

GREEN TOWNSHIP BOARD OF EDUCATION
AGENDA
Regular Meeting
January 10, 2019

Time: 7:45p.m.

Place: Green Hills School - Library

I. CALL TO ORDER

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

	<u>Term</u> <u>expires</u>	<u>Roll</u> <u>Call</u>
Mrs. Marie Bilik- President	2020	_____
Mrs. Ann Marie Cooke – Vice-President	2021	_____
Mr. Jonathan Ernst	2019	_____
Mr. Matthew Fox	2020	_____
Mr. Scott Guzzo	2019	_____
Mr. Noah Haiduc-Dale	2019	_____
Mrs. Denise Kelly-Jones	2020	_____
Ms. Kristin Post	2021	_____
Mr. Michael Rose	2021	_____
Ms. Jennifer Thompson, Principal/Coordinator of Instruction		_____
Ms. Sallyann McCarty, SBA		_____

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.

II. CLOSED MEETING

Closed Meeting Motion was read by _____.

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 _____.

Motion Second

/Roll Call/

III. NEW JERSEY SCHOOL BOARDS ASSOCIATION TRAINING - Kathy Helewa

Ethics & Other Board Training

IV. EDUCATIONAL PRESENTATION – Jennifer Thompson

-Basic Skills Update

V. CORRESPONDENCE

VI. 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.

VII. VARIOUS REPORTS

A. NEWTON BOARD OF EDUCATION UPDATE – Mrs. Cooke

B. PTA UPDATE – Mrs. Jones

C. BOARD PRESIDENT’S REPORT – Mrs. Bilik

D. SUPERINTENDENT’S REPORT –

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

VIII. DISCUSSION/ACTION ITEMS

IX. UNFINISHED BUSINESS

X. NEW BUSINESS

XI. BOARD BUSINESS – Ann Marie Cooke

A. Motion to accept minutes of the following meetings:

1. Regular meeting of December 19, 2018. (**attachment**)

Motion..... Second.....

/Roll Call/

2. Executive meetings numbered 1 and 2 of December 19, 2018.

Motion..... Second.....

/Roll Call/

- 3. Reorganization meeting of January 2, 2019.

Motion..... Second.....

/Roll Call/

- 4. Executive session minutes of January 2, 2019.

Motion..... Second.....

/Roll Call/

- B. Motion to appoint _____ as delegate to the Sussex County Educational Services Commission.

Motion..... Second.....

/Roll Call/

- C. Motion to affirm the Superintendent’s decisions regarding HIB incidents as reported to the Board of Education on December 19, 2018.

Motion..... Second.....

/Roll Call/

- D. Motion to pass the code of ethics and ethics training.

The Board of Education Members had the required Board of Ethics Training session as required under N.J.A.C. 6:3-1.3 and N.J.A.C.6A:30.

RESOLVED, that the New Jersey School Boards Association “Code of Ethics” shall be considered the official Code of Ethics of the Green Township Board of Education:

CODE OF ETHICS

- a. I will uphold and enforce all laws, state board rules and regulations, and court orders pertaining to schools. Desired changes should be brought about only through legal and ethical procedures.
- b. I will make decisions in terms of the educational welfare of children and will seek to develop and maintain public schools which meet the individual needs of all children regardless of their ability, race, creed, sex or social standing.
- c. 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.
- d. 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.

- e. I will recognize that authority rests with the Board of Education and will make no personal promises nor take any private action which may compromise the Board.
- f. 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.
- g. I will hold confidential all matters pertaining to the schools which, if disclosed, would needlessly injure individuals or the schools. But 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 schools.
- h. I will vote to appoint the best qualified personnel available after consideration of the recommendation of the chief administrative officer.
- i. I will support and protect school personnel in proper performance of their duties.
- j. I will refer all complaints to the chief administrative officer and will act on such complaints at public meetings only after failure of an administrative solution.

Motion..... Second.....

/Roll Call/

- E. Motion to establish meeting dates and times in accordance with the Open Public Meetings Act.

