

GREEN TOWNSHIP BOARD OF EDUCATION
AGENDA
Regular Meeting
December 19, 2018

Time: 6:30 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. 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/

III. RECONVENE

Motion to reconvene into public session.

Motion Second

/Roll Call/

IV. EDUCATIONAL PRESENTATION

HIB Bi-Annual Report - Tiffany Lutz

V. CORRESPONDENCE

VI. 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.

VII. 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

- 1. Correspondence to Newton Public Schools regarding projected enrollment for 2019-2020. **(attachment)**

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

VIII. DISCUSSION/ACTION ITEMS

A. Request from 8th Grade Class Advisors regarding the 8th Grade Dance. **(attachment)**

Motion to approve the 8th grade dance at the Barn located at the Great Divide in Green Township. The dance is scheduled for Friday, June 14th from 7:00 pm to 10:00 pm.

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

/Roll Call/

IX. UNFINISHED BUSINESS

X. NEW BUSINESS

XI. BOARD BUSINESS

A. Motion to accept minutes of the following meetings:

- 1. Regular meeting of November 28, 2018. (**attachment**)

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

/Roll Call/

- 2. Executive meetings numbered 1 and 2 of November 28, 2018.

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

/Roll Call/

B. Motion to affirm the Superintendent’s decisions regarding HIB incidents as reported to the Board of Education on November 28, 2018.

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

/Roll Call/

XII. 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 request(s) to attend a professional conference(s):

<u>Staff Member</u>	<u>Conference Name</u>	<u>Provider/Location</u>	<u>Date</u>	<u>Costs</u>
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Aimee Castellana	Strategies & Structures for Teaching Reading & Writing	Heinemann Workshops / Livingston, NJ	2/28/19	Registration Mileage/Tolls <i>Total</i>	\$209.00 \$10.85 \$219.85
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Motion Second

/Roll Call/

- Motion to approve discarding of outdated science textbooks as per the attached list. **(attachment)**

Motion Second

/Roll Call/

B. OPERATIONS – Mr. Matthew Fox, Chairperson

- Motion to approve the General Fund bills list for December 1, 2018 through December 31, 2018 for a total of \$1,223,437.83. **(attachment)**

Motion Second

/Roll Call/

- Motion to approve the attached disbursements for December 2018 from the Student Activities Account in the amount of \$5,877.42 and the Business Office Petty Cash Account in the amount of \$27.90. **(attachment)**

Motion Second

/Roll Call/

November 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 November 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/

- 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 November 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/

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

Motion Second

/Roll Call/

- Motion to approve transfers for November 2018.

Motion Second

/Roll Call/

- Motion to approve David H. Miller, Jr. to attend the New Jersey School Buildings and Grounds Expo 2019 in Atlantic City on March 10th thru 13th 2019. Reimbursement for overnight lodging, (State Waiver) on March 11 and 12 only; mileage and tolls with receipts.

Registration	\$200.00
*Lodging Federal per diem rate not to exceed \$99/night for 2 nights	\$198.00
Food & Misc. (1 full, 2 partial) (federal per diem rate for meals & incidental expenses –\$64.00 for full day, \$48.00 for the first and last day of travel)	\$160.00

Mileage reimbursement round trip to Atlantic City will be paid at the rate of \$.31 per mile. Parking and tolls will be reimbursed with a receipt.

*Lodging can exceed the federal per diem rate if the presenting association selects a hotel that they deem to be the conference hotel/headquarters.

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

/Roll Call/

- Motion to approve the school related activities quoted contract, QFTLAK19 with Lakeland Bus Lines for the field trip to the Metropolitan Museum of Art:

Route	Destination	Basis of the quote	Cost per bus	Total Cost
FTLK19	Museum of Art	2-55 passngr.busses	\$850.00	\$1,700.00

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

/Roll Call/

9. Motion to approve the School Related Activities quoted contract QFTS23 with Stocker Bus Co., Newton, for the 2018-2019 school year.

Route	Destination	Basis of the Quote	Cost per Bus	Hourly Adj Cost	Total Cost
SR23BB1	16 Vari BB events	1-54 Pass.-16 dates	300.00	60.00	4,800.00
SR23FH1	5 Vari FH events	1-54 Pass. -5 Dates	300.00	60.00	1,500.00
SR23FT1	Sparta HS	1-54 Passenger bus	220.00	60.00	220.00
SR23FT2	Mristwn Unitarian	1-54 Passenger bus	270.00	60.00	270.00
SR23FT3	Mason Outdr Ctr.	2-54 Pass.-2 dates	175.00	60.00	700.00
SR23FT4	VR World, NYC	1-54 Passenger bus	590.00	60.00	590.00
SR23FT5	High Point HS	1-54 Passenger bus	295.00	60.00	295.00
SR23FT6	Sandy Hook	2-54 Passenger bus	655.00	60.00	1,310.00
SR23FT7	Ridgedale Mid Sch	1-54 Passenger bus	350.00	60.00	350.00
SR23FT8	Great Meadows	1-54 Passenger bus	350.00	60.00	350.00
SR23FT9	3 Science events	1-54 Passenger bus -3 dates	485.00	60.00	1,455.00
SR23FT10	Drew University	1-54 Passenger bus	395.00	60.00	395.00
SR23FT11	Medieval Times	2-54 Passenger bus	375.00	60.00	750.00
SR23FT12	Hopatcong St Prk	1-54 Passenger bus	350.00	60.00	350.00
Total					13,335.00

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

/Roll Call/

10. Motion to approve the School Related Activities quoted contract QFTFS21 with First Student Bus Co., Andover, for the 2018-2019 school year.

