

GREEN TOWNSHIP BOARD OF EDUCATION

REGULAR MEETING

March 15, 2017

I. CALL TO ORDER

A. FLAG SALUTE

Mr. Jonathan Ernst, President called the meeting to order at 7:00 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	present
Dr.	Joseph Cercone	Dr. C	present
Mrs.	Jennifer Cinotti	JC	present
Mr.	Matthew Fox	MRF	present
Mrs.	Denise Kelly-Jones	DKJ	present
Mr.	John O’Gorman	JOG	absent
Mr.	Noah Haiduc-Dale	NHD	present
Mr.	Michael Rose	MPR	present
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 PRESENTATION - Mrs. Cozzarelli

Enthusiastic Readers – tabled to be rescheduled

III. INTRODUCE THE PRELIMINARY 2017-2018 BUDGET

A. Motion to introduce the preliminary 2017-2018 School Budget and authorize the School Business Administrator to submit the preliminary budget to the Sussex County Office of Education for compliance and approval for advertisement as follows:

The proposed budget includes sufficient funds to provide curriculum and instruction which will enable all students to achieve the Core Curriculum Content Standards, and is in compliance with N.J.S.A. 18A and N.J.A.C. Title 6 and 6A.

BE IT RESOLVED that the tentative budget be approved for the 2017-2018 School Year using the 2017-2018 state aid figures and the Secretary to the Board of Education be authorized to submit the following tentative budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline:

Anticipated Enrollment	<u>K-8 - 437</u>		
	<u>Newton HS - 207</u>		
<u>Expenditures</u>		<u>Revenue</u>	
General Current Expense	<u>\$12,286,131</u>	<u>General Fund</u>	
Capital Outlay	<u>96,857</u>	..Budgeted Fund Balance	<u>\$ 582,760</u>
Special Revenue Fund	<u>182,963</u>	..Local Tax Levy	<u>9,232,543</u>
Repayment of Debt	<u>643,634</u>	..Misc. Revenue	<u>8,500</u>
		..Tuition Reserve	<u>20,518</u>
		..State Aid	<u>2,538,667</u>
Total Expenditures	<u><u>\$13,209,585</u></u>		
		<u>Special Revenue Fund</u>	
		..State Aid	<u>18,508</u>

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..Federal Aid	164,455
<u>Debt Service Fund</u>	
..Budgeted Fund Balance	42
Budgeted Interest	
..Local Tax Levy	643,592
..State Aid	0
Total Revenue	<u>\$ 13,209,585</u>

The total tax levy to be raised is \$9,876,135; the General Fund amount is \$9,232,543 and the Debt Service Fund amount is \$643,592 for the ensuing School Year (2017-2018).

Note: The General Fund tax levy increased by \$181,030, which is a 2% increase. The Debt Service tax levy decreased by \$24,344, which is a 4% decrease. The combined tax levy for General Fund and Debt Service increased by \$156,686, which is 1.61%.

Also, the Secretary to the Board of Education is authorized to advertise said tentative budget in the New Jersey Herald after approval is obtained from the Executive County Superintendent, in accordance with the form suggested by the State Department of Education and according to law; and

BE IT FURTHER RESOLVED that a public hearing be held at the Green Township Board of Education, Greendell, New Jersey on April 26, 2017 at 7:00 pm for the purpose of conducting a public hearing on the budget for the 2017-2018 School Year.

- B. Motion to approve the following resolution regarding travel and related expense reimbursement maximum costs for 2017-2018 school year:

WHEREAS, the Green Township Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

WHEREAS, N.J.A.C. 6A:23B-1.1 et seq. requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

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WHEREAS, a Board of Education may establish, for regular district business travel only, an annual school year threshold of \$150 per staff member where prior Board approval shall not be required unless this annual threshold for a staff member is exceeded in a given school year (July 1 through June 30); and

WHEREAS, travel and related expenses not in compliance with N.J.A.C. 6A:23B-1.1 et seq., but deemed by the Board of Education to be necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; now

THEREFORE, BE IT RESOLVED, the Board of Education approves all travel not in compliance with N.J.A.C. 6A:23B-1.1 et seq. as being necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; and

BE IT FURTHER RESOLVED, the Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A:23B-1.2(b), to a maximum expenditure of \$1,500 for each and all staff and board members.

- C. Motion to approve the following resolution regarding public relations and professional services maximum costs for 2017-2018 school year:

Whereas, NJAC 6A:23A-5.2 provides that a school district must establish a maximum dollar limit prior to budget preparation for public relations and professional services fees, and;

Whereas, Green Township Board of Education has established the following maximum dollar limits as required:

Public Relations	\$750
Architects	\$12,000
Attorneys	\$38,000
Auditors	\$30,440
School Physician	\$7,500

Whereas, if these professional services exceed the maximum amount listed, the Green Township Board of Education will consider another motion to increase amounts listed.