RESOLVED that the Green Township Board of Education, pursuant to Chapter 231, PAL. (Open Public Meetings Act) does hereby proclaim the public meetings of the Board of Education will be held in the Green Township Board of Education’s library, **69 Mackerley Road , Greendell NJ 07839**, at 7:45 p.m., as set forth below unless indicated otherwise:

BE IT FURTHER RESOLVED that the purpose of the Regular Meetings shall be the normal conduct of business of the Board of Education and any other items brought to the Board’s attention by the Board Members, Board Attorney, Superintendent and Business Administrator/Board Secretary

BE IT FURTHER RESOLVED that the Board of Education does hereby designate the NJ Herald as official newspapers to receive notices of meetings; and

BE IT FURTHER RESOLVED that notices of meetings of the Board of Education will be posted in the Main Office and the Business Office of the Board of Education Administration Offices and posted on the District website.

BE IT FURTHER RESOLVED that the Board of Education reserves the right to adjourn or recess a meeting at any time to discuss such matters that may be considered in closed session. However, the Board will first adopt a resolution stating the general nature of the subject to be discussed, and, as precisely as possible, the time and circumstances under which disclosure to the public will be made; and

BE IT FURTHER RESOLVED that, in order to conduct its meetings properly and efficiently, the Board shall require the following procedures pertaining to public participation at Board meetings:

- Any individual desiring to speak shall give his or her name, address, and the group, if any, that is represented.

- The presentation shall be as brief as possible but no more than three (3) minutes per individual.
- The Board vests in its president, or other presiding officer, authority to terminate the remarks of any individual if he/she deems it in the best interest of those present to do so.

BE IT FURTHER RESOLVED that individuals or organizations desiring notification of Board Meetings shall request such notification through the Board Secretary's Office and be charged an annual fee of \$25.00, paid in advance.

BE IT FURTHER RESOLVED that the Board of Education will meet on the following dates:

Thursday, January 10, 2019 (Regular meeting)

Thursday, February 14, 2019 (Regular meeting)

**Tuesday, March 19, 2019 (Introduce Preliminary Budget & Regular meeting)

**Thursday, April 25, 2019 (Budget Hearing and Regular meeting - begins at 7:00pm.)

Thursday, May 9, 2019 (Regular meeting)

Thursday, June 13, 2019 (Regular meeting)

Thursday, July 11, 2019 (Regular meeting)

Thursday, August 8, 2019 (Regular meeting)

Thursday, September 12, 2019 (Regular meeting)

Thursday, October 10, 2019 (Regular meeting)

Thursday, November 14, 2019 (Regular meeting)

Thursday, December 12, 2019 (Regular meeting)

Thursday, January 2, 2020 (Reorganization/Regular meeting) (make-up date-Tuesday, January 7, 2020)

Motion..... Second.....

/Roll Call/

- F. Motion to adopt Roberts Rules of Order as the official parliamentary procedure manual to be used to conduct meetings and appoint the board secretary and board attorney to act as the parliamentarians for the 2018-2019 school year.

Motion..... Second.....

/Roll Call/

- G. Motion to adopt the Doctrine of Necessity

WHEREAS, the School Ethics Act, N.J.S.A. 18AA:12-21 et seq. was enacted by the New Jersey State Legislature to ensure and preserve public confidence in school board members and school administrators and to provide specific ethical standards to guide their conduct; and

WHEREAS, questions have arisen regarding how a Board should invoke the Doctrine of Necessity when a quorum of a board of education has conflicts of interest on a matter required to be voted upon; and

WHEREAS, the School Ethics Commission has provided some guidance in Public Advisory Opinion A03-98 (April 1, 1998) but finds that there is a need to repeat and clarify its opinion; and

WHEREAS, the opinion set forth that, when it is necessary for a Board to invoke the Doctrine of Necessity, the Board should state publicly that it is doing so, the reason that such action is necessary and the specific nature of the conflicts of interest; and

WHEREAS, the opinion further provided that if the Board must invoke the Doctrine of Necessity not just to vote, but also to form a negotiations committee because it is without even three members to serve as a committee, then the Board must determine whether to act as a committee of the whole or to choose a smaller negotiations committee from among its members after stating publicly its reason for doing so as set forth above; and

