

**HARDYSTON TOWNSHIP BOARD OF EDUCATION
ANNUAL REORGANIZATION AND REGULAR MEETING AGENDA
JANUARY 7, 2020
7:00 PM – HARDYSTON MIDDLE SCHOOL LIBRARY**

I. CALL TO ORDER: by Board Secretary

The Business Administrator/Board Secretary, James Sekelsky, called the 2020 Reorganization Meeting of the Hardyston Board of Education to order on January 7, 2020 at 7:00 p.m. in the Library of the Hardyston Middle School, 183 Wheatsworth Road, Hamburg, NJ.

The Business Administrator/Board Secretary, James Sekelsky read the Open Public Meetings Act statement. **“This is to advise the general public and to instruct that it be recorded in the Minutes that in compliance with Chapter 231 of the Public Law 1975, entitled, “Open Public Meetings Act”, Hardyston Township Board of Education posted a meeting notice setting forth the time, date, and location of this meeting at the Office of Hardyston Township Board of Education and on the district’s web site and mailed to the New Jersey Herald and to the Office of the Municipal Clerk of Hardyston Township.”**

II. PLEDGE OF ALLEGIANCE

III SCHOOL ELECTION RESULTS:

For Three-Year (3) full term for membership on the Board of Education, Jeff Parrott, Sussex County Clerk, certified the following candidates were elected to the Hardyston Township Board of Education:

Jennifer Cenatiempo
Brian J. Drelick
Michele VanAllen

The official certified results from the Sussex County Clerk’s Office will be on file in the Hardyston Township Board Office for review.

Induction and Administration of Oath of Office to the new and re-elected Board Members (N.J.S.A:18A:17.11) – Please rise, recite the oath of office, and sign as indicated in the presence of the Board Secretary.

- | | | |
|----|----------------------------------|--------------------------------------|
| a. | 3-year term: Jennifer Cenatiempo | Board of Education Member, 2020-2023 |
| b. | 3-year term: Brian Drelick | Board of Education Member, 2020-2023 |
| c. | 3-year term: Michele Van Allen | Board of Education Member, 2020-2023 |

IV Roll Call

Mrs. Jen Cenatiempo	present
Mr. Nick Demsak	present
Mr. Brian Drelick	present

Mrs. Amie Ficacci absent
Mr. Ron Hoffman present
Mrs. Carla Kubrin absent
Mrs. Susan Lucarelli absent
Mrs. Michele Van Allen present
Mr. David Van Ginneken present

Mr. Michael Ryder present
Mr. James Sekelsky present

Quorum confirmed: Yes No

Special Guest(s) Present: Jennifer Cimaglia, Elementary School Principal
Robert Demeter, Middle School Vice Principal
Jodi Reinstein, Director of Special Education

Staff Members Present: 2

Community Members Present: 2

Other: n/a

V. CODE OF ETHICS FOR SCHOOL BOARD MEMBERS (School Ethics Act, Chapter 178, Public Law 2001)

18A:12-24.1 Code of Ethics for School Board Members

A school board member shall abide by the following Code of Ethics for School Board Members:

Each board member will take turns reading aloud the following statements, which is then followed by each board member affixing their signature to an affirmation statement and discussion:

1. I will uphold and enforce all laws, rules and regulations of the State Board of Education, and court orders pertaining to schools. Desired changes shall be brought about only through legal and ethical procedures.
2. I will make decisions in terms of the educational welfare of children and will seek to develop and maintain public schools that meet the individual needs of all children regardless of their ability, race, creed, sex, or social standing.
3. I will confine my board action to policy making, planning, and appraisal, and I will help to frame policies and plans only after the board has consulted those who will be affected by them.
4. I will carry out my responsibility, not to administer the schools, but, together with my fellow board members, to see that they are well run.
5. I will recognize that authority rests with the board of education and will make no personal promises nor take any private action that may compromise the board.
6. I will refuse to surrender my independent judgment to special interest or partisan political groups or to use the schools for personal gain or for the gain of friends.

