



**Lopatcong Township Board of Education
Regular Meeting
October 16, 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 Express Times and 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, Stephen Ruane, Bob McFarlane
Absent: None

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:

- Student Leadership

Mrs. Roncoroni gave a brief presentation about the two 8th grade students who attended Leadership Institute. The students did their presentation about the Leadership.

- Hispanic Heritage Month Projects – Mrs. Hernandez 4th Grade students

Three elementary school students presented their projects for the Hispanic Heritage Month.

E. PUBLIC COMMENTS ON AGENDA ITEMS

F. REVIEW OF OFFICIAL CORRESPONDENCE:

G. ADOPTION OF MINUTES FROM PREVIOUS MEETINGS

September 11, 2018 – Regular Meeting Minutes
September 11, 2018 – Executive Session Minutes

Voice Vote:

Motion: by Mr. Matthew Herzer, second by Mr. William Taggart motion carried.

Against: None Abstained: None

H. COMMITTEE REPORTS

- a. Ad-hoc
- b. Education
- c. Facilities and Technology
Mr. Gallant talked about the meetings about the sealcoating and facilities use requests.
- d. Finance
Mr. Ruane informed the Board that Mr. Sabahoglu will prepare a budget snapshot for the current school year.
- e. Negotiations
- f. Policy
Mr. Taggart talked about the new policy for the transgender students.
- g. PTA
Mr. Taggart talked about the activities including fall Cleanup, Frozen Food Fundraising etc. Mrs. Roncoroni also added the Color Run and Fall festival events that PTA organized and she emphasized that the events were great success.

I. FINANCE

Resolutions R-105-19 through R-109-19 will be moved in one roll call

R-105-19 Authorization for Payment of Bills (Attachment 1)

BE IT RESOLVED, that the Board of Education, upon recommendation by the School Business Administrator, approve the bill’s list as submitted for the dates between September 10, 2018 through October 14, 2018.

Fund 10 – Current Expense	\$ 1,605,463.74
Fund 20 – Special Revenue	\$ 39,780.34
Fund 30 – Capital Outlay	\$ -
Fund 40 - Debt Service	\$ -
Fund 60 – Food Service	\$ 7,374.31
Fund 62 - Enterprise (After Care)	\$ 4,179.75
Grand Total	\$ 1,656,798.14

R-106-19 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 September 2018.

R-107-19 Report of the Treasurer and Board Secretary for September 2018 (Attachment 3 and 4)

BE IT RESOLVED, that the Treasurer and Board Secretary's Financial Reports are in agreement for the month of September 2018, approved by the Board as recommended by the School Business Administrator.

R-108-19 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 September 30, 2018, after review of the Secretary's monthly financial reports for September 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.

R-109-19 Approve Comprehensive Maintenance Plan (M-1) (Attachment 5)

BE IT RESOLVED, that the Board of Education, upon recommendation by the School Business Administrator, approve the Comprehensive Maintenance Plan (M-1) for the 2018-2019 school year.

Roll Call: by Atilla Sabahoglu, Business Administrator

Motion by Mr. Matthew Herzer, second by Dr. Sandra Moore, *all motions carried.*

Against: None Abstained: None

J. EDUCATION

Resolutions R-110-19 through R-129-19 will be moved in one roll call

R-110-19 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-111-19 Approve Substitute Teacher

BE IT RESOLVED, that the Board of Education, upon recommendation by the Superintendent, approves Jacyn Furnari as a substitute teacher for 2018-2019 school year. (Employment contingent upon satisfying necessary components of employment history as per P.L. 2018, c.5).

R-112-19 Approve Footprints for Life Program for Third Grade Students:

BE IT RESOLVED, that the Board of Education, upon recommendation by the Superintendent, approve Footprints for Life, a research based prevention program, taught by Mr. Felix Stafferoni for third grade students for 6 sessions from October through December. Footprints for Life addresses peer pressure, conflict resolution, and decision making skills. It is provided at no cost to the District by Community Prevention Resources for the 2018-2019 School Year.

R-113-19 Approve Warren County Technical School Presentation:

BE IT RESOLVED, that the Board of Education, upon recommendation by the Superintendent, approve a representative from WCTS to do a presentation to educate the 7th and 8th grade students on the opportunities and programs available to them at the Warren County Technical School and their programs for next year. The Assembly will be held during their Lunch Periods for the 2018-2019 school year.

