



**Lopatcong Township Board of Education
Regular Meeting
June 25, 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, Sandra Moore, Stephen Ruane, Pamela Thomas

Absent: Kenney Lutz, Bob McFarlane

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

QSAC Placement Scores – Mrs. Rainie Roncoroni presented the QSAC scores to the board members and the public. The initial placement scores are below;

NJSAC AREAS	INITIAL PLACEMENT
Instruction and Program	83%
Fiscal Management	100%
Governance	94%
Operations	92%
Personnel	94%

2017-2018 HIB Grade Reports - Mrs. Rainie Roncoroni presented the HIB grade reports. The scores are 74 out of 78 for the Elementary School and 75 out of 78 for the Middle School.

E. PUBLIC COMMENTS ON AGENDA ITEMS

None.

F. REVIEW OF OFFICIAL CORRESPONDENCE

None.

G. ADOPTION OF MINUTES FROM PREVIOUS MEETINGS

June 11, 2019 – Regular Meeting Minutes

June 11, 2019 – Executive Session Minutes with an amendment.

Voice Vote:

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

Against: None Abstained: None Absent: Kenney Lutz, Bob McFarlane

H. COMMITTEE REPORTS

- a. Ad-hoc- Mrs. Thomas
None.
- b. Education- Mrs. Lance
None.
- c. Facilities and Technology- Mr. Gallant
None.
- d. Finance- Mr. Ruane
Mr. Ruane informed the Board about the finance meeting regarding a stipend payment.
- e. Legislative Updates- Mrs. Thomas
Mrs. Thomas mentioned the 2020 budget to be signed soon. She also talked about 5 bills to be signed including Student Mental Health, Retired Superintendents, Childcare Services, Deaf Students Bill of Rights and Sexual Abuse Liability Standards.
- f. Negotiations- Mr. McFarlane
None.
- g. Policy- Mr. Herzer
None.
- h. Phillipsburg BOE Reporter- Mr. Herzer
None.
- i. Teacher/Administrator Liaison- Mr. Lutz
None.
- j. Town Council Rep- Mr. Herzer
None.
- k. PTA Rep- Dr. Moore
None.
- l. Warren County SBA Representative- Mrs. Thomas
Mrs. Thomas informed the Board that the new School Leader magazine is out.
- m. NJSBA Legislative Delegate- Mr. McFarlane
None.

I. FINANCE

R-384-19 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 June 10, 2019 through June 23, 2019.

Fund 10 – Current Expense	\$ 760,244.86
Fund 20 – Special Revenue	\$ 87.40
Fund 30 – Capital Outlay	\$ -
Fund 40 - Debt Service	\$ -
Fund 60 – Food Service	\$ -
Fund 62 - Enterprise (After Care)	\$ 1,337.00
Grand Total	\$ 761,669.26

Motion by Mr. Matthew Herzer, second by Mr. Ernest Gallant, *all motions carried.*
 Against: None Abstained: None Absent: Kenney Lutz, Bob McFarlane

J. EDUCATION

Resolutions R-385-19 through R-396-19 will be moved in one roll call

R-385-19 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-386-19 Approve Hiring of Part-time Summer Custodial Help 2019-2020

BE IT RESOLVED, that the Board of Education, upon recommendation by the Superintendent, approves the hiring of part-time summer custodial help from June 26, 2019 thru August 31, 2019 for the 2019-2020 school year as follows:

Edward Maslonka
 Kim Koslowski
 Gene Behme

R-387-19 Approve School Security Drill Statement of Assurance for 2018-19 (Attachment 2)

BE IT RESOLVED, that the Board of Education, upon recommendation by the Superintendent, approves the attached School Security Drill Statement of Assurance for 2018-2019.

R-388-19 Approve Lead Testing Program Statement of Assurance for 2018-2019

BE IT RESOLVED, that the Board of Education, upon recommendation by the Superintendent, approves the attached Lead Testing Program Statement of Assurance for for 2018-2019.

R-389-19 Approve Comprehensive Equity Plan Needs Assessment for 2019-2022 (Attachment 3)

BE IT RESOLVED, that the Board of Education, upon recommendation by the Superintendent, approves the Affirmative Action Team's Need's Assessment and Development of the Comprehensive Equity Plan for 2019-2022.

R-390-19 Approve Comprehensive Equity Plan Statement of Assurance for 2019-2022

BE IT RESOLVED, that the Board of Education, upon recommendation by the Superintendent, approves the submission of the Comprehensive Equity Plan Statement of Assurance for 2019-22.

