

**GREEN TOWNSHIP BOARD OF EDUCATION
MINUTES
Regular Meeting
October 21, 2020**

Time: 7:30p.m.

**Place: Green Hills School
Small Gym**

I. CALL TO ORDER - 7:30pm

A. FLAG SALUTE

B. MEETING ANNOUNCEMENT - Mrs. 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 – Mr. Turner called the role

	Term <u>Expires</u>	Roll <u>Call</u>
Mrs. Marie Bilik- President	2020	<u>Present</u>
Mrs. Ann Marie Cooke – Vice-President	2021	<u>Present</u>
Mr. Matthew Fox	2020	<u><i>Present arrived @7:31pm</i></u>
Mr. Scott Guzzo	2022	<u>Present</u>
Mr. Noah Haiduc-Dale	2022	<u>Absent</u>
Mrs. Denise Kelly-Jones	2020	<u>Present</u>
Ms. Kristin Post	2021	<u>Present</u>
Mr. Michael Rose	2021	<u>Present</u>
Mr. Robert Strasser	2022	<u><i>Present arrived @7:42pm</i></u>
Dr. Lydia E. Furnari, Interim Superintendent		<u>Present</u>
Dr. Ernest Turner, Board Secretary		<u>Present</u>

D. MISSION STATEMENT – Mrs. Bilik

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.

II. CORRESPONDENCE

Mrs. Bilik noted that Board members received an email from a parent and that BOE member emails were now posted on the BOE page of the District website.

III. 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 may be 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.

- Mrs. Orozco spoke about experience with remote learning, praising teachers for their work but indicating that it is a struggle for families with multiple students learning remotely. She asked for more consistency with scheduling of sessions.
- Mrs. Roller seconded the previous speaker's sentiments stating that it is difficult to keep up with different schedules for multiple students in one household during remote instruction.

IV. VARIOUS REPORTS

A. NEWTON BOARD OF EDUCATION UPDATE – Mrs. Cooke

Mrs. Cooke provided an update on the most recent Newton Board of Education meeting. Including a change in location for on-site instruction for Newton 8th grade students to Newton HS, the acceptance of the choose 2 Connect 21st Century grant in the amount of \$425,000, matters pertaining to questions concerning spectators at sporting events and the School Health Insurance Fund. Mrs. Cooke also indicated that the District has not yet been successful in their search for a new School Business Administrator.

B. PTA UPDATE – Mrs. Kelly-Jones

Mrs. Kelly-Jones reported that the last PTA meeting was held on September 24, 2020. Parents and staff are encouraged to join the PTA. She described upcoming events and activities that appear on the agenda for approval and asked that the Calendar Raffle be added to the list.

C. BOARD PRESIDENT'S REPORT – Mrs. Bilik

Mrs. Bilik indicated that there were no items to report

D. SUPERINTENDENT'S REPORT – Dr. Furnari

QSAC Update

- District Performance Review Self-Assessment process has begun
- A motion to approve the NJQSAC Committee members appears on tonight's agenda.
- BOE Committees are working with me by reviewing District Performance Review (DPR) indicators in their area of work:

- Instruction & Program – Dr. Furnari & Mr. Bollette
 - Finance – Dr. Occhino, Mr. Turner & Dr. Furnari
 - Operations - Dr. Occhino, Mr. Turner & Dr. Furnari
 - Personnel – Dr. Furnari
 - Governance – Dr. Furnari & the full Board
 - Other committee members will support the area of their expertise and responsibility.
- The DPR document is due to the NJDOE by December 15, 2020.
 - The QSAC process will continue with a review of artifacts and interviews. We received word that our review date is February 17, 2021 This review will be conducted by the Sussex County Department of Education
 - It is extremely important that we demonstrate our adherence to all of the requirements set forth in NJ State Statute, Regulation and Law, and NJQSAC is the means by which this is monitored.

2. Our Green Township School District Goals for the 2020-2021 school year have been revised as requested during the discussion held at the September 16th public meeting. If approved this evening, the District Goals will be posted on the District website on the School Board page.

