

BOARD OF EDUCATION  
Newton, NJ  
MINUTES OF THE REGULAR MEETING OF APRIL 28, 2015

Ms. Dunn, Board President, called the meeting to order at 7:00 PM in the Board Office at 57 Trinity Street, Newton, NJ, noting in the opening statement that the notice of this meeting was sent to the <u>New Jersey Herald</u> , the <u>Star Ledger</u> , and the Town Clerk of Newton on December 18, 2014, and appropriately posted. The notice requirements of the Open Public Meetings Act have been satisfied.	OPENING
Members Present: Mr. Caffrey, Ms. Dunn, Ms. Egner, Mr. Fancher, Ms. Faye, Ms. Ham, Ms. Larsen, Mr. Morris, Mr. O’Gorman, Mrs. Thomas and Dr. Greene.	ROLL CALL
Members Absent: Mr. Heckman.	
Also Present: Donna C. Snyder	
There were no public comments.	PUBLIC COMMENTS
<u>Negotiations</u> —Mr. Caffrey said that the meeting originally scheduled for May 13, 2015 was cancelled.	COMMITTEE RPTS.
<u>SCESC</u> —There was no meeting held.	
<u>Town Council</u> —Mr. Caffrey reported that they had their budget hearing. Ms. Egner attended the meeting on April 27 <sup>th</sup> and said that the audit was clean, and that Sussex Neighbors Helping Neighbors was moved to the fall.	
<u>Andover</u> —Mr. Fancher reported that the Andover Board renewed their Interim Superintendent’s contract for one year. They also conducted an intense curriculum review and are hiring a Curriculum Coordinator with a Principal Certificate to cover both schools. Mr. Fancher also reported that they converted from oil heat to natural gas.	SENDING DISTRICTS
<u>Green</u> —Mr. O’Gorman stated that the next meeting is Wednesday night.	
<u>Security Drill</u> —Dr. Greene reported that the Department of Education’s Office of Emergency Preparedness did an unannounced active shooter drill at each school, and provided written feedback.	SUPT.’S REPORT ED. HIGHLIGHTS
<u>Future Ready Schools Summit</u> —Dr. Greene, Kristi Greene and Mary Decker attended the regional summit. It is a national effort to maximize digital learning opportunities; to help districts align instructional practices with digital learning plans.	
<u>Sussex County Community College</u> —Dr. Greene has been invited to serve on the Search Committee for a new College President.	
<u>Special Projects Position</u> —Mr. Tasker announced to his staff that he has applied for this position. Dr. Green explained the principal search and how it would relate to the Athletic Director. He hopes to have a recommendation on the May 26 <sup>th</sup> agenda.	
<u>NJSBA Certificated Board Member Awards</u> —Ms. Snyder announced that Ms. Stella Dunn, Ms. Jessica Egner, and Mr. Ray Morris were award recipients. She stated that she was proud to see Newton Board Members receive this award. Board Members must earn credits on at least 4 of the 9 core areas. This is above the mandated training each member does every year. In Sussex County, 10 Board Members were honored and 3 were from Newton.	SBA/BS REPORT
<u>“Future Chef” Competition at Merriam Avenue School</u> —Ms. Snyder said that this is a healthy snack competition for third and fourth grade students which will be held on May 1, 2015 at 3:00 PM.	
<u>Summer Road Construction</u> —Ms. Snyder met with the Town Engineer and Ms. Milliken to discuss the Spring Street and Trinity Street projects. They plan to have Spring Street completed as a one-way street by the beginning of school in the fall and hope to complete work on Trinity Street on the same timeframe. They have added the district to their list for meeting updates and communications.	

RFPs (Health Insurance, Food Service, Insurance Broker)

*Health Insurance*—A meeting was held to review the responses. Present were Dr. Greene, Ms. Snyder, a representative from all three unions, and brokers from Integrity Consulting. The responses indicate a significant savings could be realized by the district and most employees, but that waiver options in the current contracts might replace most of the savings. All parties are gathering more information.

*Food Service*—Two companies (Sodexo and Pomptonian) participated in the walkthrough. Bids are due to the Business Office on May 5<sup>th</sup>. Ms. Snyder would like to have a committee review the responses. Advice from Trenton was that it should be a technical person and someone with knowledge of Food Service Program. No response as to interpretation.