- 7. I will hold confidential all matters pertaining to the schools which, if disclosed, would needlessly injure individuals or the schools. In all other matters, I will provide accurate information and, in concert with my fellow board members, interpret to the staff the aspirations of the community for its school.
- 8. I will vote to appoint the best qualified personnel available after consideration of the recommendation of the chief administrative officer.
- 9. I will support and protect school personnel in proper performance of their duties.
- 10. I will refer all complaints to the chief administrative officer and will act on the complaints at public meetings only after failure of an administrative solution.

MISSION STATEMENT

The Hardyston School District together with our parents, families and community is dedicated to preparing our students for the 21st 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 lifelong learners in a culturally diverse democracy.

VI. BOARD OFFICERS AND APPOINTMENTS - School Business Administrator

Election of President of the Board:

Nominations will now be accepted for President of the Hardyston Twp. Board of Education:

1. Ronald Hoffman Nominated by David Van Ginneken

Roll call vote to elect the President of the Board:

Cenatiempo: Yes	Demsak: Yes	Drelick: Yes
Ficacci: absent	Hoffman: Yes	Kubrin: absent
Lucarelli: absent	Van Allen: Yes	Van Ginneken: Yes

President of the Board is: Ronald Hoffman

The meeting is now turned over to the Board President.

Election of Vice President of the Board:

Nominations will now be accepted for Vice President of the Hardyston Twp Board of Education:

1. David Van Ginneken Nominated by Nick Demsak

Roll call vote to elect the Vice President of the Board:

Cenatiempo: Yes	Demsak: Yes	Drelick: Yes
Ficacci: absent	Hoffman: Yes	Kubrin: absent

Lucarelli: absent
Vice President of the Board is: David Van Ginneken

Van Allen: Yes

Van Ginneken: Yes

VII. Appointments and Delegates:

Presentation, by the President, of positions to which delegates and alternates will be appointed to the New Jersey and Sussex County School Boards Association:

Delegate	Ronald Hoffman
State Alternate	David VanGinneken
County Alternate	Amie Ficacci
Sussex Co. Ed. Services	N. Demsak

Appointment, by the President, to the New Jersey School Boards Legislative Delegate:

Member	Ronald Hoffman
Alternate	David VanGinneken

VIII. Public Comment (Board Policy #1200) – Agenda “Action” Items only as indicated under Committee Reports, numbered, with “motion to” in the introduction statement.

None

REORGANIZATION AGENDA FOR APPROVAL, AS REQUIRED BY STATUTE:

Motion to approve the following governance year organizational items (1 - 10) for approval, as required by statute:

1. Motion to renew the approved monthly regular and workshop meeting schedule at 7:00 p.m. at the Hardyston Middle School, 183 Wheatsworth Road, to be held on the second (regular) and fourth (workshop) Tuesday of each month (except as noted). The next successive Tuesday will be the alternate date if needed.

Month	2nd Tuesday Regular	4th Tuesday Workshop
January	7 Annual Reorganization	28 Budget Workshop
February	11	25 Budget Workshop
March (informational only)	10 Approve Tentative Budget	20 Filing of Tentative Budget

		24 No Workshop Scheduled ***
April of	14	28 Public Hearing and Adoption 2020-2021 Budget ***
May	12	26 No Workshop Scheduled
June	9	23 Annual Retreat
July	14	28 No Workshop Scheduled
August	11	25 No Workshop Scheduled

2. Motion to approve the Code of Ethics for School Board Members subject to Statute 12-24.1, Chapter 178, Public Law 2001, Robert's Rules of Order, and Parliamentary Procedures for all meetings of the Hardyston Township Board of Education.

3. Motion to reaffirm all past resolutions and motions previously approved by the Board of Education through December 31, 2020.

4. Motion to approve all past executive session minutes, through December 31, 2019, for review and redaction by attorney to comply with potential Open Public Records Requests.

5. Motion to re-adopt all existing Board of Education policy manual, by-laws, regulations, handbooks, contractual agreements, and other legislative or regulatory action of this board hereby continued in force through June 30, 2020.

