**GREEN TOWNSHIP BOARD OF EDUCATION**

**MINUTES**

**Regular Meeting**

**June 21, 2023**

**Time: 7:00 p.m. Place: Green Hills School Library**

**I**. **CALL TO ORDER at 7pm by President Bilik**

 **A. FLAG SALUTE-led by President Bilik**

 **B. OPEN PUBLIC MEETINGS ACT STATEMENT-Read by President Bilik**

“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 | Present |
| Mrs. | Marie Bilik | 2023 | Present |
| Mrs. | Crystal Bockbrader | 2025 | Present |
| Mrs. | Ann Marie Cooke | 2024 | Present |
| Dr. | Noah Haiduc-Dale | 2025 | Present |
| Ms. | Maureen McGuire | 2023 | Present |
| Ms. | Kristin Post | 2024 | Present |
| Ms.  | Holly Roller | 2025 | Absent |
| Dr. | Melissa Van Blarcom | 2023 | Present |
|  |  |  |  |
| Dr. | Jennifer Cenatiempo, Superintendent |  | Present |
| Mrs. | Karen Constantino, SBA |  | Present |

**D. MISSION STATEMENT –**Read by Dr. VanBlarcom

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.

 Motion to amend the agenda to include the addendum as written.

 Motion – Mrs. Post Second – Mr. Bilik



Mr. Bollette and Dr.Cenatiempo presented the awards for Trustworthiness & Citizenship to students.

**II. A. Presentations:**

**Green & Gold Award for Trustworthiness:**

Kindergarten - Savannah Belits, Brigid Johnson, Charlotte Oliynik

1st Grade - Ava Cayer, Daniel Citarella, Jonathan Ludwig, Noah Ludwig

2nd Grade- Evabella Coleman, Logan Lazarus, Anna Lewin, Willow Wojtylo

3rd Grade - Mason Agnoli, Remy Corino, Jeremy Moreland, Autumn Ortiz, Craig Stahoski

4th Grade - Allison Cole, Mason Compton, Trevor Mihail, Amelia Mroczkowska, Hunter Wojdala

5th Grade - Chigemezu Chima, Weston Cramer, Katelyn McNamee, Anya Nowaczyk

6th Grade - Luke Cole, Greta Leo

7th grade - None Submitted

8th Grade- Meadow D’Annibale, Patrick McCauley, Logan Scuralli

**Green & Gold Award for Citizenship:**

Kindergarten - Michael Santoro, Hunter Ziobro

1st Grade- Finlee Carter, Azul English, Mason Swartout, Anthony Ortiz,

2nd Grade-Anastasia Bezbradica, Allison Carvalho, Colin Mountford, Lukas VanBlarcom

3rd Grade- Vincenzo Bruzzesse, Luca Calamusa, Luca Cicchetti, Kendall Dobson, Sadie Heater, Carly Kelvin-Korpos

4th Grade - Carter Derby, Victoria Mroczkowska, Jude Parciak, Taylor Reabe, Grace Thiel

5th Grade-Mila Carvalho, Galina Eisner, Elizabeth Monahan, Liliana Souls

6th Grade- Bryan Cianci, Irene Gergatsoulis,

7th Grade- None submitted

8th Grade- Daniel Mountford, Matthew VanHouten

**B. Honoring Retirees: Deb Simmons, Nadine Robinson, and Tina DeFeo**

 **-**Dr. Cenatiempo honored Tina DeFeo, presented her with flowers and a certificate, and thanked her

for her service of over more than 20 years to the district.

 **-**Dr. Cenatiempo honored Deb Simmons and spoke about her training, impact to children, and her

great work that she has done with struggling students for more than 22 years. Ms. Simmons spoke

about her career and that she appreciated all of the kind words that were said about her.

President Bilik added two additional recognitions:

1) Dr. Haiduc-Dale was recognized as “Professor of the Year “at Centenary University

2) Thanked teachers Mrs. Voris and Mrs. Malloy for their outstanding actions at graduation for acting quickly to locate a student’s missing essay. Gratifying how they cared about the student.

Recess at 7:33pm, reconvened at 7:40pm.