R-114-19 Approve Personal Aide Contract with Oxford School District for 2018-2019

BE IT RESOLVED, that the Board of Education, upon recommendation by the Superintendent, approve the personal aide contract with Oxford School District for Student State ID# 6264277903 from September 5, 2018 through June 30, 2019 in the total amount of \$23,225.00 for the 2018-2019 school year.

R-115-19 Approve Tuition and ESY Contract with Midland School District for 2018-2019

BE IT RESOLVED, that the Board of Education, upon recommendation by the Superintendent, approve the ESY and tuition contract with Midland School District for Student State ID# 9682658550 in the total amount of \$69,094.20 for ESY and tuition for the 2018-2019 school year.

R-116-19 Approve Tuition Contract with Warren County Technical School for 2018-2019

BE IT RESOLVED, that the Board of Education, upon recommendation by the Superintendent, approve the tuition contract with Warren County Technical School from September 1, 2018 through June 30, 2019 in the total amount of \$120,555.00. (\$79,500.00 for tuition for 2018-2019 and \$41,055.00 for the adjustment for the 2017-2018 school year.)

R-117-19 Approve Student Teacher Observation Hours WCCC:

BE IT RESOLVED, that the board of Education, upon recommendation by the Superintendent, approve Rubin Santiago, a Warren County Community College student, to receive 5 hours of observation experience in District beginning on or about October 16, 2018 through November 19, 2018 at the middle school for the 2018-2019 school year.

R-118-19 Approve Student Teacher Observation Hours WCCC:

BE IT RESOLVED, that the board of Education, upon recommendation by the Superintendent, approve Kyle Chiravalle and Anthony Lionetti, Warren County Community College students, to receive 20 hours of observation experience in District beginning on or about October 22, 2018 through November 2, 2018 at the middle school for the 2018-2019 school year.

R-119-19 Approve Student Teacher Observation Hours Kutztown University:

BE IT RESOLVED, that the board of Education, upon recommendation by the Superintendent, approve Madison Saykay, a Kutztown University student, to receive one day of observation

experience in District beginning on or about November 6, 2018 at the elementary school for the 2018-2019 school year.

R-120-19 Approve Revised Horizontal Salary Guide Movement:

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

Name	Old Locator	New Locator	
Heather Burke	BA+30 Step KK	BA+45 Step KK	

R-121-19 Approve AB Educational Consultant, LLC Contract for 2018-2019

BE IT RESOLVED, that the Board of Education, upon recommendation by the Superintendent, approve the AB Educational Consultant, LLC contract in the total amount of \$10,000 for the 2018-2019 school year.

R-122-19 Approve Shadow Day Experience

BE IT RESOLVED, that the Board of Education, upon recommendation by the Superintendent, approves Ryan Boylan, Easton Area High School student, to fulfill a Shadow Day experience at Elementary School on 11/06/2018.

R-123-19 Accept Donation from Crayola

BE IT RESOLVED, that the Board of Education, upon recommendation by the Superintendent, accepts and thanks Crayola for the generous donation of school supplies.

R-124-19 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:

Travel Reimbursement Requests						
Name	Date(s)	Purpose	Mileage, Parking & Tolls	Lodging	Registration Fee	Total
Elizabeth Mansfield	9/27/18 and 9/28/18	Eden Autism Workshop	\$59.52	0	\$200	\$259.52
Stacy Conner	10/08/2018	Warren County Counselors Assoc. Meeting	0	0	0	0
Heather Weidlick	10/23/18 and 10/24/18	NJSBA Conference	0	0	0	0
Angela Sodtalbers	12/03/2018	Research Based Bullying Prevention and Response	\$21.45	0	0	\$21.45
Angela Sodtalbers	01/08/2019	Mindfulness ins the Classroom	\$22.82	0	0	\$22.82
Angela Sodtalbers	02/13/2019	Social Emotion & Learning in Fusion	\$28.77	0	0	\$28.77

