

**GREEN TOWNSHIP BOARD OF EDUCATION
MINUTES
Regular Meeting
May 9, 2019**

Time: 7:46p.m.

Place: Green Hills School - Library

I. CALL TO ORDER

A. FLAG SALUTE

B. MEETING ANNOUNCEMENT

“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

		<u>Term Expires</u>		<u>Roll Call</u>
Mrs.	Marie Bilik- President	2020	MB	present
Mrs.	Ann Marie Cooke – Vice-President	2021	AMC	*absent
Mr.	Jonathan Ernst	2019	JE	present
Mr.	Matthew Fox	2020	MRF	*absent
Mr.	Scott Guzzo	2019	SG	present
Mr.	Noah Haiduc-Dale	2019	NHD	present
Mrs.	Denise Kelly-Jones	2020	DKJ	*absent
Ms.	Kristin Post	2021	KP	present
Mr.	Michael Rose	2021	MPR	*absent
Dr.	Lydia Furnari			present
Ms.	Sallyann McCarty, SBA			present

* absence was excused

D. MISSION STATEMENT

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

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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.

E. MOTION TO ADD THE ADDENDUM TO THE AGENDA

Mrs. Bilik made a motion to add the addendum to the agenda. The motion passed with a verbal all in favor.

II. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS

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.

Isobel Costello a junior at Newton high school and a former Green student presented her self-started program called “The weekend bag program” (the program). The bags include items for students in need and contain food and hygiene items. Green students get 8 of these bags. Ms. Costello is recognized as a home town hero. She also received the Ramapo college award for making a difference

The program has been running for 3 years, it has been adopted by 6 schools, and 61 children are provided for every weekend. This is an anonymous program the students receiving the bags are not known. Ms. Costello runs it out of her basement. It takes \$3,000 per month to run the program; \$100,000 has been donated through fund raising.

Mrs. Cooke was thanked for reading a statement regarding Greens position on eliminating German as a world language. However it sent a mixed message because she voted to eliminate it at the Newton Board meeting. German was swapped for an ESL teacher.

A concern was voiced about the tax levy possibly spiking when the funds from construction project overage can no longer be used to offset the debt service tax levy.

Ms. Thompson and Dr. Furnari spoke on behalf of Jacklyn Sutphen who received the Superintendent round table award for academic and service achievements.

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Math Con convention: AnnMarie Vansickle spoke on behalf of Travis Geisinger who attended the MathCon competition. He ranked 96 for Grade 6. There were 900 students at the finals (Gr 5-12). There were over 49,000 students that competed nationwide.

Mrs. Bilik said we would like to thank the family for taking him to the completion, we are very proud of him.

III. STUDENT RECOGNITION

- Superintendent's Roundtable Award Winner – Jaclyn Sutphen
- MathCON National Competition Contestant– Travis Geisinger

IV. CORRESPONDENCE

- A. Letter regarding Newton High School World Language Program (attachment)
- B. Letter regarding teaching of multiple foreign languages at Newton High School (attachment)

V. 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.

There was a comment on the cost of suburban propane that we should go out for a request for proposal. The Business Administrator said we do not use propane to heat the entire building, we use oil. The propane is used in the kitchen. There is a small propane burner in the boiler room that is used to ignite the boilers. We purchase from Suburban propane through a bid.

VI. VARIOUS REPORTS

- A. NEWTON BOARD OF EDUCATION UPDATE – Mrs. Bilik read Mrs. Cooke's report

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Regular Meeting
Newton High School
April 23, 2019
6:00 pm – Building Tour

Board Business: Approved early dismissal days for NHS on June 11, 12, 13, 14, and 17, 2019. June 17, 2019 will serve as the final student day and graduation for NHS. Approved the removal of June 18, 19, 20, 21 and 24, 2019 from the student calendar to coincide with June 17, 2019 as the final student day of the 2018-2019 school year.

Approved an employment separation agreement with Michael Bussow, Science Teacher at NHS effective April 23, 2019, including an irrevocable letter of resignation, effective June 30, 2020.