3. In compliance with NJ State Statute and our Board Policy, I would like to formally report to the Board that we have zero cases of HIB to report for the period of September 3, 2020 through October 21, 2020. Please know that we continue to implement our HIB and School Safety Team process. There will be a reporting of the full HIB Self-Assessment at our November BOE meeting, as it is due to be submitted to the NJDOE in December 2020.

4. Mr. Bollette and I have conferred about the established dates for Parent/Teacher Conferences, and have determined that in order to provide greater instructional equity to the differing cohorts of students, the dates for conferences will be re-scheduled. The new dates are November 10, 11 & 12. All conferences will be held remotely. Additional information will be shared with parents in the near future.

5. We have been asked to respond to questions raised regarding student attendance as it exists in the current Hybrid / Remote instructional model. Before I pass the torch to Mr. Bollette, I want to reiterate that the State of NJ requires that student attendance be recorded in alignment with the NJ State Attendance Register. Additionally, NJDOE has added new categories for data collection in the NJSMART data collection system, directly related to student attendance during remote instruction, as well as device availability and connectivity.

E. BUSINESS ADMINISTRATOR/BOARD SECRETARY’S REPORT – Mr. Turner
Mr. Turner updated the Board on the following items:

- Fall Reports are being addressed including;
 - October 15th count of enrolled students. Data is used to complete the Application for School State Aid (ASSA), District Report of Transported Resident Students (DRTRS) and other similar reports.
 - Mr. Turner also stated that the Facilities Checklist, Long Range Facilities Plan for all capital projects, the Comprehensive Maintenance Plan & M-1 Form are also among the reports to be approved and submitted in the fall.

Most districts budget more than the allotted \$143/sq. ft. in order to adequately fund maintenance plan items.

V. DISCUSSION/ACTION ITEMS

The Board entertained a motion to add the Calendar Raffle to the agenda as part of the PTA fundraisers listed for approval.

Motion - Mrs. Kelly-Jones

Second - Mr. Rose.

Role Call

	Fox	Guzzo	Haiduc-Dale	Kelly-Jones	Post	Rose	Strasser	Cooke	Bilik	All in Favor
YES										8
NO										0
Abstain										0
Absent			absent							1

Consent Agenda Motions A & B

- A. Motion to approve the request from the Green Township PTA for approval of the following proposed fundraisers for the 2020-2021 school year as amended:

- Brick Sales (online)
- Paint and Sip (virtual)
- Paint Night for families (virtual)
- Dine to Donate
- Apparel Sales (online)
- Book Fair (online)
- Box Tops
- Graduation Signs
- Clothing Drive
- Membership
- *Calendar Raffle (amended motion)

- B. Motion to approve request from Beth Voris to participate in the Stuff the Stocking competition held by Project Self-Sufficiency, collecting children’s gifts for low income families from October 1 through December 4, 2020. **(attachment)**

Motion...Mrs. Kelly-Jones

Second...Mrs. Post

/Roll Call/

	Fox	Guzzo	Haiduc-Dale	Kelly-Jones	Post	Rose	Strasser	Cooke	Bilik	All in Favor
YES	X	X		X	X	X	X	X	X	
NO										
Abstain										
Absent			absent							

VI. SUPERINTENDENT SEARCH

Mrs. Bilik announced that the Interim Commissioner of Education granted an extension of Dr. Furnari’s contract through January 8, 2022.

VII. UNFINISHED BUSINESS

None

VIII. NEW BUSINESS

None

IX. BOARD BUSINESS – Mrs. Ann Marie Cooke

Consent agenda A-D

A. Motion to accept minutes of the following meetings:

1. Regular Meeting of September 16, 2020. **(attachment)**

B. Motion to approve the Green Township Board of Education’s District Goals for the 2020-2021 school year. **(attachment)**

C. Motion to approve the Green Township School District Nursing Services Plan for the 2020-2021 school year. **(attachment)**

D. Motion to approve the following as members of the 2020-2021 NJQSAC Committee for the 2020-2021 school year, in accordance with N.J.A.C. 6A:30-3.2, as recommended by the Interim Superintendent:

