

**GREEN TOWNSHIP BOARD OF EDUCATION**  
**MINUTES**  
**Regular Meeting**  
**November 20, 2019**

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

**Place: Green Hills School - Library**

**I. CALL TO ORDER**

**A. FLAG SALUTE**

Moment of silence for Mr. Hitzel's father who recently passed away.

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

**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

**GREEN TOWNSHIP BOARD OF EDUCATION**  
**MINUTES**  
**Regular Meeting**  
**November 20, 2019**

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 – Nisivoccia, LLP**

- Presentation of the 18-19 Comprehensive Annual Financial Report by William Schroeder, Partner at Nisivoccia.

**III. EDUCATIONAL PRESENTATION**

- Curriculum presentations
  - o Health K-2
  - o Art

**IV. CORRESPONDENCE**

None

**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.

A community member asked why the support staff members were getting a retroactive raise. This is because historically the support staff received the same raise equal to the percentage negotiated in the teachers' contract. The teachers' contract was recently settled.

The business administrator will be greatly missed.

**VI. VARIOUS REPORTS**

**A. NEWTON BOARD OF EDUCATION UPDATE – Mrs. Cooke**

**Newton Board of Education**  
**Regular Meeting**  
**November 12, 2019**

**Presentations:** Parliamentary Procedure – Kathy Helewa, NJSBA

**GREEN TOWNSHIP BOARD OF EDUCATION**  
**MINUTES**  
**Regular Meeting**  
**November 20, 2019**

**Sending Districts Report:** Jessica Brennan sworn in as Andover Sending Representative

**Superintendent's Report:**

Wallkill Valley Watershed Alliance will present potential projects in the future for Summer 2020.

Police Chief Richards resignation.

**Board Business:**

Approved an overnight trip for NHS Class of 2020 for 4 days in May, 2020 to visit Virginia Beach, Virginia for their senior class trip.

Authorized the SBA to approve a software contract with *Transfinder* to enable creation and management of bus routes, field trips and state reporting for a three year period at a total cost of \$17,345.

Accepted a \$425,000 grant awarded to *21st Century Learning Center* for October 2, 2019 through September 30, 2020.

**New Board Business/Open Discussion:** Regionalization and Consolidation

**Next Meeting:** Tuesday, November 26 at 7pm.

B. PTA UPDATE – Mrs. Kelly-Jones:

**The GTPTA's General membership meeting was held 11/18/2019.**

Time called to order: 7:02 pm

Minutes from

9/23/19 approved.

Correspondence: Multiple thank you notes for the Book Fair books, and scholarship grant.

**Recent Events:**

1. Book fair: \$1,000 profit plus \$1750 scholastic money. Spring fair 3/12-3/20/2020.
2. Apparel sales: \$4,000 sales, \$800 profit. New items coming out for winter sales.
3. Veteran's Day: well received, well organized and very respectful. Thanks to all that participated.

**GREEN TOWNSHIP BOARD OF EDUCATION**  
**MINUTES**  
**Regular Meeting**  
**November 20, 2019**

4. Reflections: 12 entries all in Art category. Currently being judged
5. Upcoming events:
  1. Calendar Raffle: \$2,260 in so far, multiple requests for more tickets. Thinking of giving a prize to highest seller. SOH suggested Apparel gift certificate.
  2. Holiday Shop: 12/3-12/6. Purchased 1,200 items so far, about 700 to go.
  3. Recess equipment donations: Numerous donations of jump ropes, basketballs, soccer balls, various other sports balls. No hula hoops, though. Children and staff were very happy with the equipment.
  4. Skyzone fundraiser: possibly in February.
  5. Vendor fair: Not enough time this fall to advertise, only a few vendors signed up. Thinking either a Spring vendor fair, or a Mother's Market that sells baby items. The latter has become very popular and profitable. SOH suggested Mother's Market.

**Committee Update:**

Membership update: more members including staff this year, as compared with last.

Next GM meeting: January 16<sup>th</sup> at 7pm.

Meeting adjourned: 7:30pm

C. BOARD PRESIDENT'S REPORT – Mrs. Bilik

-Attended the veteran's day celebration – it was amazing  
-Attended the NJ School Boards Conference with Dr. Furnari and Mrs. Post.  
They offered many training sessions.