Approved motion to reject all bids for the NHS Canopy Project received on 10/2/18 and 12/18/18 per N.J.S.A. 18A:18A-22, due to the costs exceeding the cost estimate and appropriation.

Approve a grant application for *Choose 2 Connect* through the NJ Department of Education for the 21st Century Community Learning Centers Program Continuation Grant in the amount of \$425,000 for the 2019-2020 school year for the period of September 1, 2019 through August 31, 2020.

Approve a FIRST Robotics Team Regrant from Alcatel/Nokia Bell Labs in the amount of \$5,500 for Newton Robotics.

Public Comments: Approximately eleven (11) individuals spoke in support of the German program.

Two (2) individuals spoke about school security.

One (1) individual spoke in support of a staff member.

Committee of the Whole: Dr. Samantha Castro, NHS VP and Director of Security and Character Education reported current Security and Character Education practices within the district. Further details are available in the minutes of the meeting on the Newton website.

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Presentations: Public Hearing on the Budget

Public Comments on Agenda Resolutions: Approximately nine (9) individuals spoke in support of the German program.

Superintendent's Report: Review of joint press release with Newton Police Dept. regarding "Shelter in Place" which occurred on May 7, 2019.

Board Business: Approved the 2019-2020 budget in the amount of:
\$30,710,628 Total expenditures
\$30,710,628 Total Revenue

Be it further resolved that \$680,493 be withdrawn from Capital Reserve and used toward the cost of the following projects:

Above items span across all three (3) school buildings. Items 5-7 are specific to NHS.

Approved the phasing out of NHS's German Language Program for reasons of economy and other good cause.

Approved staff appointments for the 2019-2020 school year.

Approved, for reasons of economy and/or other good cause, one (1) German teaching staff member position and one (1) Biology teaching staff position at NHS are hereby abolished upon recommendation of the Superintendent. Resolved that the individual teachers holding said positions be informed of same together with the reasons therefore and that they be placed on a preferred eligibility list in accordance with their tenure and/or seniority rights.

Approved the employment and adjustment increments for Employee #2163 be withheld for the 2019-2020 school year.

B. PTA UPDATE – Ms. Post:

There haven't been any meetings; they are actively recruiting for a President, 1st VP and Recording Secretary.

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C. BOARD PRESIDENT’S REPORT – Mrs. Bilik

None

D. SUPERINTENDENT’S REPORT – Dr. Lydia Furnari

Congratulations once again to our two student ambassadors recognized earlier in the meeting. We are so proud of their accomplishments and know they will continue to find success in their endeavors.

At this time I would like to provide the Board with follow up information related to our staffing for the 2019-2020 school year. This information ties into our budget considerations discussed over the last few months, and is directly related to several of the personnel agenda items that will be considered later in the meeting:

1. Personnel

a. Support Services Staff

- i.* The needs of the Child Study Team were evaluated and the position of Social Worker is reduced from full time to part-time.
- ii.* Additionally, the number of workdays of the Learning Disabilities Teacher Consultant will increase although the position remains part-time
- iii.* This results in the overall decrease in support services staff of .4 Full Time Equivalent (FTE), as was identified in February.

b. Reallocation of existing positions:

- i.* The reallocation of 1 Full-time teaching position, due to changes in program needs allows us to return a full-time Technology Coordinator to our program
- ii.* The reallocation of 1 Full-time teaching position due to changes in enrollment, allows us to bring the vocal / general music program back to Green Hills School
- iii.* These reallocations were also identified in February

c. Custodial Staff:

- i.* Need for the addition of a part-time custodian is also planned as identified in February

d. All certified and non-certified instructional and administrative staff recommended for renewal for the 2019-2020 school year appear on tonight’s agenda for the

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Board's consideration. All other non-certified staff members recommended for renewal will be presented for Board consideration at the June meeting.

- e. Finally, I would like to acknowledge the retirement of Mrs. Barbara Edwards. Although we will formally recognize retirees next month, I wanted to be sure to congratulate Mrs. Edwards on her retirement and to thank her for her commitment to Green Hills School.

