

# **GREEN TOWNSHIP BOARD OF EDUCATION**

## **AGENDA**

### **Regular Meeting May 17, 2023**

**Time: 7:00 p.m.**

**Place: Green Hills School - Start in Small Gym  
for Awards and GEOY; 7:30 move to 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. A. Presentation of GEOY and ESPOY Awards**

**B. Green & Gold Awards**

**Green & Gold Award for Responsibility:**

Kindergarten - Minna Eisner

1st Grade - Lucas Venturino, Addisyn Stanton, Lana Glaraga, Charlotte Wojdala

2nd Grade - Ava Martinka, Jack DeVore, Emma Rosenfeld , Alexander Ragsdale

3rd Grade - Lucas Nowaczyk, Jaymie Shubert, Madelynn Citarella, Jennifer Bustamante

4th Grade - Lacey Keiper, Elise Ambjor, Jase Hill

5th Grade - Kaitlon Henry, Benjamin Iuvone

6th Grade - Taylor Caraballo, Archer Wenner

7th Grade - Gavin Dobson, Mason Garofano

8th Grade - Franco Hayde, Chase Vince-Cruz, Mary Riley, Joslyn Anderson

**Green & Gold Award for Kindness:**

Kindergarten - Austin Post

1st Grade - Jeremiah Pell, Skylar Secola

2nd Grade - Ava Mohammadi, Ryan Bockbrader, Alexa Ellersick , Jace Olsyn

3rd Grade - Audrey Karpathios, Saxon Steuer, Walker Cramer, Nora Roller, Hunter Post

4th Grade - Taylor Mulliken, Echo Deutsch, Hayden Martin, Zachary Venturino

5th Grade - Jennifer Mitchell, Tristan Dobson

6th Grade - Patrick Riley, Celine Fostok, Aiden Wilkinson

7th Grade - Brody DeFrank, Aurora Post

8th Grade - Amanda DeGeorge, Camryn DeGeorge, Joseph Melillo, Makaylee Plotts, Mackenzie Scudieri

7:30 PM Move to library

C. Presentation by Matthew Wenneis from Elizabethtown Gas

D. Presentations from the followArchitects:

LAN Associates, Midland Park, NJ  
Parette Somjen Architects, Rockaway NJ

- E. Presentation of the official HIB Grade Reports for the 2021-2022 school year; by JP Bollette and Marybeth Stiles.

### **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 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.

### **V. 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:

Drills: Fire Drills

Lock Down Drill

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

### **VI. DISCUSSION ACTION ITEMS**

**VII. BOARD BUSINESS - Mrs. Ann Marie Cooke**

1. Motion to accept minutes of the April 26, 2023 regular meeting.

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

2. Motion to accept the minutes of the April 26, 2023 executive session.

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

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

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

**VIII. UNFINISHED BUSINESS**

**IX. NEW BUSINESS**

1. Motion to establish a traffic advisory committee to discuss the traffic patterns during drop off and pick up at Green Hills School.

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

**X. COMMITTEE REPORTS**

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

1. Motion to approve the Nonpublic IDEA Services Agreement with Sussex County Educational

Services Commission. (attached)

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

2. 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>
JP Bollette	Restorative Practices: Transforming Traditional Consequences into Meaningful Accountability	Leaving the Village The Wilshire Grand Hotel 350 Pleasant Valley Way West Orange, NJ 07052	7/31 & 8/1 2023	Registration: \$375.00 Mileage: <u>\$ 35.63</u> TOTAL: \$410.63

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

3. Motion to approve the Summer Enrichment Program for students in incoming grades 1-8, to be funded by ARP ESSER / CRSSA grant funds, for the following weeks from 9-12 for staff and 9-11:30 for students:

July 5, 6  
July 11, 12, 13  
July 18, 19, 20  
July 25, 26, 27

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

4. Motion to approve the Ancillary Agreement and attached rates with Sussex County Educational Services Commission, for the 2023 - 2024 school year; for child study team services, and itinerant public school services, as needed. Services may be terminated by either party with 30 days advance notice.

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

5. Motion to approve the Chapter 226 Nonpublic School Nursing Services Agreement & Chapter 192/193 Nonpublic Services Agreement for the 2023/2024 School year.

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

6. Motion to approve the Guidelines for the newly created preschool program as follows:  
Guidelines for the Preschool Program

- The Creative Curriculum will be purchased for use in the program.
- The program is integrated and beginning in September 2023.
- The program will be a full day running from 8:20-2:45.
- There will be 8 spots open for general education students which will be held by lottery if there are more applicants than spots.
- General education students are required to be potty trained.
- Program will be instructed by a P-3, TOSD certified teacher and a paraprofessional as support.
- Lunch will be in the cafeteria in the late morning with snacks to follow in the afternoon.
- Parents may opt to have their child purchase lunch or send in lunch from home.
- The cost will be \$700 a month or \$7000 a year to be paid by check to the district.
- The first \$700 will be due in June when registration and spot availability are confirmed. The second payment of \$700 will be due no later than August 31<sup>st</sup>. The total cost of \$7000 a year is not dependent upon individual monthly calendars, but rather on the 180 days in the school year.
- The program will follow the district calendar for K-8 students including all early dismissals and weather related closure days.
- Deadline for the initial lottery will be June 7th with the lottery to occur on June 8th at 8:30 am.
- In future years the deadline for the lottery will be May 1<sup>st</sup> with the lottery to occur the following day.
- Registration materials will be available on the district website for completion.

