# HARDYSTON TOWNSHIP BOARD OF EDUCATION REGULAR MEETING MINUTES AUGUST 11, 2015

7:00 PM – Hardyston Township Middle School Library

#### I. Call to Order

Board President Dorothy Beltramine called the regular meeting of the Hardyston Board of Education to order on August 11, 2015 at 7:00 p.m. in the Library of the Hardyston Middle School, 183 Wheatsworth Road, Hamburg, NJ. President Dorothy Beltramine read the Open Public Meetings Act statement.

- II. Pledge of Allegiance
- III. Roll Call

Mrs. Donna Carey present Mr. Nick Demsak present Mr. Philip Giordano present Mr. Ron Hoffman present Mr. Brian Kaminski present Mr. Martin O'Shea present Mr. David Van Ginneken present Mr. Ed Blahut present Mrs. Dorothy Beltramine present

Dr. Richard R. Corbett present Mr. James Sekelsky present

Quorum confirmed: [X] Yes [] No

Special Guest(s) Present: **Joanne Butler, Board Attorney** 

John Brennan, Principal, Elementary School

Staff Member(s) Present: 2

Community Member(s) Present: **Jen Knocha, Advertiser News** 

Other: n/a

#### MISSION STATEMENT

The Hardyston School District together with our parents, families and community is dedicated to preparing our students for the 21<sup>st</sup> Century by providing each student with a quality education, in a safe and caring environment, which allows all students to achieve the New Jersey Core Curriculum Content Standards and Common Core State Standards at all grade levels and includes the knowledge, confidence, and self-esteem to be successful life-long learners in a culturally diverse democracy.

# IV. Workshop

- 1. Addendum Report
- 2. Rich Corbett presented the HIB Self-Assessment Report for both schools. Mr. Dave Sasso briefly presented background about how the scores were determined.
- 3. Preschool Enrollment report was presented on the screen by Rich Corbett
- 4. Strategic Plan Dates and Facilities Assessment Study discussion was held about how to proceed with NJSBA program or another alternative. NJSBA cost is \$3,800. Board created an Ad-Hoc Strategic Plan Research Committee consisting of P. Giordano, N. Demsak and D. Beltramine.
- 5. Discussion of Board and District Goals and when they would be met was conducted. Discussion also included whether the goal would require curriculum to back the goal.
- 6. Mr. Sekelsky presented a Buildings Assessment proposal that would go through the Ad-Hoc Strategic Plan Committee for further funding consideration.
- 7. Committee Reports were all presented by the Committee chairs.

Personnel (Ron Hoffman)

**Curriculum & Programs (Donna Carey)** 

**Technology (Ed Blahut)** 

**Facilities & Operations (Brian Kaminski)** 

**Finance (Dot Beltramine)** 

**Policy (Martin O'Shea)** 

8. Sussex County Educational Services Commission Report (Nick Demsak)

#### V. Executive Session #1

Motion is presented by B. Kaminski and seconded by E. Blahut that the Hardyston Township Board of Education enters private session at 7:59 p.m. to discuss personnel & contracts, which is exempt from public participation pursuant to New Jersey Public Law 1975, Chapter 231, "Open Public Meetings Act." Any discussion held by the Board which need not remain confidential will be made public when appropriate. Minutes of the private session will not be disclosed until the need for confidentiality no longer exists. The Board will reconvene in public session at the conclusion of the closed session.

#### VI. Return to Public Session

Motion to the Board of Education will return to public session at 9:43 p.m.

Roll Call

#### **Voice Unanimous**

Action following Executive Session if needed:

None

#### VII. Public Comment

None

## VIII. Approval of Minutes

# 1. July 14, 2015

Motion of adopt:	D. Beltran	nine	Seconded By	y: P. Giordano
MOTION	YES	NO	ABSTAIN	ABSENT
Carey			X	
Demsak	_X			
Giordano	_X			
Hoffman			X	
Kaminski	_X			
O'Shea	_X			
Van Ginneken	_X			
Blahut	_X			
Beltramine	${f X}$			

