

**GREAT MEADOWS REGIONAL BOARD OF EDUCATION
MINUTES OF TUESDAY, July 26, 2016**

The regular meeting of the Great Meadows Regional Board of Education was held on Tuesday, July 26, 2016 at the Great Meadows Middle School, Independence Township. The meeting was called to order at 7:01 PM by Joe Mailloux, Vice-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, Dawn Frost, Joe Mailloux, Lori Prymak, Dave Schmitz.

Absent: Susan Cullen, William Vonder Haar (arrived @ 7:50), Agatha Wilke & Ed O'Melia.

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

There was also 4 member of the public in attendance.

Minutes

Motion by Joe Mailloux, seconded by Dave Schmitz to approve the minutes as amended from June 14, 2016 (Regular & Executive), and June 27, 2016 (Special & Executive).

Motion carried in a unanimous voice vote with Lori Prymak abstaining on the minutes of June 14, 2016.

Committee Reports

No report at this time.

Superintendent's Report

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

- An update in the installation of the safety glass within the district was provided as it related to initial pricing and the need to secure additional quotes.
- There will be no need for Education & HR committees to meet next month given schedules and availability of members. The Operations committee's next meeting will be left to the discretion of the B.A.

This concluded the Superintendent's report.

**GREAT MEADOWS REGIONAL BOARD OF EDUCATION
MINUTES OF TUESDAY, July 26, 2016**

Bills List Financial Reports

With the streamlining of the agenda format it was explained by the Business Administrator that now the Financial Reports and Bills lists would now be part of the "A" Section. The B.A. could still continue to provide an overview of the Financial Reports at this time for the members of the Board and the Public but the actual approval of those reports and Bills List would be in the "a" section.

Public Comment - Agenda Items Only

No public comments at this time.

Close of Public Comment

SECTION A

Upon recommendation of the Superintendent, motion by Joe Mailloux second by Jamie Cicerelle, to approve the following **OPERATION** items and Addenda items A-1 through A-14.

Motion carried in a unanimous roll call vote.

COMMITTEE: Motion to approve the following items recommended by the Superintendent:

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 June 15, 2016 through June 30, 2016 in the amount of \$354,124.94, (Check #'s 33289-33352) **ATTACHMENT A-1.**

A-1a 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 July 1 2016 through July 20, 2016 in the amount of \$523,262.77, (Check #'s 50000-50054) **ATTACHMENT A-1a.**

A-2 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 for the month ending May 31, 2016 for the 2015-2016 school year. **ATTACHMENT A-2/3**

A-3 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 May

**GREAT MEADOWS REGIONAL BOARD OF EDUCATION
MINUTES OF TUESDAY, July 26, 2016**

31, 2016 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 2015-2016 school years.

ATTACHMENT A-2/3

- A-4 Approval of Transfers -- BE IT RESOLVED:** that the Board of Education, upon the recommendation of the School Business Administrator approve the transfers for May 2016 in the amount of \$ 105,200.00. **ATTACHMENT A-4**
- A-5 Approval of Payment for Unused Sick Time - BE IT RESOLVED:** that the Board of Education, upon the recommendation of the School Business Administrator approve payment of unused sick time to Eileen Caufield whose retirement was effective July 1, 2016, in the amount of 27 days at a rate of \$20.00 per day totaling \$540.00, in accordance with the CBA between the GMRBOE and the GMREA. Payment is to be made as part of the regular August 15 payroll disbursement.
- A-6 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 2015-2016 school year and the 2016-2017 school year, as attached, and further, that transportation be arranged as required. **ATTACHMENT A-6**
- A-7 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 Hackettstown Board of Education, for the 2016-2017 school year in the amount of \$4,873,500 as attached, and further, that transportation be arranged as required. **ATTACHMENT A-7**
- A-8 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 Hackettstown Board of Education, for the 2016-2017 school year in the amount of \$696,070 as attached. **ATTACHMENT A-8**
- A-9 Approval of Textbook Disposal - BE IT RESOLVED:** that the Board of Education, upon recommendation of the School Business Administrator, approve the disposal of textbooks as attached. **ATTACHMENT A-9**

**GREAT MEADOWS REGIONAL BOARD OF EDUCATION
MINUTES OF TUESDAY, July 26, 2016**

A-10 Approval of Parent Transportation Contract - BE IT RESOLVED: that the Board of Education, upon the recommendation of the School Business Administrator approve the parent transportation contract for the 15-16 school year (Route #SP-1112-3) from September 1, 2015 to June 30, 2016, subject to final approval from the Warren County Department of Education.

