

GREAT MEADOWS REGIONAL BOARD OF EDUCATION
MINUTES OF Tuesday, August 28, 2018

The regular meeting of the Great Meadows Regional Board of Education was held on Tuesday, August 28, 2018 at the Great Meadows Middle School, Independence Township. The meeting was called to order at 7:04 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: Susan Cullen, Dawn Frost, Joe Mailloux, Lori Prymak, William Vonder Haar and Ed O'Melia.

Absent: Jamie Cicerelle, Tim Koeller (arrived @ 7:08).

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 25 member of the public in attendance.

Correspondence

Ed O'Melia read the correspondence items from the agenda.

Interview candidates for Board Vacancy

At this time Ed O'Melia, Board President announced that at this time the Board would be conducting interviews for the vacant position on the Board of Education. As the seat that is currently vacant is already on the ballot to the subject to the will of the voters in November, the successful candidate will only be filling the vacancy for the remainder of the calendar year absent the results of the subsequent election.

Two candidates, Doug Smith and Agatha Wilke, were interviewed in public. At the conclusion of the interviews the following action took place.

Motion for Executive Session

Motion was made by Ed O'Melia, seconded by Joe Mailloux to enter Executive Session for the purposes of discussion and debate on the candidates interviewed to fill the vacant position on the Board of Education. Given the location of the meeting and for the benefit of the members of the public present, the Board would move to the cafeteria for the Executive Session.

Motion carried in a voice vote.

The Board entered into Executive Session at 7:32 PM.

Motion Re-Open Public Session

Motion was made by Ed O'Melia, seconded by Joe Mailloux to re-open the Public Session at 7:42 PM.

Motion carried in a unanimous voice vote.

Motion to approve Doug Smith to fill the vacancy on the Great Meadows Board of Education

A roll call vote had Susan Cullen and William Vonder Haar voting aye to the action item and Dawn Frost, Tim Koeller, Joe Mailloux, Lori Prymak and Ed O'Melia voting nay.

Motion did not carry.

Motion to approve Agatha Wilke to fill the vacancy on the Great Meadows Board of Education

A roll call vote had Dawn Frost, Tim Koeller, Joe Mailloux, Lori Prymak and Ed O'Melia voting aye with Susan Cullen and William Vonder Haar voting nay.

Motion carried.

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The Board Secretary administered the Oath of Office to the newly elected member of the Great Meadows Regional Board of Education, Agatha Wilke.

Minutes

Motion by Ed O'Melia, seconded by Dawn Frost to approve the minutes as amended, from June 19, 2018 (Regular Session) and June 27, 2018 (Regular and Executive Session)

Motion carried in a voice vote with Susan Cullen, Dawn Frost and Lori Prymak abstaining on the minutes from June 19, 2018.

Committee Reports

Susan Cullen on behalf of the Human Resources Committee reported on the items contained in the previously distributed committee minutes.

Dawn Frost on behalf of the Education Committee reported on the items contained in the previously distributed committee minutes.

Ed O'Melia on behalf of the Governance committee report out on recent policy alerts distributed by Strauss Esmay that the committee was reviewing.

Superintendent's Report

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

- ✓ An update was given on the preparation for the rapidly approaching first day of school for the district. A current projected of enrollment for Central, Liberty and GMMS was 668 as of today.
- ✓ An update was provided on the upcoming 100th season and anniversary game for Hackettstown Football on September 8th at Hackettstown High School Field.
- ✓ The Superintendent also reported that PAARC scores for Great Meadows would be part of his presentation next month and asked everyone to "stay tuned" for the results.

This concluded the Superintendent's report.

Public Comment – Agenda Items Only

There were questions and comments and clarifications provided to the public on a various items on or related to the agenda. Topics covered were the impact of the projected reduction of state aid for SY18-19 after the budget had already been approved and the impact of revising the budget that was on the agenda. Enrollment projections were also discussed as well as those projections and the projected loss of state aid on the impact of the operation if the Liberty School. The formation of a committee by the Board to look at potential impact relating to the continued operation of the Liberty School, while not on the agenda, was also discussed. Clarification was also provided on the list of transfers that were up for approval on the agenda.

