



**Lopatcong Township Board of Education
Regular Meeting
December 11, 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, Matthew Herzer, Sandra Moore, Bob McFarlane

Absent: Barbara Lance, Stephen Ruane

Also present Mrs. Alexandra Stulpin, board attorney from Comegno Law Firm.

C. READING OF MISSION STATEMENT by 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:

- Superintendent Search Presentation – Philip W. Heery, Ed.D, NJASA
Jim Giaquinto

E. PUBLIC COMMENTS ON AGENDA ITEMS

F. REVIEW OF OFFICIAL CORRESPONDENCE:

G. ADOPTION OF MINUTES FROM PREVIOUS MEETINGS

November 13, 2018 – Regular Meeting Minutes

November 13, 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
Mrs. Thomas talked about the education committee meeting regarding QSAC process and educational goals.
- c. Facilities and Technology
Mr. Gallant talked about the facilities committee meeting regarding the solar and windows security filming projects for the District.
- d. Finance
- e. Legislative Updates
Mrs. Thomas talked about the updates on suspended school bus drivers, bus driver fitness, student ID card requirement for the school buses and heavy backpack issue for the students. She also talked briefly about Path to Progress report.
- f. Negotiations
- g. Policy
Mr. Taggart talked about the new policy alert from Strauss Esmay.
- h. Reports from Phillipsburg BOE Representative
Mr. McFarlane informed the Board that the PHS turf project has started and it will be done in 2-4 weeks.

I. FINANCE

Resolutions R-152-19 through R-156-19 will be moved in one roll call

R-152-19 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 November 12, 2018 through December 9, 2018.

Fund 10 – Current Expense	\$ 1,516,612.57
Fund 20 – Special Revenue	\$ 19,880.65
Fund 30 – Capital Outlay	\$ -
Fund 40 - Debt Service	\$ -
Fund 60 – Food Service	\$ 30,990.69
Fund 62 - Enterprise (After Care)	\$ 10,421.63
Grand Total	\$ 1,577,905.54

R-153-19 Approve Line Item Transfer

There are no budget line item transfers for November 2018.

R-154-19 Approve Title I Grant Amendment for 2018-2019

BE IT RESOLVED, that the Board of Education, upon recommendation by the School Business Administrator, approve Title I grant amendment for the 2018-2019 school year.

R-155-19 Report of the Treasurer and Board Secretary for November 2018 (Attachment 2 and 3)

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

R-156-19 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 November 30, 2018, after review of the Secretary's monthly financial reports for November 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. Ernie Gallant, *all motions carried*.

Against: None Abstained: None

J. EDUCATION

Resolutions R-157-19 through R-170-19 will be moved in one roll call

R-157-19 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-158-19 Approve Substitute Teacher

BE IT RESOLVED, that the Board of Education, upon recommendation by the Superintendent, approves Abigail N. Figueroa 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-159-19 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 11/14/2018.

R-160-19 Approve Home Instruction for 2018-2019

BE IT RESOLVED, that the Board of Education, upon recommendation by the Superintendent, approves Lauren Mazza-Spigner and Maria Barna for home instruction for Student ID#190579 up to 10 hours per week effective December 11, 2018 for the 2018-2019 school year.

R-161-19 Approve Tuition Contract with Phillipsburg BOE for 2018-2019

BE IT RESOLVED, that the Board of Education, upon recommendation by the Superintendent,

approve the tuition contract with Phillipsburg BOE for Student State ID# 9706676036 from November 29, 2018 through June 30, 2019 in the total amount of \$20,387.00 for the 2018-2019 school year.

R-162-19 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
Christine Ferri	12/14/2018	Payroll Workshop	0	0	0	0
Debra Winters	12/14/2018	Payroll Workshop	0	0	0	0
Lisa Roberts	01/08,01/09, 01/10/19	Wilson Reading System	0	0	\$325	\$325
Valerie Turker	01/08,01/09, 01/10/19	Wilson Reading System	0	0	\$325	\$325
Jennifer Gable	01/08,01/09, 01/10/19	Wilson Reading System	0	0	\$325	\$325
Jennifer Allmer	01/08,01/09, 01/10/19	Wilson Reading System	0	0	\$325	\$325
Rainie Roncoroni	12/17/2018	Threat Assessment	0	0	0	0

R-163-19 Approve Field Trips for 2018-2019 (Attachment 4)

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-164-19 Approve Volunteer List (Attachment 5)

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

R-165-19 Approve ABA Child Development Center LLC for 2018-2019

BE IT RESOLVED, that the Board of Education, upon recommendation by the Superintendent, approves ABA Child Development Services LLC in the amount of \$70.00 per hour for the 2018-2019 school year.

R-166-19 Approve Intern for ABA Child Development Center LLC for 2018-2019

BE IT RESOLVED, that the Board of Education, upon recommendation by the Superintendent, approves Talon Krebs as an intern for ABA Child Development Services for the 2018-2019 school year.

R-167-19 Approve HIB Report (Attachment 6)

BE IT RESOLVED, that the Board of Education, upon recommendation by the Superintendent, approves the HIB Report from November 12, 2018 to December 7, 2018 for the 2018-2019 school year.

R-168-19 Approve 2018-19 NJQSAC Submission (Attachment 7)

BE IT RESOLVED, that the Board of Education, upon recommendation by the Superintendent, approves the submission of the NJ Quality Single Accountability Continuum for 2018-2019 school year.

