



**Lopatcong Township Board of Education
Regular Meeting
November 13, 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 Mr. McFarlane, Board President

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:

- Cyber Security – Adam Boyer, Director of Technology

E. PUBLIC COMMENTS ON AGENDA ITEMS

F. REVIEW OF OFFICIAL CORRESPONDENCE:

G. ADOPTION OF MINUTES FROM PREVIOUS MEETINGS

October 16, 2018 – Regular Meeting Minutes

October 16, 2018 – Executive Session Minutes

Voice Vote:

Motion: by Mr. Matthew Herzer, second by Mr. Ernest Gallant, motion carried.

Against: None Abstained: None

H. COMMITTEE REPORTS

- a. Ad-hoc

- b. Education
- c. Facilities and Technology
Mr. Gallant talked about the meeting that was held for the use of facilities.
- d. Finance
- e. Legislative Updates
Mrs. Thomas talked about school security, domestic violence and transgender students' policy updates.
- f. Negotiations
- g. Policy
Mr. Taggart informed the Board that next policy will address transgender students.
- h. Reports from Phillipsburg BOE Representative
Mr. McFarlane talked about the police presentation and the Speed Limit zones rearrangements.

I. FINANCE

Resolutions R-133-19 through R-137-19 will be moved in one roll call

R-133-19 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 October 15, 2018 through November 11, 2018.

Fund 10 – Current Expense	\$ 1,574,262.82
Fund 20 – Special Revenue	\$ 33,101.25
Fund 30 – Capital Outlay	\$ -
Fund 40 - Debt Service	\$ -
Fund 60 – Food Service	\$ 39,067.31
Fund 62 - Enterprise (After Care)	\$ 2,682.40
Grand Total	\$ 1,649,113.78

R-134-19 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 October 2018.

R-135-19 Report of the Treasurer and Board Secretary for October 2018 (Attachment 3 and 4)

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

R-136-19 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 October 31, 2018, after review of the Secretary's monthly financial reports for October 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-137-19 The Aftercare Maintenance Fee for 2018-2019 School Year

BE IT RESOLVED, that the Board of Education upon recommendation of the School Business Administrator, approves \$1500 per month fee for the maintenance and cleaning cost for the Aftercare program for the 2018-2019 school year.

Roll Call: by Atilla Sabahoglu, Business Administrator

Motion by Mr. Matthew Herzer, second by Mrs. Barbara Lance, *all motions carried.*

Against: None Abstained: None

J. EDUCATION

Resolutions R-138-19 through R-149-19 will be moved in one roll call

R-138-19 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-139-19 Approve Substitute Teacher

BE IT RESOLVED, that the Board of Education, upon recommendation by the Superintendent, approves Olivia M. Simone 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-140-19 Approve Quiet Riot Assembly for ES and MS Students

BE IT RESOLVED, that the Board of Education, upon recommendation by the Superintendent, approves Quiet Riot Assembly for ES and MS students on 01/18/2019. It is provided at no cost to the District by Bonnie Spangler, NJ Clean Communities Coordinator.

R-141-19 Accept Donation from Greenwich Autism Alliance Foundation

BE IT RESOLVED, that the Board of Education, upon recommendation by the Superintendent, accepts \$1500 donation from Greenwich Autism Alliance Foundation Inc.

R-142-19 Approve Unpaid Day for Serena Matarazzo

BE IT RESOLVED, that the Board of Education, upon recommendation by the Superintendent, approves unpaid day for Serena Matarazzo on 10/30/2018.

R-143-19 Approve Nursing Services Plan for 2018-2019 School Year (Attachment 5)

BE IT RESOLVED, that the Board of Education, upon recommendation by the Superintendent, approves Nursing Services Plan for 2018-2019 School Year.