# IX. Superintendent's Report

#### X. Old Business

- 1. Meeting Dates for 2015- 2016:
  - September 8 Regular Meeting
  - October 13 Regular Meeting @ ES
  - October 27-29 (*NJSBA Workshop*)
  - November 10 Regular Meeting
  - December 8 Regular Meeting @ ES
  - January 5 Reorganization Meeting
  - January 12 Regular Meeting
  - January 26 Budget Workshop
  - February 9 Regular Meeting @ ES
  - February 23 Budget Workshop @ ES
  - March 8 Regular Meeting
  - March 22 Budget Workshop
  - April 12 Regular Meeting @ ES
  - May 10 Regular Meeting
  - May 24 Annual Evaluation (*Board and CSA*)
  - June 14 Regular Meeting
  - June 28 Retreat (District and Board Goals)
  - July 12 Regular Meeting

## 2. Motion to approve District and Board Goals as discussed.

Demsak	X				
Carey	X				
MOTION	ACCEPT _	REJECT	MODIFY _	ABSTAIN	
Motion of adopt:	D. Beltramine	Seconded E	3y: R. Hoffman		

Giordano	X	 	
Hoffman	X	 	
Kaminski	X	 	
O'Shea	X	 	
Van Ginneken	X	 	
Blahut	X	 	
Beltramine	X	 	

3. Motion to approve the HIB report as presented by the superintendent on 7-14-15.

Motion of adopt:	D. Beltram	nine S	Seconded By: P. Giordano		
MOTION	YES	REJECT	ABSTAIN	ABSENT	
Carey			X		
Demsak	_X				
Giordano	_X				
Hoffman			X		
Kaminski	_X				
O'Shea	_X				
Van Ginneken	_X				
Blahut	_X				
Beltramine	_X				

XI. New Business

XII. Agenda Items:

## **FINANCE**

F-1

Motion to approve \$ 568,115.71 and \$0.00 in transfers for the month of June 2015 and July 2015 respectively.

F-2

Motion to approve the attached Bills List for the month of June 2015 and July 2015 in the amounts of \$1,363,435.17 (June) and \$317,036.19 (July).

F-3

<u>Tabled to September 2015</u> due to the audit and the June Financials remaining open. Treasurer of School Monies Comparison Report for June 2015 to be presented in September 2015

F-<u>4</u>

<u>Tabled to September 2015</u> due to the audit and the June Financials remaining open. The Board Secretary's Monthly Comparison Report for June 2015 to be presented in September 2015

F-5

Motion to approve the renewal of the following transportation contracts for the 2015/2016 year. Increases are based on the maximum negotiated Consumer Price Index (CPI) of 1.34% as calculated by the State of New Jersey for 2015/2016. (Contracts to be signed by Board President or Vice President)

# A) D.W. Clark - Multi-Contract #2 (Routes E209, E210, E211, ME201, ME203, ME206)

Route	Previous Year Per Diem	# of Days	Inc/Dec	Extension	Per Diem	Renewal Cost
E209	236.01	180	1.90	3.16	239.17	\$43,050.60
E210	232.64	180	1.90	3.11	235.75	\$42,435.00
E211	235.60	180	1.90	3.15	238.75	\$42,975.00
ME201	395.53	180	1.90	5.30	400.83	\$72,149.40
ME203	363.36	180	1.90	4.86	368.22	\$66,279.60
ME206	425.81	180	1.90	5.70	431.51	\$77,671.80

Total Annual Cost: \$344,561.40

# B) Ted Dunn Inc. - Multi-Contract #1 (ME202, ME204, ME205)

Route	Previous Year Per Diem	# of Days	Inc/Dec	Extension	Per Diem	Renewal Cost
ME202	437.28	180	2.00/.50	5.86	443.14	\$79,765.20
ME204	273.89	180	2.00/.50	3.67	277.56	\$49,960.80
ME205	435.65	180	2.00/.50	5.83	441.48	\$79,466.40

Total Annual Cost: \$209,192.40

# C) D.W. Clark - Single Routes

M207	239.93			180	2.50	3.21	243.14	\$43,765.20
	Diem				Inc/Dec		Per Diem	
Route	Previous	Year	Per	# of Days		Extension	1	Renewal Cost

	Previous Year Per Diem	# of Days	Inc/Dec	Extension	Per Diem	Renewal Cost
E208D	247.78	180	2.50	3.32	251.10	\$45,198.00

Route	Previous	Year	Annual	# of Days			Renewal Cost
	Contract				Inc/Dec	Per Diem	
86		\$3,092.46		180	1.50	41.43	\$3,133.89

#### F-6

Motion to accept the Application and Certificate for Payment for Drill Construction as certified by Parette-Somjen Architects, LLC in the amount of \$59,224.90. Payment is related to the Retaining Wall project at the Middle School.

