**GREEN TOWNSHIP BOARD OF EDUCATION**

**MINUTES**

**Regular Meeting**

**October 18, 2023**

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

**I**. **CALL TO ORDER** at 7pm by Dr. Haiduc-Dale

 **A. FLAG SALUTE-**led by Dr. Haiduc-Dale

 **B. OPEN PUBLIC MEETINGS ACT STATEMENT**-Read by Dr. Haiduc-Dale

“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 | Arrived at 7:07pm |
| Mrs. | Marie Bilik | 2023 | Arrived at 7:07pm |
| Mrs. | Ann Marie Cooke | 2024 | Absent |
| Ms.. | Crystal Bockbrader | 2025 | Present |
| Dr. | Noah Haiduc-Dale | 2025 | Present |
| Ms. | Kristin Post | 2024 | Present |
| Ms. | Maureen McGuire | 2023 | Present |
| Ms.  | Holly Roller | 2025 | Present |
| Dr. | Melissa Van Blarcom | 2023 | Present |
|  |  |  |  |
| Dr. | Jennifer Cenatiempo, Superintendent |  | Present |
| Mrs. | Karen Constantino, SBA |  | Present |

**D. VISION –**Read by Dr. Haiduc-Dale

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-**Read by Dr. Haiduc-Dale

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.

Motion to approve the agenda as amended.

Motion – Dr. Van Blarcom Second – Mrs. Post

/Roll Call/



**II**.  **PRESENTATIONS**

 Sarah Pittenger and the Green Township School District’s Garden Club

 -Ms. Pittenger thanked the Board for the opportunity to have the Garden Club

 -Presented a video of the garden club which highlighted students

 -Thanked Mrs. Bockbrader for her donations and support

 -Students spoke about their enjoyment of the gardening club

 ~~Parette Somjen Architect - ROD Grant Project~~  Moved to the November agenda

The board took a five minute recess and reconvened at 7:20pm.

Ms. Sobczak and Ms. Sylvester - NJSLA Presentation of SubGroup and Relevant Data

-Presentation by Ms. Sobczak and Ms. Sylvester of the NJSLA results by grade level.

-The Board discussed resources, the interventions that are in place, and thanked the staff for the data.

-Dr. Cenatiempo spoke about the state and local data and our plan in place.

-Mr. Bollette reviewed chronic absenteeism and how it affects the results of students

Dr. Jennifer Cenatiempo - Update on District Goals

-List provided to the BOE of the goals, with a 6 week check in

-Had the first parent engagement meeting with great dialogue. Next one will start at 6pm.

**III. CORRESPONDENCE-**None

**IV. PUBLIC PARTICIPATION ON AGENDA TOPICS** at 8:24pm

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.

-Amy Munoz, 17 Shotwell Road. Asked if the school will be sealcoating or repaving the back lot and path. PTA would like to paint lines for basketball, four square. Should we wait?

-Decision was to remove from the agenda, discuss in committee meetings and bring back the topic in November

# **V. VARIOUS REPORTS**

A. NEWTON BOARD OF EDUCATION UPDATE - Mrs. Cooke –Absent, no update

 B. PTA UPDATE - Mrs. Post

 -No PTA Meeting since we last met

 -Having the Halloween celebration on the 29th

 -Membership drive is ongoing

 -PTA is planning activities; Bingo Night is in November

 C. BOARD PRESIDENT’S REPORT - Mrs. Bilik

 -Attended SCESC meeting

 -Attended County meeting on Wednesday

 -Discussed 10/4 bus incident; no one was hurt, all of the right things happened, children felt safe and

the response to the incident was executed very well. Superintendent was amazing, thank you to Dr. Cenatiempo.

-Discussed the possible need for two nights for committee meetings

D. SUPERINTENDENT’S REPORT - Dr. Cenatiempo

HIB: There are 2 HIB Cases to report since the September BOE meeting.

1 founded based upon a defining characteristic and one unfounded.

 Drills: Fire Drill (10/16/23 fire drill was hand carried)
 Lockdown Drill - Evacuation Drill, 10/12/23

 Bus Evacuation Drills:

10/16/23 Routes 17 & 12

 10/17/23 Routes 14 & 10

10/18/23 Routes 13, 7 & 11

-The new “Key” project is going well. Exterior doors are done.