Close of Public Comment

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-17.

There were clarifications provided on item A-12 as it relates to participation in Bedtime Math. There were also additional clarifications provided on rates of pay and specific expenditures on the bills list that were up for approval. It was also mentioned that the final draft of the CBA between the GMREA and GMRBOE was also up for formal adoption.

The motion carried in a roll call vote with Susan Cullen voting nay to item A-16, William Vonder Haar abstaining on check # 52649 in A-1 and voting nay to items A-5, & A-16 and Agatha Wilke abstaining on all items.

- A-1 Approval of Check Register – BE IT RESOLVED:** that the Board of Education, upon the recommendation of the School Business Administrator, approve the bill list from June 19, 2018 through June 30, 2018 in the amount of \$310,193.98 (Check #'s 52628-52679) and the bill list from July 1, 2018 through August 24, 2018 in the amount of \$1,390,173.14 (Check #'s 52700-52878) **ATTACHMENT(s) A-1 & A-1a**

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- 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 June 1, 2018 through June 30, 2018 in the amount of \$8,596.04 (Check #'s 22531) **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 June 2018 & July 2018. **ATTACHMENT(s) A-3 & A-3a**
- 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 July 31, 2018, 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 2018-2019 school year. **ATTACHMENT(s) A-3 & A-3a**
- 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 June 30, 2018 in the amount of \$434,819.36 and also approve the transfers as of July 31, 2018 in the amount of \$2,245.00 **ATTACHMENT(s) A-5 & A-5a**
- A-6 Approval of Facility Use Report – BE IT RESOLVED:** that the Board of Education, upon the recommendation of the School Business Administrator, approve the attached anticipated facility use report for the period 8/28/2018 through 9/30/2018 subsequent to appropriate building level approval as needed. **(Please note that in some instances requests have been submitted and the space has been "reserved" however the formal application cannot be approved until a current COI has been received.) ATTACHMENT A-6**
- A-7 Approval of Out of District Placements, Special Education -- BE IT RESOLVED:** that the Board of Education, upon the recommendation of the School Business Administrator approve the attached out of district placement(s) for the 2017-2018 school year, as attached, and further, that transportation be arranged as required. **ATTACHMENT A-7**
- A-8 Approval of Professional Services Contract – Applied Behavioral Consulting, LLC. (2018-19) – BE IT RESOLVED:** that the Board of Education, upon recommendation of the School Business Administrator approve the agreement between GMRSD and Applied Behavioral Consulting, LLC. (ABC) for the purposes of providing Professional Services in accordance with the contract on file for the 2018-19 school year.
- A-9 Approval of Tuition Contract Agreement, Regular Education -- BE IT RESOLVED:** that the Board of Education, upon the recommendation of the School Business Administrator approve the attached Tuition Contract Agreement with the Warren County Technical School, for the 2018-2019 school year in the amount of \$160,545.00 as attached, and further, that transportation be arranged as required. **ATTACHMENT A-9**
- A-10 Approval of Tuition Contract Agreement, Special Education -- BE IT RESOLVED:** that the Board of Education, upon the recommendation of the School Business Administrator approve the attached Special Education Tuition Contract Agreement with the Warren County Technical School, for the 2017-2018 school year in the amount of \$27,000.00 as attached. **ATTACHMENT A-10**
- A-11 Approval of Payment of Sick Days upon Retirement -- BE IT RESOLVED:** that the Board of Education, upon the recommendation of the School Business Administrator approves payment for unused sick days in accordance with the CBA between GMRBOE and the GMREA to the following 10-month staff members:
- Retiring September 1, 2018:**
Steve Thorpe - \$2,142.00 (34 days @ \$63.00/per diem)
- A-12 Approval of Memorandum of Understanding with Bedtime Math Foundation– BE IT RESOLVED:** that the Board of Education, upon the recommendation of the School Business Administrator approve a Memorandum of Understanding between Bedtime Math Foundation and Great Meadows Regional School District to implement the Parents Count Program for the 2018-2019 school year, as attached by reference. **ATTACHMENT A-12**
- A-13 Acceptance of Allocation Notices (FY2019) - BE IT RESOLVED:** that the Board of Education, upon the recommendation of the Business Administrator, Approve the Nonpublic Transportation funds for 2017-18 (\$13,050.00) and the excess Extraordinary Aid for 2017-18 (\$52,713.00) to be appropriated into the 2018-19 budget. **ATTACHMENT A-13**

