

GREEN TOWNSHIP BOARD OF EDUCATION

AGENDA

**Regular Meeting
November 15, 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.	Ann Marie Cooke	2024	
Ms..	Crystal Bockbader	2025	
Dr.	Noah Haiduc-Dale	2025	
Ms.	Kristin Post	2024	
Ms.	Maureen McGuire	2023	
Ms.	Holly Roller	2025	
Dr.	Melissa Van Blarcom	2023	
Dr.	Jennifer Cenatiempo, Superintendent		
Mrs.	Karen Constantino, SBA		

D. VISION

Empower students and staff to embrace their individual strengths in a safe, supportive environment that fosters a love of learning while pursuing their full potential.

MISSION STATEMENT

Green Township School District educates every student to become a confident and caring life-long learner who communicates effectively and contributes positively to the evolving needs of society. The district, in partnership with the community, promotes academic excellence and equitable opportunities for all students.

II. PRESENTATIONS

Nisivoccia, Partner, Man Lee, 22-23 Annual Audit

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:	There was 1 unfounded HIB Case to report since the October BOE meeting.
Drills:	Fire Drill
	Lockdown Drill

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

VI. DISCUSSION ACTION ITEMS

A. Motion to approve the PTA's presentation from the Wounded Warriors Project.

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

VII. BOARD BUSINESS - Mrs. Ann Marie Cooke

A. Motion to accept minutes of the following meetings:

1. Regular Meeting of October 18, 2023. (Attachment)

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

2. Executive Session of October 18, 2023

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

B. Motion to approve the following Board Members, to attend NJSBA's Virtual Leadership Conference: Everyone Moving Forward Together, at a cost of \$99.00/member on Friday November 17, 2023:

Crystal Bockbrader
Maureen McGuire

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

C. Motion to approve the October HIB report as presented at the BOE meeting on 10/18/23 which included 1 founded and 1 unfounded HIB case.

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

VIII. UNFINISHED BUSINESS

IX. NEW BUSINESS

X. COMMITTEE REPORTS

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

1. 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>
Karen Constantino	Pension Update - North	Birchwood Manor 111 N. Jefferson Road Whippany, NJ	12/12/23	Registration \$125.00
Karen Constantino	Preschool Overview	Birchwood Manor 111 N. Jefferson Road Whippany, NJ	1/16/24	Registration \$125.00
Karen Constantino	Food Service Update	Birchwood Manor 111 N. Jefferson Road Whippany, NJ	2/15/24	Registration \$125.00
Karen Constantino	Purchasing	Birchwood Manor 111 N. Jefferson Road Whippany, NJ	3/21/24	Registration \$125.00
Karen Constantino	Audit Review	Birchwood Manor 111 N. Jefferson Road Whippany, NJ	4/11/24	Registration \$125.00
Tiffany Lutz	Using Patterns of Strengths & Weaknesses to Identify SLD	Rutgers University 675 Hoes Lane West Piscataway, NJ	12/6/23	Registration \$175.00 Transportation \$44.18
Tiffany Lutz Adrianna Velez	CST Training Series Difficulties & Disputes	Morris - Union Jointure Commission New Providence, NJ	12/15/23	Registration \$115 each Transportation \$38.07 each
Christine Malloy	New and Experienced Bilingual/ESL/ELS Supervisors and Coordinators Training	Virtual	11/14/23 11/21/23	No cost to the BOE

Patti Hannemann	Making the Most of CDK Personnel (2 parts)	Virtual	1/9/24 3/12/24	No cost to the BOE
Patti Hannemann	CDK Personnel EOY Review	Hawks Point Golf Club 4 Club House Drive Washington, NJ	4/25/24	Mileage: \$22.56

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

2. Motion to retroactively 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>
Karen Constantino	Facilities Update - SDA Grant Practices and NJ QSAC	Birchwood Manor 111 N. Jefferson Road Whippany, NJ	11/14/23	Registration \$125.00

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

3. 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>
Beth Denuto	SOAR 3-8	STEAM Engineering Do You Want to Build...	Virtual	12/11/23 - 2/16/24	\$150.00
Beth Denuto	SOAR 5 - 8	Rube Goldberg Competition	Virtual	2/12/24 - 4/19/24	\$150.00
Kerstin Martinka	3rd	MAYO PAC	100 S. Street Morristown, NJ	4/15/24	\$10.00 per student Transportation - TBD
Beth Denuto	SOAR 7-8	Model UN	Drew University	2/2/24	\$400.00

