

BOARD OF EDUCATION
Newton, NJ
MINUTES OF THE REGULAR MEETING OF AUGUST 25, 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 New Jersey Herald, the Star Ledger, and the Town Clerk of Newton on January 13, 2015, 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, Mrs. Thomas and Dr. Greene.

ROLL CALL

Members Absent: Mr. Heckman and Mr. O’Gorman

Also Present: Donna C. Snyder

Mr. Morris arrived at 7:34 PM.

There were no public comments.

PUBLIC
COMMENTS

Negotiations—Report will be in Executive Session.

COMMITTEE RPTS.

Andover—Mr. Fancher reported that they met last Tuesday. The Superintendent search has begun. The new Business Administrator starts on September 1, 2015. They are also doing a lot of curriculum work. He also stated that there are 3 candidates running for 4 open seats in the election.

SENDING
DISTRICTS

Green—No report as Mr. O’Gorman was not present.

Newton High School Transcript Revisions—Karen Mazur provided information on a revision which will include the numerical grade as well as alpha grades.

SUPT.’S REPORT
ED. HIGHLIGHTS

New Staff Orientation was held this morning. Dr. Greene thanked the Board Members that attended.

In-Service Days will be September 1st and 2nd at each school.

Facilities—Ms. Snyder said that due to the 2014-15 school year ending late and the 2015-16 school year starting early, it was difficult to fit projects into the 9 week break. She thanked the custodial and maintenance crews for all they did over the summer to prepare the facilities for the new school year.

SBA/BS REPORT

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

BOARD BUSINESS

- A. Approve the minutes of the following meetings:
 - Regular Meeting of July 28, 2015
 - Executive Session of July 28, 2015
- B. Authorize the secretary to pay bills and warrants Nos. 042692 to 042838 as per bill list dated August 25, 2015 in the amount of \$1,027,718.60, as per Attachment A.
- C. Approve the draft financial reports from the Board Secretary and the Treasurer of School Monies for the month of July, 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 July 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 July 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 the revision of the Board of Education's 2015 Meeting Calendar to reflect a change of date for the final meeting of the calendar year from December 8, 2015 to December 22, 2015.
- H. Approve Food Service checks from July, 2015 as per Attachment C.

Carried unanimously by a roll call vote of the 11 member Board with the following exceptions:
Ms. Egner abstained on Board Business Item A.

Motion made by Ms. Egner, seconded by Ms. Larsen, to approve the following: PROGRAM

- A. Approve the 2015-16 list of field trip sites for Merriam Avenue School per Attachment D.
- B. Approve the 2015-16 student-parent handbooks for Merriam Avenue School and Halsted Middle School as posted on the school's website.
- C. Approve the 2015-16 list of field trip sites for Halsted Middle School per Attachment E.

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

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

- D. Approve the 2015-16 District Professional Development Plan as per Attachment F.
- E. Approve the 2015-16 District Induction & Mentoring Plan as per Attachment G.
- F. Approve the QSAC District Improvement Plan as per Attachment H.
- G. Approve the 2015-16 list of field trip sites for Newton High School as per Attachment I.
- H. Approve the 2015-16 student-parent handbook for Newton High School as posted on the District website.
- I. Approve the receipt of the following homeless students. The State of NJ will be billed for their tuition and services:

Student ID #11658 (Guatemala)	Grade 9	Effective 9/3/15
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Carried unanimously by a roll call vote of the 11 member Board.

Ms. Dunn stated that the handbooks looked good this year, and she liked the inclusion of calendars in the handbooks. She also expressed concern about flip flops being worn in the schools.