A-11 Approval of Contract for ESY Speech Services - BE IT RESOLVED: that the Board of Education, upon the recommendation of the School Business Administrator authorize the approval a contract with Lauren L. Boden , M.S. CCC-SLP (State License #41YS0047250) for 2016 ESY speech services in an amount not to exceed \$240 for the 2016 ESY program.

A-12 Approval of FY17 IDEA Grant Submission and Acceptance - BE IT RESOLVED: that the Board of Education, upon recommendation by the School Business Administrator, authorize the submission of the FY2017 IDEA (Basic & Preschool) grant application in the total amount of \$204,640 - Basic & \$5,067 - Preschool; and accept the award of funds upon subsequent approval of the application.

A-13 Appointment of Architect of Record - WHEREAS, the Great Meadows Regional Board of Education requires the professional services of an Architect, and

WHEREAS, the nature of the services to be performed meet the definition of "professional services" set forth in the Public School Contract Law, and

WHEREAS, funds are available to obtain such professional services, and

WHEREAS, the Public School Contract Law NJSA 18A:18A-5 authorizes the awarding of contracts for professional services by resolution of the Board of Education without publicly advertised competitive bids;

ACCORDINGLY, the Great Meadows Regional Board of Education authorizes the award of the following professional services appointment and contract now therefore be it,

RESOLVED, That the firm of Settembrino Architects, Red Bank, NJ, be appointed Board of Education Architect of Record for the period effective July 1, 2016 to June 30, 2016 and be it further

**GREAT MEADOWS REGIONAL BOARD OF EDUCATION
MINUTES OF TUESDAY, July 26, 2016**

RESOLVED, That this professional services contract is made and awarded without competitive bidding as the services will be rendered by persons experienced in the practice of a process requiring specialized knowledge and resources.

A-14 Approval of Food Service Management Company Check Register(s)

- **BE IT RESOLVED**: that the Board of Education, upon the recommendation of the School Business Administrator, and based on a competitive bid for "Food Service Management" which was advertised in the Warren Reported on June 3, 2016, approve a contract with Maschio's Food Services, Inc. for the 2016/2017 school year. The FSMC annual management fee is \$10,548.00 to be paid in ten (10) monthly installments commencing on September 1, 2016 and ending on June 30, 2017. Maschio's guarantees a no cost food service operation, including the management fee with all current staff receiving a 2% wage increase.

SECTION B

Upon recommendation of the Superintendent, motion by Joe Mailloux, seconded by Dave Schmitz, to approve the following **HUMAN RESOURCES** items B-1 through B-12.

There was a clarification provided to the Board on item B-8 as it related to the disbursements and staff allotments.

There was also clarifications provided on items B-11 & B-12 as the related to the Superintendent's Merit Goals and the factor surrounding them.

Motion carried in a unanimous roll call vote.

COMMITTEE: Motion to approve the following items recommended by the Superintendent:

B-1 Acceptance of Resignation(s) - BE IT RESOLVED: that the Board of Education, upon the recommendation of the Superintendent, accept the resignation of Eileen Caufield, Aide at GMMS, effective July 1, 2016.

B-2 Approval of New Staff - BE IT RESOLVED: that the Board of Education, upon the recommendation of the Superintendent, approve the new staff for the 2016-2017 school year, attached by reference.