*Property Purchase Update*—The closing is scheduled for May 29<sup>th</sup>; Title Company has updated and everything seems to be moving along. We are working on incorporating the property into our insurance, maintenance and security plans.

Disposal of 2000 Chevrolet Bluebird 34-Passenger Bus, Asset Tag #2079—Bus was purchased in 2006 for \$12,900 and comes out of service next year. Value to the district was that it could be driven by a driver who did not have an air brake endorsement. Bus just stopped running; injection pump is blown and estimate is approximately \$3,500 for pump and ECU. Without injection pump, it cannot be determined if transmission is also damaged, in which case would cost \$2,500 plus labor to repair. In addition, while being towed out of area where bus broke down, passenger door was damaged, costing another \$1,500 plus labor to repair.

Motion made by Mr. Caffrey, seconded by Mrs. Thomas, to approve the following:

BOARD BUSINESS

- A. Approve the minutes of the following meetings:  
Regular Meeting of March 24, 2015  
Executive Session of March 24, 2015
- B. Authorize the secretary to pay bills and warrants Nos. 041985 to 042166 as per bill list dated April 28, 2015, in the amount of \$2,566,342.98, as per Attachment A.
- C. Approve the financial reports from the Board Secretary and the Treasurer of School Monies for the month of March, 2015 as on file in the Business Office.
- D. Accept the Board Secretary's certification, as attached, (pursuant to NJAC 6:20-2.12(d)) that as of March 31, 2015, no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the Board of Education pursuant to NJSA 18A-22-8 & 18A-22-8.1.
- E. Pursuant to NJAC 6:23-2.11, certify that as of March 31, 2015, after review of the secretary's financial report (appropriations section) and upon consultation with the appropriate district officials, to the best of our knowledge, no major account or fund has been overexpended in violation of NJAC 6:20-2.12(a) and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.
- F. Approve the line item transfers and 10% report as per Attachment B.
- G. Approve Food Service checks from March, 2015 as per Attachment C.
- H. Affirm the Superintendent's decisions regarding HIB incidents as reported to the Board of Education on 3/27, 4/10, & 4/17/15.
- I. Approve changing the date of the Newton Board of Education meeting scheduled for June 23, 2015 to June 30, 2015.

Carried unanimously by a roll call vote of the 11 member Board.

Motion made by Ms. Larsen, seconded by Mr. Caffrey, to approve the following:

PROGRAM

- A. Approve the following trips for Merriam Avenue School:

<u>Class/Club</u>	<u>Purpose</u>	<u>Location</u>
Preschool	Field Trip	Cones by Design, Stanhope, NJ

- B. Approve the following trips for Halsted Middle School:

<u>Class/Club</u>	<u>Purpose</u>	<u>Location</u>
Girls on the Run	Field Trip	Lake Mohawk Country Club, Sparta, NJ

Carried unanimously by a roll call vote of the 9 member Board.

Motion made by Ms. Larsen, seconded by Mrs. Thomas, to approve the following:

- C. Approve the following trips for Newton High School:

<u>Class/Club</u>	<u>Purpose</u>	<u>Location</u>
Art Students	Field Trip	G.W. Childs Park, Dingmans Ferry, PA
Driver Education	Field Trip	Six Flags Great Adventure, Jackson, NJ
Family Consumer Science	Field Trip	Mohonk Mountain House, New Paltz, NY
Grade 12	Field Trip	Six Flags Great Adventure, Jackson, NJ
Jazz Band	Field Trip	Delaware Valley HS, Frenchtown, NJ
Robotics	Field Trip	Farmstead Country Club, Lafayette, NJ

- D. Approve the following students for homebound instruction in accordance with N.J.A.C.6:14:

Student ID #S3296	Grade 12	Effective 4/14/15
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- E. Approve the following changes to the 2014-15 school calendar:

- June 17, 18 & 19—Early dismissal at Newton High School for final exams
- June 22—Early dismissal for all schools; Halsted Middle School promotion ceremony
- June 23—Last day of school; early dismissal for all schools; Newton High School Graduation Ceremony

- F. Approve the 12-Month Staff Calendar for 2015-16 as per Attachment C-2.

Carried unanimously by a roll call vote of the 11 member Board.

