

**GREEN TOWNSHIP BOARD OF EDUCATION**  
**Minutes**  
**Regular Meeting**  
**October 17, 2018**

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

**Place: Green Hills School**

**I. CALL TO ORDER - Mrs. Cooke at 7:30pm**

A. FLAG SALUTE

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	absent
Mrs.	Ann Marie Cooke – Vice-President	AMC	present
Mrs.	Marie Bilik	MB	present
Dr.	Joseph Cercone	Dr.C	present
Mr.	Matthew Fox	MRF	present
Mr.	Noah Haiduc-Dale	NHD	present
Mr.	Scott Guzzo	SG	present
Mrs.	Denise Kelly-Jones	DKJ	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.

# **GREEN TOWNSHIP BOARD OF EDUCATION**

## **Minutes**

### **Regular Meeting**

**October 17, 2018**

#### **II. EDUCATIONAL PRESENTATION**

PARCC Data – Aimee Castellana and Ann Marie VanSickle

#### **III. CORRESPONDENCE**

None

#### **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.

There were public comments as follows:

-Change in the school calendar: Was there a possibility in getting Good Friday back? It was also mentioned that taking away President's day would mean the students and the staff get no break for 15 weeks.

-Mold remediation: Since the cost was about \$300,000; there was a question about where the funds were coming from and how will it impact the school going forward. Mrs. McCarty explained that we had teachers retire at the end of June. These teachers were budgeted at a higher amount than the teachers who replaced them. We transferred funds from these expenditure accounts; in addition some of the special education expenditures appear to be lower than anticipated, funds were transferred from these accounts as well. Also we have insurance coverage for \$100,000.

Mr. Nittolo explained the reasons for the mold. He also explained that we couldn't relocate to another school because there had to be one available with the space. In addition, we have contracted bussing and these contractors have other districts that they service and therefore do not have a flexible schedule. We had to keep in mind for a day to count we must have 4 hours of instruction time.

**GREEN TOWNSHIP BOARD OF EDUCATION**  
**Minutes**  
**Regular Meeting**  
**October 17, 2018**

Scanning software: The scanning software was purchased some time ago. We can choose how to utilize the software, we don't have to scan everybody for everything.

**V. VARIOUS REPORTS**

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

**September 24, 2018**

**Discussion Items:** School Funding Updates  
Project Updates  
Shared Services  
Request for Retraction of Support for Countywide School Consolidation  
Update on PILOTS (Payment in Lieu of Taxes) Recreation Facilities - Adolescents & Teens

**September 25, 2018**

**Superintendent's Report:** Parent Unification Drill for Merriam and Halsted Schools to be held later in the Fall.  
Current C2C enrollment: 259 students

**SBA/Board Secretary's Report:** Initial Health Insurance Increase estimated to be approximately 14.9%.

**Board Business:** Approved NHS to host 35 foreign exchange students and 3 Chaperones from France from 3/23/19 through 4/1/19.

Approved a Community Adult Volleyball league at Halsted Middle School inviting staff and community members to participate to encourage community involvement.

**October 16, 2018**

**Superintendent's Report:**

# GREEN TOWNSHIP BOARD OF EDUCATION

## Minutes

### Regular Meeting

October 17, 2018

- Board Business:** Reunification Drills scheduled for 10/29/18 and 11/16/18.
- Approved an overnight trip for the NHS Class of 2019 for (5) five days in March, 2019 to Myrtle Beach, SC for their senior class trip.
- Approved a \$4,000 increase in architectural services to El Associates for the canopy project at NHS in order to revise bid specifications.
- Authorized the application of a Sustainable NJ grant to replace an HVAC unit in the Choral Music Room in the amount of \$30,000.

**Next Meeting:** Regular Meeting: Tuesday, November 13 at 7pm

B. PTA UPDATE – Mrs. Jones:

The General membership meeting was held 10/8/2018 at 7pm.

The minutes for January 23<sup>rd</sup> and March 19<sup>th</sup> were approved.