Motion to approve III items A, B and C made by Mr. Ernst, second by Mrs. Cooke. Motion approved unanimously by roll call vote with Mr. O’Gorman being absent.

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IV. CORRESPONDENCE – Mrs. McCarty

Pat Donahue's retirement

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.

Mr. Scott Guzzo – playground update, ground breaking Wednesday after Easter.

Mr. Noah Haiduc-Dale – April 3rd Rethinking Documentary; one half the movie takes place at Green Hills School.

VI. VARIOUS REPORTS

A. NEWTON BOARD OF EDUCATION UPDATE – Mrs. Cooke

Absent for the meeting on 2/28/17. Next meeting postponed until 3/20/17. Tour of building at 6:00 pm.

B. PTA UPDATE – Mrs. Jones

- No General Membership meeting since 2/15/17,
- GTPTA's Tricky Tray meeting held on 2/22/17,
- Class basket notification went out,
- Tablecloths and table signs ordered. Materials for wrapping purchased,
- March wrapping dates requested: planning for 9:30-2:15,
- Still need volunteers for wrapping, running and shaking,
- Two people confirmed for order tracking,
- Friday activities outlined,

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- Saturday volunteer placements and timing starting to firm up,
- Next Tricky Tray meeting: 3/21/17 at 6:30,
- Next General Membership meeting: 3/21/17 at 7:30.

C. BOARD PRESIDENT'S REPORT – Mr. Ernst

No report

D. SUPERINTENDENT'S REPORT – Mr. Nittolo

School:

- Love of Reading Week- read to kdg, 2nd, 3rd, 4th, 6th and 7th,
- Spring Book Fair- week of March 6th -10th,
- Contacted various companies regarding online foreign language options,
- Visitors from Knowlton. Washington Twp., and Hopatcong were to visit GHS on Friday, March 10th to see innovative programs and visit innovation and design lab (rescheduled because of Snow day),
- Visitor from Sussex Charter School For Tech concerning Language Arts instruction,
- Information regarding Re:Thinking Documentary shared with various schools for distribution,
- Parent portal open for conferences March 6th-13th,
- Progress reports available on March 14th,
- PT conferences March 15th-17th- one night rescheduled to Monday, March 20th because of Snow day,
- Parent meet and Greet will be held March 17th during PT conferences,
- Holocaust survivor (Fred Heyman) spoke/addressed grades 6-8 on March 7th as a part of our Genocidal studies unit,
- DCPP placed student in Green at the expense of Franklin...will attend Franklin ES,
- Rescheduled: Parent Cyber-Bullying Information Session,
- Detective Laird will be at Green Hills School for a Cyber-Bullying info session.

Community:

- Discussion concerning 8th grade Boston trip being parent directed.

Actions:

- School lunch- looking for an innovative solution to improving options,
- Purchased new oven for our kitchen. 2 year warranty,
- NJ School Board evaluation completed and sent.

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NJDOE:

- March 1 ESSA meeting at MUJC- new State changes concerning AYP, Title 1, etc.,
- IDEA-B GREEN TOWNSHIP -- 2017 IDEA Consolidated Application/Amendment has received final approval from the Office of Grants Management,
- CRDC -Civil Rights Data Collection submitted and certified,
- State aid figures released- GHS to receive \$2,538,667. An increase of \$36,490 which is a 1.4% increase representing a tie for the largest percentage increase in Sussex County. It is the largest dollar increase in Sussex County. It is the 10th largest percentage increase in the state and 4th largest dollar increase controlling for cities (all funding increase is from school Choice aide).
- Have started the Non-Public consultation process for Title Part A and Title II Part A funds.

Nonpublic School Documentation: – (Updated for F18)

- Affirmation of Consultation,
- Refusal of Funds Affirmation,
- Sample Nonpublic School Request for Consultation Letter,
- Title I Nonpublic Assurance Form.

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

No report

VII. DISCUSSION/ACTION ITEMS

- Mrs. Cinotti attended the Sussex County Educational Services required meeting, the budget is a bit lower.

VIII. UNFINISHED BUSINESS

- Committees: Mr. Ernst replaces Dr. Cercone on Operations. Mr. Haiduc-Dale replaces Dr. Cercone on Policy and Ad Hoc remains the same with Mrs. Cooke being the Chair. We need to schedule a meeting.

IX. BOARD BUSINESS

A. Motion to accept minutes of the following meetings:

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1. Regular meeting of February 15, 2017.

Note: No executive session meeting

- B. Motion to affirm the Superintendent’s decisions regarding HIB incidents as reported to the Board of Education on February 15, 2017.

- C. Motion to approve the 2017-2018 Office Staff Calendar and Custodial Staff Calendars. (attachments)

Motion to approve Board Business items A, B and C made by Mr. Ernst, second by Mrs. Cooke. Motion approved unanimously by roll call vote with Mr. O’Gorman being absent.