			36 Madison Ave Madison, NJ		Transportation - TBD
Sarah Pittenger Jessica Zur Erin Moles	K	Ag. Experience with hands on science activities	Sussex County Fairgrounds 37 Plains Road Augusta, NJ	6/11/24	\$147.00 Transportation - TBD
Marybeth Stiles	8th	Newton High School	Newton High School 44 Ryerson Avenue Newton, NJ	12/5/23	TBD
Beth Denuto	SOAR 3 - 5	Spelling Bee	Morristown Unitarian Fellowship 21 Normandy Heights Morristown, NJ	1/11/24	\$350.00 Transportation - TBD
Beth Denuto	SOAR 4 - 5	Learning Carnival	Morristown Unitarian Fellowship 21 Normandy Heights Morristown, NJ	3/14/24 Rain Date: 3/15/24	\$245.00 Transportation - TBD
Beth Denuto	SOAR 4 - 8	Poster Design Contest	Virtual	3/22/24	\$150.00

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

4. Motion to approve Ashley Van Haste to participate in the Wilson Reading System Introductory Course, December 4 - 6, 2023, at a cost of \$710 per person, plus materials, to be paid with ESSER and Title Grant funds.

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

5. Motion to approve 7th and 8th grade classes to accept the invitation of the Green Township Recreation Advisory Committee to participate in the Township Tree Lighting on 12/3/23, and sell pizza, water, soda and juice to help offset the cost of upcoming activities.

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

6. Motion to approve the Newton HS Winter Music Assembly on Tuesday, December 19th.

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

/Roll Call/

7. Motion to approve Challenge Day on December 4, 2023 for the 8th grade students, at a cost of \$5,700.00, to be paid for from the ARP - Evidence-Based Summer Learning and Enrichment Activities Grant, 40,000, Line 489.

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

8. Motion to approve the following revised curriculum documents:

English Language Arts
Math
Science
Social Studies
Computer Science and Design Thinking

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

9. Motion to approve the ARP Safe Return Plan for the 2023/2024 school year.

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

B. FINANCE - Mrs. Ann Marie Cooke, Chairperson

October 2023 Financial Reports (attachment)

1. Motion to approve the General Fund bills list for October 19, 2023 through November 15, 2023 for a total of \$1,294,088.57 (attachment)

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

2. Motion to accept the Board Secretary's monthly certification, as attached, and that as of October

31, 2023, no line item account has encumbrances and expenditures, which in total exceed the line item appropriation in violation of N.J.A.C.6A:23A-16.10(c)3.

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 October 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:23-16.10(c)4 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 October, 2023.

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

5. Motion to approve transfers for October, 2023.

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

6. Motion to approve the disbursements from October 19, 2023 through November 15, 2023 for the Student Activities Account in the amount of \$10,770.98 and the Business Office Petty Cash Account in the amount of \$0.00. **(attachment)**

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

7. Motion to approve the final allocation of the REAP grant of \$40,204 for the period: 7/1/2023-9/30/2024.

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

8. Motion to approve the purchase of Stage Rigging equipment from Georgia Stage, in the amount of \$3,744.56, to be paid from the Student Activities Account - Drama Club.

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

9. Motion to approve St. Joseph's Health/Children's Hospital for the 2023-2024 school year for Neurodevelopmental Evaluations, at a cost of \$450.00 per evaluation.

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

10. Motion to approve disbursement from the 8th Grade Student Activities Account in the amount of \$600.00, for the Classic Event Package from North Jersey Entertainment to provide a DJ for the 8th grade dance to be held at the Lake Mohawk Country Club on May 29, 2024..

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

11. Motion to approve disbursement from the 8th Grade Student Activities Account in the amount of \$2,700.00, payable to Old Town Trolly Tours during the 8th Grade class trip to Washington DC, in June 2024.

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

12. Motion to approve the amendment of the Accelerated Learning Coach and Educator Support - ARP ESSER Grant to reallocate remaining \$10,800 from instructional supplies to 200-300 line professional and technical services to allow for staff to go to higher level Orton training, ELL Training, Math Training, and training for sub-groups who are not reaching proficiency.