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

**B. FINANCE - Mrs. Ann Marie Cooke, Chairperson**

**April 2023 Financial Reports (attachment)**

1. Motion to approve the General Fund bills list for April 27, 2023 through May 17, 2023 for a total of \$994,528.51 (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 April 30, 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 April 30, 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 April, 2023.

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

5. Motion to approve transfers for April, 2023.

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

6. Motion to approve the disbursements from April 27, 2023 through May 17, 2023 for the Student Activities Account in the amount of \$5,943.44 and the Business Office Petty Cash Account in the amount of \$0. **(attachment)**

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

7. Motion to approve renewing the licensing and maintenance fee from Educational Data Services, in the amount of \$1,264.00, for the 2023-2024 school year.

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

8. Motion to approve the Annual Certification of Taxes for the 2023-2024 fiscal year:

**Certification of Taxes: July 1, 2023 to June 30, 2024**

Month	General Fund Tax Levy	Debt Service Tax Levy	Total Tax Levy	Date Due to BOE
<b>JULY</b>	893,269.50	7,654.58	900,924.08	7.10.2023
<b>AUGUST</b>	893,269.50	7,654.58	900,924.08	8.10.2023
<b>SEPTEMBER</b>	893,269.50	7,654.58	900,924.08	9.10.2023
<b>OCTOBER</b>	893,269.50	7,654.58	900,924.08	10.10.2023
<b>NOVEMBER</b>	893,269.50	7,654.58	900,924.08	11.10.2023
<b>DECEMBER</b>	893,269.50	7,654.58	900,924.08	12.10.2023
<b>JANUARY</b>	893,269.50	7,654.58	900,924.08	1.10.2024
<b>FEBRUARY</b>	893,269.50	7,654.58	900,924.08	2.10.2024
<b>MARCH</b>	893,269.50	7,654.58	900,924.08	3.10.2024
<b>APRIL</b>	893,269.50	7,654.58	900,924.08	4.10.2024
<b>MAY</b>	893,269.50	7,654.58	900,924.08	5.10.2024
<b>JUNE</b>	893,269.50	7,654.58	900,924.08	6.10.2024
<b>TOTAL</b>	10,719,234.00	91,855.00	10,811,089.00	



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

9. BE IT RESOLVED THAT THE GREEN TOWNSHIP BOARD OF EDUCATION approves the 2nd year contract renewal with Maschio's Food Service Inc. for the 2023-2024 school year. The Green Township Board of Education shall pay Maschio's Food Service Inc. an annual management fee of \$8,505.90. The management fee shall be payable in monthly installments of \$850.59 per month commencing on September 1, 2023 and ending on June 30, 2024. The total cost of the contract is \$108,000.16. Maschio's guarantees a maximum guaranteed loss of \$2,500, including the management fee. In the event the actual bottom line of the operational report (total revenue from all sources less program costs, including administrative/management fee) is below this amount, Maschio's shall make up the shortfall. This contract is contingent upon and could be modified based on student participation and the district's receipt of sufficient State School Aid and other revenue funding.

FSMC Management Fee (annual	\$8,505.90
Guaranteed (Loss)	(\$2,500)
Total Cost of Contract	\$108,000.16

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

10. Motion to approve the Bollinger Specialty Group Student Accident Insurance Renewals, Student Coverage including Interscholastic Athletics Except Football, for the 2023-20224 school year:

<b><u>Premium</u></b>	<b><u>Coverage</u></b>	<b><u>Maximum Benefit</u></b>	<b><u>Benefit Period</u></b>	<b><u>Deductible</u></b>
\$1,882.00	All Students & Athletes	\$25,000	2 Year	\$0
\$1,749.00	All Students & Athletes	\$6,000,000	10 Years	\$25,000

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

**C. OPERATIONS - Dr. Melissa Van Blarcom, Chairperson**

1. Motion to approve the following summer hours for July and August for 12 month employees:

Monday to Thursday, 8:00 am - 3:00 pm  
Friday, 8:00 am - 1:00 pm

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

2. Motion to approve the Elizabethtown Gas Non-Residential Gas Extension Contract, with an Estimated Cost to Serve of \$501,607.53 to be reimbursed only if the school does not consume gas after twelve months from the service installation date.

