



**Lopatcong Township Board of Education
Regular Meeting
Minutes June 27, 2017**

**A. CALL MEETING TO ORDER, FLAG SALUTE, OPENING STATEMENT:
7:00PM**

Adequate notice of this regular meeting of the Lopatcong Township Board of Education has been provided in accordance with the Open Public Meetings Act by publication of the annual notice in the Star Gazette. A copy of the agenda has been filed with the Township Clerk and posted at both school locations.

- B. ROLL CALL** by Donna Tolley, Business Administrator
Present: Ernest Gallant, Bob McFarlane, Pam Thomas, Gena James, Barbara Lance, Stephen Ruane, Matthew Herzer, and William Taggart
Absent: Debbie Hille

C. READING OF MISSION STATEMENT Mrs. Roncoroni, Superintendent

The Lopatcong School District is committed to provide a safe, secure and supportive learning environment that challenges all students to meet or exceed developmentally appropriate expectations based on New Jersey Core Curriculum Content and Common Core State Standards through interactions with highly qualified and dedicated staff.

With community collaboration, the district will promote a positive atmosphere that acknowledges diversity and encourages students to be self-reflective and civically responsible.

By providing a comprehensive educational program using varied instructional strategies, recognizing individual differences, incorporating technology and digital literacy and encouraging critical thinking, the district will prepare students for college and careers in the 21st century.

D. PRESENTATIONS: - NONE

E. PUBLIC COMMENTS ON AGENDA ITEMS: - NONE

F. REVIEW OF OFFICIAL CORRESPONDENCE:

Mrs. Roncoroni stated that she received a letter from Little Genius Daycare requesting transportation from the Elementary School to their center. They also stated that there were no mid-day crossing guards on the corner for safety as there are in the morning and end of day. Mrs. Roncoroni stated that since the AM and PM Kindergarten sessions don't get out at the same time placing an extra crossing guard mid-day would not be cost efficient. She also stated that no

kindergartener would be walking to or from school alone without a parent. The crossing guards are for the elementary school student's safety not really for the adults safety. She also stated that the Little Genius Daycare was less than two miles away and the District does not provide courtesy bussing.

G. ADOPTION OF MINUTES FROM PREVIOUS MEETINGS (Attachment)

- June 13, 2017 – Regular Meeting Minutes
- June 13, 2017 – Executive Session Minutes #1
- June 13, 2017 – Executive Session Minutes #2

Voice Vote:

Motion: by Mrs. Gena James, second by Mr. Matthew Herzer, motion carried, **Vote: 8-0**

H. COMMITTEE REPORTS

- a. Ad-hoc: - None
- b. Education: - None Next Meeting Jul 6th 10:00am
- c. Facilities and Technology: - None
- d. Finance:
Mrs. James stated that the Committee met this evening before this meeting to discuss sharing of technology services with the township. Mrs. Roncoroni will present several options for the township to discuss. Our next meeting is July 10th at 5:00pm.
- e. Negotiations: - None
- f. Policy: - None Next Meeting Jul 10th 6:15pm

I. FINANCE

Resolutions R-421-17 through R-425-17 and R-431-17 and R-432 will be moved in one roll call

R-421-17 Authorization for Payment of Bills (Attachment)

BE IT RESOLVED, that the Board of Education, upon recommendation by the Superintendent, approve the bill’s list as submitted for the period June 14, 2017 through June 27, 2017 be approved as recommended by the Superintendent and School Business Administrator.

Fund 10 – Current Expense	\$	760,304.06
Fund 20 – Special Revenue		6,084.00
Fund 30 – Capital Outlay		0.00
Fund 40 - Debt Service		0.00
Fund 60 – Food Service		3,237.21
Fund 62 - Enterprise Fund (After Care)	\$	<u>1,285.47</u>
Grand Total	\$	770,910.74

R-422-17 Transfer of Current Year Surplus to Surplus Reserve

BE IT RESOLVED, that the Board of Education pursuant to N.J.A.C. 6A:23A-14.3, hereby designates a transfer in an amount not to exceed \$250,000.00 from anticipated current year surplus into the Capital Reserve Account at year end. The Board authorizes the Business Administrator to make this transfer consistent with all applicable laws and regulations.

R-423-17 Transfer of Current Year Surplus to Maintenance Reserve

BE IT RESOLVED, that the Board of Education pursuant to N.J.A.C. 6A:23A-14.2 and N.J.A.C. 6A:23A-14.3, hereby designates a transfer in an amount not to exceed \$250,000 from anticipated current year surplus into the Maintenance Reserve Account at year end. The Board authorizes the Business Administrator to make this transfer consistent with all applicable laws and regulations.

R-424-17 Transfer of Current Year Surplus to Capital Reserve

BE IT RESOLVED, that the Board of Education pursuant to N.J.A.C. 6A:23A-14.3, hereby designates a transfer in an amount not to exceed \$250,000.00 from anticipated current year surplus into the Capital Reserve Account at year end. The Board authorizes the Business Administrator to make this transfer consistent with all applicable laws and regulations.

