



**Lopatcong Township Board of Education  
Regular Meeting  
March 12, 2019 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, Matthew Herzer, Barbara Lance, Stephen Ruane William Taggart, Pam Thomas, Kenney Lutz, Sandra Moore, Bob McFarlane  
Absent: None

**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 21<sup>st</sup> century.

**D. PRESENTATIONS:**

District Solar Project – Kevin Settembrino presented the potential solar project for the District and answered the questions.

**E. PUBLIC COMMENTS ON AGENDA ITEMS**

None.

**F. REVIEW OF OFFICIAL CORRESPONDENCE:**

None.

**G. ADOPTION OF MINUTES FROM PREVIOUS MEETINGS**

February 28, 2019 – Regular Meeting Minutes  
February 28, 2019 – Executive Session Minutes

Voice Vote:

**Motion** by Mr. Matthew Herzer, second by Mr. Ernie Gallant, *all motions carried.*  
Against: None    Abstained: None    Absent: None

## H. COMMITTEE REPORTS

- a. Ad-hoc  
Mrs. Thomas let the Board that she will be reporting in the coming meeting.
- b. Education  
Mrs. Lance said that PARCC testing and QSAC were the two topics they discussed at the last Education committee meeting.
- c. Facilities and Technology  
None.
- d. Finance  
Mr. Taggart said that insurance plan and the budget were discussed in the finance meeting.
- e. Legislative Updates  
Mrs. Thomas talked about the 2020 State Budget funding formula and she mentioned that the District lost \$83,167 for 2019-20 budget year.
- f. Negotiations  
None.
- g. Policy  
Bill told the Board that Strauss Esmay sent the new policy.
- h. Reports from Phillipsburg BOE Representative  
Mr. McFarlane talked about the State wrestling champion high school student.
- i. Phillipsburg BOE Reporter  
None.
- j. Teacher/Administrator Liaison  
None.
- k. Town Council Rep  
Mr. Herzer talked about the flashing reduced speed sign that was planning to be installed by Phillipsburg High School.
- l. PTA Rep  
Bill talked about the spring cleanup event which is going to be the last fundraising event of the year.
- m. Warren County SBA Representative  
None.
- n. NJSBA Legislative Delegate  
None.

## I. FINANCE

*Resolutions R-247-19 through R-251-19 will be moved in one roll call*

### **R-247-19 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 February 25, 2019 through March 10, 2019.

<b>Fund 10 – Current Expense</b>	<b>\$ 970,196.31</b>
<b>Fund 20 – Special Revenue</b>	<b>\$ 17,026.37</b>
<b>Fund 30 – Capital Outlay</b>	<b>-</b>
<b>Fund 40 - Debt Service</b>	<b>-</b>
<b>Fund 60 – Food Service</b>	<b>\$ 24,172.07</b>
<b>Fund 62 - Enterprise (After Care)</b>	<b>\$ 924.51</b>
<b>Grand Total</b>	<b>\$ 1,012,319.26</b>

**R-248-19 Report of the Treasurer and Board Secretary for January 2019 and February 2019 (Attachment 2, 3, 4 and 5)**

**BE IT RESOLVED**, that the Treasurer and Board Secretary’s Financial Reports are in agreement for the months of January and February 2019, approved by the Board as recommended by the School Business Administrator.

**R-249-19 Approve Line Item Transfer (Attachment 6)**

**BE IT RESOLVED**, that the Board of Education, upon recommendation by the School Business Administrator, approve the budget line item transfers for February 2019.

**R-250-19 Certification of Fund Balances**

**BE IT RESOLVED**, that pursuant to N.J.A.C. 6A:23A-2.11(c) 3, the Board of Education certify that as of February 28, 2019, after review of the Secretary’s monthly financial reports for February 2019 (appropriations section), and upon consultation with the appropriate district officials, Lopatcong BOE is in compliance with N.J.A.C 6A:23-2.11 (c) 4 and 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-251-19 Approval of the Tentative Proposed 2019-2020 School District Budget**

**BE IT RESOLVED**, that the Board of Education upon recommendation of the Superintendent, approve the Tentative Proposed 2019-2020 School District Budget with healthcare cost adjustment in the amount of \$18,841,840.00 to be submitted to the Warren County Office of the Department of Education for approval as follows:

**WHEREAS**, the 2019/2020 budget includes sufficient funds to implement the proposed planning process as described in this district’s Annual Report pursuant to N.J.S.A. 18A:7A -11 and to provide curriculum and instruction which will enable all students to achieve the Core Curriculum Content Standards and Core Curriculum State Standards;

**WHEREAS**, the 2019/2020 budget is in compliance with the requirements set forth in N.J.S.A. 18A and N.J.A.C. Title 6 and 6A;