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

3. Motion to approve the Combustion Service Corp. quote to supply and install new gas piping from the new gas meter outside of the boiler room to the three boilers. Supply and install one new gas burner on Boiler #1, and modify propane gas burners #2 & #3 for natural gas and replace the gas regulators. The cost is \$49,950, Ed-data bid#10392.

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

4. Motion to approve the 2022-2023 Statement of Assurance for Testing and Report of Lead in School Drinking Water.

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

5. Motion to approve the quote from R&D sales, Ed-data bid#11660\23, Vendor #2340 for the Installation and Furnishing of door hardware and locking cores throughout the facility at a cost of \$129,115.29 as approved in the 23-24 budget as a summer capital project. Funds are to be withdrawn from the capital reserve.

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

6. Motion to approve the quote of \$87,324.00 from McCloskey Mechanical Contractors, Inc., for HVAC Services, under HCESC-SER-21A for the following:

Furnish and install Thirty Five Global Plasma Solutions FC-48-AC UiGenerators-field installed in existing UV's

Furnish and install Ten Global Plasma Solutions GPS-DM48-AC Lightweight duct -mounted electronic air cleaners

Furnish and install Twenty Two Global Plasma Solutions DM-2 duct mounted NPBI Aid Cleansers-field installed on existing VAV Boxes

Furnish and install Two Global Plasma Solutions IDF-2 Ceiling mounted Ion Distribution Systems

Funds for the above HVAC products and services are to be paid from the ARP ESSER Grant, account 20-487-400-720-000.

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

**D. PERSONNEL - Mrs. Holly Roller, Chairperson**

1. Motion to approve the following staff members for the ESY Program, scheduled July 5, 6, 11, 12, 13, 18, 19, 20, 25, 26, 27, at the hourly rate, as per their contract:

Karen Smith

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

2. Motion to approve the following staff members for the Summer Enrichment Program, scheduled July 5, 6, 11, 12, 13, 18, 19, 20, 25, 26, 27, at an hourly rate of \$45, to to be funded by ARP ESSER / PRSSA grant funds:

Kelly McKeown - ILA, Gr K - 4  
Erin Moles - Math, Gr K-4  
Catherine Nowaczyk - ILA Gr 5 - 8  
Lori Homentosky - ILA Gr 5 - 8  
Diane Minervini - Drama K - 8

Justin Wynne - Art K - 8  
 Sarah Pittenger - Gardening  
 Alison Weatherwalks - Gr 5-8

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

3. Motion to approve the 2023 summer work schedule for the following professional staff members, as recommended by the Superintendent at the hourly rate, as per their contract:

<u>Name</u>	<u>Position</u>	<u>Schedule</u>
Kelly Edsall	School Psychologist	7 hours
Kathleen Wolfe	Speech Therapist	7 hours
Tiffany Lutz	Social Worker	7 hours
Cori Harrington	Technology	75 hours
Marybeth Stiles	Guidance	35 hours
Kristen Sylvester	Reading Coach	20 hours
Marlene Sobczak	Math Coach	20 hours

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

4. Motion to approve Summer Custodians for 2023 as follows, as recommended by the Superintendent:

<u>Name</u>	<u>Summer 2023 Salary</u>	<u>Hours</u>
Kenneth DeGraw	\$15.00 / hour	Not to exceed 28 hours / week
Tania Gallucci	\$15.00 / hour	Not to exceed 28 hours / week

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

5. Motion to approve the following job descriptions at attached:
- Superintendent
  - Business Administrator
  - Auditor
  - Attorney
  - Superintendent’s Administrative Assistant
  - Treasurer

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

**E. POLICY - Mr. CJ Bilik, Chairperson**

1. Motion to approve the first reading of the following policies and regulations:
- |            |   |
|------------|---|
| P 0144     | Board Member Orientation and Training (Revised)                             |
| P & R 2520 | Instructional Supplies (M) (Revised)  |
| P 3217     | Use of Corporal Punishment (Revised)  |
| P 4217     | Use of Corporal Punishment (New)  |
| P 5305     | Health Services Personnel (M) (Revised)                                     |
| P & R 5308 | Student Health Records (M) (Revised)  |
| P & R 5310 | Health Services (M) (Revised)   |
| P 6112     | Reimbursement of Federal and Other Grant Expenditures (M)<br>(Revised)      |
| R 6115.01  | Federal Awards/Funds Internal Controls – Allowability of Costs<br>(M) (New) |

P 6115.04	Federal Funds – Duplication of Benefits (M) (New)
P 6311	Contracts for Goods or Services Funded by Federal Grants (M) (Revised)
P 9100	Public Relations (Abolished)
P 9140	Citizens Advisory Committees (Revised)
R 9140	Citizens Advisory Committee (M) (Abolished)

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

#### **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. 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.

#### **XII. 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/

**XIII. RECONVENE**

Motion to reconvene into public session at \_\_\_\_\_pm.

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

**XIV. ADJOURNMENT**

Motion that the Board of Education shall adjourn at \_\_\_\_\_pm.

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