

GREEN TOWNSHIP BOARD OF EDUCATION

AGENDA

Regular Meeting

May 15, 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	
Mrs.	Crystal Bockbader	2025	
Mrs.	Kristin Post	2024	
Mrs.	Maureen McGuire	2026	
Mrs.	Holly Roller	2025	
Dr.	Melissa Vela	2026	
	Vacant BOE Seat	2025	
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. INTERVIEW BOARD OF EDUCATION CANDIDATES

A. INTERVIEW BOARD CANDIDATES

III. CORRESPONDENCE

A. Letter of Resignation from Dr. Haiduc-Dale

IV. PUBLIC PARTICIPATION ON AGENDA TOPICS

This public session is designed for members of the public to speak on agenda items pertaining to the Green Hills School District. 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. Each statement made by a participant shall be limited to three (3) minutes in duration as timed by the Board of Education Vice President. Comments regarding students and employees of the Board are discouraged and will not be responded to by the Board. Students and employees have specific legal rights afforded by the laws of New Jersey. No participant may speak more than once during each public comment session. The speaker must address the President and not individual Board Members, the Superintendent or the audience. Please state your first and last 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 HIB Cases to report since the May 1, 2024 BOE meeting.
Drills: Fire Drill
Lockdown Drill 5/1/24

Bus Evacuations:

Bus Evacuation Drills for Green Township School District Students attending Newton Schools:

3/20/24 at 7:45 AM Newton High School, Side/Back of NHS, All High School Students Grades 9 - 12, overseen by Asst. Principal Ryan Caffrey

4/30/24 at 7:15 AM Newton High School Bus Route NHS 1 Green, at Newton High School
4/30/24 at 7:02 AM Newton High School Bus Route NHS 2 Green, at Newton High School
4/30/24 at 7:17 AM Newton High School Bus Route NHS 3 Green, at Newton High School
4/30/24 at 7:13 AM Newton High School Bus Route NHS 4 Green, at Newton High School
All 4/30/24 drills were conducted at Newton High School in the back of the school parking lot,
overseen by Asst. Principal Ryan Hashway & Transportation/Operations Specialist Hanna
Griswood

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

VI. DISCUSSION ACTION ITEMS

VII. BOARD BUSINESS - Mrs. Ann Marie Cooke

A. Motion to accept minutes of the following meetings:

1. Budget Meeting of May 1, 2024. (Attachment)

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

B. Motion to accept the HIB Reports from the May 1, 2024 meeting.

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

IX. UNFINISHED BUSINESS

X. NEW BUSINESS

XI. COMMITTEE REPORTS

A. **CURRICULUM** - Mrs. Maureen McGuire, 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>
Tiffany Lutz Jeff Shotwell	School Safety Seminar presented by the US Secret Service Newark Field Office and The National Threat Assessment Center	Rutgers University Jersey Mike Arena 83 Rockafeller Road Piscataway, NJ 08854	6/6/24	No cost to the BOE

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

2. 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	7th	Newton High School Intro to HS Programs	44 Ryerson Ave Newton, NJ 07860	6/11/24	No cost to the BOE

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

3. Motion to approve the Ancillary Agreement and attached rates with Sussex County Educational Services Commission, for the 2024 - 2025 school year; for child study team services, and itinerant public school services, as needed. Services may be terminated by either party with 30 days advance notice. (Attachments)

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

4. Motion to approve Attached Rates with Morris County Educational Services Commission, for the 2024 - 2025 school year; for child study team services, and itinerant public school services, as needed. Services may be terminated by either party with 30 days advance notice. (Attachments)

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

5. Motion to approve the meals during out-of state travel for the Washington DC chaperones at the following GSA rates, to be reimbursed with submitted receipts:

Meals (on the first & last day)

\$13.50 Breakfast
\$15 Lunch
\$27 Dinner
\$3.75 Incidentals

Meals (all other days)

Breakfast \$18
Lunch \$20
Dinner \$36
Incidentals \$5

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

/Roll Call/

B. FINANCE - Ms Kristen Post., Chairperson

April 2024 Financial Reports (attachment)

1. Motion to approve the General Fund bills list for April 18, 2024 through May 15, 2024 for a total of \$1,344,252.29 (attachment)

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

/Roll Call/

2. Motion to accept the Board Secretary’s monthly certification, as attached, and that as of April 30, 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 April 30, 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 April, 2024.

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

5. Motion to approve transfers for April, 2024.

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

6. Motion to approve the disbursements from April 18, 2024 through May 15, 2024 for the Student Activities Account in the amount of \$8,142.87 and the Business Office Petty Cash Account in the amount of \$12.20. **(attachment)**

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

7. Motion to approve disbursement from the Student Activities 8th grade account in the amount of \$1,350, payable to California Pizza Kitchen for dinner during the 8th grade class trip to Washington DC, in June 2024.

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

8. Motion to approve the second and final payment to the DoubleTree by Hilton Hotel for the Washington DC Trip based on the final invoice, of \$1,382.83, from the student activities account.