E. BUSINESS ADMINISTRATOR/BOARD SECRETARY'S REPORT – Mrs. McCarty

The Tax levy motion Operation's motion #12 is consistent with the A4F.

VII. DISCUSSION/ACTION ITEMS

- A. Motion to approve the request from Kim Scudieri for 4th Grade students to hold a soccer clinic on May 24, 2019 and tournament on May 31, 2019 as a fundraiser for purchasing new recess equipment for Green Hills School. This is part of the students' 20Time project.
- B. Motion to approve the request from Kim Scudieri for 4th Grade students to sell slap bracelets through June 1, 2019 as a fundraiser for donation to the World Wildlife Fund to adopt Amur Leopards. This is part of the students' 20Time project.
- C. Motion to approve the following dates for the end of the 2018-2019 school year:
 - Last day of school – Friday, June 21st – Early Dismissal
 - 8th Grade Promotion Ceremony – Thursday, June 20th
- D. Motion to approve the 2019 Summer STEM Camp from July 8, 2019 to July 19, 2019 (5 days per week for 2 weeks) from 9:00 a.m. to 12:00 p.m., and to advertise for the following positions:
 - Camp Coordinator 4 hours per day \$40.00 per hour
 - Camp Instructor 3 hours per day \$25.00 per hour
 - Nurse 3 hours per day \$25.00 per hour

(Note: Additional Camp Instructors may be needed depending on enrollment.)

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Motion to approve Discussion/Action Items A, B, C, D made by Mr. Guzzo, second by Mr. Ernst. The motion passed with a roll call vote with Mr. Fox, Mrs. Cooke, Mrs. Kelly-Jones and Mr. Rose being absent.

VIII. UNFINISHED BUSINESS

None

IX. NEW BUSINESS

The Board had a brief discussion about having a student representative on the Board.

X. BOARD BUSINESS

- A. Motion to accept minutes of the following meetings:
 - 1. Regular meeting of April 10, 2019.
 - 2. Executive session #1 - meeting of April 10, 2019.
 - 3. Executive session #2 - meeting of April 10, 2019.
 - 4. Regular Meeting and Public Hearing of April 30, 2019.
 - 5. Executive session - meeting of April 30, 2019.
- B. Motion to approve the 2019-2020 Office Staff Calendar draft and Custodial Staff Calendar draft. (attachments)
- C. Motion to affirm the Superintendent’s decisions regarding HIB incident #20181912 as reported to the Board of Education on April 30, 2019.
- D. Motion to authorize the Affirmative Action Team to conduct the Needs Assessment and develop a Three-Year Comprehensive Equity Plan for 2019-2020, 2020-2021 and 2021-2022.

Motion to approve Board Business items A, B, C, D made by Mr. Ernst, second by Ms. Post. The motion passed with a roll call vote as follows:

	MB	KP	MRF	SG	NHD	DKJ	MPR	AMC	JE
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Yes	X	A, B, D		X	X				X
No									
Abstain		C							
Absent			X			X	X	X	

XI. COMMITTEE REPORTS

A. CURRICULUM – Mr. Noah Haiduc-Dale, Chairperson

1. Motion to approve proposed field trips for the 2018-2019 school year as per the attached schedule.
2. 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	Interventions for Students with Significant Emotional/ Behavioral Issues	NJPSA/FEA / Monroe Township, NJ	5/14/19	Registration Mileage/Tolls Total	\$149.00 \$37.20 \$186.20
Jennifer Thompson	New Jersey i-Ready User Summit	Curriculum Associates / Long Branch, NJ	5/20/19	Registration Mileage/Tolls Total	\$99.00 \$99.00
Ann Marie VanSickle	New Jersey i-Ready User Summit	Curriculum Associates / Long Branch, NJ	5/20/19	Registration Mileage/Tolls Total	\$99.00 \$60.00 \$159.00

Motion to approve Curriculum items 1, 2 made by Mr. Haiduc-Dale, second by Mr. Ernst. The motion passed with a roll call vote with Mr. Fox, Mrs. Cooke, Mrs. Kelly-Jones and Mr. Rose being absent.