She mentioned that the Commissioner has the ability to mandate school district consolidations.

Some of the other events she attended were; The Sussex County Educational Services Commission Board meeting, the 8<sup>th</sup> grade fund raiser, 8<sup>th</sup> grade trip parent meeting and the Newton High School play "Clue".

**GREEN TOWNSHIP BOARD OF EDUCATION**  
**MINUTES**  
**Regular Meeting**  
**November 20, 2019**

Future meetings she plans to attend are the NJ School Board of Director's meeting, the NJ School Board's Delegate Assembly, and the Sustainability program.

**D. SUPERINTENDENT'S REPORT – Dr. Lydia Furnari:**

Mrs. McCarty has been the School Business Administrator for the Green Township School District for just over 15 years. She came to Green in September of 2004, after serving as Assistant BA with the West Orange School District. Prior to that, Mrs. McCarty worked in the public sector as an auditor. She still holds a CPA license. Mrs. McCarty served the District through major construction projects and has always been a strong advocate of the Green Township School District.

Although I have only had the good fortune of working with Mrs. McCarty for the past 10.5 months, I have come to understand why she is so well respected by her colleagues and peers. I would like to take this opportunity to thank Ms. McCarty for her service to the District and for all of her support of my interim superintendence here in Green. I wish her well in her next position and know that she will continue to serve public education in the State of NJ well.

Thank you Sallyann, you will be missed.

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

Mrs. McCarty said the Board members elected in November are Noah Haiduc-Dale, Scott Guzzo and Robert Strasser.

**VII. DISCUSSION/ACTION ITEMS**

**A. Tri-District Consortium Mission Statement**

**B. Regionalization/Consolidation discussion:**

-What would Green try to achieve through Tri-District?

-share best practices

-Transportation costs, health benefits, professional development

-curriculum.

-Other areas to consider:

-salaries would be paid at the highest salary guide within the 3 districts.

-info structure, Green has one building Andover has two and Newton has four.

-Debt Service might have to be paid by districts that did not incur the cost.

-Children would not be bussed out of district.

**GREEN TOWNSHIP BOARD OF EDUCATION**  
**MINUTES**  
**Regular Meeting**  
**November 20, 2019**

-Are we willing to ask the State for the money for a feasibility study? Four Board members said yes and three said no.

-Do we want to regionalize? All seven Board members present said no.

**VIII. SUPERINTENDENT SEARCH**

A. Future dates for Superintendent Search (November 25, 2019)

Kathy Helewa from NJ School Boards met with the Administration, teachers and staff. A meeting is planned Monday night to have the discussion in public.

The Board discussed the qualifications of the new superintendent.

-Do we want a change agent?

-We want somebody that builds collaborations with the community.

-What other certificates should they hold? Should they have teaching experience? Should they come from a large district or a small district. Any specific number of years' experience?

**IX. UNFINISHED BUSINESS**

None

**X. NEW BUSINESS**

None

**XI. BOARD BUSINESS – Ann Marie Cooke**

A. Motion to accept minutes of the following meetings:

1. Regular meeting of October 16, 2019.

(Note: There was no executive session.)

**Motion to approve Board Business item 1 made by Mrs. Cooke, second by Mr. Ernst. The motion passed with a roll call vote with Mr. Fox and Mr. Guzzo being absent.**

**XII. COMMITTEE REPORTS**

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

The committee hasn't met since the last time. The eighth grade was pleased with the outcome of the trip.

