



**Lopatcong Township Board of Education
Regular Meeting
August 14, 2018 Minutes**

A. CALL MEETING TO ORDER, FLAG SALUTE, OPENING STATEMENT

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 Atilla Sabahoglu, Business Administrator

Present: Ernest Gallant, William Taggart, Pam Thomas, Kenney Lutz, Barbara Lance ,
Matthew Herzer, Sandra Moore, Bob McFarlane
Absent: Stephen Ruane

C. READING OF MISSION STATEMENT Mrs. Roncoroni, Superintendent

The Lopatcong School District, a diverse learning community, is committed to providing a safe and supportive environment that challenges each student to achieve academic excellence. Through the collaboration of dedicated staff, families and the community, the district will prepare students for success in high-school, college and careers in the 21st century.

D. PRESENTATIONS:

E. PUBLIC COMMENTS ON AGENDA ITEMS

F. REVIEW OF OFFICIAL CORRESPONDENCE:

G. ADOPTION OF MINUTES FROM PREVIOUS MEETINGS (Attachment)

July 17, 2018 – Regular Meeting Minutes
July 17, 2018 – Executive Session Minutes

Voice Vote:

Motion: by Mr. Matthew Herzer, second by Mrs. Pam Thomas motion carried, Vote: **7-0-1**
Against: None Abstained: Dr. Sandra Moore

H. COMMITTEE REPORTS

- a. Ad-hoc
- b. Education

Mrs. Lance talked about the survey for 7 and 8 grade students.

c. Facilities and Technology

Mr. Gallant talked about the facilities meeting that focused on Drainage Project for the Courtyard. He also talked about parking lot paving project.

d. Finance

Finance committee talked about the funding for School Resource Officer for 2018-19 school year that was discussed at the Finance Committee meeting.

e. Negotiations

f. Policy

Mr. Taggart talked about school nutrition policy and the other polices listed in the agenda.

I. FINANCE

Resolutions R-031-19 through R-034-19 will be moved in one roll call

R-031-19 Authorization for Payment of Bills (Attachment 1)

BE IT RESOLVED, that the Board of Education, upon recommendation by the Superintendent, approve the bill's list as submitted for the period July 12, 2018 through August 9, 2018 be approved as recommended by the Superintendent and School Business Administrator.

| | | |
|---|-----------|-------------------|
| Fund 10 – Current Expense | \$ | 261,289.10 |
| Fund 20 – Special Revenue | | 2,755.00 |
| Fund 30 – Capital Outlay | | 0.00 |
| Fund 40 - Debt Service | | 0.00 |
| Fund 60 – Food Service | | 1,045.00 |
| Fund 62 - Enterprise Fund (After Care) | \$ | 30.31 |
| Grand Total | \$ | 295,119.41 |

R-032-19 Approve Line Item Transfer (Attachment 2)

BE IT RESOLVED, that the Board of Education, upon recommendation by the School Business Administrator, approve the budget line item transfers for July 2018.

R-033-19 Report of the Treasurer and Board Secretary for June, 2018 (Attachment 3 and 4)

BE IT RESOLVED, that the Board of Education accept the Treasurer and Board Secretary's Financial Reports for the month of June, 2018 revised as per the procedure instituted by the State Department of Education, wherein the required certification by the Board Secretary is adhered to in the attachment.

R-034-19 Certification of Fund Balances

BE IT RESOLVED, that pursuant to N.J.A.C. 6A:23A-16.10(b), the Board of Education certify that as of August 14, 2018, after review of the Secretary's monthly financial reports for June 2018 (appropriations section), and upon consultation with the appropriate district officials, shall certify in the minutes of the Board each month that no major account or fund has been over expended in violation of N.J.A.C. 6A:23A-16:10(b) and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year and we request the Board Secretary to addend a copy of the Secretary's Report to the minutes.

Roll Call: by Atilla Sabahoglu, Business Administrator

Motion by Mr. Matthew Herzer, second by Mr. William Taggart, *all motions carried, Vote: 8-0-1*
Against: None Abstained: None

J. EDUCATION

Resolutions R-035-19 through R-056-19 will be moved in one roll call

R-035-19 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 2018-2019 school year. Any such emergent hires are subject to ratification and approval by the Board at its next regularly scheduled meeting.

R-036-19 Approve Substitutes for 2018-2019 (Attachment 5):

BE IT RESOLVED, that the Board of Education, upon recommendation by the Superintendent, approves the attached substitutes for 2018-2019 school year.

R-037-19 Approve Hiring of Maternity Leave Replacement:

BE IT RESOLVED, that the Board of Education, upon recommendation by the Superintendent, approve the hiring of Jessica Ayala as long term sub for 1st Grade teacher, Cortney Piccolo at the substitute rate of \$90 per day for the first 20 days of employment, beginning on or about August 24, 2018 and continuing on guide on September 24, 2018 thru the end of the school year in the amount of \$48,450 pro-rated (BA Step Y) per the Collective Bargaining Agreement (Employment contingent upon satisfying necessary components of employment history as per P.L. 2018, c.5).

