

# GREEN TOWNSHIP BOARD OF EDUCATION

## AGENDA

### Regular Meeting

April 17, 2024

Time: 7:00 p.m.

Place: Green Hills School - Small Gym

#### 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	2026	
Mrs.	Ann Marie Cooke	2024	
Ms..	Crystal Bockbader	2025	
Dr.	Noah Haiduc-Dale	2025	
Ms.	Kristin Post	2024	
Ms.	Maureen McGuire	2026	
Ms.	Holly Roller	2025	
Dr.	Melissa Van Blarcom	2026	
Dr.	Jennifer Cenatiempo, Superintendent		
Mrs.	Karen Constantino, SBA		

##### D. Mission

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**

- A. Presentation of the Governor's Educator of the Year - Mr. Kyle Mirena  
Presentation of the Governor's Educational Services Professional of the Year Awards - Ms. Denise Schumann
- B. Presentation by Dr. Cenatiempo on Curricular Programming and Plans for Upcoming School Year

## **III. CORRESPONDENCE**

## **IV. PUBLIC PARTICIPATION ON AGENDA TOPICS**

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## **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 were 4 HIB Cases to report since the March 20, 2024 BOE meeting.  
Drills: Fire Drill 3/12/24  
Lockdown Drill 3/21/24

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

A. Motion to accept minutes of the following meetings:

- 1. Regular Meeting of March 20, 2024. (Attachment)

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

- 2. Executive Session of March 20, 2024

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

B. Motion to accept the HIB Reports from the March 20, 2024 meeting.

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

C. Motion to approve the revised calendar for the 23/24 school year as attached.

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

VII. **UNFINISHED BUSINESS**

VIII. **NEW BUSINESS**

A. Superintendent Evaluation-Mrs. Cooke

IX. **COMMITTEE REPORTS**

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

1. 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>
Brian Martin Kristen Grzymko	8th	Tri-District Field Day	Newton High School 44 Ryerson Avenue Newton, NJ 07860	5/23/24	Transportation Cost: TBD

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

2. Motion to approve the following staff members as chaperones for the 8th grade trip to Washington DC, in June 2024:

JP Bollette (Administrator)  
Kerry Burneyko (Nurse)  
Brian Martin  
Diana Minervini  
Catherine Nowaczyk  
Marybeth Stiles  
Justin Wynne

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

3. Motion to approve the following for the NJ High Impact Tutoring Grant – Instructional Tutors to be paid from the NJDOE High Impact Instructional Tutor Grant funds.  
Schedule: 3:10 pm - 4:30 pm on Tuesdays and Thursdays for students / 3:10-4:40 for staff  
Planned Time Usage: 3 hours a week with students + 1 hour a week to complete data analytics + 1 hour a week of preparation and planning  
Session Dates: 4/23, 4/25, 4/30, 5/1, 5/7, 5/9, 5/14, 5/16, 5/21, 5/23, 5/28, 5/30, 6/4, 6/6, 6/11, 6/13  
16 Sessions (24 hours) + 8 Hours of Preparation + 8 Hours of Data Analysis and Planning  
Compensation per Tutor = \$55 an hour x 5 hours a week x 8 weeks = \$2,200  
Total Compensation per Tutor = \$2,200

Diana Minervini	Kelli McKeown
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Motion..... Second.....  
/Roll Call/

**B. FINANCE - Ms Kristen Post., Chairperson**

**March 2024 Financial Reports (attachment)**

1. Motion to approve the General Fund bills list for March 21, 2024 through April 17, 2024 for a total of \$1,167,544.01 (attachment)

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

2. Motion to accept the Board Secretary’s monthly certification, as attached, and that as of March 31, 2024, 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 March 31, 2024 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 March, 2024.

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

5. Motion to approve transfers for March, 2024.

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

6. Motion to approve the disbursements from March 21, 2024 through April 17, 2024 for the Student Activities Account in the amount of \$9,575.05, Business

Office Petty Cash Account in the amount of \$5.08, and Cafeteria Account in the amount of \$28,524.54. **(attachment)**

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

7. Motion to approve the Resolution to participate in the Joint Transportation Agreement for the 2024-2025 school year with the Sussex County Regional Cooperative with administrative fees as follows:

<b>Transportation For:</b>	<b>Administrative Fee:</b>
Public School Students Transportation To and From	2%
Athletics and Field Trips	4%
Non-Public Routes	2%
Special Education School Students To and From	4%

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

8. Motion to approve the food prices for the 24-25 school year:

<b>Breakfast:</b>	<b>Price:</b>
Student	\$2.25
Adult	\$2.65
<b>Lunch:</b>	<b>Price:</b>
Student	\$3.65
Entree Only	\$2.65
Adult Lunch	\$5.00

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

**C. OPERATIONS - Mr. CJ Bilik, Chairperson**

- 1. Motion to approve the training of CDL drivers at a cost not to exceed \$4,000 per driver.