 **C**. **Update to District Benchmark Assessment Results & Year-End, Dr. Cenatiempo**

 Dr. Cenatiempo presented the iReady and Running Records results. The results were discussed in total and

by grade level from the beginning of year to the end of the year. Various BOE members asked about the

charts, the ELA schedule next year and if we will keep this schedule going forward if students are on grade

level. It was also discussed as far as how teachers differentiate for those students that are on grade level,

and if we can expect “summer loss of knowledge”.

-Dr. Cenatimpo spoke about our honors English class, and that we have approximately 90 students signed

up for the summer. It was also mentioned by Principal Bollette that Khan Academy is a great resource that

is free that students can utilize over the summer.

President Bilik asked Mrs. Miller to please thank the staff on behalf of the Board of Education for all of

their hard work. Dr. Haiduc-Dale also commented that he liked the video that was sent out by Mr. Mirena.

**III. CORRESPONDENCE-**None

**IV. PUBLIC PARTICIPATION ON AGENDA TOPICS** at 8:35pm, None.

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

Newton Board of Education- May 23, 2023, Regular Meeting

**Presentations:** Social Emotional Learning Programs and Services at HMS – Dr. Castro, Principal

& Ms. Dunbar, Asst. Principal.

**Community Schools** – Ms. Ochs-Carabello, Director of C&C

**Board Business:** Approved the creation of three (3) new positions and job descriptions of Armed

Security Officer.

Approved Mr. James Sekelsky, School Business Administrator/Board Secretary for the 2023-2024 school year.

Approved EI Associates to submit ROD grant application for a new Pre-K Facility at Merriam Avenue School.

**Next Meeting: June 27, 2023 at 7 pm.**

 B. PTA UPDATE - Mrs. Post

 -Meeting was on 6/12.

 -Discussed field day, apparel sale, 2023 was the highest membership, looking for new ideas. The next

meeting will be in August.

 C. BOARD PRESIDENT’S REPORT - Mrs. Bilik

 -Attended the following: Green Springfest, Art Shop, TREPS Marketplace, Spring Concert, Shakespeare

Production, Sussex County School Boards Meeting, School Safety/Security Meeting, on 6/5 SCESC Reorganization Meeting, Committee Meetings, 6/14 Year-End meeting with Union Leadership, 8th Grade Promotion Ceremony, Newton Graduation on Friday night, Looking forward to 7/10, for the first ever BOE Retreat. Reminded BOE members to have the board self-evaluation done by 7/5. Asked the board secretary to poll the board to see who would like to attend the Annual School Boards Workshop.

D. SUPERINTENDENT’S REPORT - Dr. Cenatiempo

HIB: There are no HIBs to report.

 Drills: Fire Drills 4/25/23, 5/24/23, 6/2/23

 Lock Down Drill 5/17/23, 6/5/23

Lock Down 6/15/23

-Discussed the Climate Change Grant, which included the purchase of nine raised beds, planted corn, vegetables, and flowers. Students will help to care for the plants and veggies during the three weeks of summer programs.

-Field Day was a success, thank you to those who went in the dunk tank

-We had a live event with our lock-down system; we are in close contact with the state police and law enforcement. Commended Mr. Bollette for his leadership during the event.

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

-Attended the annual NJASBO Conference in Atlantic City

-Working on closing out the year

-Let BOE members know about the convention dates for the NJSBA Convention on 10/23-10/26

**VI. DISCUSSION ACTION ITEMS-** Three BOE members are up for election.

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

 1. Motion to accept minutes of the May 17, 2023 regular meeting.

 2. Motion to accept the minutes of the May 17, 2023 executive session.

 3. Motion to accept minutes of the June 8, 2023 special meeting.

 4. Motion to accept the minutes of the June 8, 2023 executive session.

 5. Motion to accept the HIB Report for the month of May, 2023.

 6. Motion to approve the following calendars for the 2023-2024 school year (attachments):

 District Calendar (revisions on early dismissals for conferences & field day)

 Office Staff Calendar

 Custodial Staff Calendar

Mrs. Post asked if we do have more snow days than anticipated, instead of subtracting the day from Spring Break, can students go in on Good Friday instead.