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

13. Motion to approve the amendment of the Evidence Based Summer Learning and Enrichment - ARP ESSER Grant to reallocate \$5,832.90 to fund a day long immersive 8th

grade experience to support social, emotional, and mental health for 8th grade students.
Event is called Challenge Day.

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

14. Motion to approve the quote from Chubb Insurance Solutions for the TankSafe Storage Tank Liability Insurance Policy, for a one year term. retroactively from 10/29/23 through 10/29/24, with a deductible amount of \$100,000 per storage tank incident, with a premium of \$1,443.00 (does not include 5% TRIA) and a TRIA Premium of \$72.00

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

15. Motion to accept the Revised Board Secretary's monthly certification, as attached, and that as of September 30, 2023, no line item account has encumbrances and expenditures, which in total exceed the line item appropriation in violation of N.J.A.C.6A:23A-16.10(c)3.

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

16. Pursuant to N.J.A.C. the Green Township School District Board of Education, after review of the revised Board Secretary's and Treasurer's monthly financial reports certify that as of September 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:23-16.10(c)4 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

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

17. Motion to accept the revised financial reports from the Board Secretary and the Treasurer of School Monies for the month of September, 2023.

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

18. Motion to accept the Annual Comprehensive Financial Report (ACFR) for the fiscal year ended June 30, 2023. (attachment – audit synopsis/summary)

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

- 19 . Motion to accept the Auditor’s Management Report for the fiscal year ended June 30, 2023
(attachment – audit synopsis/summary).

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

20. Motion to approve the Corrective Action Plan for the fiscal year ended June 30, 2023
(attachment-audit synopsis/summary).

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

- 21 Motion to re-adopt the Standard Operating Procedures and Purchasing Manuals for the 2023-2024
School year.

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

22. Motion to accept the NJ High Impact Tutoring Grant for \$38,000, with a project period of
10/11/2023 - 8/31/2024

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

23. Motion to approve the following amendment to the ARP ESSER Grant as follows:
Reallocate \$14,000 from ARP ESSER 487-200-600, Non Instructional Supplies and Materials to
ARP ESSER 487-100-600, Instructional Supplies for the purchase of the following items:
41 Dell Chromebooks - \$10,965.04
41 NutKase Rugged Shell Case for 3100 3110 Clamshell Chromebook - Black - \$1,509.62
41 Google Chrome Education - \$1,332.50

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

C. OPERATIONS - Dr. Melissa Van Blarcom, Chairperson

1. Motion to approve the following School Alliance Insurance Fund Resolution for Renewal of Membership:

WHEREAS, the Green Township Board of Education, hereafter referred to as "**Educational Facility**" is a member of the School Alliance Insurance Fund, hereinafter referred to as "**Fund**"; and

WHEREAS, said renewal membership terminates as of July 1, 2023 at 12:01 a.m. standard time, unless earlier renewed by agreement between the **Educational Facility** and the **Fund**; and

WHEREAS, the **Educational Facility** is afforded the following types of coverages:

- ☒ Workers' Compensation
- ☒ Supplemental Indemnity - Workers' Compensation
- ☒ Package - Property, Boiler & Machinery, General and Auto Liability, Environmental Impairment Liability
- ☐ Excess Liability (AL/GL)
- ☒ School Leaders Professional Liability
- ☐ Excess Liability (SLPL)

WHEREAS, the **Educational Facility** desires to renew said membership;

NOW THEREFORE, BE IT RESOLVED as follows:

1. The **Educational Facility** agrees to renew its membership in the **Fund** for a period of three years beginning July 1, 2023, and ending July 1, 2026 at 12:01 a.m. eastern standard time, and to be subject to the coverages, operating procedures, bylaws, and other organizational and operational documents of the **Fund** presently existing or as from time to time amended by the **Fund** and/or the Department of Banking and Insurance.

2. The **Educational Facility's** Business Official, Karen Constantino ,is hereby appointed as the **Educational Facility's** Fund Commissioner and is authorized to execute the renewal Indemnity and Trust Agreement thereby evidencing annexed hereto and made a part hereof and to deliver same to the **Fund** the **Educational Facility's** renewal of its membership.