**Correspondence:** Thank you notes were received from Kaitlyn Furth and Mrs. Stobie.

### **Old Business:**

1. First Day supplies: 19 orders placed, \$54 profit.

### **New Business:**

1. Board A flyer outlining Robert's rules was discussed.
2. Budget: After extensive discussion, a motion was passed to move monies from family fun, holiday shop, and transportation to fund field day T shirts and Veteran's Day assembly.
3. Reflections and Meet the candidates events need co-chairs, and Box Tops for Education fundraiser needs a chair.

# GREEN TOWNSHIP BOARD OF EDUCATION

## Minutes

### Regular Meeting

October 17, 2018

4. The book fair profit nearly met it's budget. The date was set by Scholastic and could not be rescheduled around the mold closure, which impacted profit.
5. Holiday Shop raised \$1200 last year. There was a discussion and suggestions for smarted shopping and asking target for gift cards to make the event more profitable.
6. A Fundraising planning committee is being formed. Discussion centered on smaller fundraisers unless large event committee with a chair can be formed for a Tricky Tray type of event. Some ideas suggested include: Skyzone, Penny Wars, DineAround, Carnival. Also discussed logistics and liability of having the Middle School students help.

**Next GM meeting** : Monday, November 5, 2018 at 7pm

Meeting adjourned at 8:30

C. BOARD PRESIDENT'S REPORT – Mr. Ernst

No report

D. SUPERINTENDENT'S REPORT – Mr. Nittolo

-Open positions filled: World Language and Library Media Specialist

-We have uploaded our District HIB Self Assessment.

-For the Administrative review for Food Services I have completed the:

- Civil rights compliance document
- Documentation for Homeless or runaway students
- Documentation for Migrant Education Program
- Local School Wellness Policy Assessment tool
- And submitted our Unpaid Charges policy

-As for the school's environmental situation:

-All rooms cleared except for two (212 and 311) and those levels have decreased immensely

-There are no regulations concerning mold remediation or airborne fungal clean-ups. Each environmental expert has their own preferences.

# GREEN TOWNSHIP BOARD OF EDUCATION

## Minutes

### Regular Meeting

October 17, 2018

-We are making up the missed school days in the manner that we are because this affords us the opportunity to deliver instruction and meet the In-service needs and requirements of our teaching staff.

-GHS Normal day- 42 minute period, early dismissal 33 minute periods  
(As a point of reference, Andover periods are 35 minutes on a normal day, early dismissal is 25 and delayed opening is 22)

-Pass it along is being approved tonight to provide assistance with the Altitude program to build confident, resilient, compassionate teenagers through self-discovery, volunteer and leadership opportunities.  
They may also run the challenge day and work with our School Climate team (to be paid for from Title IA, IIA, and IV funds)

-Girl's basketball coach needed

-Track and Field coach needed

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

No report

#### VI. DISCUSSION/ACTION ITEMS

None

#### VII. UNFINISHED BUSINESS

Mrs. Cooke mentioned that we have to revisit rescheduling our meetings to Thursdays.

The next meeting was scheduled November 21<sup>st</sup>; which is the day before Thanksgiving. After some discussion the Board decided to move the meeting to November 28<sup>th</sup>.

**Motion to move the November 21<sup>st</sup> meeting to November 28<sup>th</sup>, made by Mrs. Kelly-Jones second by Dr. Cercone. The motion passed with a verbal all in favor with Mr. Rose and Mr. Ersnt being absent.**

#### VIII. NEW BUSINESS

None

# GREEN TOWNSHIP BOARD OF EDUCATION

## Minutes

### Regular Meeting

October 17, 2018

#### IX. BOARD BUSINESS

**Motion to enter into executive session at 8:35pm to discuss (b) individual privacy,(g) pending or anticipated litigation and (i) personnel, made by Mrs. Bilik and second by Mr. Fox with Mr. Ernst and Mr. Rose being absent.**

**Motion to reconvene into public session was made at 8:52pm by Mrs. Cooke, second by Mr. Fox with Mr. Ernst and Mr. Rose being absent. The Board reconvened at 8:52pm.**

A. Motion to accept minutes of the following meetings:

1. Regular meeting of September 19, 2018.
2. Executive meeting of September 19, 2018.

B. Motion to approve the following changes to the Green Hills School 2018-2019 Calendar due the use of seven emergency closing days for environmental testing and remediation:

Monday	October 8 <sup>th</sup>	Early Dismissal Day for Students (originally Columbus Day In-Service for Teachers - closed for students)
Thursday	November 8 <sup>th</sup>	Early Dismissal Day for Students (originally school closed for Teacher Convention) Not Setting Precedent/3 hours in-service
Monday	January 21 <sup>st</sup>	Early Dismissal Day for Students (originally MLK Jr. Day In-Service for Teachers - closed for students) 3 hours in-service
Monday	February 18 <sup>th</sup>	Early Dismissal Day for Students (originally school closed for Presidents' Day) 3 hours in-service
Friday	April 19 <sup>th</sup>	Early Dismissal Day for Students (originally school closed for Good Friday)

C. Motion to approve the Danielson Framework as the Green Township School District Evaluation Model for the 2018-2019 school year for the following areas:

- Speech Therapist
- School Counselor
- School Psychologist
- Learning Consultant

**GREEN TOWNSHIP BOARD OF EDUCATION**  
**Minutes**  
**Regular Meeting**  
**October 17, 2018**

- Social Worker
- School Nurse

D. Motion to approve the Green Township School District Nursing Services Plan for the 2018-2019 school year. (**attachment**)

**Motion to approve Board Business items A,C, and D made by Dr. Cercone, second by Mr. Fox.**

**Motion carried as follows:**

	MB	Dr. C.	MRF	SG	NHD	DKJ	MPR	AMC	JE
Yes	X	X	X	X	X	X		X	
No									
Abstain									
Absent							X		X

**Motion to approve Board Business item B made by Dr. Cercone, second by Mrs. Kelly-Jones.**

**Motion carried as follows:**

	MB	Dr. C.	MRF	SG	NHD	DKJ	MPR	AMC	JE
Yes	X	X	X	X	X	X		X	
No									
Abstain									
Absent							X		X

**X. COMMITTEE REPORTS**

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

1. Motion to approve proposed field trips for the 2018-2019 school year as per the attached schedule.
2. Motion to approve the following requests to attend professional conferences:

<u>Staff Member</u>	<u>Conference Name</u>	<u>Provider/Location</u>	<u>Date</u>	<u>Costs</u>
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# GREEN TOWNSHIP BOARD OF EDUCATION

## Minutes Regular Meeting October 17, 2018

Christopher Dimitriou	Annual Conference for K-12 Social Studies Teachers	NJ Council for the Social Studies / Rutgers Busch Campus Center, Piscataway	10/22/18	Registration Mileage/Tolls <b>Total</b>	\$100.00 \$29.14 <b>\$129.14</b>
Barbara Edwards	Annual Conference for K-12 Social Studies Teachers	NJ Council for the Social Studies / Rutgers Busch Campus Center, Piscataway	10/22/18	Registration Mileage/Tolls <b>Total</b>	\$100.00 \$29.14 <b>\$129.14</b>
Debbie Ronsini	Annual PSAHPERD Convention	PA State Asso. for Health, PE, Recreation & Dance, Inc. / Champion, PA	11/8 & 11/9/18	Registration Mileage/Tolls <b>Total</b>	\$180.00 \$75.64 <b>\$255.64</b>
Debbie Simmons	Developing Number Concepts & Sense – Grades K-2	Rutgers & Asso. of Math Teachers of NJ/ Piscataway, NJ	11/30/18	Registration Mileage/Tolls <b>Total</b>	\$205.00 \$33.48 <b>\$238.48</b>
Lisa Sprofera	Helping All Students Master Facts	Rutgers & Asso. of Math Teachers of NJ / Piscataway, NJ	11/27/18	Registration Mileage/Tolls <b>Total</b>	\$205.00 \$28.08 <b>\$233.08</b>
Ann Marie VanSickle	Asso. of Math Teachers of NJ Annual Conference	Asso. of Math Teachers of NJ / East Windsor, NJ	10/25 & 10/26/18	Registration Mileage/Tolls <b>Total</b>	None \$90.60 <b>\$90.60</b>

3. Motion to approve the Pass It Along Program for the 2018-2019 school year for a total cost of \$18,000. **(attachment)**