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A-14 Approval of Capital Reserve Account Withdrawal for 2018-19 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, such account shall be subject to annual audit pursuant to N.J.S.A. 18A:23-1 et seq. and;

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 \$238,620.00 for the purposes of funding a component of capital projects known as the Middle School Multi-Year Roof Replacement Project within the district for the 2018-19 School Year.

A-15 Approval of Budgetary Adjustments in Dealing with Reductions in 2018-19 State Aid after formal adoption of 2018-19 Budget – BE IT RESOLVED: that the Board of Education upon the recommendation of the School Business Administrator, shall adopt the following resolution for the purposes of approving revised revenue and expenditure figures for the 2018-19 Budget as a result of the State of New Jersey Budget Adoption process adopted on June 30, 2018.

Whereas, The State of New Jersey Budget, approved on June 30, 2018, has reduced the allocation of State Aid to the Great Meadows Regional School District by \$307,245 from the Projected 2018-19 State School Aid document dated 3/15/2018 as compared to the Projected 2018-19 State School Aid – Revised Aid Adjustment Pursuant to FY19 Appropriations Act dated 7/13/2018 and;

Whereas, guidance from the Department of Education further requires the Great Meadows Regional School District Board of Education hold a public meeting to address the state aid reduction, and;

Whereas, guidance from the Department of Education further requires that the Great Meadows Regional School District Board of Education submit a narrative detailing the budget adjustment, a worksheet detailing the line items impacted and a copy of the board resolution adopting said plan to the Warren County Department of Education, now, therefore be it:

Resolved, by the Great Meadows Regional School District Board of Education that it approves the FY 2019 State Aid Reduction Budget Adjustment Plan incorporating the reduction in state aid and budgetary expenditures in the amount of \$307,245 attached hereto as required by the Commissioner of Education. **ATTACHMENT A-15**

A-16 Approval of CBA between GMRBOE and GMREA from July 1, 2018 through June 30, 2021 : BE IT RESOLVED: that the Board of Education upon the recommendation of the Superintendent, shall adopt the following resolution to approve the negotiated and ratified contract agreement between Great Meadows Regional Board of Education and Great Meadows Regional Education Association for the 2018-2019, 2019-2020 and 2020-2021 school years. **ATTACHMENT A-16**

A-17 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-17**

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SECTION B

Upon recommendation of the Superintendent, motion by Ed O'Melia second by Lori Prymak, to approve the following **HUMAN RESOURCES** items B-1 through B-16 as amended.

Motion carried in a roll call vote with Susan Cullen voting nay to item B-14 and William Vonder Haar voting nay on items B-6 & B-14 and Agatha Wilke abstaining on all items.