X. COMMITTEE REPORTS

A. CURRICULUM – Mr. O’Gorman, Chairperson

1. Motion to approve proposed field trip(s) for the 2016-2017 school year as per the attached schedule. (attachment)

2. Motion to approve the following request(s) to attend a professional conference:

<u>Staff Member</u>	<u>Conference Name</u>	<u>Provider/Location</u>	<u>Date</u>	<u>Costs</u>	
Debbie Ronsini	Marijuana Policy and Public Impact	The Center for Prevention and Counseling, Newton NJ	5/3/17	Registration	\$60.00
				Mileage	
				<i>Total</i>	<i>\$60.00</i>
Michael Scott	Marijuana Policy and Public Impact	The Center for Prevention and Counseling, Newton NJ	5/3/17	Registration	\$60.00
				Mileage	
				<i>Total</i>	<i>\$60.00</i>

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

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B. OPERATIONS – Mr. Fox, Chairperson

1. Motion to approve the General Fund bills list for March 1, 2017 through March 31, 2017 for a total of \$1,210,632.78. (attachment)
2. Motion to approve the attached disbursements for March 2017 from the Student Activities Account in the amount of \$227.08 and the Business Office Petty Cash Account in the amount of \$27.90. (attachment)
3. Motion to submit an amended IDEA Basic Grant application to change expenditure category from Instruction Purchased Services 100-300 to Support Services 200-300 for \$2,299.00.
4. Motion to approve the attached resolution authorizing application for approval of educational plans, schematic plans and school facilities projects for the 2017 referendum.
5. Motion to approve a professional development program for staff after school on March 23, 2017 on the topic of Tourette Syndrome presented by the NJ Center for Tourette Syndrome & Associated Disorders, Inc. at the cost of \$350.00.
6. Motion to approve proposal from Extel Communications, Inc. for NEC Telephone System at the cost of \$28,972.00 per State Contract #A80801 T-1316. (attachment) (Plus \$2,500 of optional equipment if needed)
7. Motion to approve 2017-2018 tuition contract from Newton Board of Education. The tentative tuition cost is \$3,042,044 (\$3,190,528 for 2017-18 less \$148,484 adjusted 2015-16 tuition). Total to be paid by Green in addition to 2017-18 tuition and 2015-2016 adjustment is \$393,042 (\$139,689 Resource Center, \$59,784 field, \$96,785 deferred tuition and \$96,784 deferred tuition).
8. Motion to approve Mr. John Nittolo to attend a one-day workshop on April 24, 2017 at the Literacy Development Center, Rutgers University. The cost of the workshop is \$150.00. Mileage reimbursement for the round trip will be paid at the rate of \$.31 per mile. Parking and tolls will be reimbursed with receipts.

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9. Motion to approve the attached referendum proposal of services from DMR architects. (\$7,500 pre-referendum and 8.5% of project costs)

**Motion to approve Operations items 1 thru 9 made by Mr. Fox, 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	X	X
No			Ck 22924						
Abstain									
Absent					X				

C. PERSONNEL – Jonathan Ernst, Chairperson

1. Motion to approve Tara Cotter and Jacqueline Ferguson as Substitute Teachers for the 2016-2017 school year pending receipt of their Criminal History Background Check approvals, as recommended by the Superintendent.
2. Motion to approve Lori Amorosino as a Substitute Teacher for the 2016-2017 school year, as recommended by the Superintendent.
3. Motion to accept with regrets the resignation of Patricia Donahue, School Nurse, due to retirement, effective June 30, 2017, as recommended by the Superintendent. (attachment)

Mr. Nittolo said how difficult to understand how important a school nurse is to kids. It is going to be very difficult to replace Mrs. Donahue. We wish her the best.

Motion to approve Personnel items 1 thru 3 made by Mr. Ernst, second by Mrs. Jones. Motion approved unanimously by roll call vote with Mr. O’Gorman being absent.

D. POLICY COMMITTEE REPORT – Jennifer Cinotti, Chairperson

1. Motion to approve the following new policies and regulations (attachments):

P2415.30	Title I – Educational Stability for Children in Foster Care
P2418 & R2418	Section 504 of the Rehabilitation Act of 1973 – Students

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2. Motion to approve the following revised policies and regulations (attachments):

P5116 & R5116	Education of Homeless Children
P5410	Promotion/Retention/Graduation
P8330 & R8330	Student Records

Motion to approve new and revised policies and regulations made by Mrs. Cinotti, second by Dr. Cercone. Motion approved unanimously by roll call vote with Mr. O’Gorman being absent.

XI. 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

XII. CLOSED MEETING MOTION

There was no closed session.

XIII. ADJOURNMENT

Motion to adjourn meeting made by Mr. Ernst, second by Mrs. Cooke. Motion verbally approved by all.

Meeting adjourned at 7:35 pm.

Respectfully submitted,
Sallyann McCarty
Business Administrator/Board Secretary