

**GREAT MEADOWS REGIONAL SCHOOL DISTRICT  
BOARD OF EDUCATION MEETING**

**August 28, 2018**

**7:00 pm**

**Middle School Cafeteria**

**MISSION STATEMENT**

*The Great Meadows Regional School District will provide quality educational opportunities that ensure the individual success of all students within a safe and supportive environment and to build lifelong learners who will meet society's challenges into and beyond the 21<sup>st</sup> century. To that end, it is anticipated that all students will achieve the New Jersey Core Curriculum Content Standards at all grade levels.*

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**A G E N D A**

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**Statement of Compliance with Open Public Meeting Act  
Flag Salute  
Call to Order**

**Correspondence/Recognition**

- **7/5/18 – Request for information under the Open Public Records Act (OPRA) – G. Cullen**
  - **Contents of Text Messages**
- **7/19/18 – Request for information under the Open Public Records Act (OPRA) – G. Cullen**
  - **Additional information regarding text messages**
- **7/25/18 – Request for information under the Open Public Records Act (OPRA) – G. Cullen**
  - **Clarification of information regarding text messages**
- **7/30/18 – Request for information under the Open Public Records Act (OPRA) – G. Cullen**
  - **Request for emails meeting a certain criteria stored on District Server**
- **8/20/18 – Denial of Access Complaint – GMRSD Board of Education – G. Cullen**
  - **Denial of Access submitted to Government Records Council against GMRSD BOE**

**Board of Education Vacancy Interviews**

**Approval of Minutes** – June 19, 2018 Regular Session  
June 27, 2018 Regular and Executive Session

**Committee Reports**

**Superintendent's Report**

- **District Opening**
- **September 8, 2018 – HHS 100<sup>th</sup> Anniversary Varsity Football Game**

**Public Comment on Agenda Items Only – Shall be limited to 5 minutes (Policy 0167)**

**A. OPERATIONS**

1. **Approval of Check Register**
2. **Approval of Check Register (Cafeteria Account)**
3. **Approval of Financial Reports**
4. **Acceptance of Financial Reports Certification**
5. **Approval of Transfers**
6. **Approval of Facility Use Report**

7. Approval of Out of District Placements, Special Education
8. Approval of Professional Services Contract- Applied Behavioral Consulting, LLC
9. Approval of Tuition Contract Agreement, Regular Education
10. Approval of Tuition Contract Agreement, Special Education
11. Approval of Payment of Sick Days Upon Retirement
12. Approval of Memorandum of Understanding with Bedtime Math Foundation
13. Acceptance of Allocation Notices (FY2019)
14. Approval of Capital Reserve Account Withdrawal for 2018-19 School Year
15. Approval of Budgetary Adjustments in Dealing with Reductions in 2018-19 State Aid after Formal Adoption of 2018-19 Budget
16. Approval of CBA between GMRBOE and GMREA from July 1, 2018 through June 30, 2021
17. Approval of Fundraisers

**B. HUMAN RESOURCES**

1. Acceptance of 2018-2019 Resignations
2. Approval of New Staff
3. Approval of Liberty School Acting Principal
4. Approval of Voluntary Transfer
5. Approval of Advancement on Salary Guide
6. Appointment of 2018-2019 Team Leaders and PLC Leaders
7. Approval of Leave of Absence
8. Approval of Additional 2018-2019 Title I Summer Academic Program Staff
9. Approval of Adult Bus Monitor
10. Approval of ESY Bus Aide Hours
11. Approval of Observation Hours
12. Approval of Mentor/Mentees
13. Approval of Co-Curricular/Title I Appointments
14. Approval of Substitutes

**C. EDUCATION/GOVERNANCE**

1. Approval of 2018-2019 Workshop Attendance
2. Approval of Revised Curriculum
3. Adoption of Textbooks
4. Approval of 2<sup>nd</sup> Reading of District Policies and Regulations
5. Approval of 1<sup>st</sup> Reading of District Policies and Regulations
6. Approval of Revisions to Current District Policies
7. Approval to Abolish District Regulation

**Other Business**

**Hackettstown Report**  
**Independence Report**  
**Liberty Report**

**Public Comment – Shall be limited to 5 minutes (Policy 0167)**

**Executive Session**  
**Adjournment**

**GREAT MEADOWS REGIONAL  
BOARD OF EDUCATION MEETING  
August 28, 2018**

<b>OPERATIONS</b>
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- 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*
- 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 Hackettstown Public Schools 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*
- 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, san 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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<b>HUMAN RESOURCES</b>
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- 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.

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<b>HUMAN RESOURCES</b>
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- 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>EDUCATION/GOVERNANCE</b>
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**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 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 2<sup>nd</sup> 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 1<sup>st</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:

- 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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<b>EDUCATION/GOVERNANCE</b>
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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)**