 7. Motion to approve the contract for Physical Therapy Services for the 2023-2024 school year provided by Allison Peck, PT. (attachment)

 8. Motion to accept donation from Tranquility Farms of three (3) burning bush shrubs, at a value of $36.95 each and forty (40) five inch (5”) pots of sunflowers at a value of $5.50 each, for a total donation value of $330.85.

 Motion – Mrs. Cook Second – Dr. VanBlarcom

 /Roll Call/

 

**VIII. UNFINISHED BUSINESS-**None

**IX. NEW BUSINESS**-None

**X. COMMITTEE REPORTS**

**-**Discussed books that are in the classroom libraries, and do we catalog them

-Met on Monday, also talked about library books

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

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

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Staff Member** | **Conference Name** | **Provider/Location** | **Date(s)** | **Cost** |
| Patti Hannemann | Criminal History Record Check Training Program | Morris County Public Training Academy500 W. Hanover AveMorris Plains, NJ 07950 | 6/6/23 | Mileage: $24.06 |

Motion – Dr. Haiduc-Dale Second – Mrs. Post

/Roll Call/



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

**May 2023 Financial Reports (attachment)**

 1. Motion to approve the General Fund bills list for May 18, 2023 through June 21, 2023

for a total of $1,382,966.57 (attachment)

 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 May 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.

 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 May 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.

 4. Motion to accept the financial reports from the Board Secretary and the Treasurer of

School Monies for the month of May, 2023.

 5. Motion to approve transfers for May, 2023.

 6. Motion to approve the disbursements from May 18, 2023 through June 21, 2023

for the Student Activities Account in the amount of $30,244.37 and the Business

Office Petty Cash Account in the amount of $0. **(attachment)**

 7. Motion to approve the annual public bid threshold rates for the 2023-2024 school year as follows:

With Qualified Purchasing Agent - $44,000

Without Qualified Purchasing Agent - $32,000

 8. Motion to approve additional funding of the Capital Reserve Account in an amount up to

$650,000 as of June 30, 2023. The source of these funds are derived from anticipated surplus

realized at the conclusion of the 2022-2023 fiscal year.

 9. Motion to approve additional funding of the Maintenance Reserve Account in an amount up to

$350,000 as of June 30, 2023. The source of these funds are derived from anticipated

surplus realized at the conclusion of the 2022-2023 fiscal year.

 10. Motion to approve additional funding of the Tuition Reserve Account in an amount

up to $350,000 as of June 30, 2023. The source of these funds are derived from anticipated surplus realized at the conclusion of the 2022-2023 fiscal year.

11. Motion to rescind the following:

 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 |

 12. 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 $8,309.00. The management fee shall be payable in monthly installments of $830.90 per month commencing on September 1, 2023 and ending on June 30, 2024. The total cost of the contract is $107,803.26. 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 | $8,309.00 |
| Guaranteed (Loss) | ($2,500) |
| Total Cost of Contract | $107,803.26 |

 13. Motion to approve the out of district placement for Student ID ending in #2674 to P.G. Chambers

School, approved private school for students with disabilities. Tuition, per contract for the

Extended Year and 10 month program (210 days) is $98,828.10 ( $14,118.30 for ESY and $84,709.80 for the regular school year) . The tuition contract commences July 10,2023 through June 30,2024. Transportation is needed.

 14. Motion to approve the out of district placement for Student ID ending in #2497 to Windsor

Learning Center, an approved private school for students with disabilities. Tuition, per contract

for the Extended Year and 10 month program (210 days) is $72,870.00 ( $10,410.00 for ESY and $62,460 for the regular school year) . The tuition contract commences July 5 ,2023 through June 30,2024. Transportation is needed.

15. Motion to reaffirm the board discussions on March 15th and May 17th of the acceptance and use of

the School Climate Change grant of $6,660 for the school flower and vegetable gardens.

