

**GREAT MEADOWS REGIONAL BOARD OF EDUCATION**  
**MINUTES OF Tuesday, January 23 2018**

The regular meeting of the Great Meadows Regional Board of Education was held on Tuesday, January 23, 2018 at the Great Meadows Middle School Media Center, Independence Township. The meeting was called to order at 7:00 PM by Ed O'Melia, President. A statement was read that adequate notice of the meeting had been given in accordance with the Open Public Meetings Act.

Flag Salute.

**ROLL CALL:**

Present: Jamie Cicerelle (left @ 9:00PM), Susan Cullen, Dawn Frost, Tim Koeller, Joe Mailloux, Lori Prymak, Dave Schmitz, William Vonder Haar and Ed O'Melia.

Absent: None.

David C. Mango, Superintendent, Timothy Havlusch School Business Administrator/Board Secretary, Debbi Grigoletti Director of Curriculum, Israel Marmolejos Principal of GMMS, and Kathy Gesurmaria Shared Director of Special Services were also present.

There was also approximately 35 member of the public in attendance.

**Correspondence**

There was no correspondence reported.

**Minutes**

Motion by Ed O'Melia seconded by Dave Schmitz to approve the minutes from the Regular Meeting of December 19, 2017 and the Re-Organization Meeting of January 3, 2018 as amended. (Regular & Executive Session)

Motion carried in a voice vote with Tim Koeller, Lori Prymak and Ed O'Melia abstaining on the minutes of December 19, 2017.

**Committee Reports**

The HR Committee requested that Independent Police Chief Aiello be present at their next meeting in accordance with Board Policy.

**Superintendent's Report**

The Superintendent provided the Board and public with an update on various topics:

- ✓ A recent bill from the floor of the state senate (S692) that deals with issues relative to non-K-12 districts as a push towards consolidation.
- ✓ Presentations were made for the Student of the Month for Central, Liberty and Middle School for the month of January 2018.
- ✓ A presentation was given on the CAFR as of June 30, 2017 by MR. William Colantano from the auditing firm of BKC, Certified Public Accountants, PC. At the conclusion of this presentation there were specific questions from the Board and then the public regarding certain aspects of the annual audit. It was stated as part of the presentation that there were no audit recommendations for the FY 2016-17 and therefor no need to adopt any corrective action items.
- ✓ A presentation was given by the School Business Administrator on the first two pages of the monthly Report of the Board Secretary. The presentation dealt with understanding a portion of the report known as the balance sheet in order to help the Board and public better comprehend the importance and meaning of this monthly report. There were some specific questions from the Board and public which were answered by the Business Administrator.

This concluded the Superintendent's report.

**Public Comment – Agenda Items Only**

There were specific questions and comments from the public relating to the audit presentation and the re-finance of the outstanding debt service relate to the construction of the Middle School. The Business Administrator reminded the public again that the Board is forbidden by statute from extending the period of repayment. The Board can only reduce the amount re-payment through the method of re-finance. There were also comments from the public relating to the ongoing roof re-surfacing project at the Middle School and that upon completion of each section the Board would be issued a new 20-year warranty from the manufacture of the roofing system. Also, and with regret, Susan Cullen mentioned that she would be unable to serve as a representative to the Morris ESC from Great Meadows. The Board President announced that anyone interested in serving in the position should reach out to him.

**Close of Public Comment**

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**SECTION A**

Upon recommendation of the Superintendent, motion by Ed O'Melia second by Dawn Frost, to approve the following **OPERATIONS** items A-1 through A-12 as amended.

There was clarification provided on the wording of Item A-9 and clarification provided on item A-10 relating to a plan with specific contact information to be maintained in each building.

Motion carried in a roll call vote with William Vonder Haar abstaining from Check #52101, on item A-1 and voting nay to item A-5.

**A-1 Approval of Check Register(s) – BE IT RESOLVED:** that the Board of Education, upon the recommendation of the School Business Administrator, approve the bill list from December 20, 2017 through January 19, 2018 in the amount of \$2,527,213.18 (Check #'s 51991-52112) **ATTACHMENTS A-1**

**A-2 Approval of Check Register (Cafeteria Account) – BE IT RESOLVED:** that the Board of Education, upon the recommendation of the School Business Administrator, approve the bill list from December 1, 2017 through December 31, 2017 in the amount of \$16,671.18 (Check # 22524) **ATTACHMENT A-2.**

**A-3 Approval of Financial Reports – BE IT RESOLVED:** that the Board of Education, upon the recommendation of the School Business Administrator approve the Secretary and Treasurer Reports (**BSR & TSM**) for the month(s) of November 2017 and December 2017. **ATTACHMENT(s) A-3**