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

-Annual audit is just about complete, and the auditor will be at the next meeting

-Notified of an administrative review of NJDA-Soars

-Discussed the surplus to be deposited into the reserves

-Filed Stabilization Application for additional funds

-Closed out grants with final reports

-Completing the QSAC training

**VI. DISCUSSION ACTION ITEMS**

A. Motion to approve the following disbursement of excess surplus funds via the completion of the

annual audit.

$280,000 Budgeted Fund Balance

$150,000 Tuition Reserve (Newton)

$175,102 Capital Reserve (80% of remaining balance)

$43,776 Maintenance Reserve (20% of remaining balance)

 Motion- Dr. VanBlarcom Second – Dr. Haiduc-Dale

/Roll Call/



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

A. Motion to accept minutes of the following meetings:

1. Regular Meeting of September 20, 2023. (Attachment)

 2. Executive Session of September 20, 2023

 B. Motion to approve Marie Bilik to attend “Restorative Circles: An Engaging Action Lab” at NJSBA’s Leadership Conference on Friday November 17, 2023, to be held at the Crown Plaza in Plainsboro, New Jersey at a cost of $135.00 .

Motion – Mr. Bilik Second – Dr. Haiduc-Dale

/Roll Call/



**VIII. UNFINISHED BUSINESS**-None

 **IX. NEW BUSINESS**-None

 **X. COMMITTEE REPORTS**

**A. CURRICULUM** - Dr. Noah Haiduc-Dale, Chairperson-Met on Monday 10/9, discussed community engagement, Ryan’s Story, Parent Session and the Garden Club

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

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Staff Member** | **Conference Name** | **Provider/Location** | **Date** | **Costs** |
| Beth Denuto | NJCGTP Sharing Meeting | First Presbyterian Church400 Speedwell AveMorris Plains, NJ | 1/26/24 | Mileage: $24.16 |
| Beth Denuto | NJCGTP Sharing Meeting | First Presbyterian Church400 Speedwell AveMorris Plains, NJ | 5/31/24 | Mileage: $24.16 |
| Suzanne O’Connor | Save Ellis IslandProfessional Learning Program | Liberty State Park Ferry toEllis Island | 12/5/23 | Registration $250Mileage: $53.86Parking $7.00Total: $310.86 |

 2. Motion to approve the following field trips:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Teacher** | **Grade** | **Trip** | **Location** | **Date(s)** | **Cost** |
| Lori Homentosky | 8th | Scottish Rite Theatre | 1533 Hamilton StreetAllentown, PA  | 12/7/23 | No Cost to the BOE |
| JP Bollette | 8th | Washington DC Trip | Washington DC | 6/4/24 -6/6/24 | No Cost to the BOE |
| Tara Lavalley Lisa Sprofera | 1st | Sussex County Fairgrounds | Sussex County Fairgrounds37 Plains RoadAugusta, NJ | 4/10/24 | No Cost to the BOE |
| Kelli McKeownAmanda DiSanti | 2nd | Van Saun Park / Zoo | Van Saun Park / Zoo216 Forest AveParamus, NJ  | 4/26/24 | No Cost to the BOE |
| Kim Scudieri | 4th | Waterloo Village | Waterloo VillageWaterloo RoadStanhope, NJ | 5/28/24 | No Cost to the BOE |
| Kim Scudieri | 4th | High Point State Park | High Point State Park1480 State Route 23Sussex, NJ | 5/31/24 | No Cost to the BOE |
| 8th Grade Dance | 8th  | Lake Mohawk Country Club | Lake Mohawk Country ClubSparta, NJ | 5/29/24 | No Cost to the BOE |

3. Motion to approve the change of dates for the Wilson Reading System Introductory Course, from December 5-7, 2023 to December 4 - 6, 2023, at a cost of $710 per person, plus materials, to be paid with ESSER and Title Grant funds for Kristen Sylvester.

 4. Motion to approve the teacher’s training Making Educators Partners in Youth Suicide Prevention Training at a cost of $1,000 and the coordinating parent workshop Raising Resilient Teens, for

$500. Both trainings will be paid through Title IIA Account # 270-200-300.

5. Motion to approve the Pink Out Day Breast Cancer Awareness Fundraiser and Activity Day to be held on November 3, 2023 led by Ms. Lavalley.

6. Motion to approve the PTA to host the following assembly on October 20, 2023:

 Skydome Planetarium Assembly

 7. Motion to approve the Green Township Fire Department’s Fire Prevention Assembly on October 19, 2023 for our Preschool through 4th graders.