16. Motion to approve the submission of the ESEA Grant application and accept the following

funds for the FY 24, (Project Period 7/1/23-9/30/24):

|  |  |
| --- | --- |
| ESEA Application | Amount |
| Title I A. (GTSD) | $56,399 |
| Title II A. (GTSD) | $10,250 |
| Title II A. (Tranquility Adventist-NonPublic) | $ 668 |
| Title IV A. (GTSD) | $9,388 |
| Title IV A. (TranquilityAdventist-NonPublic) | $ 612 |
| Total ESEA Grant Award | $77,317 |

Motion – Mrs. Cooke Second – Mrs. Post

/Roll Call/



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

-Met on 6/12

-Discussed vestibule upgrades, capital & swipe projects, pets on school grounds, gardens being planted

 1. Motion to approve McCloskey Mechanical Contractors, Inc., to remove and install one Daikin

Model AV Class Room Unit Ventilator and AC Condenser, for a cost of $34,873.00, which does

not include permits or their associated fees, all necessary extra labor or materials, and/or

carpentry or other modifications not included to be paid for out of the ARP ESSER Grant.

 Motion – Dr. Van Blarcom Second – Mrs. Post

/Roll Call/



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

-Discussed employees that have movement on the guide, and additional programs

 1. Motion to approve Carrie Petracca for ESY Program scheduled to run July 10, 11, 12, 13, 17, 18,

19, 20, 25, 26, 27, at the hourly rate, as per her contract.

 2. Motion to approve Diana Minervini’s movement on the guide from BA + 15 Step 12 at a base pay

rate of $85,892 to BA + 30 Step 12 at a base pay rate of $87,392, for the 2023 - 2024 school year, as documented by official transcripts and verified/recommended by the Superintendent.

 3. Motion to approve Erin Moles movement on the guide from BA Step 2 at a base pay rate of

$64,392 to BA + 15 Step 3 at a base pay rate of $ 67,892, for the 2023 - 2024 school year, as

documented by official transcripts and verified/recommended by the Superintendent.

 4. Motion to approve Kerry Burneyko as school nurse for the ESY and Summer Enrichment Programs, scheduled to run July 10, 11, 12, 13, 17, 18, 19, 20, 25, 26, 27, at the hourly rate, as per her contract.

 5. Motion to approve the following staff members for the Summer Enrichment Program, scheduled July 10, 11, 12, 13, 17, 18, 19, 20, 25, 26, 27 at an hourly rate of $45, to to be funded by ARP ESSER / CRSSA/ARP ESSER grant funds:

 Marlene Sobczak - Math & Games

 6. 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:

|  |  |  |
| --- | --- | --- |
| **Name** | **Position** | **Schedule** |
| Kerry Burneyko | School Nurse | 20 hours |

 7. Motion to revise the 2023 summer work schedule for the following professional staff members,

from 7 hours to up to 21 hours for the purpose of addressing new referrals, required meetings, and

other child study team work that must be completed within a designated time frame, as recommended by the Superintendent at their hourly rate, as per their contract:

|  |  |  |
| --- | --- | --- |
| **Name** | **Position** | **Schedule** |
| Kelli Edsall | School Psychologist | Up to 21 hours |
| Tiffany Lutz | Social Worker | Up to 21 hours |

 8. Motion to approve Kelli Edsall as School Psychologist for 2 days per week at an annual amount of

$42,156.17 for the 23-24 school year through SCESC.

 9. Motion to approve the following Summer Custodian for 2023, as follows, as recommended

by the Superintendent

|  |  |  |
| --- | --- | --- |
| **Name** | **Summer 2023 Salary** | **Hours** |
| Sean Maffia | $15.00 / hour | Not to exceed 28 hours / week |

10. Motion to approve the following staff and associated salaries for the 23/24 school year.

|  |  |
| --- | --- |
| **Custodians**  | **2023 - 2024** |
| James Hassel, Part Time, 5 hours per day | $21/ hour - 25,200.00 |
| William Jeskey, Full Time | 58,518.09 |
| Matthew Shatrowskas, Full Time | 42,336.00 |
| Joshua Simmons, Full Time | 44,100.00 |

|  |  |
| --- | --- |
| **Administrative Assistants** | **2023 - 2024** |
| Linda DeGraw | 49,749.00 |
| Janice Faraone | 48,300.00 |
| Patricia Hannemann | 57,860.25 |
| Nancy Kaiser | 58,050.59 |
| Janice Lawrey | 62,231.67 |
| Lori Sanchez | 50,304.89 |

|  |  |
| --- | --- |
| **Administrators** | **2023 - 2024** |
| Jon Paul Bollette, Principal | 109,512.92 |
| Karen Constantino, Business Administrator | 133,224.00 (Attachment) |
| Drew Vanderzee, CEFM | 98,910.00 |