**A-4 Acceptance of Financial Reports Certification – BE IT RESOLVED:** that the Board of Education, upon the recommendation of the School Business Administrator, accept the certification of the Board Secretary, and certify: in compliance with NJAC 6A:23A-16.10(c), that to the best of our knowledge as of December 31, 2017 no major account or fund has been over-expended and that sufficient funds exist to meet the district's financial obligations for the remainder of the 2017-2018 school years. **ATTACHMENT(s) A-3**

**A-5 Approval of Transfers -- BE IT RESOLVED:** that the Board of Education, upon the recommendation of the School Business Administrator approve the transfers as of November 30, 2017 in the amount of \$1,046.00 and as of December 31, 2017 in the amount of \$76,200.70. **ATTACHMENT(s) A-5**

**A-6 Approval of SEMI Waiver Submittal – BE IT RESOLVED:** that **Whereas**, NJAC 6A:23A-5.3 provides that a school district may request a waiver of compliance with respect to the district's participation in the Special Education Medicaid Initiative (SEMI) Program for the 2018-2019 school year, and

**Whereas**, the Great Meadows Regional Board of Education desires to apply for this waiver due to the fact that there would be fewer than 40 Medicaid eligible classified students.

**Now Therefore Be It Resolved**, that the Great Meadows Regional Board of Education hereby authorizes the chief School Administrator to submit to the Executive County Superintendent of Schools in the County of Warren an appropriate waiver of the requirements of NJAC 6A23A-5.3 as part of the budget preparation process for the 2018-2019 school year.

**A-7 Approval of Acceptance of CAFR as of 6/30/2017 - BE IT RESOLVED:** that the Board of Education upon the recommendation of the School Business Administrator accept the Great Meadows Regional Board of Education Comprehensive Annual Financial Report (CAFR) for the fiscal year ended June 30, 2017 as prepared by William M. Colantano, Jr. Public School Accountant No CS 0128.

**A-8 Approval of Corrective Action Plan (CAP) - BE IT RESOLVED:** That the Board of Education upon the recommendation of the School Business Administrator is not required to submit a Corrective Action Plan for the 2017-18 School year as no recommendations requiring action have been found as a result of the Comprehensive Annual Financial Report (CAFR) for the fiscal year ended June 30, 2017.

**A-9 Approval of Capital Reserve Account Withdrawal for 2017-18 School Year – BE IT RESOLVED:** that the Board of Education upon the recommendation of the School Business Administrator, shall establish by resolution, a Capital Reserve account to be used to implement required capital projects for the District's facilities. The Board of Education is prohibited from using such funds for routine maintenance.

**Whereas**, The Board of Education shall establish and maintain the capital reserve account in accordance with GAAP, san such account shall be subject to annual audit pursuant to N.J.S.A. 18A:23-1 et seq. and:

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**Whereas,** The Board of Education may increase the balance in the capital reserve account by appropriating funds in the annual general fund budget certified for taxes, and;

**Whereas,** The Board of Education may by resolution withdraw such funds from the capital reserve account appropriate into the required capital account lines at budget time or any time during the year for use on required capital projects for a school facility and;

**Whereas,** In any year that capital reserve account funds are withdrawn, the Board of Education shall restore any unexpended capital appropriations, up to the amount of capital reserve funds withdrawn, to the capital reserve account at year-end and;

**Whereas,** The Board of Education shall, by resolution, transfer to the general fund on an annual basis any interest earned on the investments in the capital reserve account. Such interest may be transferred on a more frequent basis at the discretion of the Board of Education.

**Now Therefore, be it Resolved,** that the Great Meadows Board of Education seeks to withdraw \$223,297.00 for the purposes of funding a component of capital projects known as the Middle School Roof Replacement Project within the district for the 2017-18 School Year.

- A-10 Approval of Food Service Biosecurity Plan - BE IT RESOLVED:** that the Board of Education, upon recommendation of the School Business Administrator, approve the Food Service Biosecurity Plan. *(A complete copy of each plan is to be kept on file with appropriate building level contact information and available for inspection) ATTACHMENT A-10*
- A-11 Approval of Fundraisers - BE IT RESOLVED:** that the Board of Education, upon the recommendation of the School Business Administrator, approve in accordance with Policy #5830 the following fundraising events at GMMS as attached: **ATTACHMENT A-11**
- A-12 Approval of Donation, First Hope Bank - BE IT RESOLVED:** that the Board of Education, upon recommendation of the School Business Administrator, approve the Donation in the amount of \$2,000.00 for the purposes of contributing to replace the electronic sign/community message board in front of First Hope Bank on Rt. 46 in Great Meadows. Continued use and ability to post messages on the Message Board on behalf of the Great Meadows Regional School District will continue based on prior agreements.

