

GREEN TOWNSHIP BOARD OF EDUCATION AGENDA

Introduction of Preliminary Budget & Regular Meeting March 15, 2023

Time: 6:00 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		
Ms.	Crystal Bockbrader	2025		
Mrs.	Ann Marie Cooke	2024		
Dr.	Noah Haiduc-Dale	2025		
Ms.	Maureen McGuire	2023		
Ms.	Kristin Post	2024		
Ms.	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. EXECUTIVE SESSION

Executive Session Motion was read by _____ at _____ pm.

The Board of Education of the Green Township School District in the County of Sussex will adjourn into executive session 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/

III. RECONVENE

Motion to reconvene into public session at _____pm.

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

IV. PRESENTATIONS

1. Presentation of the 2023-2024 Tentative Budget by Dr. Jennifer Cenatiempo

V. INTRODUCE THE PRELIMINARY 2023-2024 BUDGET

ADOPTION OF THE TENTATIVE BUDGET

2023-2024

DISTRICT NAME: Green Township School District

BOE MTG DATE: March 16, 2023

Adoption of Tentative Budget

2023-2024

BE IT RESOLVED that the tentative budget be approved for the 2023-2024 School Year using the 2023-2024 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:

	<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	<u>\$ 2,577,060</u>	<u>\$164,573</u>	<u>\$ 47,314</u>	<u>\$ 2,788,947</u>
Taxes to be Raised	\$10,882,538	\$0	\$91,855	\$10,974,393

And to advertise said tentative budget in the NJ Herald 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 in the library at Green Hills School, New Jersey on April 26, 2023 at 7:00pm for the purpose of conducting a public hearing on the budget for the 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 \$20,000 for all staff and board members.

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

VI. CORRESPONDENCE

VII. 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.

VIII. 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 is 1 unfounded HIB and 1 founded HIB to report.

Drills: Fire Drills 2/24/23

Lock Down Drill 2/21/23

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

IX. DISCUSSION ACTION ITEMS

X. BOARD BUSINESS - Mrs. Ann Marie Cooke

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

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

/Roll Call/

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

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

/Roll Call/

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

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

/Roll Call/

4. Motion to approve the “Boxes for Benny’s” fundraiser to support Benny’s Bodega by collecting cereal March 16 - April 28, 2023, to be hosted by Beth Voris and the students in SOAR.

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

/Roll Call/

5. Motion to retroactively approve Brandon Van-Orden, a Life Scout of Andover-Newton’s Troop 85, Eagle Scout Project of hosting a food drive to benefit the Weekend Bag Program at Green Hills School from March 6 - 10, 2023.

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

/Roll Call/

6. Motion to retroactively approve Brandon Van-Orden, a Life Scout of Andover-Newton’s Troop 85, Eagle Scout Project of hosting a food drive to benefit the Weekend Bag Program utilizing the Green Hills School parking lot as a drop off point on Saturday, March 11, 2023.

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

/Roll Call/

7. Motion to approve disbursement from the Student Activities 8th grade account in the amount of \$1,647.00, payable to California Pizza Kitchen for dinner during the 8th grade class trip to Washington DC, in June 2023.

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

/Roll Call/

XI. UNFINISHED BUSINESS

XII. NEW BUSINESS

XIII. 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>
Sarah Pittenger Ashley Van Haste	Teachers in the Garden Healthy Kids in the Classroom	Sussex County Community College 47 Main Street Newton, NJ	3/31/23	No Cost No Cost to the BOE
Kathleen Wolfe	Recognizing & Understanding the Less Obvious Presentations of Autism	The Coach Room 144 Mountain Ave Hackettstown, NJ	5/22/23	Registration: \$ 90.00 Mileage: \$ 11.28 Total: \$101.28
Lori Homentosky	Teaching English Lang Arts 6 -12	Allentown, PA	3/22/23	Conference: \$279.00 Mileage: \$ 47.65 Total: \$326.65
Drew Vanderzee William Jeskey James Hassel Josh Simmons Matthew Stratrowskas James Guirk	Right to Know Hazard Communication Bloodborne Pathogens AHERA General Worker Safety	Steve Sluka	4/13/23	Cost: \$1,100 in total
Karen Constantino	CDK Accounting &	CDK - Hawk's Point	5/3/23	No Cost to the BOE

	Personnel EOY Meeting	4 Clubhouse Drive Washington, NJ		
Nancy Kaiser	CDK Personnel EOY Meeting	CDK - Hawk's Point 4 Clubhouse Drive Washington, NJ	4/27/23	No Cost to the BOE
Linda DeGraw	CDK Accounting EOY Meeting	CDK - Hawk's Point 4 Clubhouse Drive Washington, NJ	4/26/23	No Cost to the BOE
Janice Faraone Lori Sanchez Patti Hannemann	Realtime RXP2023	Hilton Garden Inn 375 Mt. Hope Avenue Rockaway, NJ	6/6/23	No Cost to the BOE