B. OPERATIONS

1. Motion to approve the General Fund bills list from April 11, 2019 through May 9, 2019 for a total of \$1,180,729.39. (attachment)
2. Motion to approve the attached disbursements for May 2019 from the Student Activities Account in the amount of \$30,592.76 and the Business Office Petty Cash Account in the amount of \$226.35. (attachment)

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3. Be it resolved that the Green Township Board of Education upon recommendation of the Business Administrator, Sallyann McCarty approves the renewal of the Food Service Management Company's yearly contract with Maschio's Food Service for the 2019-2020 school year.

The School Food Authority shall pay Maschio's an annual management fee in the amount of \$7,091.00. The management fee shall be payable in monthly installments of \$709.10 per month commencing on September 1, 2019 and ending on June 30, 2020.

Maschio's guarantees a return to the School Food Authority in the amount of \$2,000.00. In the event the actual bottom line of the operational report (total revenue from all sources less program costs, including the management fee) is below this amount, Maschio's shall be responsible for any shortfall. See attachment for the addendum detail and guarantee conditions. (attachment)

4. Motion to approve the Sussex County Educational Services Commission's agreement for ancillary educational services for 2019-2020 fiscal year. (attachment)
5. Motion to approve the agreement between Green Township Board of Education and the Sussex County Regional Transportation Cooperative for Special Education, Public/Non-public and Field/Athletic Trip transportation services for the 2019-2020 school year.
6. Motion to document the Spring school bus evacuation drills for the 2018-2019 school year conducted from April 1, 2019 through April 5, 2019. All evacuation drills were held in the Green Hills School rear parking lot at 7:55 AM, and were conducted by each bus driver and principal designee Ms. Susan Stobie. The drills were conducted as follows:

- April 1, 2019 Route 8 & Route 11
- April 2, 2019 Route 7 & Route 14
- April 3, 2019 Route 12 & Route 18
- April 4, 2019 Route 9 & Route 10
- April 5, 2019 Route 13 & Route 17

7. Motion to approve the following bus contract with First Student, Inc., Andover for the 2019-2020 school year at a total cost of \$325,816.53 as follows:

First Student Inc.
School Year 2019-2020

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ROUTE	PREVIOUS YR. COST	CPI	TOTAL RENEWAL COST
2	153,034.33	2218.98	155,253.31
3	168,125.41	2437.81	170,563.22
TOTAL ANNUAL COST			325,816.53

The renewal incorporates a CPI index increase of 1.45 % over the previous year's contracted rate.

8. Motion to renew membership in the Hunterdon County Educational Services Commission Cooperative for the 2019-2020 school year.
9. Motion to renew membership in the Educational Services Commission NJ Cooperative for the 2019-2020 school year.
10. Motion to approve the State Contract Vendor List

WHEREAS, the Green Board of Education, pursuant to N.J.S.A. 18A:18A-10a and N.J.A.C. 5:34-7.29(c), may by resolution and without advertising for bids, purchase any goods or services under the State of New Jersey Cooperative Purchasing Program for any State contracts entered into on the State by the Division of Purchase and Property in the Department of the Treasury; and

WHEREAS, the Green Board of Education has the need on a timely basis to purchase goods or services utilizing State contracts; and

WHEREAS, the Green Board of Education intends to enter into contracts with the attached Referenced State Contract Vendors through this resolution and properly executed contracts, which shall be subject to all the conditions applicable to the current State contracts; now, therefore,

BE IT RESOLVED, the Green Board of Education authorizes the **Business Administrator/Board Secretary** to purchase certain goods or services from those approved New Jersey State Contract Vendors on the **attached** list for the 2019-2020 school year pursuant to all conditions of the individual State contracts; and

BE IT FURTHER RESOLVED, that the Green Board of Education Business Administrator/Board Secretary shall certify to the availability of sufficient funds prior to the expenditure of funds for such goods or services; and

BE IT FURTHER RESOLVED, that the duration of the contracts between the Green Board of Education and the Referenced State Contract Vendors shall be from July 1, 2019 to June 30, 2020.