- Dr. Lydia Furnari
- Dr. Vincent Occhino
- Ernest Turner
- Jon Paul Bollette
- Marie Bilik
- Ann Marie Cooke
- Nancy Kaiser
- Sue D'Amato
- Dave Miller
- Ann Marie VanSickle
- Kristen Waters
- Carroll Clark
- Sue Stobie
- Sue Miller

Motion...Mrs. Cooke

Second...Mrs. Kelly-Jones

/Roll Call/

	Fox	Guzzo	Haiduc-Dale	Kelly-Jones	Post	Rose	Strasser	Cooke	Bilik	All in Favor
YES	X	X		X	X	X	X	X	X	
NO										
Abstain										
Absent			absent							

X. COMMITTEE REPORTS

A. CURRICULUM – Mr. Noah Haiduc-Dale, Chairperson
None (See Superintendent’s Update)

B. FINANCE – Mr. Scott Guzzo, Chairperson
Mr. Guzzo provided an update on the most recent Finance Committee meeting held on October 19, 2020, during which Dr. Furnari and Mr. Turner gave an overview of the status of grants and updated information concerning the NJQSAC DPRs for fiscal management.

Consent agenda Motions 1-10

1. Motion to approve the General Fund bills list for September 21, 2020 through October 21, 2020 for a total of \$874,087.21. **(attachment)**
2. Motion to approve the attached disbursements for October 2020 from the Student Activities Account in the amount of \$15.94 and the Business Office Petty Cash Account in the amount of \$99.50. **(attachment)**

August 2020 Financial Reports (attachment)

3. Motion to accept the preliminary Board Secretary’s monthly certification, as attached, pursuant to N.J.A.C. 6:20-2.12(d) that as of August 31, 2020 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.
4. Pursuant to N.J.A.C. 6A:23A-16.10 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 August 31, 2020 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.
5. Motion to accept the financial reports from the Board Secretary and the Treasurer of School Monies for the month of August 2020.
6. Motion to approve transfers for August 2020.
7. Motion to amend the 20-21 ESEA Grant as follows:

	Original Application	Amendment
Title I: Transfer of Funds	\$45,810.	\$4,500. from 20-230-200-300-000-000 to 20-230-100-600-000-000

Note: Total allocation remains the same.

8. Motion to accept additional Extraordinary Aide as follows:

- Original allocation \$70,911
- New allocation \$78,013
- Increase of \$7,102

9. Motion to document the Fall school bus evacuation drills for the 2020-2021 school year that will be conducted on October 26, 27, 29 & 30, 2020. All evacuation drills will be held in the Green Hills School rear parking lot at 7:55 AM, and will be conducted by each bus driver and assistant to the principal designee Mr. Scott with additional staff members present. The drills will be conducted on the following days in order to have both Cohorts included as follows:

- October 26, 2019 Route 7, 8, 11, 12, 14
- October 27, 2019 Route 9, 10, 13, 17, 18
- October 29, 2019 Route 7, 8, 11, 12, 14
- October 30, 2019 Route 9, 10, 13, 17, 18

10. Motion to approve submission and acceptance of funds through the FY20 Securing Our Children’s Future: School Security Grant in the amount of \$22,339.00, upon approval of compliance with Alyssa’s Law requirements, as recommended by the Interim Superintendent.

Motion...Mr. Guzzo

Second...Mrs. Cooke

/Roll Call/

	Fox	Guzzo	Haiduc-Dale	Kelly-Jones	Post	Rose	Strasser	Cooke	Bilik	All in Favor
YES	X	X		X	X	X	X	X	X	
NO										
Abstain										
Absent			absent							

C. OPERATIONS – Mr. Matthew Fox, Chairperson

Mr. Fox provided and update from the most recent Operations Committee meeting held on October 19, 2020. On the agenda were a review of the NJQSAC DPRs and an update on the District’s Security Camera project.

Consent Agenda Motions 1 and 2

1. Motion to approve the Comprehensive Maintenance Plan & M-1 Form for the 2020-2021 school year,
2. Motion to approve Vincent Occhino as the Temporary Purchasing Agent (QPA) for the 2020-2021 school year as recommended by the Interim Superintendent, in accordance with LPN 2011-16 as follows:

The QPA law provides a vacancy provision for those districts that had previously appointed a QPA as their purchasing agent. If a QPA vacates the position, the board may appoint, for one year from the date of the vacancy, a person who does not possess a QPA certificate as “temporary purchasing agent.”