**Motion to approve Curriculum items 1 through 3 made by Mr. Haiduc-Dale, second by Mrs. Kelly-Jones.**

**Motion carried as follows:**

	MB	Dr. C.	MRF	SG	NHD	DKJ	MPR	AMC	JE
Yes	X	X	X	X	X	X		X	
No									
Abstain									
Absent							X		X

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

# **GREEN TOWNSHIP BOARD OF EDUCATION**

## **Minutes**

### **Regular Meeting**

**October 17, 2018**

1. Motion to approve the General Fund bills list for October 1, 2018 through October 31, 2018 for a total of \$1,654,091.24. **(attachment)**
2. Motion to approve the attached disbursements for October 2018 from the Student Activities Account in the amount of \$2,827.58 and the Business Office Petty Cash Account in the amount of \$117.05. **(attachment)**

### **August 2018 Financial Reports (attachment)**

3. 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 August 31, 2018 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 August 31, 2018 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 August 2018.
6. Motion to approve transfers for August 2018.
7. **RESOLUTION OF THE BOARD OF EDUCATION OF THE TOWNSHIP OF GREEN IN THE COUNTY OF SUSSEX, NEW JERSEY CONCERNING THE EMERGENCY AWARD OF A CONTRACT FOR MOLD REMEDIATION**

WHEREAS, The Board of Education of the Township of Green in the County Sussex, New Jersey (the "Board of Education" or the "School District") and the Executive County Business Administrator were notified by the attached email reports from the School Business Administrator that the district developed an emergency with the uncontrolled growth and spread of mold and mildew that closed the school district, and the School Business Administrator, unable to obtain additional quotations from other available contractors to respond immediately to the emergency, but believing the amount to be reasonable and essential to meet the

**GREEN TOWNSHIP BOARD OF EDUCATION**  
**Minutes**  
**Regular Meeting**  
**October 17, 2018**

emergency, awarded a contract pursuant to N.J.S.A. 18A:18A-7 and N.J.A.C. 5:34-6.1 to Maxons Restorations to remediate the mold condition in the amount of approximately, \$250,000 and RK Occupational Environmental \$60,000 and

WHEREAS, funds are available for the provision of these services and the award of the contract; now, therefore,

BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE TOWNSHIP OF GREEN IN THE COUNTY OF SUSSEX, NEW JERSEY AS FOLLOWS:

Section 1 The aforementioned recitals are incorporated herein as though set forth at length.

Section 2. This Board of Education hereby acknowledges receipt of the report attached hereto and acknowledges, affirms and ratifies the award of the contract described herein to the extent required.

Section 3. The Business Administrator/Board Secretary or other appropriate Board representative is authorized to execute the necessary contract and/or documents incidental to the award of this bid and to make payment thereunder.

Section 4. A copy of this resolution shall be available for public inspection at the offices of the Board of Education.

Section 5. This Resolution shall take effect immediately.

- 8. Motion to approve the current Comprehensive Maintenance Plan and the 2018-2019 M-1 Schedule. **(attachment)**
- 9. Motion to approve disbursement from the Student Activities account in the amount of \$2,280.00 payable to Gertrude Hawk for the caramel apple fundraiser.

**Motion to approve Operations items 1-9 made by Mr. Fox, second by Dr. Cercone.**  
**Motion carried as follows:**

	MB	Dr. C.	MRF	SG	NHD	DKJ	MPR	AMC	JE
Yes	X	X	X	X	X	X		X	
No									
Abstain									
Absent							X		X