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

2. Motion to rescind the following professional development request:

<u>Staff Member</u>	<u>Conference Name</u>	<u>Provider/Location</u>	<u>Date(s)</u>	<u>Cost</u>
Lori Homentosky	What's New in YA Literature & How to Use It.	BER Hilton Garden Inn 1787 Airport Road Allentown, PA	3/10/23	Conference: \$279.00 Mileage: \$ 47.65 Total: \$326.65

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>
Lori Homentosky	Youth Mental Health 1st Aid Training for School Professionals	Virtual via The Center for Prevention & Counseling 61 Spring Street Newton, NJ 07860	3/6/23	No Cost No Cost to the BOE

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

/Roll Call/

4. 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>
JP Bollette	8	Student Government Day	Green Township Municipal Building 150 Kennedy Ave Green Township, NJ	5/1/23	No Cost to the BOE
Sandra Franciosi & Sue Miller	5	Liberty Science Center	222 Jersey City Blvd Jersey City, NJ 07305	5/18/23	No Cost to the BOE
Beth Voris	8th - SOAR	Academic Bowl - Challenge	Hardyston Middle School 183 Wheatsworth Rd Hamburg, NJ 07419	4/19/23	TBD

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

/Roll Call/

B. FINANCE - Mrs. Ann Marie Cooke, Chairperson

February 2023 Financial Reports (attachment)

1. Motion to approve the General Fund bills list for February 16, 2023 through March 15, 2023 for a total of \$1,084,008.43 (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 February 28, 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 February 28, 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 February, 2023.

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

5. Motion to approve transfers for February, 2023.

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

6. Motion to approve the disbursements from February 16, 2023 through March 15, 2023 for the Student Activities Account in the amount of \$ 650.00 and the Business Office Petty Cash Account in the amount of \$0. **(attachment)**

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

7. Motion to approve the PaySchoolsAdministrative Professional Installation and Training, a one time fee of \$995.00.

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

8. Motion to approve the PaySchools Administrative Annual Agreement, in the amount of \$995.00 to process lunch payments, and processing fees to be charged to the end user as outlined below:

Non-Food Service – Credit/Debit Cards: 4.50%
Transaction Fees – Electronic Check: \$1.95 per transaction

- Food Service
 - Credit/Debit (Transactions less than \$25): \$1.75 per transaction
 - Credit/Debit (Transactions \$25 to \$49.99): \$2.25 per transaction
 - Credit/Debit (Transactions greater than \$49.99): 4.50%
 - Electronic Check (All transaction amounts): \$1.95 per transaction

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

C. OPERATIONS - Dr. Melissa Van Blarcom, Chairperson

1. Motion to document the Spring School Bus Evacuation Drills for the 2022-2023 school year that will be conducted from March 20, 2023 to March 23, 2023. All evacuations will be held in the Green Hills School rear parking lot at 7:55 AM, and are conducted by each bus driver and assistant to the principal designee Mr. Mirena with additional staff members present. The drills will be conducted as follows:

March 20, 2023	Routes 11 & 7
March 21, 2023	Routes 14 & 12
March 22, 2023	Routes 10 & 13
March 23, 2023	Route 17

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

2. Motion to approve Bristol Environmental for the Emergency work/removal of asbestos floor tile in Classroom 218, due to a pipe that burst and lifted the tile. Work to be completed over Spring Break at a cost of \$29,752.56, and paid by our insurance company.

D. PERSONNEL - Mrs. Holly Roller, Chairperson

1. Motion to accept, with regret, the resignation of paraprofessional Jennifer Daly, from the Green Township Board of Education, effective Friday, March 24, 2023,

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

2. Motion to approve the following paraprofessionals for the 2022-2023 school year, pending Criminal History and background check approvals and documentation, at the request of the Superintendent:

Kira Schwabe

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

3. Motion to approve the following stipend positions for the 2022 - 2023 school year:

Christine Malloy	Track and Field Head Coach	\$2,060.00
Lori Homentosky	Assistant Track & Field Coach	\$1,339.00
Catherine Nowaczyk	Student Marketplace Advisor	\$515.00

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

E. POLICY - Mr. CJ Bilik, Chairperson

XIV. PUBLIC PARTICIPATION ON NEW BUSINESS TOPICS

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XV. 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
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Motion to enter into executive session for the purpose of discussing _____

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

Roll Call/

XVI. RECONVENE

Motion to reconvene into public session at _____pm.

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

/Roll Call/

XVII. ADJOURNMENT

Motion that the Board of Education shall adjourn at _____pm.

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

/Roll Call/