With permission of the Director of the Division, a temporary purchasing agent may be appointed for an additional one-year term. Permission is normally granted based upon the temporary purchasing agent working toward obtaining the QPA. No contracting unit may have a temporary purchasing agent for more than two consecutive years.

School boards using this vacancy provision do not have to lower their bid threshold during the time of the two year vacancy and can still use the maximum bid threshold.

**Motion . . Mr. Fox
/Roll Call/**

Second . . . Mrs. Post

	Fox	Guzzo	Haiduc-Dale	Kelly-Jones	Post	Rose	Strasser	Cooke	Bilik	All in Favor
YES	X	X		X	X	X	X	X	X	
NO										
Abstain										
Absent			absent							

D. PERSONNEL – Mrs. Ann Marie Cooke, Chairperson

Mrs. Cooke provided information pertaining to the most recent Personnel Committee meeting held on October 13, 2020. The committee discussed NJQSAC DPRs as well as salary adjustments for office staff that appear on this meeting’s agenda. Mrs. Cooke also made a motion to add an item to the agenda adding item 9 as written below.

Motion...Mrs. Cooke

Second...Mrs. Kelly-Jones

Consent agenda for motions 1 through 9 as amended

1. Motion to retroactively approve nine (9) extra hours of work for the summer of 2020 for Kristen Waters at her 2020-2021 hourly rate, as recommended by the Interim Superintendent.
2. Motion to retroactively approve 14.5 extra hours of work on scheduling during September 2020 for Ann Marie VanSickle at her 2020-2021 hourly rate, as recommended by the Interim Superintendent.
3. Motion to approve the following corrections to secretarial salaries, as recommended by the Interim Superintendent:
 - Lori Sanchez - \$42,500 (inclusive of adjustment for additional duties for Child Care and salary correction)
 - Janice Lawrey - \$52,265 (inclusive of additional duties for Curriculum & Instruction and salary correction)
 - Sue D'Amato - \$74,878.55 (inclusive of additional duties for Attendance, Personnel and salary correction) plus \$1,000 longevity.

4. Motion to approve Linda DeGraw as Business Office Secretary for the 2020-2021 school year to begin October 22, 2020 at the annual salary of \$42,000.00 (to be prorated), as recommended by the Interim Superintendent. **(attachment)**
5. Motion to approve Diane Parker as a Part-Time Teacher Aide/Paraprofessional for the 2020-2021 school year at the salary of \$14.00 per hour, pending approval of her criminal history background check, as recommended by the Interim Superintendent.
6. Motion to approve the Interim Superintendent's Goals for the 2020-2021 school year, as recommended by the Interim Superintendent.
7. Motion to approve the following persons for the stipend positions listed below for the 2020-2021 school year, stipend amounts as per contract, as recommended by the Interim Superintendent:

Position	Name
5 th -8 th Grade Fundraising Advisor	Christine Malloy
5 th -6 th Grade Advisor and Student Council	Diana Minervini
7 th -8 th Grade Advisor and Student Council	Ann Marie VanSickle
8 th Grade Advisor	Catherine Nowaczyk
National Junior Honor Society Advisor	Ann Marie VanSickle

8. Motion to approve the request for a Field Experience for Paige Strangeway from Fairleigh Dickinson University for 30 hours beginning December 1, 2020, as recommended by the Interim Superintendent. Cooperating teacher will be Dara Seminara.

*Addendum as noted above

9. Motion to approve a change in hourly rate to \$14.00 per hour for Michael Bussow, Substitute Custodian, retroactive to September 1, 2020, as recommended by the Interim Superintendent.

