

**GREEN TOWNSHIP BOARD OF EDUCATION
REGULAR MEETING
September 20, 2017**

I. CALL TO ORDER

A. FLAG SALUTE

Mr. Jonathan Ernst, President, called the meeting to order at 7:31 pm in the music room at Green Hills School.

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	JE	present
Mrs.	Ann Marie Cooke-Vice -President	AMC	absent
Dr.	Joseph Cercone	Dr.C	present
Mrs.	Jennifer Cinotti	JC	present
Mr.	Matthew Fox	MRF	absent
Mrs.	Denise Kelly-Jones	DKJ	present
Mr.	John O’Gorman	JOG	present
Mr.	Noah Haiduc-Dale	NHD	present
Mr.	Michael Rose	MPR	absent
Mr.	John Nittolo, Superintendent		present
Mrs.	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 diversity of our students and community, while supporting a program of studies that is congruent with the New Jersey Student Learning Standards.

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II. EDUCATIONAL PRESENTATIONS

HIB School Self-Assessment Grade Report – Tiffany Lutz

General Overview of QSAC Curriculum Updates - Aimee Castellana

III. CORRESPONDENCE

Green Township – resolution of Sussex County Consolidated School System

Confidential correspondence to be discussed in executive session.

IV. 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 parent commented about the writing curriculum. He said that it is very good the curriculum is under revision because the 3rd grade scores are below the State average. The parent stated that the 20Time program is repetitious and takes away from other time in ILA. He also commented that it is good for 8th graders but the 6th graders have an overall rejection. We should consider changing the 20Time program.

Mr. Nittolo responded as follows:

All curriculum was re-written this summer and will go through 4 revisions this year. As stated during curriculum presentation, our PARCC scores are highest in the area that 20Time projects address. We have 84 minutes daily of ILA instruction. The parent's feelings towards 20Time do not reflect the reality of what is happening at GHS.

V. VARIOUS REPORTS

A. NEWTON BOARD OF EDUCATION UPDATE – Mrs. Cooke

No report

B. PTA UPDATE – Mrs. Jones

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- The GTPTA's General membership meeting was held 9/18/2017.
- The PTA Room Parent meeting preceded the GM meeting. Class assignments were discussed. The new school RN, Mrs. Burneyko, was introduced. The list of approved snacks was made available.
- Minutes of the last GM meeting were approved.
- **New business:** The 2017-18 PTA Executive Board was introduced:
President, Jennie Eisenmenger
1st Vice President, Colleen McLean
2nd Vice President, Dawn Geisinger
Recording Secretary, Deana Lykins
Communications Secretary, Erin Fortunato
Treasurer, Cathy Regenthal
- **Robert's Rules of Order** and Code of Conduct were discussed.
- **Meeting calendar** went home in backpacks and is on the website. There will be a June planning/budget meeting.
- **Budget** was discussed and approved with a show of hands
- **Committee chair and volunteer open positions** were outlined. Meet the Candidates is the next event coming up and needs a chair. Volunteers are also needed to help at the PTA table at Green Township day, Saturday 9/23 12p-4pm
- **Back to School** night is 9/27 and 9/28. PTA will have a table for new member recruitment there also.
- **Next GM meeting:** November 20th, 2017

C. BOARD PRESIDENT'S REPORT – Mr. Ernst

No report

D. SUPERINTENDENT'S REPORT – Mr. Nittolo

Sept. 1-15, 2017

School:

- Sept. 5 and 6 Teacher first day
- OnCourse will be utilized as an efficient school data mgt. System -for evals, SGOs, APRs...
- New staff orientation held- emergency op plan, eval system, etc
- Coordination of School safety team requirements
- First Active shooter drill held on 9/12 at 1:30
- Coordinating 21st century life and careers planning amongst CST, SS and Math Coach/ThinkSTEM coach
- Two HIB incidences- Founded
- Created Referendum presentation to be delivered at both Back to School nights- 6:40

Community:

- Received correspondence from Green Town Council regarding support of exploratory study into consolidation

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Actions:

- DCPD communication regarding foster children and the usage of Norwescap funds We do not accept that funding as we cannot meet certain requirements.

NJDOE:

- ESEA funding/approval delayed
- QSAC process has begun- assigned roles and identified areas to address
- We have been randomly selected to participate in the English Language Arts/ Literacy (ELA/L) Field Test for the spring 2018 PARCC assessments.
- NJ Anti-Bully Bill of Rights- HIB self assessment scoring will be presented at the Sept. 20 meeting. The CSA must certify and submit the Statement of Assurances for each school in the district after the Board of Education (BOE) approves the final rating.