 8. Motion to approve Warren County Educational Services as a Service Provider for the 23-24SY.

9. Motion to approve participation in Project Self-Sufficiency’s Season of Hope “Stuff the Stocking” new toy drive competition from October 30 through December 11, 2023, to be run by the NJHS

students, as recommended by the Superintendent.

~~10. Motion to approve the PTA Parking Lot Paint Project: Painting of the lot to create creative play~~

~~spaces for students on the back parking lot and back path.~~ Removed per discussion during Public

Comment, will put back on when information is confirmed regarding re-sealing or paving the lot.

11. Motion to approve a food and cereal drive to benefit Benny’s Bodega.

 Motion- Dr. Haiduc-Dale Second – Dr. VanBlarcom

/Roll Call/

-Discussion about Washington D.C. trip; Board used to pay for the trip. Mr. Bollette discussed that we have insurance for up to 45 days before the trip for full reimbursement. Would love to have more fundraising.

 

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

**September 2023 Financial Reports (attachment)**

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

for a total of $1,326, 329.60 (attachment)

 2. Motion to accept the 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.

 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 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.

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

School Monies for the month of September, 2023.

5. Motion to approve transfers for September, 2023.

 6. Motion to approve the disbursements from September 21, 2023 through October 18, 2023

for the Student Activities Account in the amount of $500.00 and the Business

Office Petty Cash Account in the amount of $0.00. **(attachment)**

 7. Motion to approve the proposal from SCESC for services for a School Psychologist for 2 days a week for the 2023 - 2024 school year, with Kelly Edsall assigned for the month of September at a rate of $4,215.62, and Adrianna Velez assigned from October 2023 through June 2024 at a rate of $3,146.19 per month.

 8. Motion to approve the purchase of a Serving Counter for Cold Food from Don Edward &

Company at a cost of $7,082.60. Purchase to be made out of unrestricted cafeteria funds.

 9. Motion to approve the purchase of a Serving Counter for Hot Food from Culinary Depot at a cost of

$4,492.04. Purchase to be made out of unrestricted cafeteria funds.

 10. Motion to approve the purchase of a floor burnisher from Atra Janitorial Supply Co. Inc at a cost of

$2,540.00, funded out of the general fund.

 11. Motion to decommission and dispose of the following broken items: cold bar-Asset Tags 00621

and 002657, hot bar-Asset Tag 002658.and the milk refrigerator-Asset Tag REF009410.

 12. Motion to approve the rate sheet for Warren County Educational Services for the 23-24SY

(attachment).

 13. Motion to approve the submission of the stabilization application in the amount of $230,000 for

additional funding for Math and ELA interventionists, salary and benefits, for the 23-24 school

year.

 14. Motion to approve the following fee schedule for referees for all sports for the 23-24 school year:

|  $75 per game if there are two officials |
| --- |
| $112.50 per game if there is one official |

Motion – Mrs. Post Second – Mrs. Roller

/Roll Call/



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

 -Met on October 9th, Reviewed projects, Elizabethtown will be starting the week of Winter Break.

 -Discussed if the SSO should attend events. The SSOs will be provided without out charging the PTA.

 1. Motion to approve the following PTA Events:

|  |  |
| --- | --- |
| Trunk or Treat | 10/22/23 |
| Bingo | 11/17/23 |
| Holiday Breakfast | 12/10/23 |

 2. Motion to approve the Comprehensive Maintenance Plan & M-1 for the 2023-2024 school year.

 Motion – Dr. VanBlarcom Second – Mrs. Post

/Roll Call/



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

 1. Motion to approve the following stipend position for the 2023 - 2024 school year:

|  |  |
| --- | --- |
| Garden Club | Sarah Pittenger |

 2. Motion to approve Sarah Pittenger as Choir Assistant as per the requirements of a student

IEP on 10/24, 11/14, 11/28, 12/12 from 3:16-4:30 and for the Winter Concert on

12/14 from 6:30-8:30, at a stipend rate of $42.48 per hour.

3. Motion to approve the following parent(s) to be chaperones for the 6th Grade Camp

Mason Outdoor Educational Trip on October 25 - 27, 2023:

Jennifer Souls

 4. Motion to approve Michele Francisco as a paraprofessional, for the 2023-2024 school year, at an hourly rate of $15.13 per hour, pending paperwork and criminal background check, at the recommendation of the Superintendent.