R-425-17 Transfer of Current Year Surplus to Tuition Reserve

BE IT RESOLVED, that the Board of Education, pursuant to N.J.A.C. 6A:23A-14.4(3), hereby designates a transfer in an amount not to exceed \$1,000,000.00 from anticipated current year surplus to the Tuition Reserve Account at year end. The Board authorizes the Business Administrator to make this transfer consistent with all applicable laws and regulations.

R-431-17 Transfer of Current Year Surplus to Emergency Reserve:

BE IT RESOLVED, that the Board of Education pursuant to N.J.A.C. 6A:23A-14.3, hereby designates a transfer in an amount not to exceed \$250,000.00 from anticipated current year surplus into the Emergency Reserve Account at year end. The Board authorizes the Business Administrator to make this transfer consistent with all applicable laws and regulations for the 2016-2017 school year.

R-432-17 Approval to Bid High School Routes to PHS 2017-2018:

BE IT RESOLVED, that the Board of Education, upon recommendation by the Superintendent, approve the district to solicit student transportation bids for the high school student routes to the Phillipsburg High School Building on Stateliner Blvd., Phillipsburg, NJ for the 2017-2018 school year.

Roll Call: by Donna Tolley, Business Administrator

Motion: by Mr. Matthew Herzer, second by Mrs. Gena James, all motions carried, **Vote: 8-0**

J. EDUCATION

Resolutions R-426-17 through R-430-17 and R-433-17 will be moved in one roll call

R-426-17 Permission to Hire Staff

BE IT RESOLVED, that the Board of Education hereby authorizes the Superintendent to take appropriate action to effectuate any necessary emergent hires in order to address any unfilled summer positions, unanticipated resignations and/or retirements that may occur between today and the date of the next Board meeting so that the District's schools are appropriately staffed to provide support and instruction during the 2017-2018 school year. Any such emergent hires are subject to ratification and approval by the Board at its next regularly scheduled meeting.

R-427-17 Approve Hiring of PT Special Ed Aide

BE IT RESOLVED, that the Board of Education, upon recommendation by the Superintendent, approve the hiring of Carmen Camunas as a 0.83 FTE Preschool Aide beginning August 24, 2017 and in the amount of \$16,916.00 as per the Collective Bargaining Agreement for the 2017-2018 School Year.

R-428-17 Employee Travel and Expense Reimbursement:

BE IT RESOLVED, that the Board of Education, upon recommendation by the Superintendent, approve employee travel and expense reimbursement as follows:

N. Kondikoff	7/11/17	ESSA Training	Flemington, NJ
R. Roncoroni	7/10/17	Team Leadership Training	Phillipsburg, NJ
R. Roncoroni	7/12/17	Team Leadership Training	Phillipsburg, NJ

R-429-17 Approve Revised Yearbook Stipend 2016-2017:

BE IT RESOLVED, that the Board of Education, upon recommendation by the Superintendent, approve the following revisions to the R080-17 September Resolution as follows:

<u>Stipend Name</u>	<u>Employee</u>	<u># of Stipends</u>	<u>Total Amount</u>
Yearbook	Stacy Conner	2 Total	\$1,566.00
Yearbook	Patricia Raniszewski	1 Total	\$ 783.00

R-430-17 Approve HIB Report (Attachment):

BE IT RESOLVED, that the Board of Education, upon recommendation by the Superintendent, approve the HIB Report from June 12, 2017 through June 23, 2017 for the 2016-2017 school year.

R-433-17 Approve Establishment of an Autism Program for 2017-2018:

BE IT RESOLVED, that the Board of Education, upon recommendation by the Superintendent, approve the establishment of an Autism Program for special education recently approved by the Executive County Superintendent of Warren County for the 2017-2018 School Year.

Roll Call: by Donna Tolley, Business Administrator

Motion: by Mr. Steve Ruane, second by Mr. Matthew Herzer, all motions carried, **Vote: 8-0**

K. FACILITIES & TECHNOLOGY

L. POLICY

M. ADMINISTRATOR’S REPORT:

Mrs. Roncoroni stated that we are gearing up for the next school year. Mr. Bonney officially starts on Monday. He has been working with Mrs. Dutt last week to prepare for his transition. Next few weeks we will be working on scheduling for next year.

N. LEGISLATIVE UPDATES:

Mr. Herzer stated that the new funding formula that was recently agreed upon in Trenton has reallocated existing funds to under funded districts like ours. We will be receiving approximately \$23,000 of additional state aid due to the revised formula. Others received much more.

O. REPORT FROM PHILLIPSBURG BOARD OF EDUCATION REPRESENTATIVE:

Mr. Gallant stated that Phillipsburg had their meeting last night and it was Mr. Chando's last meeting.