Motion made by Ms. Larsen, seconded by Mr. Caffrey, to approve the following:

PERSONNEL

- A. Accept the resignation of Cheryl Forbes, Part-Time Teacher Assistant at Merriam Avenue School, effective April 17, 2015.
- B. Approve Jennifer Green as Part-Time Teacher Assistant at Merriam Avenue School for PSD student, Step 2, \$17,760 prorated 83% to \$14,741, effective on or about May 4, 2015 pending criminal history approval.
- C. Approve Aimee Stormes as Part-Time Teacher Assistant for a student participating in Halsted Middle School track practice/home meets, retroactive to March 15, 2015 @ \$15/hr. for up to 10 hours/week for 10 weeks.

Carried unanimously by a roll call vote of the 9 member Board.

Motion by Mr. Caffrey, seconded by Ms. Larsen, to approve the following:

- D. Accept the resignation of Elizabeth Bojko, Part-Time Teacher Assistant at Newton High School, effective April 24, 2015.
- E. Approve the following substitutes for the remainder of the 2014-15 school year:

Marlee Cirringione	Substitute Teacher
Camile Santana	Substitute Teacher

- F. Approve the following Special Education Teachers for a 6<sup>th</sup> Teaching Period at Newton High School to cover Angela Dunbar's leave from April 13, 2015 through April 17, 2015 at \$102.95 each:
- Jack Choma
  - Elizabeth Fusco
  - Michael Grifone
  - Robyn Kurelja
  - Glen Parker
- G. Approve the voluntary transfer of James Tasker to the position of Director of Special Projects for the period from July 1 to December 31, 2015.
- H. Approve Sandy Mangogna as a Part-Time Teaching Assistant at Newton High School for 7 hours/week, Step 1, \$17,660 prorated 23% to \$4,062, start date pending criminal history approval.
- I. Accept the retirement of Joette Boyd, Bus Driver, effective July 1, 2015.

Carried unanimously by a roll call vote of the 11 member Board.

Motion by Mr. Caffrey, seconded by Ms. Egner, to approve the following:

BUSINESS

- A. Approve district travel expenses as per Attachment D.
- B. Approve the following district purchases for the 2014-15 school year:

<u>Newton Board of Education</u>	<u>Description</u>	<u>Amount</u>
Bayada Home Healthcare	IEP Nursing Svcs. 14-15	\$31,900.00
RK Environmental	Right-To-Know Survey	\$ 2,751.90
Schwartz Simon Edelstein	Negotiations/Mediation	\$27,000.00
Sussex County Reg. Co-op	Athletics Transportation 10/14-1/15	\$ 7,400.37
Sussex County Ed Services	Membership Fees 14-15	\$12,650.00
Town of Newton	Gas & Diesel Usage 12/14-3/15	\$ 8,228.12
US Coachways	Trans. Robotics Nat'l Competition	\$ 7,912.00
RK Environmental	Right-to-Know	\$ 2,751.90
<u>Newton High School</u>	<u>Description</u>	<u>Amount</u>
First Robotics Competition	Entry Fees Robotics Championship	\$ 5,000.00
High Point Solutions	WIFI Access	\$ 8,545.08
<u>Halsted Middle School</u>	<u>Description</u>	<u>Amount</u>
Effective Education LLC	Professional Development	\$ 4,800.00
<u>Special Services</u>	<u>Description</u>	<u>Amount</u>
My Special World Inc.	Adaptive Equipment—CST	\$ 3,992.99

- C. Approve participation in the Alliance for Competitive Energy Services (ACES) Program Voluntary Enhanced Renewable Energy Product providing enhanced green power, consisting of 20% renewable energy for the electric power supply.
- D. In accordance with N.J.A.C. 6A:23-4(a)ii and iii: The Newton Board of Education will not require Lakeland-Andover School to apply for and receive funding from the NJ Child Nutrition Program nor charge students for a reduced and/or paid meal for any classified students from the Newton Board of Education for the 2015-16 school year.