6. Motion to recognize the Hardyston Township Education Association as the official organized bargaining units representing all non-administrative contractual staff.

7. Motion to approve all curriculum, curriculum guides, 5-year curriculum review schedule through June 30, 2020, educational programs, and existing approved textbooks for the 2019-2020 school year.

8. Motion to approve the New Jersey Herald as the official newspaper and the Star Ledger and Advertiser News as the official (alternate) newspapers of the Board of Education for advertising purposes.

9. Motion to designate the Sussex Bank, New Jersey Cash Management Fund, and New Jersey Asset Rebate Management Fund as the official depositories of the Board of Education for all funds.

10. Motion to continue the board committee structure (with board incumbents) as listed for the 2019-2020 School year.

1. Curriculum, Programs and Educational Technology & Community Relations
2. Finance, Facilities and Operations & Technology Infrastructure
3. Personnel, Negotiations, Grievance & Policy
4. Ad Hoc Joint Services Committee

ACTION ITEM(S): Reorganization Items #1 - #10

Motion to accept: R. Hoffman	Seconded By: N. Demsak			
MOTION	YES	NO	ABSTAIN	ABSENT
Cenatiempo	<u> X </u>	<u> </u>	<u> </u>	<u> </u>
Demsak	<u> X </u>	<u> </u>	<u> </u>	<u> </u>
Drelick	<u> X </u>	<u> </u>	<u> </u>	<u> </u>
Ficacci	<u> </u>	<u> </u>	<u> </u>	<u> X </u>
Hoffman	<u> X </u>	<u> </u>	<u> </u>	<u> </u>
Kubrin	<u> </u>	<u> </u>	<u> </u>	<u> X </u>
Lucarelli	<u> </u>	<u> </u>	<u> </u>	<u> X </u>
Van Allen	<u> X </u>	<u> </u>	<u> 3 & 4 </u>	<u> </u>
Van Ginneken	<u> X </u>	<u> </u>	<u> </u>	<u> </u>

ADJOURNMENT of Annual Reorganization Meeting

With no further action or discussion required of the Hardyston Township Board of Education at this time, a motion was presented by R. Hoffman, and seconded by D. Van Ginneken, to adjourn the meeting at 7:36 p.m.

I. Call to Order

This is to advise the general public and to instruct that it be recorded in the Minutes that in compliance with Chapter 231 of the Public Law 1975, entitled, "Open Public Meetings Act," Hardyston Township Board of Education posted a meeting notice setting forth the time, date, and location of this meeting at the Office of Hardyston Township Board of Education and on the district's web site and mailed to the New Jersey Herald and to the Office of the Municipal Clerk of Hardyston Township.

Mrs. Jen Cenatiempo	present
Mr. Nick Demsak	present
Mr. Brian Drelick	present
Mrs. Amie Ficacci	absent
Mr. Ron Hoffman	present
Mrs. Carla Kubrin	absent
Mrs. Susan Lucarelli	absent
Mrs. Michele Van Allen	present
Mr. David Van Ginneken	present

Mr. Michael Ryder present
Mr. James Sekelsky present

Quorum confirmed: Yes No

Special Guest(s) Present: Jennifer Cimaglia, Elementary School Principal
Robert Demeter, Middle School Vice Principal
Jodi Reinstein, Director of Special Education

Staff Members Present: 2

Community Members Present: 2

Other: n/a

MISSION STATEMENT

The Hardyston School District together with our parents, families and community is dedicated to preparing our students for the 21st 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.