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

9. Motion to approve the 2024 - 2025 Horizon Dental Plan renewal rates:

<u>PLAN TYPE:</u>	<u>RENEWAL RATE/MONTH:</u>
Single	\$48.49
2 Adults	\$90.21
Family	\$147.99
P&C	\$94.23

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

10. Motion to approve the 2024 - 2025 health insurance renewal rates through Oxford Health:

<u>PPO \$20 MMRx</u>	<u>PPO \$20 FINAL RENEWAL -3.5%</u> 7/1/24 to 6/30/25 Monthly Rate
Single	\$ 1,188.22
2 Adults	\$ 2,498.85
Family	\$ 3,626.48
P&C	\$ 2,073.47

<u>PPO EHP \$10 / \$15 & RX Card</u>	<u>PPO EHP FINAL RENEWAL -3.5%</u> 7/1/24 to 6/30/25 Monthly Rate
Single	\$ 1,216.74
2 Adults	\$ 2,558.81
Family	\$ 3,713.51
P&C	\$ 2,123.22

<u>PPO \$10 (ADMIN) MMRx</u>	<u>PPO \$10 FINAL RENEWAL -3.5%</u> 7/1/24 to 6/30/25 Monthly Rate
Single	\$ 1,243.05
2 Adults	\$ 2,614.12
Family	\$ 3,793.78

P&C	\$ 2,169.13
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Motion..... Second.....
Roll Call/

11. Motion to approve the Annual Certification of Taxes for the 2024-2025 fiscal year:

Certification of Taxes: July 1, 2024 to June 30, 2025

Month	General Fund Tax Levy	Debt Service Tax Levy	Total Tax Levy	Date Due to BOE
JULY	927,868.33	7,750.83	935,619.16	7.10.2024
AUGUST	927,868.33	7,750.83	935,619.16	8.10.2024
SEPTEMBER	927,868.33	7,750.83	935,619.16	9.10.2024
OCTOBER	927,868.33	7,750.83	935,619.16	10.10.2024
NOVEMBER	927,868.33	7,750.83	935,619.16	11.10.2024
DECEMBER	927,868.33	7,750.83	935,619.16	12.10.2024
JANUARY	927,868.33	7,750.83	935,619.16	1.10.2025
FEBRUARY	927,868.33	7,750.83	935,619.16	2.10.2025
MARCH	927,868.33	7,750.83	935,619.16	3.10.2025
APRIL	927,868.33	7,750.83	935,619.16	4.10.2025
MAY	927,868.33	7,750.83	935,619.16	5.10.2025
JUNE	927,868.37	7,750.87	935,619.24	6.10.2025
TOTAL	11,134,420	93,010	11,227,430.00	

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

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 \$8,387.75. The management fee shall be payable in monthly installments of \$838.78 per month

commencing on September 1, 2024 and ending on June 30, 2025. The total cost of the contract is \$111,944.05. Maschio’s guarantees a maximum guaranteed loss of \$0.00, 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	\$8,387.75
Guaranteed (Loss)	\$0.00
Total Cost of Contract	\$111,944.05

Motion Second
 /Roll Call/

- 13. Motion to approve the tuition contract agreement between Green Township Board of Education and Lakeland Andover School, Newton, NJ, for resident student ID ending in 9641 for the 2023-2024 school year. Tuition is \$28,600, effective January 29, 2024 through June 30, 2024, with total of 88 billable days at \$325/day. Tuition will be reimbursed from the Ridgewood Board of Education. Transportation is needed.

Motion Second
 /Roll Call/

- 14. Motion to approve Schenck, Price, Smith & King, LLP, with offices located at 220 Park Avenue, Florham Park, NJ 07932, as the Board Attorney for the 2024 -2025 school year. Rates will be \$190.00 per hour for Partners, Counsel and Associates, and \$125.00 per hour for Paralegals.

Motion Second
 /Roll Call/

- 15. 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 \$104,953.80 (\$14,993.40 for ESY and \$89,960.40 for the regular school year) . The tuition contract commences July 8,2024 through June 30, 2025. Transportation is needed.

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

16. Motion to approve renewing the licensing and maintenance fee from Educational Data Services, in the amount of \$1,284.00, for the 2024-2025 school year.

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

17. Motion to approve renewing the Real Time Operating System,, in the amount of \$22,886.90, for the 2024-2025 school year, as per the attachment.

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

18. Motion to approve the renewal of the Agreement to Provide Professional Services from J and B Therapy, LLC for the 2024 -2025 school year, as per the attachment.

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

19. Motion to approve the renewal of the Agreement for Municipal Advisor and Continuing Disclosure Services with Phoenix Advisors, LLC for the 2024-2025 school year, as per the attachment.

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

20. Motion to approve the renewal of the contract with Allison M. Peck, P.T. from July 2024 through June 2025, at a rate of \$89.00 per hour, for physical therapy services.