**GREEN TOWNSHIP BOARD OF EDUCATION**  
**MINUTES**  
**Regular Meeting**  
**November 20, 2019**

1. 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>                                  |                                        |
|---------------------|-------------------------------------------------------------|-------------------------------------|-----------------|-----------------------------------------------|----------------------------------------|
| Ruth Regavich       | Observe LLI Program in Action                               | Stillwater Elementary School        | 12/11/19        | Registration<br>Mileage/Tolls<br><b>Total</b> | None<br>\$28.00<br><b>\$28.00</b>      |
| Debbie Simmons      | Observe LLI Program in Action                               | Stillwater Elementary School        | 12/11/19        | Registration<br>Mileage/Tolls<br><b>Total</b> | None<br>\$28.00<br><b>\$28.00</b>      |
| Kristen Waters      | Observe LLI Program in Action                               | Stillwater Elementary School        | 12/11/19        | Registration<br>Mileage/Tolls<br><b>Total</b> | None<br>\$28.00<br><b>\$28.00</b>      |
| Jennifer Romano     | NJ Association of School Librarians Fall Conference         | NJASL / Hilton East Brunswick Hotel | 12/9 & 12/10/19 | Registration<br>Mileage/Tolls<br><b>Total</b> | \$230.00<br>\$87.50<br><b>\$317.50</b> |
| Beth Voris          | Sussex County Gifted & Talented Consortium Planning Meeting | SCGTC / Lafayette School            | 1/17/19         | Registration<br>Mileage/Tolls<br><b>Total</b> | None<br>\$8.06<br><b>\$8.06</b>        |

2. Motion to approve proposed field trips for the 2019-2020 school year as per the attached schedule. **(attachment)**

**Motion to approve Curriculum items 1 & 2 made by Mr. Haiduc-Dale, second by Mr. Rose. The motion passed with a roll call vote with Mr. Fox and Mr. Guzzo being absent.**

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

1. Motion to approve the General Fund bills list from October 17<sup>th</sup> through November 20<sup>th</sup> 2019 for a total of \$1,188,455.22. **(attachment)**
2. Motion to approve the attached disbursements for November 2019 from the Student Activities Account in the amount of \$1,485.94 and the Business Office Petty Cash Account in the amount of \$38.50. **(attachment)**

**September 2019 Financial Reports (attachment)**

3. Motion to accept the Board Secretary's monthly certification, as

**GREEN TOWNSHIP BOARD OF EDUCATION**  
**MINUTES**  
**Regular Meeting**  
**November 20, 2019**

attached, pursuant to N.J.A.C. 6:20-2.12(d) that as of September 30, 2019 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.

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, 2019 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.
5. Motion to accept the financial reports from the Board Secretary and the Treasurer of School Monies for the month of September 2019.
6. Motion to approve transfers for September 2019.
7. Motion to approve the submission of the LRFP as follows:

FIVE-YEAR AMENDMENT OF LONG-RANGE FACILITIES PLAN WHEREAS, N.J.S.A. 18A:7G-4 requires the Green Hills Board of Education to amend its Long-range Facilities Plan ("LRFP") on file with the New Jersey Department of Education at least once every five years to update enrollment projections, building capacities, and health and safety conditions; and WHEREAS, the Board desires to update its previously approved LRFP at this time to comply with statutory and regulatory requirements; and

WHEREAS, the Green Hills Board of Education has previously contracted with its Architect, DMR Architects, to prepare an amended LRFP in compliance with such requirements, which has been accomplished; and

WHEREAS, Green Hills Board of Education resolution amending the approved Long-range Facilities Plan complies with the five-year reporting requirements per the Educational Facilities Construction and Financing Act, P.L. 2000, c. 72 (N.J.S.A. 18A:7G-1 et seq.), as amended by P.L. 2007, c. 137, and the applicable provisions of N.J.A.C. 6A:26-1 et seq. (Educational Facilities Code);

NOW, THEREFORE, BE IT RESOLVED, that the Green Hills Board of Education hereby approves the latest amended Long-range Facilities Plan on file in the office of the Superintendent/Business administrator and authorizes submission of same to the New Jersey Department of Education; and be it

FURTHER RESOLVED, the Green Hills Board of Education hereby authorizes and directs its Superintendent/ School Business Administrator and its Architect to take any steps

**GREEN TOWNSHIP BOARD OF EDUCATION**  
**MINUTES**  
**Regular Meeting**  
**November 20, 2019**

necessary to effectuate the terms of this resolution and to submit the five-year LRFPA amendment to the New Jersey Department of Education. (attachment).

(Note: This was approved at the October meeting. Re-approval was needed due to a typographical error.)