5. Motion to approve Avery Decker as a paraprofessional and for both preschool and K-8 aftercare, for the 2023-2024 school year, at an hourly rate of $15.13 per hour, pending paperwork and criminal background check, at the recommendation of the Superintendent.

 6. Motion to approve Stephanie Munk as a paraprofessional, for the 2023-2024 school year, at an hourly rate of $15.13 per hour, pending paperwork and criminal background check, at the recommendation of the Superintendent.

 7. Motion to accept, with regret, the resignation of Special Education Teacher, Carrie

 Petracca, effective November 26, 2023, at the recommendation of the Superintendent.

8. Motion to approve CPR Training on January 15, 2024, In-Service day, to be taught by

Alan Henderson at a rate of $40 per person to be paid by the district at a maximum cost of

$1000.

9. Motion to approve Michele Lawrey as a sign language interpreter to be used as needed

during the 2023-2024 school year, at a cost of $60.00 per hour with a 2 hour minimum.

Travel / Mileage to be reimbursed at the NJ state regulated rate of $0.47 per mile, OR a portal to portal charge. Parking, tolls, public transportation, etc may also be applicable.

10. Motion to retroactively approve Sarah Pittenger as the stipend position of Garden Club

Advisor for the 2023 - 2024 school year, at a rate of $1,381.00.

 11. Motion to approve Jacqueline Mull as the stipend position of Hand Bells Advisor for the

2023 - 2024 school year, at a rate of $1,381.00.

 12. Motion to approve the increase in daily hours for the following paraprofessionals, not to

reach or exceed 30 hours per week, due to the rise in enrollment:

|  |
| --- |
| Diane Parker |
| Gail Piontowski |
| Ana Velez |
| Amy O’Neill |
| Jolaine Moreland |

13. Motion to approve the Bus Monitor rate to $30 per run.

 14. Motion to approve the following individuals as Bus Monitors for the 23-24 School Year at

a rate of $30 per run.

Ana Velez

Sarah Pittenger

 15. Motion to approve the following rates for paraprofessionals effective 11/1/23 for the

remainder of the 23-24 school year:

|  |  |
| --- | --- |
| J. D’Annibale | $17.96 |
| T. Galluci | $15.20 |
| K. Guth | $15.13 |
| J. Moreland | $16.07 |
| K. Mull | $15.65 |
| A. O’Neill | $19.91 |
| D. Parker | $15.52 |
| D. Piercey | $16.50 |
| G. Piontkowski | $18.32 |
| A. Salmon-Manni | $19.91 |
| D. Schumann | $19.35 |
| K. Schwabe | $15.13 |
| A. Velez | $18.32 |
| J. Mull | $15.13 |

16. Motion to approve the revised sub rate of $110/day for up to 3 days per week or $125/day

for 4-5 days per week effective November 1, 2023.

Motion……………………………. Second……………………………

/Roll Call



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

 Discussed policies listed below and the calculation of sick leaves.

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

regulations:

Policy 8550-Meal Charges and Outstanding Food Service Bill

 2. Motion to approve the first reading 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)

 3. Motion to abolish the following policies and regulations:

Policy 1524 School Leadership Councils (Abolished)

Policy 3432 Sick Leave (Abolished)

Regulation 3432 Sick Leave (Abolished)

Policy 4432 Sick Leave (Abolished)

Regulation 4432 Sick Leave (Abolished)

Policy 5460.02 Bridge Year Pilot Program (M) (Abolished)

Regulation 5460.02 Bridge Year Pilot Program (M) (Abolished)

Policy 6361 Relations With Vendors for Abbott Districts (Abolished)

Motion – Mr. Bilik Second – Dr. Haiduc-Dale

/Roll Call/



 **F. NEGOTIATIONS** - Mrs. Ann Marie Cooke, Chairperson

 1. Update as applicable-None

**XI. PUBLIC PARTICIPATION ON NEW BUSINESS TOPICS at 9:05pm-**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.

**XII. CLOSED MEETING**

Closed Meeting Motion was read by Mrs. Bilik at 9:05pm.

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 “b” & “c”.

-No action will be taken after executive session.

Motion – Dr. Haiduc-Dale Second –Mr. Bilik

Roll Call/



**XIII. RECONVENE**

 Motion to reconvene into public session at 9:31pm.

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

/Roll Call/



**XIV.** **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.

**XV. ADJOURNMENT**

 Motion that the Board of Education shall adjourn at 9:38pm.

Motion- Dr. Haiduc-Dale Second – Mr. Bilik

/Roll Call/