III. Regular Agenda Items

IV. Workshop

1. Updates to Agenda (Jim Sekelsky)
2. Committee Reports:
3. Curriculum, Programs, Educational Technology & Community Relations (Amie Ficacci)
Finance, Facilities and Operations & Technology Infrastructure (David Van Ginneken)
Personnel, Negotiations, Grievance & Policy (Ron Hoffman)
Ad Hoc Services Committee (Dave Van Ginneken)
4. Superintendent's Report
5. Student Recognition: DAR American History Essay Contest:
Chapter Winner – Britney Smedley*
2nd Place – Sarina Sanders
3rd Place – Joseph Mendez

**Britney's essay will be forwarded to the NJDAR State competition in late January.*

V. Public Comment (Board Policy #1200) (please limit to agenda items only)

None

VI. Executive Session

None

VII. Return to Public Session

n/a

VIII. Old Business

O/B-1

Meeting Dates for 2019- 2020:

- January 28 – Budget Workshop Meeting
- February 11 – Regular Meeting
- February 25 – Budget Workshop Meeting
- March 10 – Regular Meeting
- March 24 – Budget Workshop Meeting

IX. New Business

X. Agenda Items:

MEETING MINUTES

1. December 10, 2019 – Regular Meeting

Motion of adopt: R. Hoffman Seconded By: D. VanGinneken

<u>MOTION</u>	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Cenatiempo	<u> X </u>	<u> </u>	<u> </u>	<u> </u>
Demsak	<u> X </u>	<u> </u>	<u> </u>	<u> </u>
Drelick	<u> </u>	<u> </u>	<u> X </u>	<u> </u>
Ficacci	<u> </u>	<u> </u>	<u> </u>	<u> X </u>
Hoffman	<u> X </u>	<u> </u>	<u> </u>	<u> </u>
Kubrin	<u> </u>	<u> </u>	<u> </u>	<u> X </u>
Lucarelli	<u> </u>	<u> </u>	<u> </u>	<u> X </u>
Van Allen	<u> </u>	<u> </u>	<u> X </u>	<u> </u>
Van Ginneken	<u> X </u>	<u> </u>	<u> </u>	<u> </u>

HIB REPORT *All policies and procedures have been followed and met; report is based on the recommendation of the CSA.*

Motion to approve the HIB report as presented by the chief school administrator on 12-10-19.

Background: HIB report for 1-7-20 is located in the Executive Session folder and will be voted on at the February 11, 2020 BOE meeting (if necessary).

Motion of adopt: R. Hoffman Seconded By: D. VanGinneken

MOTION	YES	NO	ABSTAIN	ABSENT
Cenatiempo	<u> X </u>	<u> </u>	<u> </u>	<u> </u>
Demsak	<u> X </u>	<u> </u>	<u> </u>	<u> </u>
Drelick	<u> X </u>	<u> </u>	<u> </u>	<u> </u>
Ficacci	<u> </u>	<u> </u>	<u> </u>	<u> X </u>
Hoffman	<u> X </u>	<u> </u>	<u> </u>	<u> </u>
Kubrin	<u> </u>	<u> </u>	<u> </u>	<u> X </u>
Lucarelli	<u> </u>	<u> </u>	<u> </u>	<u> X </u>
Van Allen	<u> </u>	<u> </u>	<u> X </u>	<u> </u>
Van Ginneken	<u> X </u>	<u> </u>	<u> </u>	<u> </u>

FINANCE

F-1

Motion to approve \$9,592.12 in transfers for the month of December 2019.

F-2

Motion to approve the Bills List for the month of December 2019 in the amount of \$1,062,506.46.

F-3

Motion to approve the Draft Treasurer of School Monies Comparison Reports for November, 2019.

****await Auditor Journal Entries to prove final reports if necessary*

F-4

Motion to approve the Draft Board Secretary’s Monthly Comparison Report for November, 2019.

****await Auditor Journal Entries to prove final reports if necessary*

WHEREAS, the New Jersey Department of Education regulation N.J.A.C. 6A:23A-16.10(c)3 require local school districts to file a monthly certification of budgetary line item status,

NOW, THEREFORE, BE IT RESOLVED that the Board of Education acknowledges that James R. Sekelsky, Board Secretary, certifies the following statement: Pursuant to N.J.A.C. 6A:23A-16.10(c)3, I, James R. Sekelsky, Board Secretary, certify that no budgetary line items accounts are over-appropriated nor over-expended for the period ending November 30, 2019.