- B-1 Acceptance of 2018-2019 Resignations – BE IT RESOLVED:** that the Board of Education, upon the recommendation of the Superintendent, accept resignations for the 2018-2019 school year, attached by reference.
- B-2 Approval of New Staff – BE IT RESOLVED:** that the Board of Education, upon the recommendation of the Superintendent, appoint new staff, for the 2018-2019 school year attached by reference.
- B-3 Approval of Liberty School Acting Principal – BE IT RESOLVED:** that the Board of Education, upon the recommendation of the Superintendent, approval of Jessica McDonagh as Liberty School Acting Principal from August 15, 2018 through June 30, 2019 at a salary of \$95,000 for the 2018-2019 school year.
- B-4 Approval of Voluntary Transfer - BE IT RESOLVED:** that the Board of Education, upon the recommendation of the Superintendent, approve the voluntary transfer of Donna Roth from the position of Central School LLD Teacher to the position of Middle School Technology Teacher, effective August 30, 2018.
- B-5 Approval of Advancement on the Salary Guide - BE IT RESOLVED:** that the Board of Education, upon the recommendation of the Superintendent, approve advancement on the salary guide, effective August 30, 2018, attached by reference.
- B-6 Appointment of 2018-2019 Team Leaders and PLC Leaders - BE IT RESOLVED:** that the Board of Education, upon the recommendation of the Superintendent, approve 2018-2019 Team Leaders and PLC Leaders, attached by reference.
- B-7 Approval of Leave of Absence – BE IT RESOLVED:** that the Board of Education, upon recommendation of the Superintendent, approve leave of absence for the 2018-2019 school year, attached by reference.
- B-8 Approval of Additional 2018-2019 Title I Summer Academic Program Staff - BE IT RESOLVED:** that the Board of Education, upon the recommendation of the Superintendent, approve additional 2018-2019 Title I Summer Academic Support Program staff, attached by reference.
- B-9 Approval of Adult Bus Monitor - BE IT RESOLVED:** that the Board of Education, upon the recommendation of the Superintendent, approve Lori Matuszek as Adult Bus Monitor, before and after school, for a GMRSD student at a rate of \$13.82/hour as needed during the 2018-2019 school year.
- B-10 Approval of ESY Bus Aide Hours - BE IT RESOLVED:** that the Board of Education, upon the recommendation of the Superintendent, approve Lynne Cambria, ESY bus aide, from July 2 through August 6, 2018 on an as needed basis at an hourly rate of \$13.01/hour.
- B-11 Approval of Observation Hours - BE IT RESOLVED:** that the Board of Education, upon the recommendation of the Superintendent, approve observation hours for the 2018-2019 school year, attached by reference.
- B-12 Approval of Mentors / Mentees - BE IT RESOLVED:** that the Board of Education, upon the recommendation of the Superintendent, approve mentors/mentees for the 2018-2019 school year, attached by reference.
- B-13 Approval of Co-Curricular/Title I Appointments - BE IT RESOLVED:** that the Board of Education, upon the recommendation of the Superintendent, approve co-curricular appointments for the 2018-2019 school year, attached by reference.
- B-14 Approval of Substitute(s) - BE IT RESOLVED:** that the Board of Education, upon the recommendation of the Superintendent, approve substitutes for the 2018-2019 school year, attached by reference.

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B-15 Approval of Central School Head Custodian - BE IT RESOLVED: that the Board of Education, upon the recommendation of the Superintendent, approve Juan Alpizar as Central School Head Custodian effective September 1, 2018 with an additional stipend of \$3,000 for a total salary of \$39,816 (pro-rated) for the 2018-2019 school year.

B-16 Approval of Voluntary Transfers - BE IT RESOLVED: that the Board of Education, upon the recommendation of the Superintendent, approve the voluntary transfer of Leigh Reiter from the position of Head Custodian at Central School to the position of Head Custodian at Liberty School effective September 1, 2018 and the voluntary transfer of Harry Unangst from the position of evening custodian at the Middle School to the position of evening custodian at Liberty School effective September 1, 2018 for the 2018-2019 school year.

SECTION C

Upon recommendation of the Superintendent, motion by Ed O'Melia second by Dawn Frost, to approve the following **EDUCATIONAL/GOVERNANCE** items C-1 through C-7.

There was clarification provided on item C-2 and about the amount of screen time students are expected to have based on the revisions to the curriculum.

Motion carried in a roll call vote with Susan Cullen voting nay to items C-3, C-5, C-6 & C-7 and William Vonder Haar voting nay to item C-6 and Agatha Wilke abstaining on all items.

C-1 Approval of 2018-2019 Workshop Attendance - BE IT RESOLVED: that the Board of Education, upon the recommendation of the Superintendent, approve workshop attendance for the 2018-2019 school year, attached by reference.

C-2 Approval of Revised Curriculum - BE IT RESOLVED: that the Board of Education, upon the recommendation of the Superintendent and the Curriculum Committee, approve new curriculum for the 2018-2019 school year, attached by reference.