R-391-19 Approve Staffing Agreement with Horizon Healthcare Staffing (Attachment 4)

BE IT RESOLVED, that the Board of Education, upon recommendation by the Superintendent, approves the attached staffing agreement with Horizon Healthcare Staffing for 2019-2020.

R-392-19 Approve Additional Summer ESY Staff

BE IT RESOLVED, that the Board of Education, upon recommendation by the Superintendent, approves the additional ESY staff below;

Staff Member	Position	Hours	Rates
Jennifer Truby	MD ES Aide	16 hrs/wk	\$16/Hour
Wawa Bukong	Nurse	As needed	\$40/Hour

R-393-19 Approve HIB Report (Attachment 5)

BE IT RESOLVED, that the Board of Education, upon recommendation by the Superintendent, approves the HIB Report from June 10, 2019 to June 13, 2019 for the 2018-2019 school year.

R-394-19 Board Committee Assignments

BE IT RESOLVED, that the following Board Committees be established with the members appointed to each committee as attached:

Education Committee

- Barbara Lance - Chair
- Sandy Moore
- Pam Thomas
- Kenney Lutz

(Personnel issues handled by this committee.)

Facilities & Technology

- Ernie Gallant, Chair
- Matt Herzer
- Steve Ruane
- Barbara Lance

Policy

- Matt Herzer, Chair
- Barbara Lance
- Pam Thomas
- Sandy Moore

Finance Committee

- Steve Ruane, Chair
- Ernie Gallant
- Matt Herzer
- Barbara Lance

Ad Hoc

- Pam Thomas, Chair
- Barbara Lance
- Ernie Gallant
- Sandy Moore

Negotiations

- Bob McFarlane, Chair
- Matt Herzer
- Barbara Lance
- Ernie Gallant

Other Representative Groups for the Operation of the District

Teacher/Administrator Liaison

Kenney Lutz, Chair
 Matt Herzer
 Sandy Moore

Town Council Representative

Matt Herzer
 Ernie Gallant

PTA Representative

Sandy Moore, Chair
 Pam Thomas
 Ernie Gallant

R-395-19 Appointment of Legislative Delegates and Representatives

BE IT RESOLVED, that the Board of Education make the following appointments for legislative delegates:

- NJSBA Legislative Delegate – Bob McFarlane
 Alternate – Matt Herzer
- Warren County SBA Representative – Pam Thomas
 Alternate – Kenney Lutz
- Phillipsburg BOE Representative – Bob McFarlane
 Phillipsburg BOE Reporter – Matt Herzer
 Alternate – Ernie Gallant
- Legislative Representative – Pam Thomas
 Alternate – Ernie Gallant

R-396-19 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
Atilla Sabahoglu	8/14/2019	NJSBA New Mentor Training	0	0	0	\$0
Brian Fleming	7/17/2019	Mold/Environments Seminar	0	0	0	\$0

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

Against: None Abstained: Pamela Thomas from R394-19 Absent: Kenney Lutz, Bob McFarlane

K. FACILITIES & TECHNOLOGY

R-397-19 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
Dance Unlimited	Dance Recital	6/19/19	MS Stage and one classroom	Yes

Motion by Mr. Matthew Herzer, second by Mr. Ernest Gallant, *all motions carried.*
Against: None Abstained: None Absent: Kenney Lutz, Bob McFarlane

L. POLICY

None.

M. ADMINISTRATOR’S REPORT

None.

N. ITEMS OF EMERGENT NATURE

Mrs. Thomas asked the Board to have a recognition for former board member Mr. William Taggart for his services to the District. Mr. Ruane suggested to take this to the Ad-Hoc committee.

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.

None.

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
Stipend

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.

Motion by Mr. Mathew Herzer and second by Mrs. Pamela Thomas to go into executive session at 7:36 p.m.

Against: None Abstained: None Absent: Kenney Lutz, Bob McFarlane

Q. RECONVENE PUBLIC SESSION

Motion by Mrs. Pamela Thomas and second by Mr. Mathew Herzer to leave executive session at 7:48 p.m.

Against: None Abstained: None Absent: Kenney Lutz, Bob McFarlane

R-398-19 Approve Sub-Caller stipend for 2018-2019

BE IT RESOLVED, that the Board of Education, upon recommendation by the Superintendent, approves to subcaller stipend for 2018-19 retroactively for \$4000 for Mrs. Debra Winters.

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

Against: None Abstained: None Absent: Kenney Lutz, Bob McFarlane

R. ADJOURNMENT

Motion by Mrs. Pamela Thomas and second by Mr. Mathew Herzer to adjourn the meeting at 7:49 p.m.

Against: None Abstained: None Absent: Kenney Lutz, Bob McFarlane



Atilla Sabahoglu, Board Secretary