**THEREFORE, BE IT RESOLVED**, the Lopatcong Township Board of Education approves the Tentative Proposed 2019/2020 budget in the amount of \$19,306,607 as follows:

<b>FUND</b>	<b>TAX LEVY</b>	<b>TOTAL</b>
<b>General Fund</b>	<b>\$ 13,776,605.00</b>	<b>\$ 18,100,485.00</b>
<b>Special Revenue Fund</b>	<b>\$</b>	<b>\$ 275,624.00</b>
<b>Debt Service Fund</b>	<b>\$ 881,628.00</b>	<b>\$ 1,091,344.00</b>
<b>Total</b>	<b>\$ 14,658,233.00</b>	<b>\$ 19,467,453.00</b>

**ALSO RESOLVED**, that the Board of Education approve the use of the Health Care Cost adjustment; the Position Control Roster; Budget Submission Checklist; and budgeted Capital Reserve Withdrawal for projects all within this Budget,

**Maximum Travel Amount – Per Employee--\$1,500.00 Limit**

Pursuant to N.J.S.A. 18A:11-12(f) and N.J.A.C. 6A:23A-7.3(b)(1) The Board of Education authorizes an annual maximum amount per employee for regular business travel not to exceed \$1,500.00. Any additional travel amount beyond the maximum amount requires Board of Education approval.

Employees are notified that they are to carefully monitor their costs for Regular School Business Travel costs to ensure it does not exceed the \$1,500.00 per employee maximum.

**Roll Call:** by Atilla Sabahoglu, Business Administrator

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

Against: None Abstained: None. Absent: None.

**J. EDUCATION**

***Resolutions R-252-19 through R-264-19 and Addendum R-267-19 and R-271 will be moved in one roll call***

**R-252-19 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-253-19 Approve Replacement Part-time MD Aide**

**BE IT RESOLVED**, that the Board of Education, upon recommendation by the Superintendent, approves the hiring of Madeline Barbati as a 0.5 FTE MD Replacement Aide effective March 18, 2019 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-254-19 Approve Part-time Teacher Aide Resignation**

**BE IT RESOLVED**, that the Board of Education, upon recommendation by the Superintendent, approves the resignation of Melissa Loukas-Yeasley as a Part-time Teacher Aide effective March 13, 2019.

**R-255-19 Approve Special Education Teacher**

**BE IT RESOLVED**, that the Board of Education, upon recommendation by the Superintendent, approves the hiring of Melissa Loukas-Yeasley as a full-time Special Education Teacher beginning March 13, 2019 at \$48,450.00 BA/Y as per the Collective Bargaining Agreement for the 2018-2019 school year.

**R-256-19 Approve Substitute Teachers/Aides/Nurse**

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

Theresa Steinhardt – substitute teacher

**R-257-19 Approve HIB Report (Attachment 7)**

**BE IT RESOLVED**, that the Board of Education, upon recommendation by the Superintendent, approves the HIB Report from February 28, 2019 to March 8, 2019 for the 2018-2019 school year.

**R-258-19 Approve Coordinated Transportation Contract with WCSSSD for 2019-2020**

**BE IT RESOLVED**, that the Board of Education, upon recommendation by the Superintendent, approve the contract for Coordinated Transportation with Warren County Special Services School District and agree that in consideration of pro-rated contract costs, plus a 4% administrative fee for the 2019-2020 school year.

**R-259-19 Approve Poison Prevention Lessons for Kindergarten Students**

**BE IT RESOLVED**, that the Board of Education, upon recommendation by the Superintendent, approve Pharmacist Jessica Cahill from Shop-Rite to teach poison prevention lessons to kindergarten students on March 18, 2019 for the 2018-2019 school year.

**R-260-19 Approve Cabbage Plant Donation and Presentation**

**BE IT RESOLVED**, that the Board of Education, upon recommendation by the Superintendent, approve Bonnie Plants to donate cabbage plants to the 3rd Grade students along with a presentation on March 19, 2019 for the 2018-2019 school year.

**R-261-19 Approve Unpaid Days**

**BE IT RESOLVED**, that the Board of Education, upon recommendation by the Superintendent, approves unpaid days for Heather Burke, 3/12/19 and 3/13/19.

**R-262-19 Approve Summer ESY Programs 2019-2020**

**BE IT RESOLVED**, that the Board of Education, upon recommendation by the Superintendent, approves the following in-district Summer ESY Programs 5 weeks 4 days/wk from July 8, 2019 ending August 8, 2019 Monday thru Thursday excluding July 4<sup>th</sup> for the 2019-2020 school year

ESY Preschool Program 8:30am to 11:15am

ESY MD Program – Elementary 8:30am to 12:30pm

ESY MD Program – Middle 8:45am to 12:45pm

**R-263-19 Approve Tuition Adjustment with WCSSSD for 2017-2018**

**BE IT RESOLVED**, that the Board of Education, upon recommendation by the School Business administrator, approves the tuition adjustment contract with WCSSSD in the total amount of \$74,070 for the 2017-2018 school year.