REFERENCED STATE CONTRACT VENDORS

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Vendor	State Contract #
Ricoh USA, Inc.	40467
Riggins Oil	82763
Suburban Propane	79926
CDW Government	89849
Extel Communications	80807
Ebsco	86068
W.W. Grainger Inc.	79875
Verizon Wireless	82583
Home Depot	43894
SHI	89851
Petroleum Traders	44811
Northeast Communications Inc.	83898
WB Mason Co. Inc.	88839
Pitney Bowes	41258
Fastenal	45389
Cisco Systems	87720
AT&T	80811

11. Motion to approve disbursement from the Student Activities account in the amount of \$3,010.50 payable to Charles Playhouse for the Spring 2019 Boston trip.

12. Motion to approve the following tax levy motion:

RESOLVED that the amount of tax monies required for school purposes for the 2019-2020 school year is \$9,559,453 for General Fund and that the Township of Green is hereby requested to place in the hands of the Treasurer of School Monies the below listed amounts:

	<u>GENERAL FUND</u>	<u>DEBT SERVICE</u>	<u>TOTAL</u>
2019			
July	\$ 796,621.08		\$ 796,621.08
August	\$ 796,621.08		\$ 796,621.08
September	\$ 796,621.08		\$ 796,621.08
October	\$ 796,621.08		\$ 796,621.08
November	\$ 796,621.08		\$ 796,621.08
December	\$ 796,621.60		\$ 796,621.60
2020			
January	\$ 796,621.08		\$ 796,621.08

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February	\$	796,621.08		\$	796,621.08
March	\$	796,621.08		\$	796,621.08
April	\$	796,621.08		\$	796,621.08
May	\$	796,621.08		\$	796,621.08
June	\$	796,620.60		\$	796,620.60
<u>TOTAL</u>	\$	9,559,453.00	\$	\$	9,559,453.00

13. Motion to approve the payment of the May payroll of approximately \$575,000. The exact amount will be retroactively approved again at the June Board meeting on the bills list.
14. Motion to approve the payment of the Oxford Health Insurance for June 2019 for approximately \$110,000 which is due June 1st. The exact amount will be retroactively approved again at the June Board meeting as a check on the bills list.

Motion to approve Operations items 1-14 made by Mr. Guzzo, second by Ms. Post. The motion passed with a roll call vote with Mr. Fox, Mrs. Cooke, Mrs. Kelly-Jones and Mr. Rose being absent.

C. PERSONNEL

1. Motion to approve Chris Hitzel, Catherine Nowaczyk, Kerry Burneyko, and Diana Minervini as staff chaperones for the 8th Grade trip to Boston, Massachusetts on June 4, 5 and 6, 2019 at a stipend for overnight trips of \$110.00 per night for two nights each, as recommended by the Interim Assistant Superintendent/Acting Superintendent.
2. Motion to approve Jennifer Thompson as a chaperone and administrator for the 8th Grade trip to Boston, Massachusetts on June 4, 5 and 6, 2019 at a stipend for overnight trips of \$110.00 per night for two nights, as recommended by the Interim Assistant Superintendent/Acting Superintendent.
3. Motion to approve the following parent chaperones for the 8th Grade trip to Boston, Massachusetts on June 4, 5 and 6, 2019, as recommended by the Interim Assistant Superintendent/Acting Superintendent. Criminal History Background Checks have been approved except where noted:

Chaperone Names

Patricia Ahmad
Joseph Decker (pending receipt of CHBC results)

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Robert Rhine
Robert Strasser (pending receipt of CHBC results)
Anthony Stroppa
Elizabeth Stroppa