ACTION ITEM(S): F-1, F-2, F5 & F-6

Motion to adopt: 1	D. Beltramine	Secon	ided By: M. O'Shea
MOTION	VEC NO	ADOTABL	ADCENT

<u>MOTION</u>	YES	NO	ABSTAIN	ABSENT
Carey	_X			
Demsak	_X			
Giordano	_X			
Hoffman	_X			
Kaminski	_X			
O'Shea	_X			
Van Ginneken	_X			
Blahut	_X			
Beltramine	_X			

#### **PERSONNEL**

#### P-1

Motion to approve the attached substitute calling list for the 2015-2016 school year. All required paperwork has been completed and on file. All hired aides may be approved to substitute as needed. Employment is on an emergent basis, if necessary, and contingent upon criminal history background clearance as required by P.O. 1986, C.116.

### P-2

Motion to reappoint the following extra-curricular coaches/advisors for the 2015-2016 school year. Step amount as per negotiated HTEA agreement.

The Board of Education shall determine the requirements of and qualifications for all extra-curricular positions in the district as dictated by the nature of the activity in accordance with N.J.S.A. 34:13A-23. Upon recommendation of the CSA, the Board shall appoint to all extracurricular assignments, those individuals who have the proper qualifications for the position and can meet the requirements of the position. In the event a qualified candidate cannot be found within the district, the Board may employ a qualified person from outside the district.

Elizabeth Burdzy

**Cross Country Coach** 

Step 6

\$2,606

Kasey Kornak	Head Field Hockey Coach	Step 6	\$2,606
Joshua Bennett	Head Soccer Coach	Step 6	\$2,606
Joshua Bennett	Head Boys Basketball Coach	Step 6	\$2,739
Ashley Blanchard	Head Girls Basketball Coach	Step 3	\$2,073
Francine Kevil	Head Cheerleading Coach	Step 6	\$2,739
Lisa Metzgar	<b>Assistant Cheerleading Coach</b>	Step 3	\$1,938
Robert Walsh	Head Boys Track Coach	Step 6	\$2,606
Kasey Kornak	Head Girls Track Coach	Step 2	\$1,671
Joshua Bennett	<b>Assistant Track Coach</b>	Step 3	<b>\$1,804</b>
Lorraine Shott	<b>Head Gymnastics Coach</b>	Step 6	\$2,739
Kaitlin Rago	<b>Assistant Gymnastics Coach</b>	Step 2	\$1,671
Kasey Kornak	<b>Adventure Theater Advisor</b>	Step 6	\$2,340
Kasey Kornak	Student Council Advisor	Step 4	\$2,073
Patricia Rosendale	Yearbook Advisor	Step 6	\$2,340
Teresa Zinck	<b>Intramural Floor Hockey Advisor</b>	Stipend	\$ 500
Teresa Zinck	Intramural Basketball Advisor	Stipend	\$ 500
David Hontz	<b>Intramural Floor Hockey Advisor</b>	Stipend	\$ 500
David Hontz	Intramural Basketball Advisor	Stipend	\$ 500

#### P-3

Motion to approve the following staff members as voluntary ski club advisors for the 2016 season at Mountain Creek:

Kasey Kornak David Hontz Robert Demeter

#### P-4

Motion to approve an increase in hours for Amanda Sanders and Noreen Kilduff, elementary school BSI teachers from Sanders .41 and Kilduff .55 to .65 each, funded through Title I.

Background: Title I estimates were less than actual amount awarded.

#### P-5

Motion to approve Janine McLaughlin as Long Term Substitute Teacher (for 60 days) for the position of part time computer teacher at the middle school at a rate of \$175 per day, pro-rated (.65).

#### P-6

Motion to approve the promotion of Peggy Van Ginneken from substitute secretary to part time Middle School General Office Secretary (.6), Step 1, \$17,555 to begin immediately through June 30, 2016. This is a 12-month position with no benefits.

#### P-7

Motion to approve Joseph Rizzolo as elementary Music Teacher, BA, Step 1 (.8), \$40,774 for the period September 1, 2015 through June 30, 2016.

