

**GREEN TOWNSHIP BOARD OF EDUCATION**  
**AGENDA**  
**Regular Meeting**  
**November 28, 2018**

**Time: 7:30 p.m.**

**Place: Green Hills School**

**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

Mr. Jonathan Ernst - President	_____
Mrs. Ann Marie Cooke – Vice-President	_____
Mrs. Marie Bilik	_____
Dr. Joseph Cercone	_____
Mr. Matthew Fox	_____
Mr. Noah Haiduc-Dale	_____
Mr. Scott Guzzo	_____
Mrs. Denise Kelly-Jones	_____
Mr. Michael Rose	_____
Mr. John Nittolo, Superintendent	_____
Mrs. Sallyann McCarty, SBA	_____

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 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. AUDIT PRESENTATION – Nisiovoccia, LLP**

- Presentation of the 17-18 Comprehensive Annual Financial Report by William Schroeder, Partner at Nisiovoccia.

**III. CLOSED MEETING #1 - MOTION**

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.

Motion to enter into executive session for the purpose of discussing \_\_\_\_\_.

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

**/Roll Call/**

**IV. RECONVENE**

Motion to reconvene into public session.

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

**/Roll Call/**

**V. EDUCATIONAL PRESENTATION**

- Role of the School Counselor – Marybeth Stiles

**VI. CORRESPONDENCE**

- Letter from Sussex County Department of Education regarding representation from sending school district to board of receiving district.

**VII. 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.

**VIII. VARIOUS REPORTS**

A. NEWTON BOARD OF EDUCATION UPDATE – Mrs. Cooke

B. PTA UPDATE – Mrs. Jones

C. BOARD PRESIDENT'S REPORT – Mr. Ernst

D. SUPERINTENDENT'S REPORT – Mr. Nittolo

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

**IX. DISCUSSION/ACTION ITEMS**

- A. Motion to approve the request from Cyndi Bresney for an additional middle school fundraiser for the 2018-2019 school year (Holiday Wreath Sale). **(attachment)**

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

**/Roll Call/**

- B. Motion to approve the request from Cyndi Bresney for an additional middle school fundraiser for the 2018-2019 school year (Philly Pretzel Sale). **(attachment)**

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

**/Roll Call/**

- C. Flyers will be distributed to Green Hills School families regarding a French student exchange program from Customized Student Tours, LLC. **(attachment)**

- D. Flyers will be distributed to Green Hills School families regarding a holiday pajama collection drive from NORWESCAP (“Jingle Jammies”). **(attachment)**

**X. UNFINISHED BUSINESS**

**XI. NEW BUSINESS**

**XII. BOARD BUSINESS**

- A. Motion to accept minutes of the following meetings:

- 1. Regular meeting of October 17, 2018. **(attachment)**

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

**/Roll Call/**

- 2. Executive meeting of October 17, 2018.

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

**/Roll Call/**

- B. Motion to approve the following changes to the Green Hills School 2018-2019 Calendar

due to inclement weather cancellations:

Thursday November 29<sup>th</sup> Parent Teacher Conferences 6:00 – 8:00 p.m.  
(originally scheduled for Thursday, 11/15)  
Regular school day for Students

Friday November 30<sup>th</sup> Parent Teacher Conferences 1:30 – 4:00 p.m.  
(originally scheduled for Friday, 11/16)  
Early Dismissal Day for Students

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

**/Roll Call/**

- C. Presentation from Mrs. Marie Bilik regarding the New Jersey School Boards Convention.

**XIII. 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. (**attachment**)

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

**/Roll Call/**

- 2. Motion to approve the following requests to attend professional conferences:

<u>Staff Member</u>	<u>Conference Name</u>	<u>Provider/Location</u>	<u>Date</u>	<u>Costs</u>	
Laura Haugk	Literacy Conference: Children’s Rights to Read	Centenary University / Hackettstown, NJ	1/10/19	Registration Mileage/Tolls <b>Total</b>	None \$5.89 <b>\$5.89</b>
Catherine Nowaczyk	Literacy Conference: Children’s Rights to Read	Centenary University / Hackettstown, NJ	1/10/19	Registration Mileage/Tolls <b>Total</b>	None \$3.72 <b>\$3.72</b>
Carrie Perkowski	Literacy Conference: Children’s Rights to Read	Centenary University / Hackettstown, NJ	1/10/19	Registration Mileage/Tolls <b>Total</b>	None \$3.72 <b>\$3.72</b>
Debbie Simmons	Rethinking Word Problems in Elementary School	Rutgers & Asso. of Math Teachers of NJ/ Piscataway, NJ	1/4/19	Registration Mileage/Tolls <b>Total</b>	\$205.00 \$33.48 <b>\$238.48</b>

Debbie Simmons	Differentiating Instruction in Math Grades 2-5	Rutgers & Asso. of Math Teachers of NJ/ Piscataway, NJ	4/9/19	Registration Mileage/Tolls <b>Total</b>	\$205.00 \$33.48 <b>\$238.48</b>
Lisa Sprofera	Rethinking Word Problems in Elementary School	Rutgers & Asso. of Math Teachers of NJ/ Piscataway, NJ	1/4/19	Registration Mileage/Tolls <b>Total</b>	\$205.00 \$28.08 <b>\$233.08</b>
Lisa Sprofera	Differentiating Instruction in Math Grades 2-5	Rutgers & Asso. of Math Teachers of NJ/ Piscataway, NJ	4/9/19	Registration Mileage/Tolls <b>Total</b>	\$205.00 \$28.08 <b>\$233.08</b>

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

**/Roll Call/**

- Motion to approve a new Spanish textbook series for 6<sup>th</sup> through 8<sup>th</sup> grades entitled Realidades published by Pearson Education, copyright date 2014.

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

**/Roll Call/**

**B. OPERATIONS** – Mr. Matthew Fox, Chairperson

- Motion to approve the General Fund bills list for November 1, 2018 through November 30, 2018 for a total of \$1,243,525.61. **(attachment)**

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

**/Roll Call/**

- Motion to approve the attached disbursements for November 2018 from the Student Activities Account in the amount of \$5,364.10 and the Business Office Petty Cash Account in the amount of \$177.90. **(attachment)**

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

**/Roll Call/**

**September 2018 Financial Reports** **(attachment)**

- Motion to accept the Board Secretary’s monthly certification, as attached, pursuant to N.J.A.C. 6:20-2.12(d) that as of September 30, 2018 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.

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

**/Roll Call/**

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 September 30, 2018 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.

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

**/Roll Call/**

5. Motion to accept the financial reports from the Board Secretary and the Treasurer of School Monies for the month of September 2018.

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

**/Roll Call/**

6. Motion to approve transfers for September 2018.

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

**/Roll Call/**

**October 2018 Financial Reports (attachment)**

7. Motion to accept the Board Secretary’s monthly certification, as attached, pursuant to N.J.A.C. 6:20-2.12(d) that as of October 31, 2018 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.

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

**/Roll Call/**

8. 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 October 31, 2018 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.

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

**/Roll Call/**

9. Motion to accept the financial reports from the Board Secretary and the Treasurer of School Monies for the month of October 2018.

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

**/Roll Call/**

10. Motion to approve transfers for October 2018.

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

**/Roll Call/**

11. Motion to retroactively approve 2018-19 tuition contract with Morris County Vocational School for student number 051804. Regular full-time tuition cost will be \$13,100.

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

**/Roll Call/**

12. Motion to document the Fall school bus evacuation drills for the 2018-2019 school year conducted from October 15, 2018 to October 19, 2018. 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 assistant to the principal designee Mr. Hitzel, Mr. Scott and additional staff members who were present. The drills were conducted as follows:

- October 15, 2018 Route 8 & Route 11
- October 16, 2018 Route 7 & Route 14
- October 17, 2018 Route 12 & Route 18
- October 18, 2018 Route 9 & Route 10
- October 19, 2018 Route 13 & Route 17

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

**/Roll Call/**

13. Motion to retroactively approve 2018-19 tuition contracts with Andover Regional Board of Education Vocational School for student ID number 2587, State ID number 2895026776, in accordance with the students IEP. Extended School Year tuition is \$2,400 and pre-school special education tuition is \$14,876.