**R-264-19 Revised Board Committee Assignment**

**BE IT RESOLVED**, that the Finance Committee be established with the members appointed below:

**Finance Committee**

Steve Ruane, Chair

Bill Taggart

Matt Herzer

Barbara Lance

Alternate: Ernie Gallant

**Addendum R-267-19 Approve Broker-of-Record**

**BE IT RESOLVED**, that the Board of Education, upon recommendation by the Superintendent, approves to designate Grinspec of NJ, D.B.A. Centric Benefits Consulting of New Providence, NJ as our broker-of-record for implementing, negotiating, and managing our Medical, Prescription, Dental, Disability and Flexible Spending Account programs effective 07/01/2019, (by virtue of N.J.S.A. 40 A: 11-5(1)(a)(ii) and 40A: 11-5(1)(m)), This designation will remain in full force and effect until changed or revoked by this district or its authorized representative.

**Addendum R-268-19 Approve Medical and Dental Plan**

**BE IT RESOLVED**, that the Board of Education, upon recommendation by the Superintendent, approves equal to or better than coverage and additional options provided through Centric Benefits Consulting, with Horizon BCBS and Delta Dental effective 7/1/2019.

**Addendum R-269-19 Approve Intention to Leave Public Employer Trust**

**BE IT RESOLVED**, that the Board of Education, upon recommendation by the Superintendent, approves the letter notifying Brown & Brown of our intention to leave the Public Employer Trust, with sufficient notice, effective 7/1/19.

**Addendum R-270-19 Approve Opposing A-3664 and S-3089**

WHEREAS, New Jersey’s local boards of education represent the community’s interests in the governance and financial oversight of school districts that serve the educational needs of nearly 1.4 million children; and

WHEREAS, Assembly Bill 3664 and Senate Bill 2089 of the 2018-2019 Legislative Session would give non-teaching employees, such as teacher assistants, bus drivers and cafeteria aides, tenure-like protection by forcing school districts to enter into binding arbitration over non-renewal of employment, as well as virtually any “disciplinary” action, ranging from reprimands to withholding increments; and

WHEREAS, A-3664 and S-2089 would undermine the authority of local boards of education, the public's elected and appointed representatives, by preventing them from negotiating disciplinary procedures to effectively and efficiently manage employee conduct and performance; and

WHEREAS, mandated binding arbitration would require the expenditure of valuable time and resources, while placing critical decisions in the hands of arbitrators, who are not accountable to the taxpayers of the community; and

WHEREAS, A-3664 and S-2089 would subject economic decisions, such as a reduction of non-teaching staff due to a budgetary shortfall or enrollment decline, to binding arbitration; and

WHEREAS, A-3664 and S-2089 define "disciplinary action" so broadly that the term would include non-renewals of employment contracts, thereby bypassing court rulings that have consistently held that the decision not to renew fixed-term contracts of such staff does not constitute discipline; and

WHEREAS, extending binding arbitration to such "disciplinary" matters involving non-teaching staff employees will have an adverse economic impact on local school budgets at a time when school districts must make the best possible use of limited financial resources.

NOW, THEREFORE, BE IT RESOLVED that the Lopatcong Board of Education, in fulfilling its responsibility to provide effective governance and financial oversight to our community's public schools, opposes Assembly Bill 3664 and Senate Bill 2089; and be it further

RESOLVED, that the Lopatcong Board of Education calls on the Governor and the New Jersey Legislature to reject any and all measures that would require binding arbitration over disciplinary matters and non-renewal of employment; and be it further

RESOLVED, that a copy of this resolution shall be forwarded to the members of the 23<sup>rd</sup> legislative district delegation, Assembly Speaker Craig J. Coughlin, Senate President Stephen M. Sweeney, Governor Phil Murphy, and to the New Jersey School Boards Association.

**Addendum R-271-19 Approve Opposing A-3395 / S-296**

WHEREAS, New Jersey's boards of education represent the community's interests in the governance and budget oversight of school districts that collectively serve the health and educational needs of nearly 1.4 million children; and

WHEREAS, school boards continually strive to provide cost-effective ways to deliver services, which will free up additional funds to be used in the classroom or for property-tax relief; and

WHEREAS, many New Jersey school boards have found subcontracting of services such as transportation, cafeteria and maintenance is an option that has saved millions of tax dollars every year; and

WHEREAS, 40 percent of school districts responded to a 2009 survey conducted by the New Jersey School Boards Association, which found the responding districts saved more than \$34 million annually through subcontracting services; and

WHEREAS, Assembly Bill 3395 and Senate Bill 296 of the 2018-2019 Legislative Session is a union-backed bill that would place severe obstacles in the way of a school board’s ability to subcontract services and save tax dollars; and

WHEREAS, the sole purpose of Assembly Bill 3395 and Senate Bill 296 is to undermine a board’s ability to subcontract services, thereby increasing school employees and increasing the rolls of union membership, which generates more dues for union coffers; and

WHEREAS, Assembly Bill 3395 and Senate Bill 296 would remove a school board’s option to subcontract services, thereby diverting funds from the classroom and burdening property taxpayers.