Route	Destination	Basis of the Quote	Cost per Bus	Hourly Adj Cost	Total Cost
FS21FT1	Morristwn Unit.	1-54 Passenger bus	275.00	none	275.00
FS21FT2	Tranquility Farms	1-54 Passenger bus	129.50	none	129.50
FS21FT3	Morristwn Unit.	1-54 Passenger bus	265.00	none	265.00
	Total				669.50

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

/Roll Call/

11. Motion to approve disbursement from the Student Activities account in the amount of \$2,510.00 payable to Boston Duck Tours for the Spring 2019 Boston trip.

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

/Roll Call/

- 12. Motion to approve disbursement from the Student Activities account in the amount of \$1,425.00 payable to Fire & Ice for the Spring 2019 Boston trip.

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

/Roll Call/

- 13. Motion to approve disbursement from the Student Activities account in the amount of \$969.00 payable to City Info Experts LLC for the Spring 2019 Boston trip.

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

/Roll Call/

- 14. Motion to approve district professional development travel and expenditure/ reimbursement for Marie Bilik to attend the National School Boards Association Symposium from January 25th through January 28th 2019; located in Washington DC in accordance with Green Township Board of Education Expense Policy #6471 and A-5 for the following amounts:

	Type of Reimbursement	Amount
*	Registration - Equity Symposium \$225 waived	\$.00
*	Registration – Advocacy Institute Conference \$695 waived	\$.00
	Lodging – Federal per diem rate not to exceed \$259.00/night plus applicable hotel taxes estimated to be \$37.56/night for 4 nights at the conference hotel.	\$1,186.24
	Food & Misc. Expenses – Federal per diem rate not to exceed \$76.00 for full days (two) and \$57.00 for the first and last days of travel (two)	\$266.00
	Round trip train fare from Newark to Washington DC	\$98.00
*	Registration fees waived – attending as part of NJ delegation	
	Total	\$1,550.24

Mileage reimbursement round trip to Newark, NJ, will be paid at the rate of \$.31 per mile. Parking and tolls will be reimbursed with a receipt.

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

/Roll Call/

- 15. 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 to exceed \$66.00 for full days (one) and \$49.50 for the first and last days of travel (two)	\$165.00

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/

16. Motion to approve disbursement from the Student Activities account in the amount of \$2588.60 payable to Gertrude Hawk for the 6th, 7th & 8th grade fundraiser.

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

/Roll Call/

C. PERSONNEL – Mrs. Ann Marie Cooke, Chairperson

1. Motion to approve Angela Alter as a Substitute School Nurse 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/

2. Motion to retroactively approve Cyndi Bresney as chaperone for the 6th grade camping trip on November 5-7, 2018 at the overnight stipend rate of \$110.00 per night for two nights, as recommended by the Superintendent.

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

/Roll Call/

3. 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/

- 4. Motion to approve the resignation of Cyndi Bresney as a paraprofessional effective December 17, 2018, as recommended by the Superintendent.

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

/Roll Call/

- 5. Motion to reapprove Samantha Shea as a Substitute Teacher Aide and Substitute Aftercare Assistant for the 2018-2019 school year, as recommended by the Superintendent.

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

/Roll Call/

- 6. Motion to approve Lorrain McCarthy as Full-Time Night Custodian for the 2018-2019 school year beginning January 2, 2019 at the salary of \$36,500.00 prorated, pending approval of her Criminal History Background Check archiving request, 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 appoint Jennifer Thompson as Affirmative Action Officer for Green Hills School for the 2018-2019 school year, with no additional stipends or salary.

Motion Second

/Roll Call/

- 8. Motion to approve _____ as Art Teacher for the 2018-2019 school year beginning _____ at the salary of \$_____ prorated (___ Step ___, pending approval of his/her Criminal History Background Check archiving request, 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/

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

1. Motion to approve the revisions and adopt the following Policy:

P8561 Procurement Procedures for School Nutrition Programs

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

/Roll Call/

2. Motion to change the wording to Policy 0152 and Policy 0165 as follows. Changes are in bold.

Policy 0152-Board Officers:

Voting shall take place by **voice, show of hands, or** written ballot after nominations are closed. **If by written ballot**, board members will be provided a blank piece of paper and will write the name of the person they wish to see elected on the piece of paper.

Policy 0165-Voting:

All Board of Education actions requiring a vote may be conducted by Voice, show of hands, **written ballot**, provided that the vote of each member is recorded in the minutes of the meeting. **If by written ballot, board members will be provided a blank piece of paper and will write their choice on the piece of paper. The ballots shall be tallied by the board secretary.**

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

/Roll Call/

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

1. Updates as applicable

XIII. 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.

XIV. 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
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- 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/

XV. RECONVENE

Motion to reconvene into public session.

Motion Second

/Roll Call/

XVI. ADJOURNMENT

Motion Second

/Roll Call/