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

**/Roll Call/**

14. Motion to approve the ESEA consolidated grant carryover funds of \$26,674 as follows:



	18-19 Grant Award	Carryover Amounts	Revised 18-19 Grant Amounts
Title IA	\$ 19,029	\$ 18,911	\$ 37,940
Title IIA	\$ 8,846	\$ 5,777	\$ 14,623
Title IVA	\$ 10,000	\$ 1,986	\$ 11,986
Totals	\$37,875	\$26,674	\$ 64,549

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

**/Roll Call/**

15. Motion to approve disbursement from the Student Activities account in the amount of \$1,080.00 payable to You Name It for the 6<sup>th</sup> grade Camp sweatshirts.

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

**/Roll Call/**

16. Motion to retroactively approve 2018-19 tuition contract for \$20,000 with Stillwater Township Board of Education for a Homeless student in accordance with the students IEP. Prorated tuition from November 2019 through June 2019 is \$16,000. Additional services to be determined and billed separately. (attachment)

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

**/Roll Call/**

17. Motion to approve Homebound Instruction, Occupational Therapy and Speech Therapy for a homebound second grade student, as recommended by the School Nurse and Child Study Team Coordinator.

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

**/Roll Call/**

18. Motion to approve district professional development travel and expenditure/ reimbursement for John Nittolo, Aimee Castellana, Kyle Mirena and Ann Marie VanSickle to attend and present at Techspo 2019 on January 30, 31, and February 1, 2019 located in Atlantic City, NJ, in accordance with Green Township Board of Education Expense Policy #6471 and A-5 for the following amounts:

Type of Reimbursement	Amount per Person
Registration	\$450.00
Lodging - Federal per diem rate not to exceed \$225.90/night for 2 nights (for conference hotel)	\$451.80
Food & Misc. Expenses – Federal per diem rate not	\$165.00

to exceed \$66.00 for full days (one) and \$49.50 for the first and last days of travel (two)	
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Mileage reimbursement round trip to Atlantic City, NJ, will be paid at the rate of \$.31 per mile. Parking and tolls will be reimbursed with a receipt.

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

**/Roll Call/**

- 19. Motion to approve disbursement from the Student Activities account in the amount of \$1,430.00 payable to The Tranquility Store for the pie fundraiser.

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

**/Roll Call/**

- 20. Motion to approve disbursement from the Student Activities account in the amount of \$996.50 payable to Tranquility Greenhouses for the poinsettia fundraiser.

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

**/Roll Call/**

**C. PERSONNEL** – Mrs. Ann Marie Cooke, Chairperson

- 1. Motion to approve 2018-19 contract for Physical Therapy Services provided by Allison Peck, P.T. Billing per hour of service will be \$85, as recommended by the Superintendent.

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

**/Roll Call/**

- 2. Motion to approve Amanda Russinko, Cortland Rohsler and Meg Sass as Substitute Teachers for the 2018-2019 school year, as recommended by the Superintendent.

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

**/Roll Call/**

- 3. Motion to retroactively approve Hannah Stobie as a Substitute Teacher for the 2018-2019 school year, as recommended by the Superintendent. (This person is already approved as a Substitute Teacher Aide.)

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

**/Roll Call/**

- 4. Motion to approve Alexandra Kasharian as a Substitute Teacher for the 2018-2019 school year, as recommended by the Superintendent. Hiring is on a provisional basis for up to 90 days pending completion of requirements and review of information required under P.L. 2018, c. 5.

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

**/Roll Call/**

- 5. Motion to approve Colleen Figueiredo as a Substitute Teacher for the 2018-2019 school year, pending approval of her criminal history background check transfer request, as recommended by the Superintendent.

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

**/Roll Call/**

- 6. Motion to approve Destiny Bennett as a Substitute Teacher Aide and Substitute After-Care Assistant for the 2018-2019 school year, pending her criminal history background check approval, as recommended by the Superintendent. Hiring is on a provisional basis for up to 90 days pending completion of requirements and review of information required under P.L. 2018, c. 5.

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

**/Roll Call/**

- 7. Motion to approve Donna Coyle as a Substitute Teacher for the 2018-2019 school year, pending her interview with the Principal, as recommended by the Superintendent.