Meetings:

- Lesson planning meeting held on the usage of realtime as a lesson planner- 100% compliance
- Teacher and office staff- phone systems training
- OnCourse system manager training Sept. 19 and 22
- Thursday- Sept. 14 at 2:30- Mandatory trainings with Jen Thompson on Eval system, EOP, mentoring plan, PD Plan, School ethics, and NJ SMART Training (District report training and new user)

NJDOE:

- NJ Anti-Bully Bill of Rights- HIB self assessment scoring will be presented at the Sept. 20 meeting. The CSA must certify and submit the Statement of Assurances for each school in the district after the Board of Education (BOE) approves the final rating.

Meetings:

- Monday- Sept. 18- Phone system training with office staff (12:00) and teachers (2:20)
- OnCourse online platform training- Jen Thompson and John Nittolo (3:00-4:00pm, 9/19)
- [Greenhouse idea: Meeting for G&T at Lafayette](#) G&T consortium meeting at Lafayette School 9/21/17 from 9-11am

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

Potential Security Upgrades

VI. DISCUSSION/ACTION ITEMS

- A. Request from the 6th-8th Grade Advisors to approve fundraisers for the 2017-2018 school year as per the attached list. (attachment)

Motion to approve Discussion/Action item A made by Mr. Ernst, second by Mrs. Cinotti. Motion approved unanimously by roll call vote with Mrs. Cooke, Mr. Fox and Mr. Rose being absent.

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VII. UNFINISHED BUSINESS

None

VIII. BOARD BUSINESS

A. Motion to accept minutes of the following meetings:

1. Regular meeting of August 23, 2017.
2. Executive meeting of August 23, 2017.

B. Motion to affirm the Superintendent’s decisions regarding HIB incidents as reported to the Board of Education on August 23, 2017.

C. Motion to approve the Danielson Framework for Teaching 2011 Revised Edition as the District Evaluation Model for Green Township School District for the 2017-2018 school year. (attachment)

Note: This is a replacement for the 2013 version which was approved on May 17, 2017.

D. Motion to approve the Parent Handbook for 2017-2018. (attachment)

E. Motion to approve the Green Township School District School Self-Assessment for Determining Grades under the Anti-Bullying Bill of Rights Act for July 1, 2016 through June 30, 2017.

**Motion to approve Board Business items A thru E made by Mr. Ernst, second by Dr. Cercone.
Motion carried as follows:**

	Dr. C	JC	AMC	MRF	JOG	MPR	JE	DKJ	NHD
Yes	X	X			X		A1, B-E	X	X
No									
Abstain							A-2		
Absent			X	X		X			

IX. COMMITTEE REPORTS

A. CURRICULUM – Mr. John O’Gorman, Chairperson

1. Motion to approve the following requests to attend a professional conferences:

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<u>Staff Member</u>	<u>Conference Name</u>	<u>Provider/Location</u>	<u>Date</u>	<u>Costs</u>	
Beverly Meyer	NJECC Monthly Meetings	NJ Educational Computing Cooperative, Inc. / Montclair University	One per month Sept. - June	Registration Mileage Total	None \$260.40 \$260.40
Kyle Mirena	New Jersey Science Teachers' Convention	NJSTA/NJSELA Princeton, NJ	10/24/17 & 10/25/17	Registration Mileage Total	\$295.00 \$34.00 \$329.00
Debbie Ronsini	2017 Lake Conference for K-12 Physical Education	NJAHPERD / Johnsonburg Presbyterian Center, Johnsonburg, NJ	10/16/17	Registration Mileage Total	\$75.00 0.00 \$75.00
Mike Scott	2017 Lake Conference for K-12 Physical Education	NJAHPERD / Johnsonburg Presbyterian Center, Johnsonburg, NJ	10/16/17	Registration Mileage Total	\$75.00 0.00 \$75.00
Ann Marie VanSickle	Eureka Math Professional Development Event	Great Minds Institute, Eureka Math / Philadelphia, PA	10/27/17	Registration Mileage Parking/Tolls Total	\$350.00 61.38 25.00 \$436.38

2. Motion to approve the following QSAC compliant curriculums:

Science	Grades 5-8
Social Studies	Grades K-8
Visual Arts	Grades K-8
LMC (Library)	Grades K-4
21 st Century Life & Careers	Grades K-8
Technology Standards	Grades K-8

Motion to approve Curriculum items 1 and 2 made by Mr. O’Gorman, second by Mrs. Jones. Motion approved unanimously by roll call vote with Mrs. Cooke, Mr. Fox and Mr. Rose being absent.

B. OPERATIONS – Mr. Matthew Fox, Chairperson

1. Motion to approve the General Fund bills list for September 1, 2017 through September 30, 2017 for a total of \$1,203,908.03. (attachment)

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2. Motion to approve the attached disbursements for September 2017 from the Student Activities Account in the amount of \$1,108.30 and the Business Office Petty Cash Account in the amount of \$78.00. (attachment)
3. Motion to approve the travel and expense reimbursement for John Nittolo to attend the National Release Event of Rethinking in Washington DC on October 17th and 18th, in accordance with Green Township Board of Education Expense Policies and A-5.