**GREAT MEADOWS REGIONAL BOARD OF EDUCATION
MINUTES OF TUESDAY, July 26, 2016**

- B-3 Approval to Revise Staff Salary - BE IT RESOLVED:** that the Board of Education, upon the recommendation of the Superintendent, approve the revised salary for Tina Snyder, BD Teacher at GMMS, of Step 1, BS+15 \$54,190.00 for the 2016-2017 school year.
- B-4 Approval of Staff FMLA Leave of Absence - BE IT RESOLVED:** that the Board of Education, upon recommendation of the Superintendent, approve 2016-2017 leave of absence, attached by reference.
- B-5 Approval of Summer 2016 CST Staff - BE IT RESOLVED:** that the Board of Education, upon the recommendation of the Superintendent, approve Donna Roth for CST meetings during the summer of 2016 as needed at a rate of \$38/hour.
- B-6 Approval of Summer Office Help - BE IT RESOLVED:** that the Board of Education, upon the recommendation of the Superintendent, approve Beth Hendershot, Norine Hansen and Natalie Kumma as summer office help in all 3 schools, as needed, at the hourly rate of \$12.00.
- B-7 Approval of Speech/Language Therapist - BE IT RESOLVED:** that the Board of Education, upon the recommendation of the Superintendent, approve Donna Colaco as speech language therapist to conduct (on an as needed basis) speech services and meetings at an hourly rate of \$49.49.
- B-8 Approval to Write Curriculum - BE IT RESOLVED:** that the Board of Education, upon the recommendation of the Superintendent, approve staff to write curriculum for the 2016-2017 school year, attached by reference.
- B-9 Approval of Co-Curricular Appointments - BE IT RESOLVED:** that the Board of Education, upon the recommendation of the Superintendent, approve co-curricular appointments for the 2016-2017 school year, attached by reference.
- B-10 Approval of Substitute ESY Aide - BE IT RESOLVED:** that the Board of Education, upon the recommendation of the Superintendent, approve Deborah Healy as substitute ESY Aide for Donna Roth on 7/20/16 for a total of 3 hours at a rate of \$13.54/hour for a total of \$40.62.

**GREAT MEADOWS REGIONAL BOARD OF EDUCATION
MINUTES OF TUESDAY, July 26, 2016**

B-11 Approval of Merit Goal Criteria - BE IT RESOLVED: that the Board of Education, upon the recommendation of the Superintendent, approve the Superintendent's merit goal criteria for the 2016-2017 school year, attached by reference.

B-12 Approval of Merit Goals - BE IT RESOLVED: that the Board of Education, upon the recommendation of the Superintendent, approve merit goal criteria for Kathy Gesumaria, Shared Director of Special Services and Nadia Inskeep, Shared Director of Curriculum and Instruction for the 2016-2017 school year, attached by reference.

SECTION C

Upon recommendation of the Superintendent, motion by Joe Mailloux, seconded by David Schmitz, to approve the following **EDUCATION** item C-1 thru C-4 as amended.

The Board asked for further clarification on Item C-2 and they were informed that as of now there are no teachers designated as novice within the district.

There was also issues concerning specific policies (#8454) and wording that were addressed and amended.

Motion carried in a unanimous roll call vote.

COMMITTEE: Motion to approve the following items recommended by the Superintendent:

C-1 Approval of Workshop Attendance - BE IT RESOLVED: that the Board of Education, upon the recommendation of the Superintendent, approve workshop attendance for the 2016-2017 school year, attached by reference.

C-2 Approval of District Mentoring Plan for 2016-2017 - BE IT RESOLVED: that the Board of Education, upon the recommendation of the Superintendent, approve the 2016-2017 District Mentoring Plan.