8. Motion to approve disbursement from the Student Activities account in the amount of \$2,404.00 payable to Gertrude Hawk for the caramel apple fundraiser.
9. Motion to approve disbursement from the Student Activities account in the amount of \$2,373.00 payable to the Tranquility Farm for the pie fundraiser.
10. Motion to approve disbursement from the Student Activities account in the amount of \$813.00 payable to Greene's Beans Cafe for the coffee fundraiser.
11. Motion to approve the revised Fund 10 Board Secretary's and Treasurer's reports from June – August 2019. (The revision is due the transfer of \$100,000 into the Capital reserve as of June 2019.) Attachments
12. Motion to accept the Comprehensive Annual Financial Report (CAFR) as well as the Auditor's Management Report for the fiscal year ended June 30, 2019. There was no corrective action plan. **(attachment – audit synopsis/summary)**

**October 2019 Financial Reports (attachment)**

13. 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, 2019 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.
14. 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, 2019 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.
15. Motion to accept the financial reports from the Board Secretary and the Treasurer of School Monies for the month of October 2019.
16. Motion to approve transfers for October 2019.

**GREEN TOWNSHIP BOARD OF EDUCATION  
MINUTES  
Regular Meeting  
November 20, 2019**

**Motion to approve Operations items 1-16 made by Mr. Rose, second by Mrs. Kelly-Jones. The motion passed with a roll call vote with Mr. Fox and Mr. Guzzo being absent.**

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

1. Motion to approve the retroactive salary adjustment from 2% to 2.8% for support staff totaling \$2,303.57, as recommended by the Interim Superintendent. **(attachment)**
2. Motion to approve renewal of Hannah Stobie as a Substitute Teacher for the 2019-2020 school year, as recommended by the Interim Superintendent.
3. Motion to accept the resignation of Sallyann McCarty, Business Administrator/ Board Secretary, effective January 10, 2020, as recommended by the Interim Superintendent. **(attachment)**

**Motion to approve Personnel items 1 & 2 made by Mrs. Cooke, second by Ms. Post. The motion passed with a roll call vote as follows:**

|         | MB | KP | MRF | SG | NHD | DKJ | MPR | AMC | JE |
|---------|----|----|-----|----|-----|-----|-----|-----|----|
| Yes     | X  | X  |     |    | X   | X   | X   | 1   | X  |
| No      |    |    |     |    |     |     |     |     |    |
| Abstain |    |    |     |    |     |     |     | 2   |    |
| Absent  |    |    | X   | X  |     |     |     |     |    |

**Motion to approve Personnel item 3 made by Mrs. Cooke, second by Mrs. Bilik. The motion passed with a roll call vote as follows:**

|         | MB | KP | MRF | SG | NHD | DKJ | MPR | AMC | JE |
|---------|----|----|-----|----|-----|-----|-----|-----|----|
| Yes     | X  | X  |     |    | X   | X   | X   | X   |    |
| No      |    |    |     |    |     |     |     |     | X  |
| Abstain |    |    |     |    |     |     |     |     |    |
| Absent  |    |    | X   | X  |     |     |     |     |    |

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

Updates as applicable

**XIII. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS**

**GREEN TOWNSHIP BOARD OF EDUCATION**  
**MINUTES**  
**Regular Meeting**  
**November 20, 2019**

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.

A community member asked if the honors algebra students could be sent to Newton like they used to in the past.

**XIV. 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
- 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. Motion made by Mrs. Cooke and second by Mr. Haiduc-Dale. The Board entered into executive session at 9:40pm with a verbal all in favor.**

**XV. RECONVENE**

**GREEN TOWNSHIP BOARD OF EDUCATION**  
**MINUTES**  
**Regular Meeting**  
**November 20, 2019**

**Motion to reconvene into public session at 10:27pm. Motion made by Mrs. Bilik and second by Mrs. Cooke with a verbal all in favor.**

**XVI. ADJOURNMENT**

**Motion to adjourn the meeting made by Mrs. Bilik and second by Mrs. Kelly-Jones. The meeting was adjourned at 10:27pm with a verbal all in favor.**

Respectfully submitted,

Sallyann McCarty  
Board Secretary