WHEREAS, in keeping with the Legislative purpose as set for the in N.J.S.A. 18A:12-22(a) the School Ethics Commission views public disclosure of conflicts of interest to be paramount when it is necessary to invoke the Doctrine of Necessity;

NOW THEREFORE BE IT RESOLVED that the School Ethics Commission hereby requires Boards of Education and Charter School Boards of Trustees that must invoke the Doctrine of

Necessity to adopt a resolution setting forth that they are invoking the Doctrine, the reason for doing so and the specific nature of the conflicts of interest; and

BE IT FURTHER RESOLVED that Boards of Education and Charter School Boards of Trustees that invoke the Doctrine are directed to read the resolution at a regularly scheduled public meeting, post it where it posts public notices for 30 days and provide the Commission with a copy;

BE IT FURTHER RESOLVED that the Commission shall distribute this Resolution to the county superintendents for distribution to the school districts and charter schools, the New Jersey School Boards Association, the New Jersey Principals and Supervisors Association, the New Jersey Association of School Administrators, the New Jersey Association of School Business Officials and the New Jersey Education Association.

Motion..... Second.....

/Roll Call/

H. Motion to approve all current existing polices, regulation and curriculum.

Motion..... Second.....

/Roll Call/

I. Motion to approve the use of the school name and logo on merchandise to be sold at a concession stand with proceeds to benefit class trips.

Motion..... Second.....

/Roll Call/

XII. COMMITTEE REPORTS

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

B. OPERATIONS – Mr. Matthew Fox, Chairperson

1. Motion to approve the General Fund bills list for January 1, 2019 through January 10, 2019 for a total of \$612,910.64. (**attachment**)

Motion Second

/Roll Call/

2. Motion to approve the attached disbursements for January 2019 from the Student Activities Account in the amount of \$9,181.16 and the Business Office Petty Cash Account in the amount of \$21.70. (**attachment**)

Motion Second

/Roll Call/

3. Motion to approve the payment of the Oxford Health Insurance for February 2019 for approximately \$115,000 which is due February 1st. The exact amount will be retroactively approved again at the February Board meeting as a check on the bills list.

Motion Second

/Roll Call/

4. Motion to approve the payment of the January payroll of approximately \$575,000. The exact amount will be retroactively approved again at the February Board meeting on the bills list.

Motion Second

/Roll Call/

- 5. Motion to approve Ann Marie Cooke and Marie Bilik to attend NJSBA Leadership Training on February 9, 2019 at the registration cost of \$50.00 per person. Mileage reimbursement will be paid at the rate of \$.31 per mile. Parking and tolls will be reimbursed with a receipt.

Motion Second

/Roll Call/

- 6. Motion to approve transportation contract P2019A between the Green Township Board of Education and the parent of student #101308 in the amount of \$2,202.24 for the 2018-2019 school year from January 7, 2019 to June 30, 2019.

Motion Second

/Roll Call/

- 7. Motion to approve Student Activity account disbursement payable to Jostens Yearbook in the amount of \$1,634.00 for the final balance due for the 2017-2018 school yearbook.

Motion Second

/Roll Call/

- 8. Motion to approve Student Activity account disbursement payable to YMCA Camp Ralph Mason in the amount of \$8,036.00 for the final balance due for the 2018-2019 6th grade camping trip.

Motion Second

/Roll Call/

C. PERSONNEL

- 1. Motion to approve Scott Rosselli as Substitute Custodian for the 2018-2019 school year pending approval of his Criminal History Background Check, as recommended by the _____. 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.

Motion Second

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

- 1. Updates as applicable

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

2. Updates as applicable

XIII. PUBLIC PARTICIPATION ON NEW BUSINESS TOPICS

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Motion to enter into executive session for the purpose of discussing _____.

Motion Second

/Roll Call/

XV. RECONVENE

Motion to reconvene into public session.

Motion Second

/Roll Call/

XVI. ADJOURNMENT

Motion Second

/Roll Call/