11. Motion to approve the following child care staff and associated hourly rates for the 23/24 school

year.

|  |  |
| --- | --- |
| Karen D’Annibale,  | $24.19 |
| Abby Borgognoni | $17.73 |
| Susan Machacek, Substitute | $14.57 |

 12. Motion to approve the following part time school security officers and associated rates for the

2023-2024 school year, as recommended by the Superintendent.

|  |  |
| --- | --- |
| Scott Wikander | $35.00 / hour |
| Jeff Shotwell | $35.00 / hour |

13. Motion to approve Marybeth Stiles the 504 Coordinator, for the 23/24 school year, as

 recommended by the Superintendent.

14. Motion to appoint Tiffany Lutz as McKinney Vento Homeless Liaison, for the 23/24 school

year.

15. Motion to appoint Jon Paul Bollette as the Title IX Investigator.

16. Motion to appoint Marybeth Stiles as the Title IX Coordinator.

17. Motion to appoint Jennifer Cenatiempo as the Title IX Decision Maker.

 18. Motion to approve Emily Valentino as a Substitute Teacher/Teacher Aide for the 2023 - 2024 school year, pending criminal history and background clearance, as recommended by the Superintendent.

 19. Motion to accept, with regrets, the resignation of James Guirk, night custodian, effective

June 25, 2023.

 20. Motion to accept with regrets, the retirement resignation of Debra Simmons, Intervention Teacher,

effective June 30, 2023, as recommended by the Superintendent. (**Attachment**)

 21. Motion to accept with regrets, the retirement resignation of Nadine Robinson, paraprofessional,

effective June 30, 2023, as recommended by the Superintendent. (**Attachment**)

 22. Motion to approve Meganne Secola as preschool teacher, at a salary of $62,392 for the 2023-2024

school year, as recommended by the Superintendent.

 23. Motion to approve the contract with Sussex County ESC Services for Occupational Therapy services to be provided by Rachael Tucker, from September 1, 2023 through June 30, 2024 at an annual rate of $53,538.34, as recommended by the Superintendent.

 24. Motion to approve Susan Macachek as paraprofessional for the 2023 Extended School Year

 program which will take place Mondays through Thursdays, starting July 10, commencing

July 27, 2023, from 8:45 am until 12:00 pm, at a rate of $50 per day, as recommended by the

Superintendent.

 25. Motion to approve Victoria Fox as substitute teacher for the 2023 Extended School Year

program which will take place Mondays through Thursdays, starting July 10, commencing

July 27, 2023, from 8:45 am until 12:00 pm, at a rate of $50 per day, as recommended by the

Superintendent.

 26. Motion to approve the following substitutes for ESY Program scheduled to run July 10, 11, 12, 13, 17, 18, 19, 20, 25, 26, 27, at the half day sub rate of $50.00:

|  |
| --- |
| Sue Machacek |
| Victoria Fox |
| Carol Bene |
| Sarah Wolenski |
| Monerh Muheisen |

27. Motion to approve the following paraprofessional for ESY Program scheduled to run July 10, 11,

12, 13, 17, 18, 19, 20, 25, 26, 27, at the hourly rate, as per her contract.

|  |
| --- |
| Diane Parker |

Motion – Mr. Bilik Second – Dr. Van Blarcom

/Roll Call/



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

-Discussed books in the classroom and an audit of teachers’ libraries in the classroom, content of books at

the book fair and dogs at pick up and drop off and out of the car.

-No topics were debated more than others.

 1. Motion to approve the second 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) (Revised)

R 6115.01 Federal Awards/Funds Internal Controls – Allowability of Costs (M) (New)

Motion – Mr. Bilik Second – Dr. Van Blarcom

/Roll Call/



 **F. TRAFFIC ADVISORY COMMITTEE -** Mrs. Post & Dr. VanBlarcom, Co-Chairs

1. Update from the Traffic Advisory Committee

-Lots of brainstorming . It was a productive session.