Adam Boyer	10/24/18 and additional days TBD	Warren County Technology Meetings	0	0	0	0
Jessica Verelli	12/10/2018	Facilitating Rapid Change with Phono Disorders	\$32.24	0	\$259	\$291.24
Brian Fleming	9/12/18 to 6/13/19	NJ Building Ground Association Monthly Meetings	0	0	0	0
Ernest Gallant	10/22/18 to 10/24/18	NJSBA Workshop	0	\$226.00	0	0
William Taggart	10/23/18 to 10/25/18	NJSBA Workshop	0	0	0	0
Pamela Thomas	10/22/18 to 10/25/18	NJSBA Workshop	0	\$339.00	0	0
Bob McFarlane	10/23/18 to 10/25/18	NJSBA Workshop	0	226.00	0	0

R-125-19 Approve Field Trips for 2018-2019 (Attachment 6)

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

R-126-19 Approve Stipend Positions for the 2018-2019 School Year

BE IT RESOLVED, that the Board of Education, upon recommendation by the Superintendent, approve the following stipends for the 2018-2019 school year (1 stipend =\$783.00):

Stipend Name	Employee	# of Stipends	Total Amount
Student Council	Susan Mahoney	2	\$1,566.00
Student Council	Nichole Schuitema	2	\$1,566.00
Newscast Club	Diane Bower	2.5	\$1,957.50
Instrumental Music	Rudy Crevani	2.5	\$1,957.50
Choral Music	Rudy Crevani	2	\$1,566.00
Yearbook	Stacy Conner	2	\$1,566.00
Yearbook	Renee Fernandez	1	\$783.00
Special Olympics	Juanita White	TBD	
Special Olympics	Amy Harman	TBD	
Special Olympics	Annie Lazorchak	TBD	

R-127-19 Approve Volunteer List (Attachment 7)

BE IT RESOLVED, that the Board of Education, upon recommendation by the Superintendent, approve volunteer list for 2018-2019 school year.

R-128-19 Approve PHS staff to observe Coffee Cart

BE IT RESOLVED, that the Board of Education, upon recommendation by the Superintendent, approve Nicole Shenewolf and Jeff Kolodziejczyk, Phillipsburg High School employees, to observe Mrs. Barna's Coffee Cart Program for implementation at the high school level on a date TBD.

R-129-19 Approve Unpaid Days for 2018-2019

BE IT RESOLVED, that the Board of Education, upon recommendation by the Superintendent, approve 1 unpaid day for Amanda Wayne on 11/01/2018 and two 0.5 unpaid days for Serena Matarazzo on 10/11/18 and 10/17/2018 for the 2018-2019 school year.

R-133-19 Approve HIB Report (Attachment):

BE IT RESOLVED, that the Board of Education, upon recommendation by the Superintendent, approve the HIB Report from September 10, 2018 through October 12, 2018.

Roll Call: by Atilla Sabahoglu, Business Administrator

Motion by Dr. Sandra Moore, second by Mr. Stephen Ruane, *all motions carried.*

Against: None Abstained: Mr. Gallant, Mr. Taggart, Mr. McFarlane and Mrs. Thomas abstained from R-124-19. Mr. Taggart and Mrs. Thomas abstained from R-127-19.

K. FACILITIES & TECHNOLOGY

Resolutions R-130-19 through R-132-19 will be moved in one roll call

R-130-19 Approve Facilities Use Request

BE IT RESOLVED, that the Board of Education, upon recommendation by the Superintendent, approve facilities use requests as follows:

<i>Organization</i>	<i>Purpose</i>	<i>Date</i>	<i>Building</i>	<i>Fees</i>
<i>PTA</i>	<i>Day of the Arts</i>	<i>03/02/2019</i>	<i>MS MPR, Gym, Classrooms</i>	<i>TBD</i>
<i>LAA/Basketball</i>	<i>Basketball Practice and Games</i>	<i>11/05/18 to 03/30/19</i>	<i>MS Gym</i>	
<i>Activity Zone</i>	<i>Activity Zone</i>	<i>9/18 to 5/19</i>	<i>ES Gym</i>	
<i>ES P.E Department</i>	<i>Haunted Gym</i>	<i>10/26/18 to 10/31/18</i>	<i>ES Gym</i>	
<i>MS Drama Club</i>	<i>Rehearsal, Dance Club Performance</i>	<i>10/22/18 to 02/23/19</i>	<i>MPR and Choral Rooms</i>	
<i>LAA/Basketball</i>	<i>8th Grade Basketball Tournament</i>	<i>12/01/2018</i>	<i>MS Gym and MPR</i>	<i>TBD</i>
<i>LAA/Basketball</i>	<i>8th Grade Basketball Tournament</i>	<i>12/03/2018</i>	<i>MS Gym and MPR</i>	<i>TBD</i>
<i>LWA</i>	<i>Tournament</i>	<i>3/9/2019</i>	<i>ES Gym and APR</i>	<i>TBD</i>
<i>LWA</i>	<i>Practice/ Matches</i>	<i>11/1/18 to 3/31/19</i>	<i>ES Gym and APR</i>	
<i>LAA/Basketball</i>	<i>Basketball Practice and Games</i>	<i>11/05/18 to 03/30/19</i>	<i>ES Gym and MPR</i>	<i>TBD</i>

LAA/Football	Football Practice	10/09/18 to 11/03/18	MS Gym	
LAA	Strength & Conditioning	12/03/18 to 03/29/19	MS MPR	

Pending receipt of requested rosters of participants.

R-131-19 Approve Amendment to Long Range Facilities Plan (Attachment 8)

BE IT RESOLVED, that the Board of Education, upon recommendation by the Superintendent, approves to amend Long Range Facilities Plan.

R-132-19 Authorizing Disposal of Surplus Property

WHEREAS, the Lopatcong School District is the owner of certain surplus property which is no longer needed for public use; and

WHEREAS, the Commissioners are desirous of selling said surplus property in an “as is” condition without express or implied warranties.

NOW THEREFORE, be it RESOLVED by the Commissioners of Lopatcong School District in the Township of Lopatcong, County of Warren, as follows:

(1) The sale of the surplus property shall be conducted through GovDeals pursuant to State Contract A-83453/T2581 in accordance with the terms and conditions of the State Contract. The terms and conditions of the agreement entered into with GovDeals is available online at govdeals.com and also available from the Commissioners of the Lopatcong School District.

(2) The sale will be conducted online and the address of the auction site is govdeals.com.

(3) The sale is being conducted pursuant to Local Finance Notice 2008-9.

(4) A list of the surplus property to be sold is as follows:

Hobart 84186 Buffalo Food Chopper

(5) The surplus property as identified shall be sold in an “as-is” condition without express or implied warranties with the successful bidder required to execute a Hold Harmless and Indemnification Agreement concerning use of said surplus property.

(6) The Lopatcong School District reserves the right to accept or reject any bid submitted.

Roll Call: by Atilla Sabahoglu, Business Administrator

Motion by Dr. Ernest Gallant, second by Mrs. Pamela Thomas, *all motions carried.*

Against: None Abstained: Mr. Lutz abstained from R-130-19.

L. POLICY

M. ADMINISTRATOR’S REPORT

Mrs. Roncoroni informed the Board that the Distrcit had the Lockdown, Fire Security Drills and Bus Evacuation succesfully. She also asked for the support for the upcoming Talent Show.

Mrs. Kondikoff talked about the “Respect” at the elementary school.

Mr. Bonney informed the board about Rachel’s Challenge event and ask for the support.

N. LEGISLATIVE UPDATES

Mrs. Thomas talked about the legislative updates including Standardized testing and School

Security.

O. REPORT FROM PHILLIPSBURG BOARD OF EDUCATION REPRESENTATIVE

Mr. McFarlane informed the Board that Phillipsburg High School turff field work will start next month.

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.

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:

HIB.

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. Pamela Thomas to go into executive session at 8:02 p.m.

Against: None Abstained: None

S. RECONVENE PUBLIC SESSION

Voice Vote:

Motion by Mr. Matthew Herzer and second by, Mr. Earnest Gallant to leave executive session at 8:09 p.m.

Against: None Abstained: None

T. ADJOURNMENT

Voice Vote:

Motion by Mr. Matthew Herzer and second by Mr. Earnest Gallant to adjourn the meeting at 8:10 p.m.

Against: None Abstained: None

Respectfully submitted,

A handwritten signature in purple ink, appearing to be "MS" followed by a series of loops and a long horizontal stroke.