P. ITEMS OF EMERGENT NATURE

Comments by Board of Education members

Mrs. Pam Thomas stated that she had contacted Mrs. Tolley for a clarification on the bus bids on the agenda this evening and wanted the full board to understand why we were going out to bid again.

Mrs. Tolley explained that the June Agenda had just the elementary routes. These bids are for the high school student routes. We had two high school routes going to the old high school. When the new school was completed we bid out the new two high school routes in March 2016. We later learned that the high school cancelled the "OP" route that took many of our students home after school activities effective July. This meant that many of our students would not have a ride home since our two busses were full to capacity. We will be rebidding the routes this year including a third bus which includes the new Sycamore Landing development which would increase the need for more student transportation.

Mrs. Barbara Lance stated that the Sycamore Landing development was originally advertised as Luxury Apartments, but they now need to also provide affordable housing which could increase student enrollment. Their original estimates were 13 more students would be entering our district from the development.

1). Student Achievement:**Q. PUBLIC COMMENTS:**

Pursuant to the Open Public Meetings Act, the Board has set aside two portions of this meeting for public comment. Specifically, during both the "Public Comment on Agenda Items" and the "Other Public Comments" sections noted on the agenda, this meeting will be open to members of the public who wish to speak or make comment on agenda items or a school district issue that may be of concern to the residents of the Township of Lopatcong. In that respect, please limit your comments or questions during the "Public Comment on Agenda Items" to agenda items only, and save any other questions or comments that you may have for the "Other Public Comments" portion of the meeting.

During both portions of the meeting, the Board requests that the following procedures be observed:

1. Any person who wishes to speak must wait until they have been recognized by the presiding Board Officer;
2. Before beginning, each speaker must state their name and address and, if speaking on behalf of an organization, the name of that organization;
3. Each speaker is limited to one (1) opportunity to speak during each of the two (2) portions that have been set aside;
4. Each speaker is limited to three (3) minutes in length so that other members of the public who wish to speak may have an opportunity to do so. Additional time may be afforded to a speaker at the sole discretion of the presiding Board Officer;
5. The presiding Board Officer will advise each speaker when the three (3) minute period has expired;

6. Out of respect for other members of the public that may wish to speak, the Board requests that each speaker cede the floor to the next member of the public as soon as they finished making their respective comment(s) and/or when their allotted time has expired; and
7. If your questions or comments pertain to litigation, student or personnel matters, the Board asks that you see the Superintendent after the meeting since the Board does not, pursuant to the Open Public Meetings Act, discuss or respond to these items in public.

Mrs. Twyla Bartlett the current PTA President thanked the board of education members for participating in the PTA meetings and helping to coordinate a collaborative PTA for the benefit of the students.

Mrs. Bartlett stated that at the PTA's last meeting they voted to sponsor an initiative program called "Trout in the Classroom" by Trout Unlimited. As a member of the watershed commission, Mrs. Bartlett learned about this program and felt that it would be a great STEM learning experience for the students. It was brought to Mrs. Duffy for her 7th grade science class. It has already been introduced in 5 classrooms in the state of New Jersey through the NJ Fish and Wildlife Department. The program is a science-based program that teaches children about the importance of coldwater conservation through a hands on approach to learning. Through the process of raising trout from eggs provided by the Pequest Trout Hatchery to fingerling size for release, students learn about the importance of clean, cold water, not only for the trout they are raising, but also for the other organisms, including people.

The Trout in the Classroom program is cross curricular and can encompass many subject areas such as science, math, art, language arts, reading, technology, music and more. The PTA will provide up to \$1500 for a 55 gallon tank to be purchased for the program.

R. EXECUTIVE SESSION: 7:32PM

WHEREAS, the Open Public Meetings Act authorizes Boards of Education to meet in executive session under certain circumstances

WHEREAS, the Open Public Meetings Act requires the Board to adopt a resolution at a public meeting to go into private session; now therefore,

BE IT RESOLVED by the Lopatcong Township Board of Education, that it is necessary to meet in executive session to discuss certain items involving:

- Superintendent Evaluation

BE IT FURTHER RESOLVED that any discussion held by the Board which need not remain confidential will be made public as soon as feasible. The minutes of the executive session will not be disclosed until the need for confidentiality no longer exists.

FURTHER RESOLVED that the Board of Education will return to open session to conduct business at the conclusion of the executive session.

Voice Vote:

Motion by Mr., Steve Ruane and second by Mrs. Gena James, to go into executive session at 7:32 p.m. Vote: 8 – 0.

S. RECONVENE PUBLIC SESSION: 7:45P.M.

Voice Vote:

Motion by Mr. Robert McFarlane, and second by Mr. Matthew Herzer, to leave executive session at 7:45 p.m. Vote: 8 – 0.

T. ADJOURNMENT: 7:47P.M.

Voice Vote:

Motion by Mr. Matthew Herzer, and second by Mrs. Gena James, to adjourn the meeting 7:47 p.m. Vote: 8 – 0.

Respectfully Submitted:

Donna Tolley, Board Secretary