Motion . . **Mrs. Cooke**

Second . . . **Mrs. Kelly-Jones**

/Roll Call/

	Fox	Guzzo	Haiduc-Dale	Kelly-Jones	Post	Rose	Strasser	Cooke	Bilik	All in Favor
YES	X	X		X	X	X	X	X	X	
NO										
Abstain										
Absent			absent							

E. POLICY – Mrs. Denise Kelly Jones, Chairperson

Mrs. Kelly-Jones provided information pertaining to each policy as discussed at the most recent Policy Committee meeting held on October 13, 2020.

A motion was made to remove policies 1649 and 1648.02, as they were approved at previous meetings.

Motion...Mrs. Kelly-Jones

Second...Mrs. Cooke

	Fox	Guzzo	Haiduc-Dale	Kelly-Jones	Post	Rose	Strasser	Cooke	Bilik	All in Favor
YES										8
NO										0
Abstain										0
Absent			absent							1

1. Motion to approve the following policies for first reading (**attachments**) as amended:

- P1649 - Coronavirus Response Act (removed)
- P2270 - Religion in Schools
- P2431.3 - Heat Participation Policy for Student Athlete Safety
- P5111 - Eligibility of Resident/Nonresident Students
- P8320 - Personnel Records
- P1620 - Administrative Employment Contracts
- P2431 - Athletic Competition
- P2464 - Gifted and Talented Students
- P5330.05 - Seizure Action Plan
- P6440 - Cooperative Purchasing
- P6470.01 - electronic Funds Transfer and Claimant Certification
- P7440 - School District Security
- P7450 - Property Inventory
- P8420 - Emergency and Crisis Situations

Motion . . **Mrs. Kelly-Jones** Second **Mrs. Cooke**

Mrs. Cooke asked that P5111 be reviewed by the Board attorney before the second reading. She also asked that P2431 be compared with other policies with regard to grade required for participation. Dr. Furnari said these policies would be reviewed.

/Roll Call/

	Fox	Guzzo	Haiduc-Dale	Kelly-Jones	Post	Rose	Strasser	Cooke	Bilik	All in Favor
YES	X	X		X	X	X	X	X	X	
NO										
Abstain										
Absent			absent							

2. Motion to waive the first reading of the following policies (**attachments**) as amended:

- P1648 - Restart and Recovery Plan
- P1648.02 - Remote Learning Options for Families (removed)
- P1648.03 - Restart and Recovery Plan - Full-time Remote Instruction

Motion . . Mrs. Kelly-Jones Second . . . Mr. Rose

/Roll Call/

	Fox	Guzzo	Haiduc-Dale	Kelly-Jones	Post	Rose	Strasser	Cooke	Bilik	All in Favor
YES	X	X		X	X		X	X	X	
NO						X				
Abstain										
Absent			absent							

3. Motion to approve the following policies for second reading and adoption
(attachments) as amended:

P1648 - Restart and Recovery Plan

P1648.02 - Remote Learning Options for Families (removed)

P1648.03 - Restart and Recovery Plan - Full-time Remote Instruction

Motion . Mrs. Kelly-Jones Second . . . Mrs. Cooke

/Roll Call/

	Fox	Guzzo	Haiduc-Dale	Kelly-Jones	Post	Rose	Strasser	Cooke	Bilik	All in Favor
YES	X	X		X	X		X	X	X	
NO						X				
Abstain										
Absent			absent							

F. NEGOTIATIONS – Mr. Michael Rose, Chairperson

None

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. Members of the public are asked to state their name and address for the record.

- Mrs. Phillips noted concerns with instruction and the quality of work for students, saying that on Wednesdays, instruction was done at 12:50pm. She indicated that the workload in 7th grade seems unbalanced and isn't preparing students for high school. She also asked what happened to the former BA.

XII. CLOSED MEETING

None

Closed Meeting Motion was read by _____.

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.

XIII. RECONVENE

N/A

Motion to reconvene into public session.

XIV. ADJOURNMENT

Motion ... **Mr. Rose** Second . . **Mrs. Kelly-Jones**

/Roll Call/

	Fox	Guzzo	Haiduc-Dale	Kelly-Jones	Post	Rose	Strasser	Cooke	Bilik	All in Favor
YES										8
NO										0
Abstain										0
Absent			absent							1

Respectfully submitted by: Dr. Lydia E. Furnari