GREAT MEADOWS REGIONAL BOARD OF EDUCATION
MINUTES OF TUESDAY, July 26, 2016

C-3 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 1220 Employment of Chief School Administrator (M) (Revised)
- P 1310 Employment of School Business Administrator/Board Secretary (Revised)
- R 2414 Programs and Services for Students in High Poverty and in High Need School Districts (M) (Revised)
- P 3111 Creating Positions (Revised)
- P 3124 Employment Contract (Revised)
- P 3125 Employment of Teaching Staff Members (M) (Revised)
- P 3125.2 Employment of Substitute Teachers (Revised)
- P & R 3126 District Mentoring Program (Revised)
- P 3141 Resignation (Revised)
- P & R 3144 Certification of Tenure Charges (Revised)
- P 3159 Teaching Staff Member/School District Reporting Responsibilities (Revised)
- P 3231 Outside Employment as Athletic Coach (Revised)
- P & R 3240 Professional Development for Teachers and School Leaders (M) (Revised)
- P 4159 Support Staff Member/School District Reporting Responsibilities (Revised)
- P 5305 Health Services Personnel (Revised)
- R 5330 Administration of Medication (M) (Revised)
- P & R 5350 Student Suicide Prevention (Revised)
- P 9541 Student Teachers/Interns (Revised)
- P 1140 Affirmative Action Program (M) (Revised)
- P 1523 Comprehensive Equity Plan (M) (Revised)
- P 1530 Equal Employment Opportunities (M) (Revised)
- R 1530 Equal Employment Opportunity Complaint Procedure (M) (Revised)
- P 1550 Affirmative Action Program for Employment and Contract Practices (M) (Revised)
- P & R 2200 Curriculum Content (M) (Revised)
- P 2260 Affirmative Action Program for School and Classroom Practices (M) (Revised)
- P & R 2411 Guidance Counseling (M) (Revised)
- P & R 2423 Bilingual and ESL Education (M) (Revised)
- P 2610 Educational Program Evaluation (M) (Revised)
- P 2622 Student Assessment (M) (Revised)
- P 5750 Equal Educational Opportunity (M) (Revised)
- P 5755 Equity in Educational Programs and Services (M) (Revised)
- P 5339 Screening for Dyslexia (M) (Revised)
- P 5514 Student Use of Vehicles on School Grounds (Revised)
- P 7481 Unmanned Aircraft Systems (UAS also known as Drones) (New)
- P & R 8441 Care of Injured and Ill Persons (M) (Revised)
- P 8454 Management of Pediculosis (New)
- P 8630 Bus Driver/Bus Aide Responsibility (M) (Revised)
- R 8630 Emergency School Bus Procedures (M) (Revised)

**GREAT MEADOWS REGIONAL BOARD OF EDUCATION
MINUTES OF TUESDAY, July 26, 2016**

C-4 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:

P & R 3244 In-Service Training (M) (Abolished)
R 5514 Student Use of Vehicles (Abolished)

Other Business

An update was provided by the Business Administrator on bus routes and the continual review of the status and effectiveness of our transportation system.

Hackettstown Report

Nothing to report at this time.

Independence Township Report

Nothing to report at this time.

Liberty Township Report

Nothing to report at this time.

Public Comment/New Business

There were no public comments at this time.

Close of Public Comment/New Business

Motion for Executive Session

Motion was made by Joe Mailloux, seconded by Dave Schmitz to enter Executive Session for the purposes of H.I.B., Personnel & Potential Litigation.

Motion carried in a unanimous voice vote.

The Board entered into Executive Session at 7:40 PM.

Motion Re-Open Public Session

Motion was made by Joe Mailloux, seconded by Dawn Frost to re-open the Public Session.

Motion carried in a unanimous voice vote.

**GREAT MEADOWS REGIONAL BOARD OF EDUCATION
MINUTES OF TUESDAY, July 26, 2016**

MOTION to acknowledge receipt of Superintendent's H.I.B. Report:

Motion was made by Jamie Cicerelle, seconded by Lori Prymak to acknowledge receipt of the Superintendent's H.I.B. Report as presented.

Motion carried in a unanimous voice vote.

Motion to Adjourn

Motion by Joe Mailloux, seconded by Dave Schmitz, to adjourn at 8:46 PM.

Motion carried in a unanimous voice vote.

Respectfully submitted,

Timothy Havlusch
Board Secretary