ACTION ITEM(S): P-1 to P-3, P-5 to P-7 (P-4 was tabled)

Motion to adopt: R. Hoffman Seconded By: D. Beltramine

MOTION	YES NO	<b>ABSTAIN</b>	ABSENT
Carey	_X		
Demsak	_X		
Giordano	_X		
Hoffman	_X		
Kaminski	_X		
O'Shea	_X	X	(abstained P-1)
Van Ginneken	_X	X	(abstained P-1 & P-6)
Blahut	_X		
Beltramine	_X		

#### P-8

Motion to approve the contract of John Brennan as tenured Elementary School Principal/Supervisor of Curriculum and Instruction for the 2015/2016 school year, at an annual salary of \$109,303.

### P-9

Motion to approve the contract of Robert Demeter as tenured Middle School Vice Principal for the 2015/2016 school year, at an annual salary of \$92,909.

ACTION ITEM(S):	P-8 to I	P-9		
Motion to adopt: R	. Hoffn	nan	Seco	nded By: D. Beltramine
MOTION	YES	NO	<b>ABSTAIN</b>	ABSENT
Carey	_X			
Demsak			X	
Giordano	_X			
Hoffman	_X			
Kaminski	_X			
O'Shea			X	
Van Ginneken			X	
Blahut	_X			
Beltramine	_X			

#### P-10

Motion to approve the contract of Daniel Kornak, Director of Technology, for the 2015/2016 school year, at an annual salary of \$75,770.

#### P-11

Motion to approve the contract of Nicole Meyer, tenured Administrative Assistant to the Chief School Administrator, for the 2015/2016 school year, at an annual salary of \$53,060.

#### P-12

Motion to approve the contract of Joni Millier, Board Office Secretary/Payroll Clerk, for the 2015/2016 school year at an annual salary of \$42,656.

#### P-13

Motion to approve the contract of Wendy Chandler, Assistant to the Business Administrator, for the 2015/2016 school year at an annual salary of \$35,572.

#### P-14

Motion to approve the contract of Carl Platvoet, Head Custodian/Supervisor of Building and Grounds, for the 2015/2016 school year at an annual salary of \$59,988 (\$55,988 with \$4,000 stipend).

#### P-15

Motion to approve the contract of David Lenz, Head Custodian, for the 2015/2016 school year at an annual salary of \$55,988.

#### P-16

Motion to approve movement across the guide for Sandra Burke, elementary school teacher from MA+20 to MA+30, effective September 1, 2015. Mrs. Burke has successfully completed all requirements and provided documentation for movement.

<u>Background:</u> This movement across the guide has been included in the 2015-2016 budget but initial request for movement (November 4, 2014) was not included on the November BOE agenda for approval. Proper documents were submitted in accordance with the HTEA negotiated contract timelines for movement across the guide.

## P-17

Motion to approve Ryan Wolfrum to assist with the installation and maintenance of district technology. This a single summer seasonal position approximately 30 hrs per wk for 4 wks. The compensation shall be \$15 per hour not to exceed \$1800.

Background: This position was approved at the 7-14-15 BOE meeting.

ACTION ITEM(S):	P-10 to P-17		
Motion to adopt: R.	Hoffman	Secon	ded By: D. Beltramine
MOTION	YES NO	ABSTAIN	ABSENT
Carey	_X		
Demsak	_X		
Giordano	_X		
Hoffman	_X	<del></del>	
Kaminski	_X	<del></del>	
O'Shea	_X	<del></del>	
Van Ginneken	_X	<del></del>	
Blahut	_X	<del></del>	
Beltramine	_X	<del></del>	<del></del>

# CURRICULUM/PROGRAMS

#### C/P-1

# Motion to approve the listed travel events in agreement with Chapter 53, Public Law 2007, Title 18A, and Board Policy 9250:

EVENT	DATE	REGISTRATION FEE	MILEAGE & OTHER EXPENSES	EMPLOYEE/BOARD MEMBER
SGO 2.1 - On the Road to Ownership, Rockaway	8/19/15	-0-	\$14.14	R. Demeter
2015 LDANJ Annual Fall Conference, Livingston	10/4/15	\$53.49	-0-	J. Rosen
Northern Regional Facilities Evaluation Training, Morris Knolls High School	8/12/15	-0-	\$15.19 ea.	C. Platvoet D. Lenz
Teacher Mentor Training, Rowan University, Glassboro	10/14/15	\$159.00	\$87.00/approx. (loc. may change)	E. Curcio
NJ Dept. of Ag. Direct Certification Class Par-Troy Board of Ed	8/19/15	-0-	24.18	W. Chandler