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

**/Roll Call/**

- 8. Motion to approve Jessica Meyer as Girls' Basketball Coach for the 2018-2019 school year at the stipend of \$2,000.00, as recommended by the Superintendent.

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

**/Roll Call/**

9. Motion to retroactively approve Michael Spina as a Middle School Language Arts Teacher for the 2018-2019 school year beginning October 30, 2018 at the salary of \$57,057.00 (BA Step 1) prorated, as recommended by the Superintendent.

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

**/Roll Call/**

10. Motion to approve Aimee Castellana as mentor for Michael Spina for the 2018-2019 school year at the stipend of \$1,200.00, as recommended by the Superintendent.

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

**/Roll Call/**

11. Motion to retroactively adjust the salary of Carmita Mongrella (approved at the October 17<sup>th</sup> Board meeting) for the 2018-2019 school year from \$45,645.60 (BA Step 1) prorated to \$50,445.60 (MA Step 1) prorated, as recommended by the Superintendent.

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

**/Roll Call/**

12. Motion to approve Ruth Regavich as a Homebound Instructor for the 2018-2019 school year as needed at the stipend of \$40.00 per hour, as recommended by the Superintendent.

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

**/Roll Call/**

13. Motion to approve Kathy Wolfe to provide Speech Therapy and for Sue Bloodgood to provide Occupational Therapy for homebound students for the 2018-2019 school year as needed at the rate of \$40.00 per hour, as recommended by the Superintendent.

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

**/Roll Call/**

14. Motion to approve the request for maternity leave for Jessica Zur from January 2, 2019 to April 29, 2019, to the extent permissible by the applicable law and the negotiated contract between the Board of Education and the Green Township Education Association, as recommended by the Superintendent.

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

**/Roll Call/**

- 15. Resolved, that the Board hereby retains the services of Dr. Louis Centolanza at the hourly rate of \$100.00 for an employment investigation.

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

**/Roll Call/**

- 16. Motion to accept with regrets the resignation of Robert Peterson due to retirement effective December 31, 2018, as recommended by the Superintendent. **(attachment)**

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

**/Roll Call/**

- 17. Resolved, that the Board approves the settlement and release with Employee I.D. # 16274896; and  
Be it further resolved that the Board accepts the employee’s resignation, effective December 31, 2018.

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

**/Roll Call/**

**D. POLICY COMMITTEE REPORT – Mrs. Denise Kelly-Jones, Chairperson**

- 1. Motion to adopt the following new Policy:

P1613 Disclosure & Review of Applicant’s Employment History

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

**/Roll Call/**

- 2. Motion to approve the revisions & adopt the following Policies:

P5512 Harassment, Intimidation & Bullying

P5561 Use of Physical Restraint & Seclusion Techniques for Students  
With Disabilities

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

**/Roll Call/**

- 3. Motion to abolish Regulation 5512 Harassment, Intimidation or Bullying Investigation Procedure

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

**/Roll Call/**

- 4. Motion to approve the revisions and adopt the following Regulations:

R5561 Use of Physical Restraint & Seclusion Techniques for Students With Disabilities

R5562 Attendance

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

**/Roll Call/**

- 5. Motion to adopt the following new Regulation:

R1613 Disclosure & Review of Applicant’s Employment History

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

**/Roll Call/**

**E. NEGOTIATIONS COMMITTEE REPORT – Mr. Michael Rose, Chairperson**

- 1. Updates as applicable

**XIV. 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.

**XV. CLOSED MEETING #2 - MOTION**

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

- j. Matters rendered confidential by Federal Law, State Law, or Court Rule
- k. Individual privacy
- l. Collective bargaining agreements
- m. Purchase or lease of real property if public interest could be adversely affected
- n. Investment of public funds if public interest could be adversely affected
- o. Tactics or techniques utilized in protecting public safety and property
- p. Pending or anticipated litigation
- q. Attorney-client privilege
- r. 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/**

**XVI. RECONVENE**

Motion to reconvene into public session.

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

**/Roll Call/**

**XVII. ADJOURNMENT**

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

**/Roll Call/**