R-038-19 Approve Hiring of Maternity Leave Replacement:

BE IT RESOLVED, that the Board of Education, upon recommendation by the Superintendent, approve the hiring of Serena Matarazzo as long term sub for MS Special Education teacher, Jennifer Allmer at the substitute rate of \$90 per day for the first 20 days of employment, beginning

on or about August 24, 2018 and continuing on guide on September 24, 2018 thru the end of the school year in the amount of \$48,450 pro-rated (BA Step Y) per the Collective Bargaining Agreement (Employment contingent upon satisfying necessary components of employment history as per P.L. 2018, c.5).

R-039-19 Approve Hiring of Maternity Leave Replacement:

BE IT RESOLVED, that the Board of Education, upon recommendation by the Superintendent, approve the hiring of Andrea Hartman as long term sub for MS Science teacher, Sonnie Hall at the substitute rate of \$90 per day for the first 20 days of employment, beginning on or about August 24, 2018 and continuing on guide on September 24, 2018 thru the end of the school year in the amount of \$48,450 pro-rated (BA Step Y) per the Collective Bargaining Agreement (Employment contingent upon satisfying necessary components of employment history as per P.L. 2018, c.5).

R-040-19 Approve Horizontal Salary Guide Movement:

BE IT RESOLVED, that the Board of Education, upon recommendation by the Superintendent, approve the Horizontal Salary Guide Movement, effective September 1, 2018 as per the Collective Bargaining Agreement as follows:

| Name | Old Locator | New Locator | |
|---------------|---------------|---------------|--|
| Heather Burke | BA+30 Step PP | BA+45 Step PP | |

R-041-19 Approve Shared Librarian with Alpha for 2018-2019:

BE IT RESOLVED, that the Board of Education, upon recommendation by the Superintendent, approve Patricia Cote as shared librarian with Alpha for 0.20 FTE (salary and benefits) in the amount of \$11,200 for 2018-2019 school year.

R-042-19 Approve Salary Revision for PT Speech & Language Pathologist

BE IT RESOLVED, that the Board of Education, upon recommendation by the Superintendent, approve the salary revision of Sarah Jennings (Master’s Degree conferred) beginning August 24, 2018 in the amount of \$22,093.60 as per the Collective Bargaining Agreement for the 2018-2019 School Year (Employment contingent upon satisfying necessary components of employment history as per P.L. 2018, c.5).

R-043-19 Approve Commission for the Blind Services Contract for 2018-2019

BE IT RESOLVED, that the Board of Education, upon recommendation by the Superintendent, approve the Commission of the Blind Services Contract for Students State ID# 4819804283 and ID# 8519869570 from September 1, 2018 through June 30, 2019 in the total amount of \$3,800.00 for the 2018-2019 school year.

R-044-19 Approve Reg Ed Tuition Contract with Phillipsburg for 2018-2019

BE IT RESOLVED, that the Board of Education, upon recommendation by the Superintendent, approve the tuition contract with Phillipsburg School District for 377 Students from August 27, 2018 through June 30, 2019 in the total amount of \$5,632,003 for the 2018-2019 school year.

R-045-19 Approve Additional Summer ESY Staff

| Staff Member | Position | Hours | Pro-rated for days worked |
|----------------|----------|-------|---------------------------|
| Beth Mansfield | Reg Ed | ** | \$36/hour as per the CBA |

R-046-19 Approve Alyssa Darden to collaborate with Mr. Hank

BE IT RESOLVED, that the Board of Education, upon recommendation by the Superintendent, approves Alyssa Darden, Raritan Valley Community College Student to collaborate with Mr. Hank to teach Financial Literacy lessons on a day TBD during first marking period.

R-047-19 Approve Lunchroom Aide Resignation:

BE IT RESOLVED, that the Board of Education, upon recommendation by the Superintendent, approves the resignation of Jacquelyn Gritz as a 0.3 FTE Lunchroom Aide effective August 1, 2018.

R-048-19 Approve Part-time Aide Resignation:

BE IT RESOLVED, that the Board of Education, upon recommendation by the Superintendent, approves the resignation of Kelsey Nemeth as a 0.5 FTE Aide effective August 9, 2018.

R-050-19 Approve Hiring Part-time Aide :

BE IT RESOLVED, that the Board of Education, upon recommendation by the Superintendent, approves the hiring of Ana Grundt as a 0.5 FTE Aide effective August 24, 2018 as per the Collective Bargaining Agreement for the 2018-2019 School Year. (Employment contingent upon satisfying necessary components of employment history as per P.L. 2018, c.5)

R-051-19 Approve Lopatcong Board of Education District Goals for School Year 2018-19

1. Utilize data to promote student growth and achievement for all learners, supported by the integration of technology.
2. Sustain a positive culture and climate for the entire school community through the continuing implementation of character education, with a focus on social and emotional learning.
3. Create a safe and secure environment for all students, staff, and visitors.