E. Approval of Budget

WHEREAS, the tentative budget was approved by the Board of Education on March 10, 2015, and no changes were required by the NJ Department of Education;

NOW THEREFORE BE IT RESOLVED to approve the unrevised 2015-2016 school district budget as follows:

Anticipated Enrollment	<u>1595</u>		
<u>Expenditures</u>		<u>Revenue</u>	
Charter Schools	<u>\$102,888</u>	<u>General Fund</u>	
General Current Expense	<u>\$26,070,980</u>	Budgeted Fund Balance	<u>\$64,240</u>
Capital Outlay	<u>\$348,520</u>	Local Tax Levy	<u>\$12,379,798</u>
Special Revenue Fund	<u>\$670,880</u>	Misc. Revenue	<u>\$46,527</u>
Repayment of Debt	<u>\$592,875</u>	Tuition	<u>\$7,826,955</u>
		Extraordinary	<u>\$49,783</u>
		State Aid	<u>\$5,880,552</u>
		Capital Reserve	<u>\$235,008</u>
		SEMI	<u>39,525</u>
Total Expenditures	<u><u>\$27,786,143</u></u>	<u>Special Revenue Fund</u>	
		State	<u>\$90,729</u>
		Federal	<u>\$580,151</u>
		<u>Debt Service Fund</u>	
		Budgeted Fund Balance	<u>0</u>
		Local Tax Levy	<u>\$592,875</u>
		State Aid	<u>0</u>
		Total Revenue	<u><u>\$27,786,143</u></u>

BE IT FURTHER RESOLVED to acknowledge that the 2015-2016 budget as described above results in a general fund tax levy of \$12,379,798 and;

BE IT FURTHER RESOLVED that travel (current expense and special revenue accounts) for all teachers, administrators and Board of Education members shall not exceed \$16,469 for the 2015-2016 school year, and;

BE IT FURTHER RESOLVED that legal fees shall not exceed \$36,810 for the 2015-2016 school year, and;

BE IT FURTHER RESOLVED that \$235,008 shall be withdrawn from Capital Reserve and used towards the cost of the following projects: (a) Local share of ROD Grants for generators at all three schools; (b) Newton High School auditorium asbestos abatement and carpet replacement; (c) Merriam Avenue School digital clock system; (d) Halsted Middle School boiler abatement and conversion; (e) Fiber Network connecting all three schools; (f) Newton High School auditorium steps repair/canopy installation.

F. Motion to apply to the State of NJ, Dept. of Agriculture, for Merriam Avenue School's participation in the USDA Fresh Fruit and Vegetable Program for the 2015-16 School Year.

G. Accept an anonymous donation in the amount of \$2,500 for the Newton Robotics Team to defray costs from the recent trip to St. Louis, MO to compete in the FIRST Robotics National Championship.

H. Authorize the School Business Administrator to dispose of a 2000 Chevrolet Bluebird 34-Passenger Bus, Asset Tag #2079.

Carried unanimously by a roll call vote of the 11 member Board.

There was no Old Board Business.

OLD BD. BUSINESS

Superintendent Evaluation Process—Ms. Dunn distributed a proposed tool and timeline for the process. She explained that the tool is a new one as Board Members expressed discontent about the old one.

NEW BD. BUSINESS/  
OPEN DISCUSSION

Mr. O’Gorman stated that Dr. Cercone and Ms. Wermuth, Green Board Members, have students graduating from Newton High School this year, and have respectfully requested that they be allowed to present those diplomas. Dr. Greene said that he and Mr. Tasker have already had the discussion to continue the practice of allowing Board Members to present diplomas to their children.

This public session is designed for members of the public to speak on issues for Board consideration. By law, the Board of Education is under no obligation to respond to public comment. If the Board of Education chooses to respond, it does not waive its right thereafter not to respond. Please identify yourself and spell your last name.

PUBLIC COMMENTS

There were no public comments.

This public committee meeting is designed for the Board of Education to discuss issues that may appear on future board agendas. Please consider that an individual employee’s terms and conditions of employment cannot be discussed prior to that employee being given proper notice.

COMMITTEE OF  
THE WHOLE

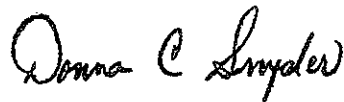
- Purchase of 2010 GM/Collins School Bus w/Wheelchair Lift

Ms. Snyder explained that, as discussed previously, there is an opportunity to purchase this bus from another district. Newton currently has two students in wheelchairs. If their Board passes the resolution, Ms. Snyder will have this purchase on the May 12<sup>th</sup> agenda.

Motion by Ms. Egner, seconded by Ms. Faye, to adjourn the meeting to Executive Session at 8:11 PM to discuss Personnel (non-tenured), Legal (Arbitration with NESAs and personnel complaint), Negotiations (NEA), Legal (Send-Receive), not to reconvene. There was no opposition.

ADJOURN

Respectfully submitted,



Donna C. Snyder  
School Business Administrator/Board Secretary