R-169-19 Approve Water Shed Presentations

BE IT RESOLVED, that the Board of Education, upon recommendation by the Superintendent, approves Juniper Leifer to present interactive water shed, water sampling and water quality lessons to 6-8 Grade students during science classes for the 2018-2019 school year. Dates TBD.

R-170-19 Accept Donation from 2nd Grade Parents

BE IT RESOLVED, that the Board of Education, upon recommendation by the Superintendent, accepts and thanks 2nd Grade Parents for the donation in the amount of \$225 for instructional supplies for Rene Boylan’s classroom.

Roll Call: by Atilla Sabahoglu, Business Administrator

Motion by Mr. Matthew Herzer, second by Mr. Ernie Gallant, *all motions carried.*

Against: None Abstained: Mr. Kenney Lutz abstained from R-170-19 and Mrs. Pam Thomas abstained from R158-19.

K. FACILITIES & TECHNOLOGY

Resolutions R-171-19 through R-174-19 will be moved in one roll call

R-171-19 Approve Facilities Use Request

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

Organization	Purpose	Date	Building	Fees
LAA Basketball	Picture Day	1/23/2019	MS MPR	

R-172-19 Authorize 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:

Commercial Mixer

(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.

R-173-19 Approve Receipt of Windows Filming Quotes

BE IT RESOLVED, that the Board of Education, upon recommendation by the School Business Administrator, approves the receipt of the following quotations for the Windows Filming at the Elementary and Middle Schools as follows:

Vendor	ES Quote	MS Quote	Total
Windows Genie	\$ 21,489	\$ 11,065	\$ 32,554
Energy Solutions	\$ 16,158	\$ 22,257	\$ 38,415
Windows Film Depot	\$ 14,924	\$ 9,922	\$ 24,846

R-174-19 Approve Participation in Sustainable Jersey for Schools Certification Program (Attachment 8)

BE IT RESOLVED, that the Board of Education, upon recommendation by the Superintendent, approves to participate in the Sustainable Jersey for Schools Certification Program

Roll Call: by Atilla Sabahoglu, Business Administrator

Motion by Mr. Bill Taggart, second by Mr. Matthew Herzer, *all motions carried.*

Against: None Abstained: Mr. Kenny Lutz abstained from R171-19.

L. POLICY

R-175-19 Approve FIRST Reading of New Policies and Regulations (Attachment 9)

8508 – School Lunch Offer versus Serve

Roll Call: by Atilla Sabahoglu, Business Administrator

Motion by Mr. Matthew Herzer, second by Mr. Ernie Gallant, *all motions carried.*

Against: Dr. Sandra Moore Abstained: None

M. ADMINISTRATOR’S REPORT

Mrs. Roncoroni explained the NJQSAC process. She also talked about athletic coach training and certifications.

Mrs. Kondikoff talked about the parent&teacher conferences and winter concert for the Elementary School.

Mr. Bonney talked about the parent&teacher conferences and winter concert for the Middle School. He thanked teachers for their effort.

N. ITEMS OF EMERGENT NATURE

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. Steele asked the Board to settle down the contracts.
- Mrs. Wayne talked about her teaching experience and the contracts.
- Mrs. Conner talked about her work experience and asked for her contract.
- Miss. Stucker thanked all teachers for their hard work.
- Mr. Hartman asked the Board if teachers can get county average salaries. He also asked the Board to work with LEA directly.
- Mrs. Snyder thanked the teachers for their hard work and asked the Board to settle the contracts.
- Mrs. Lesawsky thanked the teachers for helping her son to get better.
- Mrs. Coleman talked about her kids who attended Lopatcong School District and asked the Board to settle the negotiations.
- Mr. McFarlane told the public that he understands the concerns and appreciates all the comments.

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

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 8:27 p.m.

Against: None Abstained: None Absent: Mr. Stephen Ruane, Mrs. Barbara Lance
Mrs. Pam Thomas left at 8:37 pm and returned at 8:53 pm

R. RECONVENE PUBLIC SESSION

Voice Vote:

Motion by Mr. Matthew Herzer and second by, Mr. Earnest Gallant to leave executive session at 8:55 p.m.

Against: None Abstained: None Absent: Mr. Stephen Ruane, Mrs. Barbara Lance

R-176-19 Approve Vendor for Superintendent Search

BE IT RESOLVED, that the Board of Education, upon recommendation by the Superintendent, approves New Jersey School Board Association for the Superintendent Search.

Roll Call: by Atilla Sabahoglu, Business Administrator

Motion by Mr. Matthew Herzer, second by Mr. Ernie Gallant, *all motions carried.*

Against: None Abstained: None Absent: Mr. Stephen Ruane, Mrs. Barbara Lance

R-177-19 Approve Package for Superintendent Search

BE IT RESOLVED, that the Board of Education, upon recommendation by the Superintendent, approves New Jersey School Board's Association's \$7000 package for the Superintendent Search.

Roll Call: by Atilla Sabahoglu, Business Administrator

Motion by Mr. Matthew Herzer, second by Mr. Ernie Gallant, *all motions carried.*

Against: None Abstained: None Absent: Mr. Stephen Ruane, Mrs. Barbara Lance

S. ADJOURNMENT

Voice Vote:

Motion by Mr. Earnest Gallant and second by Mr. Matthew Herzer to adjourn the meeting at 9:12 p.m.

Against: None Abstained: None Absent: Mr. Stephen Ruane, Mrs. Barbara Lance

Respectfully submitted,



Atilla Sabahoglu, Board Secretary