4. Motion to approve an unpaid leave of absence under the Family Medical Leave Act (FMLA) for staff member #10283158 beginning May 1, 2019, as recommended by the Interim Assistant Superintendent/Acting Superintendent.
5. Motion to approve Dr. Lydia Furnari as Interim Superintendent/Director of Personnel and Staff Development for the 2019-2020 school year for the per diem rate of \$587.66 per day as per the attached contract, as recommended by the Interim Assistant Superintendent/Acting Superintendent. (attachment)
6. Motion to approve contract renewal for the 2019-2020 school year for staff members listed on the attached Personnel List “A”, Tenured Teachers, as recommended by the Interim Assistant Superintendent/Acting Superintendent. **(attachment to be given out at the Board meeting)**
7. Motion to approve contract renewal for the 2019-2020 school year for staff members listed on the attached Personnel List “B”, Non-Tenured Teachers – Recommendations for Renewal with Tenure, as per the recommendation of the Interim Assistant Superintendent/Acting Superintendent. **(attachment to be given out at the Board meeting)**
8. Motion to approve contract renewal for the 2019-2020 school year for the non-tenured staff members listed on the attached Personnel List “C”, Non-Tenured Teachers - Recommendations for Renewal, as per the recommendation of the Interim Assistant Superintendent/Acting Superintendent. **(attachment to be given out at the Board meeting)**
9. Motion to approve contract renewal for the 2019-2020 school year for the Teacher Aides listed on the attached Personnel List “D”, Teacher Aides - Recommendations for Renewal, subject to the needs of the Special Education Program, as per the recommendation of the Interim Assistant Superintendent/Acting Superintendent. **(attachment to be given out at the Board meeting)**

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10. Motion to approve Sallyann McCarty as Business Administrator/Board Secretary for the 2019-2020 school year at the salary of \$132,712 as per the attached contract, as recommended by the Interim Assistant Superintendent/Acting Superintendent. (attachment)
11. Motion to approve David H. Miller as the Facilities Manager for the 2019-2020 school year at the salary of \$76,267.87 (inclusive of \$500 longevity and \$300 black seal stipend) as per the attached contract, as recommended by the Interim Assistant Superintendent/Acting Superintendent. (attachment)
12. Motion to approve Jennifer Thompson as the Principal/Coordinator of Instruction for the 2019-2020 school year at the salary of \$99,031.80 as per the attached contract, as recommended by the Interim Assistant Superintendent/Acting Superintendent. (attachment)
13. Motion to approve Maura Meehan as a Substitute Teacher for the 2018-2019 school year, pending receipt of her Criminal History Background Check transfer request approval, as recommended by the Interim Assistant Superintendent/Acting Superintendent.
14. Motion to approve the following persons as members of the District Evaluation Advisory Committee (DEAC) for the 2019-2020 school year, as recommended by the Interim Assistant Superintendent/Acting Superintendent:

Lydia Furnari, Jennifer Thompson, John Paul Bollette, Brian Martin, Ann Marie Van Sickle and Carroll Clark
15. Motion to accept with regrets the retirement resignation of Barbara Edwards effective June 30, 2019, recommended by the Interim Assistant Superintendent/Acting Superintendent. (attachment)
16. Motion to approve a change to the list of parent chaperones for the 8th Grade trip to Boston, Massachusetts on June 4, 5 and 6, 2019, as recommended by the Interim Assistant Superintendent/Acting Superintendent. Robert Strasser will not be attending. He will be replaced by Michelle Strasser. (Her Criminal History Background Check has been approved.)

Motion to approve Personnel items 1-16 by Mr. Ernst, second by Mr. Haiduc-Dale. The motion passed with a roll call vote with Mr. Fox, Mrs. Cooke, Mrs. Kelly-Jones and Mr. Rose being absent.

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D. POLICY COMMITTEE

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

P3240 Professional Development for Teachers and School Leaders

**Motion to approve Policy 1 made by Ms. Post, second by Mr. Haiduc-Dale.
The motion passed with a roll call vote with Mr. Fox, Mrs. Cooke, Mrs. Kelly-Jones
and Mr. Rose being absent.**

E. NEGOTIATIONS COMMITTEE – Mr. Ernst

1. Good meeting, good conversation. Next meeting May 30th will discuss health coverage.

XII. REAPPOINTMENT BUSINESS – SUMMARY MOTIONS

1. Motion to appoint Linda Padula as Treasurer of School Funds for the ensuing year, 2019-2020 at a salary of \$4,656.09.
2. Motion to appoint Sallyann McCarty as Board Secretary for the 2019-2020 fiscal year.