Motion Second
/Roll Call/

2. Motion to approve the School Alliance Insurance Fund Indemnity and Trust Renewal Agreement (attachment).

Motion Second
/Roll Call/

D. PERSONNEL - Mrs. Holly Roller, Chairperson

- 1. Motion to approve Melaina Scurali to complete her Clinical Experience/Clinical Internship at Green Hills School Cooperating Teacher will be Jess Zur - Kindergarten. Internship to begin in Spring Semester, January 8th - April 26, 2024 - 2 days/week or 4 half days/week and beginning in Fall Semester, August 26th - December 13th, 2024 Clinical Internship/Student Teaching.

Motion Second
/Roll Call/

- 2. Motion to approve the Book of Job Descriptions (attachment).

Motion Second
/Roll Call/

- 3. Motion to approve Brian Martin as the stipend position of Ski Club Advisor for the 2023 - 2024 school year, at a rate of \$531.00.

Motion Second
/Roll Call/

- 4. Motion to rescind Brian Martin as the Boys Head Basketball Coach stipend position for the 2023-2024 school year.

Motion Second
/Roll Call/

- 5. Motion to approve Brian Martin as the stipend position of Assistant Boys Basketball Coach for the 2023 - 2024 school year, at a rate of \$1,381.00.

Motion Second
/Roll Call/

- 6. Motion to approve Michael Scott as the stipend position of Head Boys Basketball Coach for the 2023 - 2024 school year, at a rate of \$2,124.00.

Motion Second
/Roll Call/

7. Motion to approve the following as substitutes for the 2023-2024 school year. Pending criminal history clearance and documentation:

Rebecca Monahan	Substitute Teacher / Paraprofessional
Desiree Hall	Substitute Teacher / Paraprofessional
Dennis Decesare	Substitute Custodian
Colleen McLean	Substitute Teacher / Paraprofessional

Motion Second
/Roll Call/

8. Motion to approve Casey Kayser as Middle School Special Education/ELA teacher, at Step 7, BA+30, for a salary of \$77,392.00 effective immediately, pending criminal history clearance and documentation, at the recommendation of the Superintendent.

Motion Second
/Roll Call/

9. Motion to approve Cynthia Devesly as Maternity Leave Replacement, BA, Step 1, at a salary of \$62,392.00, from January 2, 2024 through May 21, 2024 with no benefits, as recommended by the Superintendent.

Motion Second
/Roll

10. Motion to approve the maternity leave request for employee ID#0585 for on or about February 1, 2024 through June 21, 2024, designated as follows:

February 1-29th, FMLA 29 Days (Use of 21 sick days-Paid)
 March 1-30th, FMLA 30 Days (Use of 21 sick days-Paid)
 March 31-April 6th (Spring Break-Paid)
 April 7th FMLA 1 Day
 April 8th-30th FMLA/NJFLA--Care of Newborn FMLA 23 days/NJFLA 23 days-Unpaid
 May 1-31st FMLA ends May 1 ; NJFLA 31 Days-Care of Newborn-Unpaid
 June 1-21st NJFLA 21 days (tentative last day of school) Care of Newborn-Unpaid

Motion Second

/Roll

E. POLICY - Mr. CJ Bilik, Chairperson

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

Policy & Regulation 1642.01	Sick Leave (New)
Policy & Regulation 2419	School Threat Assessment Teams (M) (New)
Policy 3161	Examination for Cause (Revised)
Policy & Regulation 3212	Attendance (M) (Revised)
Policy 3324	Right of Privacy (Revised)
Policy 4161	Examination for Cause (Revised)
Policy & Regulation 4212	Attendance (M) (Revised)
Policy 4324	Right of Privacy (Revised)

Motion Second
/Roll Call/

2. Motion to approve the first reading of the following policies and regulations:

Policy 2270	Religion in the Schools (Revised)
Policy & Regulation 5111	Eligibility of Resident/Nonresident Students (M) (Revised)
Policy & Regulation 5116	Education of Homeless Children and Youths (Revised)
Policy 8500	Food Services (M) (Revised)
Policy 5337	Service Animals (New)

Motion Second
/Roll Call/

F. NEGOTIATIONS - Mrs. Ann Marie Cooke, Chairperson

1. Update 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. 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/