AC	TIC	I NC	TE	M(	S):	C/P-1	
	. •				_	~	

MOTION	YES	NO	ABSTAIN _	ABSENT
Carey	_X			
Demsak	_X			
Giordano	_X			
Hoffman	_X			
Kaminski	_X			
O'Shea	_X			
Van Ginneken	_X			
Blahut	_X			
Beltramine	$\mathbf{X}$			

# **POLICY**

# <u>POL - 1</u>

Motion to approve a second reading and adopt the following policies:

Policy 4138 Nonschool Employment
Policy 4151 Attendance Patterns

ACTION ITEM(S): POL-1	ACTION	ITEM(S	): POL-1
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Motion to adopt:	M. O'Shea		Seconded By:	D. Beltramine
MOTION	YES	NO	ABSTAIN	ABSENT
Carey	_X			
Demsak	_X			

Giordano	_X	 
Hoffman	_X	 
Kaminski	_X	 
O'Shea	_X	 
Van Ginneken	_X	 
Blahut	_X	 
Beltramine	X	

#### FACILITIES/OPERATIONS

#### F/O-1

Motion to approve the use of an elementary school classroom by Girl Scout Troop #94879 for meetings every other Friday beginning September 2015 through June 2016, immediately after school. All paperwork will be on file.

#### F/O-2

Motion to approve the fourth year of a five-year contract agreement (renewable annually) with Maschio's Food Services Inc, effective September 1, 2015 through June 30, 2016. The annual management fees will be and total \$7,812.00 payable in ten monthly installments of \$781.20 per month, September 1, 2015 through June 30, 2016. The guarantee return to Hardyston Township Board of Education will be \$5,000. This agreement is compliant with all guidelines and regulations of the New Jersey Department of Agriculture. This agreement can be terminated by either party with 30-days' notice.

#### F/O-3

Motion to approve the increase in student school lunch to \$2.60, entrée only to \$2.25, extra entrée with lunch \$1.75 and milk to \$.60 for the middle school and elementary school effective September 1, 2015. Adult lunch increased to \$4.35 also effective September 1, 2014.

<u>Background:</u> Lunch prices are mandated to continue to increase due to the Federal School Lunch Program: we must raise the price a minimum of \$0.05. (last three years' increases were \$0.10 required) 2014-2015 student lunch price was \$2.50.

ACTION ITEM(S): F/O-1 - F/O-3

Motion to adopt:	B. Kamins	ki	Seco	onded By: D.	Beltrai
MOTION	YES	NO	ABSTAIN	ABSENT	
Carey	_X				
Demsak	_X				
Giordano	_X				
Hoffman	_X				
Kaminski	_X				
O'Shea	_X				

Van Ginneken	_X	 
Blahut	_X	 
Beltramine	_X	 

TECHNOLOGY - No motions at this time

XIII. Written Communication

None

XIV. Public Comments – Non-Action or Non-Agenda Items

None

#### XV. Executive Session

A motion was presented by D. Beltramine and seconded by B. Kaminski that the Hardyston Township Board of Education enters private session at 10:36 p.m. to discuss personnel and litigation and, which is exempt from public participation pursuant to New Jersey Public Law 1975, Chapter 231, "Open Public Meetings Act". Any discussion held by the Board which need not remain confidential will be made public when appropriate. Minutes of the private session will not be disclosed until the need for confidentiality no longer exists. The Board will reconvene in public session at the conclusion of the closed session.

XVI. Return to Public Session - if needed

Motion to the Board of Education will return to public session at 11:30 p.m.

Roll Call

#### **Voice Unanimous**

Action following Executive Session if needed:

None

#### XVII. Adjournment

With no further action or discussion required of the Hardyston Township Board of Education at this time, a motion was presented by D. Beltramine, and seconded by E. Blahut, to adjourn the meeting at 11:30 p.m.

All in favor, motion carried.

Respectfully submitted,

James R. Sekelsky

School Board Administrator/Board Secretary