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

# GREEN TOWNSHIP BOARD OF EDUCATION

## Minutes

### Regular Meeting

October 17, 2018

1. Motion to approve the following staff members as chaperones for the 6<sup>th</sup> grade camping trip on November 5-7, 2018 at the overnight stipend rate of \$110.00 per person per night for two nights, as recommended by the Superintendent: Chris Hitzel, Susan Stobie, Kyle Mirena, Sam Morales, Diana Minervini, and Catherine Nowaczyk.
2. Motion to approve Beth Voris as acting administrator for the 6<sup>th</sup> grade camping trip on November 5-7, 2018 at the overnight stipend rate of \$110.00 per person per night for two nights and the acting administrator stipend rate of \$100.00 per day for three days, as recommended by the Superintendent.
3. Motion to approve Kerry Burneyko as School Nurse for the 6<sup>th</sup> grade camping trip on November 5-7, 2018 at the overnight stipend rate of \$110.00 per night for two nights, as recommended by the Superintendent.
4. Motion to approve the request from Felician University for a Junior Practicum Experience in Mathematics for Karen Smith on Tuesdays from October 30, 2018 through December 4, 2018, as recommended by the Superintendent. She will be working with Ann Marie VanSickle.
5. Motion to accept the resignation of Philip Wetzel, Teacher Aide, effective October 9, 2018, as recommended by the Superintendent. **(attachment)**
6. Motion to approve Carmita Mongrella as Part-Time Elementary Spanish Teacher for the 2018-2019 school year beginning as soon as possible at the salary of \$45,645.60 (BA Step 1) prorated, pending approval of her criminal history background check, as recommended by the Superintendent. Hiring is on a provisional basis for up to 90 days pending completion of requirements and review of information required under P.L. 2018, c. 5.
7. Motion to approve the following staff members as Sports Activity Monitors for the 2018-2019 school year at a stipend of \$30.00 per event, as recommended by the Superintendent: Cyndi Bresney, Linda DeGraw, Jessica Meyer, Janis Martz, and Christopher Dimitriou.
8. Motion to approve a medical leave of absence for Karl Schaub, Custodian, effective immediately, as recommended by the Superintendent.

# GREEN TOWNSHIP BOARD OF EDUCATION

## Minutes Regular Meeting October 17, 2018

9. Motion to approve Molly Whipple as a Substitute Teacher for the 2018-2019 school year pending approval of her criminal history background check transfer request, as recommended by the Superintendent. Hiring is on a provisional basis for up to 90 days pending completion of requirements and review of information required under P.L. 2018, c. 5.
  
10. Motion to approve Jennifer Romano as Library Media Specialist for the 2018-2019 school year beginning as soon as possible at the salary of \$84,057.00 (MA +30 Step 10) prorated, pending approval of her criminal history background check, as recommended by the Superintendent. Hiring is on a provisional basis for up to 90 days pending completion of requirements and review of information required under P.L. 2018, c. 5.
  
11. Motion to approve a family medical leave of absence for Ana Velez, Teacher Aide, beginning October 22, 2018 through November 16, 2018, as recommended by the Superintendent. **(attachment)**
  
12. Motion to approve the following, as recommended by the Superintendent:  
  
 Resolved, that the Board hereby ratifies the suspension of employee I.D. #16274896 until further notice.
  
13. Motion to approve Linda Padula as Treasurer of School Funds for the 2018-2019 school year at the salary of \$4,564.79, as recommended by the Superintendent.

**Motion to approve Personnel items 1 through 13 made by Mrs. Bilik, second by Mr. Fox. Motion carried as follows:**

	MB	Dr. C.	MRF	SG	NHD	DKJ	MPR	AMC	JE
Yes	X	X	X	X	X	X		X	
No									
Abstain									
Absent							X		X

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

No update a meeting is scheduled for Monday. Policy 216 is out.

# **GREEN TOWNSHIP BOARD OF EDUCATION**

## **Minutes**

### **Regular Meeting**

**October 17, 2018**

**E. NEGOTIATIONS COMMITTEE REPORT – Mr. Michael Rose, Chairperson**

No update.

**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**

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

# **GREEN TOWNSHIP BOARD OF EDUCATION**

## **Minutes**

### **Regular Meeting**

**October 17, 2018**

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.

**The Board entered into executive session at 8:35pm under IX. Board Business. The motion was made by Marie Bilik and second by Mr. Fox with Mr. Ernst and Mr. Rose being absent.**

#### **XIII. RECONVENE**

**Motion to reconvene into public session was made under Board Business by Mrs. Cooke and second by Mr. Fox with Mr. Ernst and Mr. Rose being absent. The Board reconvened at 8:52pm.**

#### **XIV. ADJOURNMENT**

Motion to adjourn meeting made by Mrs. Bilik, second by Dr. Cercone. Verbal all in favor with Mr. Ernst and Mr Rose being absent.

Meeting adjourned at 9:07 pm

Respectfully submitted,  
Sallyann McCarty  
Board Secretary