R-052-19 Appointment for the School Alliance Insurance Fund Commissioner:

BE IT RESOLVED, that Lopatcong Board of Education, County of Warren, State of New Jersey, that it hereby appoints Atila Sabahoglu as the School Alliance Insurance Fund Commissioner.

and

BE IT FURTHER RESOLVED that copies of this Resolution be forwarded to the following:

1. Atilla Sabahoglu
(Fund Commissioner)
2. School Alliance Insurance Fund

R-053-19 Approve Transportation Stipend:

BE IT RESOLVED, that the Board of Education, upon recommendation by the Superintendent, approves the transportation stipend for Rick Bonney in the amount of \$2,000 for 2018-2019 school year.

R-054-19 Approve Substitute Caller Stipend:

BE IT RESOLVED, that the Board of Education, upon recommendation by the Superintendent, approves the substitute caller stipend for Debra Winters in the amount of \$3,000 for 2018-2019 school year.

R-055-19 Approve Autism Aide Resignation:

BE IT RESOLVED, that the Board of Education, upon recommendation by the Superintendent, approves the resignation of Alexis Andransky as a 0.5 FTE Autism Aide effective August 14, 2018.

R-056-19 Approve Contract with Lopatcong Police Department:

BE IT RESOLVED, that the Board of Education, upon recommendation by the Superintendent, approves to have contract with Lopatcong Police Department for a School Resource Officer (SRO) for \$25/hour rate not to exceed \$13,500 annually with no benefits.

Roll Call: by Atilla Sabahoglu, Business Administrator

Motion by Mr. Matthew Herzer, second by Mrs. Barbara Lance, all motions carried, R-049-19 was removed, Vote: **8-0-1**

Against: Mr. Gallant for **R-056-19** Abstained: None

K. FACILITIES & TECHNOLOGY

Approve Facilities Use Request

None.

L. POLICY

Resolutions R-057-19 through R-060-19 will be moved in one roll call

R-057-19 Approve FIRST Reading of New Policies and Regulations

1613/R1613 – Disclosure and Review of Applicant’s Employment History

R-058-19 Suspend Two Reading Requirement of Revised Policies and Regulations as stated in Bylaw #0131 (In order to allow revised HIB policy to be effective before the beginning of the school year) and Approve FIRST Reading and Adoption of Revised Policy:

5512 – Harassment, Intimidation, and Bullying.

R-059-19 Approve FIRST Reading of Revised Policies and Regulations

5561/R5561 – Use of Physical Restraint and Seclusion Techniques for Students with Disabilities

R-060-19 Approve Abolishment of Regulation

R5512 – Harassment, Intimidation, and Bullying.

Roll Call: by Atilla Sabahoglu, Business Administrator

Motion by Mr. Matthew Herzer, second by Mr. William Taggart, all motions carried, R-049-19 was removed, Vote: **8-0-1**

Against: None Abstained: None

M. ADMINISTRATOR’S REPORT

- Mrs. Roncorini talked about the training that Comegno Group would provide on 8/15/18 between 9am and 12pm.
- She also presented Eagle Scout’s donation check for \$1659.50 for Special Education supplies.
- She announced that Community Day would be on August 25th. The board members talked about the possible activities for the community day.
- She also talked briefly about the capital projects.

N. LEGISLATIVE UPDATES

- Mrs. Thomas talked about the school busing laws, the new legislation for the state funding formula for 2019-2020 and new recess legislation.

O. REPORT FROM PHILLIPSBURG BOARD OF EDUCATION REPRESENTATIVE

- Mr. Lutz informed that the turf field bid got approved.

P. ITEMS OF EMERGENT NATURE

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.
 - Joanne Buckley asked if the SRO officer would be additional to the existing officer already in place. She also asked about **R-056-19** and recess policy.
 - Yvette Day asked about the survey date.
 - Nicole Randazzo asked about the 4th Grade teacher.

R. EXECUTIVE SESSION

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:

Personnel issues.

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. Matthew Herzer and second by, Mrs. Pam Thomas to go into executive session at 7:57 p.m. Vote: **7-0-1**

S. RECONVENE PUBLIC SESSION

Voice Vote:

Motion by Mr. Matthew Herzer and second by, Mrs. Barbara Lance to leave executive session at 8:12 p.m. Vote: 7-0-1

T. ADJOURNMENT

Voice Vote:

Motion by Mr. Matthew Herzer and second by, Mrs. Pam Thomas to adjourn the meeting 8:13 p.m. Vote: 7-0-1

Respectfully submitted,



Atilla Sabahoglu, Board Secretary