R-144-19 Employee Travel and Expense Reimbursement

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

Travel Reimbursement Requests						
Name	Date(s)	Purpose	Mileage, Parking & Tolls	Lodging	Registration Fee	Total
Robert McFarlane	11/30/2018	Negotiations Workshop	\$0	\$0	\$149	\$149
William Taggart	11/30/2018	Negotiations Workshop	\$0	\$0	\$149	\$149
Atilla Sabahoglu	11/30/2018	Negotiations Workshop	\$0	\$0	\$149	\$149
Katie Knarr	12/12/2018	ELA Articulation	\$0	\$0	\$0	\$0
Diane Bower	12/13/2018	Mathematics Articulation	\$0	\$0	\$0	\$0

R-145-19 Approve Field Trips for 2018-2019 (Attachment 6)

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

R-146-19 Approve Volunteer List (Attachment 7)

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

R-147-19 Approve Special Education Tuition Adjustment Contract with Phillipsburg BOE for 2018-2019

BE IT RESOLVED, that the Board of Education, upon recommendation by the Superintendent, approves the special education tuition adjustment contract with Phillipsburg BOE for 8 students from September 5, 2018 through June 30, 2019 in the total amount of \$33,619.00 for the 2018-2019 school year.

R-148-19 Approve Student Teachers Clinical Practice

BE IT RESOLVED, that the Board of Education, upon recommendation by the Superintendent, approves Gabriela Ryna and Victoria Hess, Seton Hall University students, to receive 15 weeks (Clinical Practice 1) in the Spring 2019 and 15 weeks (Clinical Practice 2) in the Fall 2019. Students will be placed with Mrs. Rene Boylan and Mrs. Susanna Ludlow at the elementary.

R-149-19 Approve HIB Report (Attachment 8)

BE IT RESOLVED, that the Board of Education, upon recommendation by the Superintendent, approves the HIB Report from October 15 2018 to November 7 2018 for the 2018-2019 school year.

Roll Call: by Atilla Sabahoglu, Business Administrator

Motion by Mr. Matthew Herzer, second by Mrs. Barbara Lance, *all motions carried.*

Against: None Abstained: Mr. Gallant, Mr. Taggart and Mr. McFarlane abstained from R-144-19.

K. FACILITIES & TECHNOLOGY

Resolutions R-150-19 through R-151-19 will be moved in one roll call

R-150-19 Approve Facilities Use Request

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

Organization	Purpose	Date	Building	Fees
Quiet Riot Assembly	Quiet Riot Assembly	1/18/2019	MS MPR	

R-151-19 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:
Cleveland Pressure Cooker.
Konica Minolta Toner Set

(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 Mr. Matthew Herzer, second by Mr. Stephen Ruane, *all motions carried.*

Against: None Abstained: None

L. POLICY

M. ADMINISTRATOR’S REPORT

Mr. Bonney informed the Board that the mandatory drills were completed

Mrs. Kondikoff talked about the Veterans Presentation and Parent & Teacher Conferences.

N. ITEMS OF EMERGENT NATURE

Mr. McFarlane congratulated Dr. Sandra Moore, Mr. William Taggart and Mr. Stephen Ruane for the School Board Election results.

P. 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. Maria Barna asked about the teacher contract status.
- Mrs. Jessica Lee talked about the negotiations.
- Mrs. Katie Burton also asked about shortening the period to settle the teacher contracts.
- Mr. McFarlane informed the public that the Board will do their due diligence.

Q. 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
- Superintendent Search
- Superintendent Evaluation Training

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, Mr. William Taggart to go into executive session at 8:07 p.m.

Against: None Abstained: None

Mr. Stephen Ruane left at 8:07 pm.

R. RECONVENE PUBLIC SESSION

Voice Vote:

Motion by Mr. Matthew Herzer and second by, Mrs. Barbara Lance to leave executive session at 8:37 p.m.

Against: None Abstained: None Absent: Mr. Stephen Ruane

S. ADJOURNMENT

Voice Vote:

Motion by Mr. Matthew Herzer and second by Mr. Earnest Gallant to adjourn the meeting at 9:55 p.m.

Against: None Abstained: None Absent: Mr. Stephen Ruane

Respectfully submitted,