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

- 2. Motion to approve the quote from Combustion Service Corporation in the amount of \$56,750 for the following under the Ed Data bid # 12191, to convert the boilers to natural gas:

- 1) Supply and install new gas piping for 2 psi of gas pressure, from the new gas meter just outside of the boiler room to the existing propane gas burners, #2 heating boiler and #3 domestic hot water heater boiler, approximately fifty feet and to the new burner for #1 heating boiler.
- 2) Cut hole in boiler room wall to bring gas line through.
- 3) Remove one Power Flame oil burner from #1 boiler, one Weil McLain, Model 1594 boiler, and scrap.
- 4) Supply and install one new Industrial Combustion gas burner, model VG-54, on existing #1 WM boiler.
- 5) Modify boiler front plate for new burner and patch refractory around burner blast tube in boiler.
- 6) Connect the new burner to existing electrical feed and emergency switches in the boiler room.
- 7) Modify propane gas burners, #2 & #3, for natural gas and replace gas regulators.
- 8) Startup burners on completion and set up each using an electronic flue gas efficiency analyzer.

\*Funds for this project will come from the capital reserve and the ROD grant.

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

**D. PERSONNEL - Ms. Crystal Bockbrader, Chairperson**

- 1. Motion to approve Karen Smith to facilitate the ESY program for identified learners for the 2024-2025 school year, as recommended by the Superintendent from 9 am - 12 pm for the following dates.

7/8/24, 7/9/24, 7/10/24, 7/11/24, 7/12/24

7/15/24, 7/16/24, 7/17/24, 7/18/24, 7/19/24

7/22/24, 7/23/24, 7/24/24, 7/25/24, 7/26/24

7/29/24, 7/30/24, 7/31/24, 8/1/24, 8/2/24

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

2. Motion to approve the creation of a CDL position for the purpose of transporting students in alignment with all state and federal regulations.

Background: The Green Township School District is hiring 3 CDL drivers for the 24/25 school year. The vehicle utilized for this CDL Driving will be a district owned minivan or 16 passenger van. Applicants may already hold the CDL or may opt to receive the training to become certificated. The cost of the CDL course will be covered by the school district. The CDL course will begin at the end of April to be completed prior to September. CDL Driver applicants may be currently employed by the school district and may work in any role within the school district. External applicants are also invited to apply for consideration for this role. The anticipated run time will be from 7:05 am – 8:05 am and from 2:20 pm – 3:20 pm. Salary: The rate per run will be \$50 an hour for active driving time and \$25 an hour for idle time. There will be a minimum payment of 1 hour for all runs. Additional time beyond the first hour will be accrued on a 15 minute increment.

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

3. Motion to approve the following staff members to be trained as CDL drivers at a maximum cost of \$4,000 per driver.

Beth Denuto
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Motion . . . . . Second . . . . .  
/Roll Call/

4. Motion to approve the attached job description for Bus Driver.



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

5. Motion to approve staff member #1014's request to extend their maternity leave from originally proposed date of 5/22/24 to now go through 5/28/24.

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

6. Motion to approve the following substitute teacher for the 2023-2024 school year, pending proper documentation and criminal history background check, as recommended by the Superintendent.

Kaitlyn Lynch

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

**E. POLICY - Ms. Holly Roller, Chairperson**

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

P 1140 Educational Equity Policies/Affirmative Action (M) (Revised)  
P 1523 Comprehensive Equity Plan (M) (Revised)  
P 1530 Equal Employment Opportunities (M) (Revised)  
R 1530 Equal Employment Opportunity Complaint Procedure (M) (Revised)  
P 1550 Equal Employment/Anti-Discrimination Practices (M) (Revised)  
R 2200 Curriculum Content (M) (Revised)  
P 2260 Equity in School and Classroom Practices (M) (Revised)  
R 2260 Equity in School and Classroom Practices Complaint Procedure (M) (Revised)  
P 2411 Guidance Counseling (M) (Revised)  
P 3211 Code of Ethics (Revised)  
P 5570 Sportsmanship (Revised)  
P 5750 Equitable Educational Opportunity (M) (Revised)  
P 5755 Equity in Educational Programs and Services (M) (Abolished)  
P 5841 Secret Societies (Revised)  
P 5842 Equal Access of Student Organizations (Revised)  
P & R 7610 Vandalism (Revised)  
P 9323 Notification of Juvenile Offender Case Disposition (Revised)  
P & R 2423 Bilingual Education (M) (Revised)  
P & R 2431.4 Prevention and Treatment of Sports-Related Concussions and Head

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

**X. PUBLIC PARTICIPATION ON NEW BUSINESS TOPICS**

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**XI. 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/

**XII.    RECONVENE**

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

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

/Roll Call/

**XIII.   BOARD COMMENTS**

**XIV.   ADJOURNMENT**

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

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

/Roll Call/

**Next Meeting Date:**

May 1, 2024

**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.