Lodging fees not to exceed the federal travel rate of \$231.00 per night, total \$462.00. Food & miscellaneous reimbursement not to exceed the federal per diem rate for Meals & Incidental Expenses (\$69.00 per day and \$51.75 per half day). Mileage reimbursement will be paid at the rate of \$.31 per mile. Parking and tolls will be reimbursed with receipts.

July 2017 Financial Reports (attachment)

4. Motion to accept the preliminary Board Secretary's monthly certification, as attached, pursuant to N.J.A.C. 6:20-2.12(d) that as of July 31, 2017 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.
5. 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 July 31, 2017 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.
6. Motion to accept the financial reports from the Board Secretary and the Treasurer of School Monies for the month of July 2017.
7. Motion to approve transfers for July 2017.

August 2017 Financial Reports (attachment)

8. Motion to accept the preliminary Board Secretary's monthly certification, as attached, pursuant to N.J.A.C. 6:20-2.12(d) that as of August 31, 2017 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.
9. 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

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reports certify that as of August 31, 2017 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.

10. Motion to accept the financial reports from the Board Secretary and the Treasurer of School Monies for the month of August 2017.
11. Motion to approve transfers for August 2017.
12. Motion to approve the FY 2017-2018 Comprehensive Maintenance Plan and the 2017-2018 M-1 Schedule. (attachment)
13. Motion to approve Mutual of Omaha to provide life insurance, disability insurance, long term care, critical care and other non-investment products to the district employees. This is to be paid for as a payroll deduction from the participating employees.

**Motion to approve Operations items 1 thru 13 made by Dr. Cercone, second by Mr. Ernst.
Motion carried as follows:**

	Dr. C	JC	AMC	MRF	JOG	MPR	JE	DKJ	NHD
Yes	X	X			X		X	X	X
No		3							
Abstain									
Absent			X	X		X			

C. PERSONNEL – Mr. Jonathan Ernst, Chairperson

1. Motion to approve Jeorgi Smith and Kelly Zaremski as Substitute Teachers for the 2017-2018 school year, as recommended by the Superintendent.
2. Motion to approve Jackie Ferguson as a Substitute Teacher for the 2017-2018 school year, pending receipt of her Criminal History Background Check approval, as recommended by the Superintendent.
3. Motion to approve Denise Schumann as a Substitute Child Care Assistant for the 2017-2018 school year, as recommended by the Superintendent.

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4. Motion to approve Jason Saavedra as a Part-Time Custodian for the 2017-2018 school year to begin immediately at the rate of \$16.50 per hour for five hours per day/five days per week, as recommended by the Superintendent.
5. Motion to approve Kaleigh Scott as a Substitute School Nurse for the 2017-2018 school year, as recommended by the Superintendent.
6. Motion to add the following members to the Green Hills School Safety Team for the 2017-2018 school year, as recommended by the Superintendent:

Kerry Burneyko, Aimee Castellana, Debbie Ronsini

Motion to approve Personnel items 1 thru 6 made by Mr. Ernst, second by Dr. Cercone. Motion approved unanimously by roll call vote with Mrs. Cooke, Mr. Fox and Mr. Rose being absent.

D. POLICY COMMITTEE REPORT – Mrs. Jennifer Cinotti, Chairperson

1. Motion to approve the following revised Board Policies and Regulations:

P2415.06	Unsafe School Choice Option
P3222	Evaluation of Teaching Staff Members, Excluding Teachers and Administrators
R3222	Evaluation of Teaching Staff Members, Excluding Teachers and Administrators
P3223	Evaluation of Administrators, Excluding Principals, Vice Principals, and Assistant Principals
R3223	Evaluation of Administrators, Excluding Principals, Vice Principals, and Assistant Principal
P3224	Evaluation of Principals, Vice Principals, and Assistant Principals
R3224	Evaluation of Principals, Vice Principals, and Assistant Principals
P3240	Professional Development for Teachers and School Leaders
R3240	Professional Development for Teachers and School Leaders
P5610	Suspension
R5610	Suspension Procedures
P5620	Expulsion

Motion to approve revisions to Board Policies and Regulations made by Mrs. Cinotti, second by Mrs. Jones. Motion approved unanimously by roll call vote with Mrs. Cooke, Mr. Fox and Mr. Rose being absent.

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X. 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.

None

XI. CLOSED MEETING MOTION

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 made by Mr. Ernst, second by Mrs. Cinotti. Motion approved by unanimous verbal vote.

Board entered into executive session at 9:00 pm.

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XII. RECONVENE & ADJOURNMENT

The Board came out of executive session at 9:37pm and adjourned the meeting.

Respectfully submitted by:

Sallyann McCarty
Board secretary