C-3 Adoption of Textbooks - BE IT RESOLVED: that the Board of Education, upon the recommendation of the Superintendent and the Curriculum Committee, adopt new textbooks for the 2018-2019 school year, attached by reference.

C-4 Approval of 2nd 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 2nd reading:

- P & R 1550 Equal Employment/Anti-Discrimination Practices (M) (Revised)*
- P 2431 Athletic Competition (M) (Revised)*
- R 2431.2 Medical Examination Prior to Participation on a School-Sponsored Interscholastic or Intramural Team or Squad (M) (Revised)*
- P & R 5350 Student Suicide Prevention (M) (Revised)*
- P 5533 Student Smoking (M) (Revised)*
- P 5535 Passive Breath Alcohol Sensor Device (Revised)*
- P & R 5561 Use of Physical Restraint and Seclusion Techniques for Students with Disabilities (M) (Revised)*
- P 8462 Reporting Potentially Missing or Abused Children (M) (Revised)*
- P 8561 Procurement Procedures for School Nutrition Programs (New)*

C-5 Approval of 1st 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 1st reading:

- P & R 1613 Disclosure and Review of Applicant's Employment History (M) (New)*
- P 5512 Harassment, Intimidation, and Bullying (HIB) (M) (Revised)*
- P & R 5561 Use of Physical Restraint and Seclusion Techniques for Students with Disabilities (M) (Revised)*
- P 8561 Procurement Procedures for School Nutrition Programs (M) (Revised)*

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C-6 Approval of Revisions to District Policies and Regulations - BE IT RESOLVED: that the Board of Education, upon the recommendation of the Superintendent, approve the revisions of District Policies and Regulations:

P 2340 Field Trips
P 0162 Notice of Board Meetings

C-7 Approval to Abolish 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 be abolished as per Strauss Esmay, attached by reference:

R 5512 Harassment, Intimidation, or Bullying Investigation Procedure (M)
(Abolished)

Other Business

At this time motion by Ed O'Melia second by Joe Mailloux, to approve the creation of the Facility Realignment Committee from this date and until December 31, 2018 for the purposes of examining the possible realignment of facilities in light of projected reductions in state aid.

Motion carried in a voice vote and members were encouraged to reach out to the Board President if interested in being appointed to this committee for its term.

Agatha Wilke addressed the public in solicitation of feedback from the public going forward.

Lori Prymak mentioned a meeting that took place at the Naval War college as a means of gathering information on decision making and best practices to be implemented in the corporate structure. It was offered as something the BOE may want to consider.

Ed O'Melia announced that he was looking into a Meet the Candidates night in conjunction with NJSBA and our local representative.

Dawn Frost volunteered to write the written report compiling information from the individual board members as it related to the evaluation of the CSA.

Committee meetings for October would have to be moved from October 8th to October 9th due to the holiday.

The board also discussed the topic of putting all policies on line for public review and ease of access.

Hackettstown Report

The topics of the roof refurbishment at HHS and the LRFP, vaping and discipline were reported on by Lori Prymak.

Independence Township Report

Nothing to report at this time.

Liberty Township Report

An update was given on the retaining wall near Mountain Lake and its repair. It was reported that the BOE should expected this matter to continue to impact district transportation until at least Jan 1, 2019 but that bids have been received for its repair.

Public Comment/New Business

Various topics and comments were made by members of the public. The topics of the Safety Survey, the MOU for Law Enforcement, specific matters of security and the feasibility conducted and presented to the Board of Education in November 2017. This lead to continued and varied discussion of current matters before the Board with the greatest focus on the MOU between Law Enforcement and the Board of Education as required by statute and the matter of security in the district.

Close of Public Comment

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Motion to Adjourn

Motion by Ed O'Melia, seconded by Dawn Frost, to adjourn at 10.02 PM.

Motion carried in a unanimous voice vote.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Timothy Havlusch', with a long horizontal flourish extending to the right.

Timothy Havlusch