**SECTION B**

Upon recommendation of the Superintendent, motion by Ed O'Melia second by Joe Mailloux, to approve the following **HUMAN RESOURCES** items B-1 through B-4.

Clarification was provided on item B-3 as it related to a county wide list of substitute nurses generated by the Warren County Department of Education.

Motion carried in a unanimous roll call vote.

- B-1 Approval of Staff Maternity Leave of Absence - BE IT RESOLVED:** that the Board of Education, upon the recommendation of the Superintendent, approval of staff maternity leave of absence for the 2017-2018 school year, attached by reference.
- B-2 Approval to Write Curriculum - BE IT RESOLVED:** that the Board of Education, upon the recommendation of the Superintendent, approve to write curriculum for the 2017-2018 school year, attached by reference.
- B-3 Approval of Substitutes - BE IT RESOLVED:** that the Board of Education upon the recommendation of the Superintendent, approve substitutes for the 2017-2018 school year, attached by reference.
- B-4 Approval of New Staff - BE IT RESOLVED:** that the Board of Education upon the recommendation of the Superintendent, appoint new staff for the 2017-2018 school year, attached by reference.

**SECTION C**

Upon recommendation of the Superintendent, motion by Ed O'Melia second by Dave Schmitz, to approve the following **EDUCATIONAL/GOVERNANCE** items C-1 through C-3.

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There was clarification provided as the policies listed for second reading and its impact in light of existing policies.

Motion carried in a unanimous roll call vote with Susan Cullen abstaining on item C-3.

- C-1 Approval of 2017-2018 Field Trips - BE IT RESOLVED:** that the Board of Education, upon the recommendation of the Superintendent, approve field trips for the 2017-2018 school year, attached by reference.
- C-2 Approval of 2017-2018 Workshop Attendance - BE IT RESOLVED:** that the Board of Education, upon the recommendation of the Superintendent, approve workshop attendance for the 2017-2018 school year, attached by reference.
- C-3 Approval of 2<sup>nd</sup> Reading of District Policies and Regulations - BE IT RESOLVED:** that the Board of Education, upon the recommendation of the Superintendent, approve the following District Policies and Regulations in a 1<sup>st</sup> reading:

**Video & Surveillance Policy**

**Other Business**

The Board President took this time to make a motion to implement and give charge to the Shared Services Committee from this date and for the life of this Board for the purposes of discussing matters of the Sharing of Services between the Great Meadows Regional School District and the Hackettstown School District. The Committee is to be made up of Tim Koeller (Chair), Dawn Frost and Lori Prymak. The motion was seconded by Jamie Cicerelle and carried with a voice vote with William Vonder Haar opposed.

Lori Prymak re-read an article about the importance of not only ignoring critics but showing up and doing the work in all aspects of endeavor.

**Hackettstown Report**

Meeting is scheduled for tomorrow evening however a discussion with the new Board President and with the immediate focus of matters in Hackettstown it can be reported that any expansion of the send/receive relationship is on hold for the immediate and foreseeable future. The focus on GM will now need to be on our own internal matters irrespective of the 7<sup>th</sup> and 8<sup>th</sup> grade proposed reconfiguration.

**Independence Township Report**

The new liaison between the Council and the BOE from Independence was introduced to the Board.

**Liberty Township Report**

Nothing to report at this time beyond reorganization and looking forward to a promising year.

**Public Comment/New Business**

There were comments and suggestions about a fund raiser for a family when it was pointed out that such an even was already on the agenda and had been approved by the Board earlier in the meeting. There were additional questions about the specific pages of the audit and the Board was thanked for making copies available for the public at the meeting. There were also comments about the posting of minutes on the district website. Liberty Township offered help in looking at financial issues and matters whenever possible.

**Close of Public Comment**

**Motion for Executive Session**

Motion was made by Ed O'Melia, seconded by Joe Mailloux to enter Executive Session for the purposes of matters of HIB.

Motion carried in a unanimous voice vote.

The Board entered into Executive Session at 9:42 PM.

**Motion Re-Open Public Session**

Motion was made by Ed O'Melia, seconded by Dawn Frost to re-open the Public Session at 9:45 PM.

Motion carried in a unanimous voice vote.

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Motion was made by Ed O'Melia, seconded by Lori Prymak to approve the following.

**MOTION to acknowledge receipt of Superintendent's H.I.B. Report:** Acknowledge receipt of the Superintendent's H.I.B. Report as presented.

Motion carried in a unanimous voice vote.

**Motion to Adjourn**

Motion by Ed O'Melia, seconded by Lori Prymak, to adjourn at 9:45 PM.

Motion carried in a unanimous voice vote.

Respectfully submitted,

Timothy Havlusch