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

21. Motion to approve Allied University Security- \$65/hour for 16 hours for the Washington, DC trip, to be paid out of Student Activities funds

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

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

1. Motion to approve the 2023-2024 Statement of Assurance for Testing and Reporting of Lead in School Drinking Water.

Motion Second
/Roll Call/

2. Motion to approve the Office Staff and Custodial Staff Calendars for the 2024-2025 school year. (Attachments)

Motion Second
/Roll Call/

3. Motion to approve closure of the school district for all Office Staff and Custodial Staff on Friday, June 21, 2024 in observance of Juneteenth.

Motion Second
/Roll Call/

D. PERSONNEL - Mrs. Crystal Bockbrader, Chairperson

1. Motion to approve the termination of substitute #G0000029, at the recommendation of the Superintendent.

Motion Second
/Roll Call/

2. Motions to accept, with regrets, the resignation of Ashley Dillon, paraprofessional, at the recommendation of the Superintendent.

Motion Second
/Roll Call/

3. Motion to approve the following as Substitute Teacher/Teacher's Aide for the 2023-2024 school year, pending documentation, as recommended by the Superintendent.

Alexa Shotwell
Andrew Romano

Motion Second
/Roll Call/

4. Motion to approve a substitute School Security Officer pay rate of \$35.00 an hour for the 2023-2024 school year, as recommended by the Superintendent.

Motion Second
/Roll Call/

5. Motion to approve Michael Monaco, retired law enforcement officer as substitute School Security Officer(s), pending documentation, at the recommendation of the Superintendent.

Motion Second
/Roll Call/

6. Motion to approve the following staff members for the Summer Enrichment Program. The program will be held from 9:00 am -11:30 am and 9:00 am - 12:00 pm for staff.
The program will be available for previously enrolled Preschool Students entering Kindergarten and all other enrolled students entering grades 1 to 8.
The program will run on Tuesday, Wednesday, and Thursday on the following dates:
7/9, 7/10, 7/11, 7/16, 7/17, 7/18, 7/23, 7/24, 7/25
The total cost will be \$45 an hour x 3 hours a day x 3 days a week x 3 weeks = \$1,215 per teacher. Nine teachers will be employed to instruct the program at a total cost of \$10,935 to be paid out of the general fund.

Teacher	Topic
Sarah Pittenger	Gardening
Beth Denuto	Literacy / Cardboard Engineering
Diana Minervini	Theater
Alison Weatherwalks	Math
Erin Moles	Literacy
Catherine Nowaczyk	Literacy

Justin Wynne	Art
Kyle Mirena	Robotics
Lori Homentosky	Literacy

Motion Second
 /Roll Call/

- 7. Resolved, that the Board accepts the resignation of employee ID# 0999, effective at the close of business on June 30, 2024.

Motion Second
 /Roll Call/

- 8. Motion to approve Betty Miller as an approved CDL driver for the purpose of transporting students in alignment with all state and federal regulations. The anticipated run time will be from 7:05 am – 8:05 am and from 2:20 pm – 3:20 pm. 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/

- 9. Motion to approve the following as Part Time Summer Custodians from June 18, 2024 through August 30, 2024, 4 days a week, Monday through Thursday from 7:00 AM - 2:00 PM, 28 hours per week, at a rate of \$15.13 an hour, at the recommendation of the Superintendent.

Kenneth DeGraw
Gail Piontkowski

Motion Second
 /Roll Call/

- 10. Motion to approve a substitute School Security Officer pay rate of \$35.00 an hour for the 2024-2025 school year, as recommended by the Superintendent.

Motion Second
/Roll Call/

11. Motion to approve the extension of Cynthia Devesly as a non tenured track 4th grade teacher from May 21, 2024 through June 17, 2024, at the recommendation of the Superintendent.

Motion Second
/Roll Call/

12. Motion to approve two part-time paraprofessional positions to be paid/funded from the revenue generated by the Preschool Program.

Motion Second
/Roll Call/

13. Motion to approve the revised job descriptions for the Administrative Assistant jobs (Attachments).

Motion Second
/Roll Call/

E. POLICY - Mrs. Holly Roller, Chairperson

XII. PUBLIC PARTICIPATION ON NEW BUSINESS TOPICS

This public session is designed for members of the public to speak on agenda items pertaining to the Green Hills School District. 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 it's right thereafter not to respond. Each statement made by a participant shall be limited to three (3) minutes in duration as timed by the Board of Education Vice President. Comments regarding students and employees of the Board are discouraged and will not be responded to by the Board. Students and employees have specific legal rights afforded by the laws of New Jersey. No participant may speak more than once during each public comment session. The speaker must address the President and not individual Board Members, the Superintendent or the audience. Please state your first and last name and address for the record.

XIII. 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/

XIV. RECONVENE

Motion to reconvene into public session at _____pm.

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

XV. BOARD BUSINESS

- 1. Motion to fill Board Vacancy.

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

XVI. BOARD COMMENTS

XVII. ADJOURNMENT

Motion that the Board of Education shall adjourn at _____pm.

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

/Roll Call/

Next Meeting Date:

June 12, 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.