Bank and Financial Designations – Agenda items 3 - 12

3. 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

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

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Student Activity
Cafeteria

5. Motion to authorize the signatories as follows:

BANK	DESCRIPTION	SIGNATORIES
TD Bank	Operating (Treasurer)	(3) President or Vice-President Board 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 Bank	Petty Cash	(1) Board Secretary
TD Bank	Unemployment Fund	(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

6. Motion to approve the use of facsimile signatures with the verbal permission of the signatories.
7. 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.
8. 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.
9. Motion to approve the renewal of the establishment of a Board Secretary’s petty cash checking account for 2019-2020 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.

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10. Motion to approve Superintendent's petty cash for 2019-2020 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.
11. Motion to approve the bonding of the Board Secretary, Treasurer of School Monies and all other employees as deemed necessary for the 2019-2020 school year as per State Law requirements.
12. Motion to approve Sallyann McCarty 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.

Board Business Designations – Agenda items 13 - 15

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

New Jersey Herald (Primary)
Township Journal – Straus News (Secondary)

14. 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

15. Motion to operate as a Board under the committee system comprised of the following committees:

Curriculum

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Legislation
Operations
Personnel
Policy
Negotiations

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16. 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).
17. Motion to authorize the Superintendent and Business Administrator to approve such budget transfers that are necessary between board meetings.
18. Motion to authorize the Board Secretary/Business Administrator to advertise for and receive bids for supplies, equipment, and services for the 2019-2020 school year when required by the Public School Contracts Law.

Appointment of Professionals

19. Motion to approve the following individuals or firms in their respective positions for the 2019-2020 school year:
 - a. Energy Cooperation ACES
 - b. School Physician Dr. Sanjay Jain
 - c. Insurance Fund School Alliance Insurance Fund (SAIF)
 - d. District Architect DMR Architects
 - e. Environmental Consultants RK Occupational & Environmental Analysis, Inc.
 - f. Board Attorney Schenck, Price, Smith & King
 - g. Bond Attorney McManimon & Scotland, L.L.C.
 - 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
20. Motion to appoint Jennifer Thompson as Affirmative Action Officer for Green Hills School for the 2019-2020 school year, with no additional stipends or salary.
21. Motion to appoint Jennifer Thompson as Attendance Officer for Green Hills School for the 2019-2020 school year, with no additional stipends or salary.

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22. Motion to adopt all existing Board policies, textbooks, administrative regulations, library books and curriculum for the 2019-2020 school year which have been in effect during the present school year, subject to revision and constant review by the Board of Education.
23. 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
 - Lincoln Financial
 - Turning Point Financial

Motion to approve Reappointment Business items 1-23 made by Ms. Post second by Mr. Ernst

After some discussion it was decided to remove item (h) from motion number 19.

Motion to remove item (h) from motion 19 made by Mrs. Bilik, second by Mr. Ernst. The motion passed with a verbal all in favor with Mr. Fox, Mrs. Cooke, Mrs. Kelly-Jones and Mr. Rose being absent.

Motion to approve Reappointment Business items 1-23 (with item (h) removed from motion 19) made by Ms. Post, second by Mr. Ernst passed with a roll call vote with Mr. Fox, Mrs. Cooke, Mrs. Kelly-Jones and Mr. Rose being absent.

XIII. CLOSED MEETING

Closed Meeting Motion was read by Mrs. Bilik.

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

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- 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 items (b) Individual privacy, (c) Collective bargaining agreements. Motion made by Ms. Post and second by Mr. Ernst. The Board entered into executive session at 9:05 pm with a verbal all in favor.

XIV. RECONVENE

Motion to reconvene into public session made by Ms. Post and second by Mr. Ernst. The Board reconvened at 9:54 pm with a verbal all in favor.

XV. ADJOURNMENT

Motion to adjourn the meeting made by Mrs. Bilik and second by Mr. Ernst. The meeting was adjourned at 9:54 pm with a verbal all in favor.

Respectfully submitted,

Sallyann McCarty
Board Secretary