BE IT FURTHER RESOLVED that pursuant to N.J.A.C. 6A:23A-16.10(c)4 the board of Education certifies that as of after review of the board secretary’s and treasurer’s monthly financial reports and upon consultation with the appropriate school 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:23A-16.10(b) and that sufficient funds are available to meet the district’s financial obligations for the remainder of the fiscal year.

F-5

Motion to accept a new copier lease effective on or before 2/1/20 at a monthly rate of \$1,808.00.

ACTION ITEM(S): F-1 to F- 5

Motion to adopt: D. Van Ginneken Seconded By: R. Hoffman

MOTION	YES	NO	ABSTAIN	ABSENT
Cenatiempo	<u> X </u>	<u> </u>	<u> </u>	<u> </u>
Demsak	<u> X </u>	<u> </u>	<u> </u>	<u> </u>
Drelick	<u> X </u>	<u> </u>	<u> </u>	<u> </u>
Ficacci	<u> </u>	<u> </u>	<u> </u>	<u> X </u>
Hoffman	<u> X </u>	<u> </u>	<u> </u>	<u> </u>
Kubrin	<u> </u>	<u> </u>	<u> </u>	<u> X </u>
Lucarelli	<u> </u>	<u> </u>	<u> </u>	<u> X </u>
Van Allen	<u> </u>	<u> </u>	<u> X </u>	<u> </u>
Van Ginneken	<u> X </u>	<u> </u>	<u> </u>	<u> </u>

PERSONNEL

(All Personnel resolutions are based on the recommendation of the Superintendent)

P-1

Motion to approve Patrick Nyhuis as Long Term Substitute Guidance Counselor at the middle school for the period beginning on or about January 21, 2020 through on or about April 6, 2020, at a rate of \$175.00 per day, with no benefits.

P-2

Motion to appoint/re-appoint the extra-curricular coaches for the 2019/2020 school year (step amount as per negotiated agreement):

The Board of Education shall determine the requirements of and qualifications for all extracurricular 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.

Patrick Nyhuis	Asst. Girls Basketball Coach	Step 1	\$1,573, <i>pro-rated</i>
Robert Demeter	Head Girls Track Coach	Step 6	\$2,666

P-3

Motion to approve Richard Freda, Leave Replacement Teacher – PE, BA, Step 1, \$53,369, prorated, for the period January 27, 2020 through on or about April 1, 2020.

Background: *Mr. Freda has been in this position since September 1 for current teacher out on leave.*

P-4

Motion to approve Teresa Zinck as Long Term Substitute Teacher, Part Time – Grade 5 Math at the middle school for the period beginning on or about February 28, 2020 through on or about April 24, 2020, at a rate of \$91.00 (.52 FTE of \$175.00) per day, with no benefits.

P-5

Motion to approve Alizah Demczak as RTI Coordinator for the Middle School for the period January 21, 2020 through on or about April 6, 2020, at a stipend of \$550.00, pro-rated.

Background: Mrs. Demczak will be covering the middle school in the absence of the current middle school guidance counselor out on leave.

P-6

Motion to approve Alizah Demczak as 504 Coordinator for the Middle School for the period January 21, 2020 through on or about April 6, 2020, at a stipend of \$550.00, pro-rated.

Background: Mrs. Demczak will be covering the middle school in the absence of the current middle school guidance counselor out on leave.

P-7

Motion to assign Alizah Demczak as Anti-Bullying Specialist for the Middle School for the period January 21, 2020 through on or about April 6, 2020.

Background: Mrs. Demczak will be covering the middle school in the absence of the current middle school guidance counselor out on leave.

