Time
Romano, Jennifer	Librarian/Media Spec.
Ronsini, Debra	Teacher
Scott, Michael	Teacher
Scudieri, Kimberley	Teacher
Seminara, Dara	Teacher
Simmons, Debra	Teacher
Sobczak, Marlene	Teacher/Math Coach
Sprofera, Lisa	Teacher
Stiles, Marybeth	Guidance Counselor
Stobie, Susan	Teacher
Voris, Beth	Teacher
Wolfe, Kathleen	Speech/Language Specialist
Wynne, Justin	Teacher
Zur, Jessica	Teacher

Motion Second
/Roll Call/

2. Motion to approve contract renewals for the 2023-2024 school year for the non-tenured staff members as recommended by the Superintendent.

Name	2022 – 2023 Assignment
Carroll, Declan	Teacher
Cole, Amy	Teacher
Colianni, Brianna	Teacher
Di Santi, Amanda	Teacher
Ervey, Kimberly	Teacher
Grzymko, Kristen	Teacher
Harrington, Cori	Teacher
Homentosky, Lori	Teacher
Malloy, Christine	Teacher
Moles, Erin	Teacher
Smith, Karen	Teacher
VanHaste, Ashley	Teacher
Waters, Kristen	Teacher
Weatherwalks, Alison	Teacher

Motion Second
/Roll Call/

3. Motion to approve contract renewals for the 2023 - 2024 school year for the following staff members, at the recommendation of the Superintendent:

Administrative Staff List

Name	Current Assignment
Jon Paul Bollette	Principal/Coordinator of Instruction
Drew Vanderzee	Head of Buildings & Grounds
Karen Constantino	Business Admin./Board Secretary

Paraprofessionals

Name	Current Assignment
D'Annibale, Joanna	Part-Time Special Education Aide
Decker, Christine	Part-Time Special Education Aide
Gallucci, Tanya	Part-Time Special Education Aide
Guth, Kathryn	Part-Time Special Education Aide
Moreland, Jolaine	Part-Time Special Education Aide
Mull, Kathleen	Part-Time Special Education Aide
Ocheski, Janet	Part-Time Special Education Aide
O'Neill, Amelia	Part-Time Special Education Aide
Parker, Diane	Part-Time Special Education Aide
Piercey, Diane	Part-Time Special Education Aide
Piontkowski, Gail	Part-Time Special Education Aide
Robinson, Nadine	Full-Time Special Education Aide
Salmon-Manni, Angela	Part-Time Special Education Aide
Schumann, Denise	Part-Time Special Education Aide
Velez, Ana	Part-Time Special Education Aide

Administrative Assistants

Name	Current Assignment
DeGraw, Linda	Full-Time Business Office Administrative Assistant
Faraone, Janice	Full-Time CST Administrative Assistant
Hannemann, Patti	Full-Time Superintendent's Administrative Assistant
Kaiser, Nancy	Full-Time Assistant to BA
Lawrey, Janice	Full-Time Administrative Assistant
Sanchez, Lori	Full-Time Administrative Assistant

Custodial Staff

Name	Assignment
Guirk, James	Full-Time Night Custodian
Hassel, James	Part-Time Custodian
Jeskey, William	Full-Time Night Supervisor
Shatrowskas, Matthew	Full-Time Night Custodian
Simmons, Joshua	Full-time Custodian

Aftercare Staff

Name	Assignment
Borgognoni, Abbi	Aftercare Assistant
D'Annibale, Karen	Senior Aftercare Assistant
Machacheck, Susan	Aftercare Assistant

Technicians

Name	Assignment
Dierling, Patrick	Part-time Computer Technician

Motion Second
/Roll Call/

4. Motion to approve Meganne Secola, as a 4th Grade Leave Replacement Teacher, from May 9, 2023 through November 23, 2023, at a salary of \$61,372, BA Step 1, prorated, pending approval of her Criminal History Background Check, as recommended by the Superintendent.

Motion Second
/Roll Call/

5. Motion to retroactively approve Susan Machacek to be paid at an hourly rate of \$14.13 from January 1, 2023.

Motion Second
/Roll Call/

6. Motion to approve Nicole Munk as paraprofessional for the 2022-2023 school year, to be paid at an hourly rate of \$14.13, pending completion of paperwork, as recommended by the Superintendent.

Motion Second
/Roll Call/

7. Motion to approve the following retired state police officers as Part-time School Security Officers for the 2022-2023 school year to be paid at a rate of \$35.00 per hour, pending completion of all Required Paperwork, Criminal History, and Background Checks as recommended by the Superintendent.

Name	Assignment	Salary
Scott Wikander	SSO	\$35.00/hour
Jefferey Shotwell	SSO	\$35.00/hour

Motion Second
/Roll Call/

8. Motion to reduce the following staff members from full time status to .7671 with no benefits, at the recommendation of the superintendent. This revision is due to budgetary constraints.

Employee ID
48153548
91996793

Motion..... Second.....
/Roll Call/

E. POLICY - Mr. CJ Bilik, Chairperson

1. Motion to approve the second reading of the following policies and regulations:

P7446 School Security Program
P7440 School District Security
R7440 School District Security

Motion..... Second.....
/Roll Call/

XIII. 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. Length of comments is 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.

XIV. CLOSED MEETING

Closed Meeting Motion was read by _____ at _____pm.

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/

XV. RECONVENE

Motion to reconvene into public session at _____pm.

Motion..... Second.....
/Roll Call/

XVI. ADJOURNMENT

Motion that the Board of Education shall adjourn at _____pm.

Motion..... Second.....
/Roll Call/