NOW, THEREFORE, BE IT RESOLVED that the Lopatcong Board of Education, in its continued effort to provide cost-effective school operations to the community, opposes Assembly Bill 3395 and Senate Bill 296; and be it further

RESOLVED, that the Lopatcong Board of Education calls on the New Jersey Legislature to reject any such measures that will have the effect of depleting limited resources from our classroom; and be it further

RESOLVED, that a copy of this resolution shall be forwarded to the members of the 23<sup>rd</sup> legislative district delegation, Assembly Speaker Craig J. Coughlin, Senate President Stephen M. Sweeney, Governor Phil Murphy, and to the New Jersey School Boards Association.

**Roll Call:** by Atilla Sabahoglu, Business Administrator

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

Against: None    Abstained: Mrs. Thomas abstained from R-253-19    Absent: None.

**K. FACILITIES & TECHNOLOGY**

**R-265-19 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
Girl Scout Heart of NJ	Girl Scout Bridging Ceremony	5/3/19	MS MPR	No
Elementary Drama Club	Rehearsals & Performances of Annie	3/1919 to 5/18/19	MS MPR Chorus Room Etc	No

**Roll Call:** by Atilla Sabahoglu, Business Administrator

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

Against: None    Abstained: Mrs. Thomas abstained from Girl Scout Heart of NJ’s request.

Absent: None.



**L. POLICY**

**R-266-19 Approve SECOND Reading and ADOPTION of New Policies and Regulations**

**BE IT RESOLVED**, that the Board of Education, on the recommendation of the Superintendent and Policy Committee, approve for the second reading and the adoption of the following revised bylaw, policies and regulations:

- #0141 – Board Member and Term
- #2415.06 – Unsafe School Choice Option
- #2422 – Health and Physical Education
- #R2460.08 – Special Education – Free and Appropriate Public Education
- #2610 – Educational Program Evaluation
- #4219 – Commercial Driver’s License Controlled Substance and Alcohol Use Testing
- #5111/#R5111 – Eligibility of Resident/Non-Resident Students
- #5337 – Service Animals
- #5530 – Substance Abuse
- #5600/#R5600 – Student Discipline/Code of Conduct
- #5611/#R5611 – Removal of Students for Firearms Offenses
- #5612/#R5612 – Assaults on District Board of Education Members or Employees
- #5613/#R5613 – Removal of Students for Assaults with Weapons Offenses
- #5756 – Transgender Students
- #7440/#R7440 – School District Security
- #8461/#R8461 – Reporting Violence, Vandalism, Harassment, Intimidation, Bullying, Alcohol, and Other Drug Offenses
- #8860 – Memorials

**Roll Call:** by Atilla Sabahoglu, Business Administrator

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

Against: None Abstained: None Absent: None.

**M. ADMINISTRATOR’S REPORT**

Mrs. Roncoroni explained the QSAC process and let the public know that the District should have at least enough scores for each category to pass. She also asked for more volunteers for Norwescap Food bank volunteers for the upcoming event.

Mrs. Kondikoff thanked to PTA for the Book Fair event. She informed the public that kindergarten registration has started. She also mentioned about the Elementary School Spring concert that will be held on March 28, 2019.

Mr. Bonney also mentioned Spring Concert that will be held in the Middle School.

**N. ITEMS OF EMERGENT NATURE**

Mrs. Thomas talked about the Girl’s Scout birthday.

## **O. 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. James requested the Board to improve safety at the middle school dismissal time. She also asked for more detailed public agendas for the board meetings.

## **P. 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

**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. Ernest Gallant to go into executive session at 8:47 p.m.

Against: None    Abstained: None    Absent: Mrs. Roncoroni and Mr. Sabahoglu left at 8:52 p.m.

**Q. RECONVENE PUBLIC SESSION**

**Voice Vote:**

Motion by Matthew Herzer and second by Mrs. Pamela Thomas to leave executive session at 9:29 p.m.

Against: None    Abstained: None    Absent: Mrs. Roncoroni and Mr. Sabahoglu

**R. ADJOURNMENT**

**Voice Vote:**

Motion by Matthew Herzer and second by Mr. Ernest Gallant to adjourn the meeting at 9:20 p.m.

Against: None    Abstained: None    Absent: Mrs. Roncoroni



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Atilla Sabahoglu, Board Secretary