ACTION ITEM(S): P-1 – P-7

Motion to adopt: R. Hoffman	Seconded By: N. Demsak			
<u>MOTION</u>	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Cenatiempo	<u> X </u>	<u> </u>	<u> </u>	<u> </u>
Demsak	<u> X </u>	<u> </u>	<u> </u>	<u> </u>
Drelick	<u> X </u>	<u> </u>	<u> </u>	<u> </u>
Ficacci	<u> </u>	<u> </u>	<u> </u>	<u> X </u>
Hoffman	<u> X </u>	<u> </u>	<u> </u>	<u> </u>
Kubrin	<u> </u>	<u> </u>	<u> </u>	<u> X </u>
Lucarelli	<u> </u>	<u> </u>	<u> </u>	<u> X </u>
Van Allen	<u> X </u>	<u> </u>	<u> </u>	<u> </u>
Van Ginneken	<u> X </u>	<u> </u>	<u> P-2 </u>	<u> </u>

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

Managing Traumatic Events in Schools, Morris Plains	3/3 & 3/4/20	-0-	\$39.20	J. Reinstein
NJAGC Conference, West Windsor	3/20/19	\$159.00	\$48.65	S. Ploch
Help Your Students Master Next Generation Standards, W. Orange	2/12/20	\$279.00	\$25.90	S. Luce
Section 504 in New Jersey, Parsippany	2/27/20	\$219.99	-0-	A.Demczak
Section 504 in New Jersey, Parsippany	2/27/20	\$219.99	\$20.30	J. Reinstein

ACTION ITEM(S): C/P-1 – C/P-2 (addendum)

Motion to adopt: R. Hoffman

Seconded By: D. Van Ginneken

MOTION	YES	NO	ABSTAIN	ABSENT
Cenatiempo	<u> X </u>	<u> </u>	<u> </u>	<u> </u>
Demsak	<u> X </u>	<u> </u>	<u> </u>	<u> </u>
Drelick	<u> X </u>	<u> </u>	<u> </u>	<u> </u>
Ficacci	<u> </u>	<u> </u>	<u> </u>	<u> X </u>
Hoffman	<u> X </u>	<u> </u>	<u> </u>	<u> </u>
Kubrin	<u> </u>	<u> </u>	<u> </u>	<u> X </u>
Lucarelli	<u> </u>	<u> </u>	<u> </u>	<u> X </u>
Van Allen	<u> X </u>	<u> </u>	<u> </u>	<u> </u>
Van Ginneken	<u> X </u>	<u> </u>	<u> </u>	<u> </u>

POLICY *Nothing to report*

FACILITIES/OPERATIONS

F/O-1

Motion to approve the following 2019-2020 school year requests for use of the district facilities for the dates and times as indicated. All required paperwork and insurance confirmation will be on file; the main office will coordinate all dates and times.

NAME	LOCATIO N	DAT E	TIME	DAY
Girl Scout Troop #96266 <i>(Lip-sync contest)</i>	ES Cafeteria	Feb. 20 Feb. 28 Mar. 6	6-8 PM 6-9 PM 6-9 PM	Thursday Friday Friday

ACTION ITEM(S): F/O-1

Motion to adopt: D. Van Ginneken Seconded By: R. Hoffman

<u>MOTION</u>	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Cenatiempo	<u> X </u>	<u> </u>	<u> </u>	<u> </u>
Demsak	<u> X </u>	<u> </u>	<u> </u>	<u> </u>
Drelick	<u> X </u>	<u> </u>	<u> </u>	<u> </u>
Ficacci	<u> </u>	<u> </u>	<u> </u>	<u> X </u>
Hoffman	<u> X </u>	<u> </u>	<u> </u>	<u> </u>
Kubrin	<u> </u>	<u> </u>	<u> </u>	<u> X </u>
Lucarelli	<u> </u>	<u> </u>	<u> </u>	<u> X </u>
Van Allen	<u> X </u>	<u> </u>	<u> </u>	<u> </u>
Van Ginneken	<u> X </u>	<u> </u>	<u> </u>	<u> </u>

XI. Written Communication

XII. Public Comment (Board Policy #1200)

None

XIII. Executive Session

None

XIV. Return to Public Session

None

XV. Adjournment

With no further action or discussion required of the Hardyston Township Board of Education at this time, a motion was presented by R. Hoffman, and seconded by D. Van Ginneken, to adjourn the meeting at 8:23 p.m.

Voice Unanimous