**XI. REAPPOINTMENT BUSINESS – SUMMARY MOTIONS**

1. Motion to appoint Linda DiLorenzo as Treasurer of School Funds for the ensuing year,

2023-2024, at a salary of $5,313.74

2. Motion to appoint Karen Constantino as Board Secretary for the 2023-2024 fiscal year.

 3. Motion to appoint Allison M. Peck, P.T. for physical therapy services for the 2023-2024 fiscal

year at a rate of $ 89.00/hour.

Bank and Financial Designations – Agenda items 4 - 13

4. Motion to designate TD Bank as the depository for the following accounts:

Operating

Payroll

Agency

Petty Cash

Unemployment

EscrowDirect

Bond/Construction Account

Child Care

FSA Account

5. Motion to designate Lakeland Bank as the depository for the following accounts:

Student Activity

Cafeteria

6. Motion to authorize the signatories as follows:

|  |  |  |
| --- | --- | --- |
| BANK | DESCRIPTION | SIGNATORIES |
| TD Bank | Operating (Treasurer) | (3) President or Vice-PresidentBoard Secretary and Board Treasurer\*Alternate Signatories:Vice President for President; Superintendent or Operations Chair for Board Secretary |
| TD Bank | Payroll | (1)Board Treasurer or Board Secretary |
| TD Bank | Payroll Agency | (1)Board Treasurer or Board Secretary |
| Lakeland Bank | Student Activity | (1) Board Secretary or Superintendent |
| TD BankTD Bank | Petty CashUnemployment Fund | (1) Board Secretary(1) Board Secretary |
| TD Bank | Escrow Direct | (1) Board Secretary |
| Lakeland Bank | Cafeteria | (1) Board Secretary |
| TD Bank | Bond/Construction | (1) Board Secretary |
| TD Bank | Child Care | (1) Board Secretary |
| TD Bank | FSA Account | (1) Board Secretary or Superintendent |

7. Motion to approve the use of facsimile signatures with the verbal permission of the signatories.

8. Motion to approve authorization of the Board Secretary/Business Administrator to invest the

funds of the Board at the most advantageous rate and institution in compliance with all state laws

and regulations.

9. Motion to permit the Board Secretary/Business Administrator to audit and approve any account

and demand for payment prior to presentation to the Board up to $500 and interfund payroll reimbursements for the cafeteria and child care enterprise funds. Any such approval shall be presented to the Board for ratification at their next meeting as per NJSA 18A:19-4.1. Anticipated payments in excess of the $500 that might occur in the time frame after the board meeting but before the next Board meeting will be approved by a Board motion for a dollar amount not to exceed.

10. Motion to approve the renewal of the establishment of a Board Secretary’s petty cash checking

account for 2023-2024 in the amount of $350.00 to be used for general office expense, workshops/seminars and other items requiring payment in advance and limited to $150.00 or under per expenditure as per policy #6620.

11. Motion to approve Superintendent’s petty cash for 2023-2024 in the amount of $200.00 to be

distributed as cash with a $150.00 maximum per expenditure as per Green Township Board of Education policy #6620.

12. Motion to approve the bonding of the Board Secretary, Treasurer of School Monies and all other

employees as deemed necessary for the 2023-2024 school year as per State Law requirements.

13. Motion to approve Karen Constantino as Public Agency Compliance Officer. The P.A.C.O. is the

liaison between the Division and the Public Agency and is the Public Agency point of contact for all matters concerning implementation and administration of the statute. The P.A.C.O. is also responsible for administering contracting procedures pertaining to equal employment opportunity regarding both the Public Agency and the service providers. The service provider shall include but shall not be limited to goods and services vendors, professional service vendors and construction contractors. As such, the P.A.C.O. must have the authority to recommend changes to effectively support the implementation of the statute and its regulations.

Motion – Mrs. Cooke Second -

/Roll Call/

 

Board Business Designations – Agenda items 14 - 16

14. Motion to designate the following as legal newspapers for legal notices and advertising:

New Jersey Herald (Primary)

Township Journal – Straus News (Secondary)

15. Motion to approve the following locations for posting all legal notices:

Greendell Post Office

Tranquility Post Office

Green Hills School

Green Township Board Office

Green Township Municipal Building

16. Motion to operate as a Board under the committee system comprised of the following

committees:

Curriculum

Finance

Negotiations

Operations

Personnel

Policy

~~Ad Hoc Climate Committee~~ Inactive

Tri-District Committee

Added-Ad-Hoc Traffic Advisory

Motion – Mrs. Cooke Second – Dr. VanBlarcom

/Roll Call/



Procedure Designations – Agenda Items 17 - 19

17. Motion to approve a fee of the current postage rate and cost per page not to exceed the amount as

set by the Open Public Meeting Act 47: A-2 (OPRA).

18. Motion to authorize the Superintendent and Business Administrator to approve such budget

transfers that are necessary between board meetings.

19. Motion to authorize the Board Secretary/Business Administrator to advertise for and receive bids

for supplies, equipment, and services for the 2023-2024 school year when required by the Public School Contracts Law.

Motion – Mrs. Cooke Second – Dr. VanBlarcom

/Roll Call/



Appointment of Professionals

20. Motion to approve the following individuals or firms in their respective positions for the

2023-2024 school year:

a. Energy Cooperation ACES

b. School Physician Dr. Sanjay Jain

c. Insurance Fund School Alliance Insurance Fund (SAIF)

d. Parette Somjen Architects LLC (PSA) District Architect

e. Environmental Consultants RK Occupational & Environmental Analysis, Inc.

f. Board Attorney Schenck, Price, Smith & King

g. Bond Attorney McManimon & Scotland, L.L.C.

h. Board Auditor Nisivoccia & Co., L.L.P.

i. Accounting Software Provider CDK Systems

j. Payroll Computer Service Provider R & L Datacenters, Inc.

k. Insurance Agent of Record The Morville Agency

l. Medical Insurance Agent of Record Brown & Brown Benefit Advisors

21. Motion to appoint Jon Paul Bollette as Affirmative Action Officer for Green Hills School for the

2023-2024 school year, with no additional stipends or salary.

22. Motion to appoint Jon Paul Bollette as Attendance Officer for Green Hills School for the

2023-2024 school year, with no additional stipends or salary.

23. Motion to appoint Jon Paul Bollette as School Safety Specialist for Green Hills School for the

2023-2024 school year with no additional stipends or salary.

24. Motion to adopt all existing Board policies, textbooks, administrative regulations, library books

and curriculum for the 2023-2024 school year which have been in effect during the present school year, subject to revision and constant review by the Board of Education.

-Mrs. Bockbrader discussed that Motion #24.is ambigious, that we don’t have all the knowledge and textbooks, ask asked if there will be parental consent.

-Mrs. McGuire discussed that we don’t have all of the information for all texts in the building. Her “Yes” vote is predicated on the materials being subject to revision and constant review.

25. Motion to allow the following tax shelter investment carriers to market their product to the

employees. Investments may be made through payroll deductions at employee’s request.

AXA – Equitable 403B

The Equitable Company

Security Benefit

**Motion – Mrs. Cooke Second – Mr. Bilik**

/Roll Call/



**XII. PUBLIC PARTICIPATION ON NEW BUSINESS TOPICS at 9:20pm-None**

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.

**XIII. CLOSED MEETING**

Closed Meeting Motion was read by President Bilik at 9:21pm.

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 “f.” & “i”, and noted that “no action is to be taken”.

Motion – Mrs. Cooke Second – Dr. VanBlarcom

Roll Call/



**XIV. RECONVENE**

 Motion to reconvene into public session at 10:14pm.

Motion – Mrs. Post Second – Dr. Haiduc-Dale

/Roll Call/



President Bilik read the following statements:

The Green Township Board of Education has completed the 2023 annual Superintendent evaluation as required by law and will file the document as required.

As a result of two exemplary evaluations, it was a unanimous decision to negotiate a new 4-year contract with Dr. Cenatiempo. This contract has been approved by Dr. Carrick, Sussex County Superintendent. Also, as required by law, the board will hold a hearing on this matter at the opening of the July meeting and then take appropriate action.

**XV. ADJOURNMENT**

 Motion that the Board of Education shall adjourn at 10:17pm.

Motion- Dr. Haiduc-Dale Second – Mrs. Cooke

/Roll Call/



Repectfully Submitted,

Karen Constantino

Karen Constantino