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

- A. Accept the resignation of Steve Sandor, Teacher at Merriam Avenue School, effective August 4, 2015.
- B. Rescind the July 28, 2015 motion that approved Jared Roe for a 6th teaching period and approve Aimee Stormes for a 6th teaching period at Halsted Middle School, salary TBD.
- C. Accept the resignation of Victoria Farrell, Part-Time Teaching Assistant at Merriam Avenue School, effective August 3, 2015.
- D. Approve the following Title I After School Enrichment Teachers at Merriam Avenue School @ \$30/hr., not to exceed \$3,600 each:
 - Melissa Coleman
 - Andrea Guillorn
 - Blair Down
 - Steve Down
 - Karen Evanick
 - Carolyn McKnight
 - Jill Merson
 - Karen Mitchell
 - Lauren Zelnick
 - Scott Zymet

- E. Approve the following Title I Parent Academy Teachers at Merriam Avenue School @ \$30/hr., not to exceed \$900 each:
Blair Down
Steve Down
Jane Langeveld
Tina Marusiak
Carolyn McKnight
Susana Smith
Linda Sullivan
Scott Zymet
- F. Approve Linda Salerno as Summer BSI Coordinator not to exceed \$1,200.
- G. Approve the following positions at Merriam Avenue School:
Yasmin Caruso, Lunch Supervisor @ \$8,100.
Debbie Catanzaro, After-Care Teacher @ \$30/hr., not to exceed 540 hours
Janet Mosner, After-Care Secretary, \$15/hr., not to exceed \$3,600
Mike Sheerin, After-Care Teacher @ \$30/hr., not to exceed 320 hours
Eileen Fisher, After-Care Teacher @ \$30/hr., not to exceed 320 hours
- H. Approve the following Part-Time Teacher Assistants at Merriam Avenue School and Halsted Middle School for the 2015-16 school year @ 83%, salary TBD:
- | <u>Merriam Avenue School</u> | <u>Halsted Middle School</u> | <u>Shared MAS/HMS</u> |
|------------------------------|------------------------------|-----------------------|
| Joanne Campbell | Ashley Ahearn | Mary Goudey |
| Susan King | Andrea DiFabrizio | Deborah Schwartz |
| Katherine Mastrianni | Johanna Goodwin | |
| Danielle Ray | Colleen Lospinuso | |
| Sara Swanson | | |
- I. Accept the resignation of Margaret Witt, Teacher Assistant at Halsted Middle School, effective August 21, 2015.
- J. Approve Erin Marmara, Media Specialist at Halsted Middle School, for a combination of paid and unpaid leave effective November 30, 2015, through April 4, 2016 as per contract and FMLA.
- K. Rescind the May 26, 2015 motion approving Casey Dillard as Long-Term Leave Replacement Kindergarten Teacher at Merriam Avenue School, replacing Lauren Nethery.
- L. Approve Casey Dillard as Kindergarten Teacher at Merriam Avenue School, effective September 1, 2015 for the 2015-16 school year, Step A-1, salary to be determined.
- M. Approve Jamie Sloboda as Long-Term Leave Replacement 4th Grade Teacher at Merriam Avenue School, replacing Lauren Nethery, effective September 1, 2015 through June 30, 2016, Step A-1, salary to be determined.
- N. Rescind the June 30, 2015 motion approving Teresa Muzzo for a 6th teaching period for the 2015-16 school year at Halsted Middle School.

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

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

- O. Approve the following revised job descriptions:
- Executive Administrative Assistant to the Superintendent
 - Executive Administrative Assistant to the Business Administrator/Board Secretary
- P. Rescind the June 9, 2015 motion to approve Jovanna Ossa as CST School Psychologist at Step C1, and approve Joyanna Ossa as CST School Psychologist at Step D1, effective September 1, 2015, salary TBD.
- Q. Accept the resignation of Deborah Dewey, Special Education Teacher at Newton High School, effective October 2, 2015.
- R. Approve the following Part-Time Teacher Assistants at Newton High School for the 2015-16 school year @ 83%, salary TBD:
- Carla Brunelle
Lisa Catarino

- S. Approve the following for additional days of CST summer work as follows:
 Larissa Roman, LDTC - 1 additional day
 Jennifer Yawger, School Social Worker – 1 additional day
 Katherine Sura, School Psychologist – 2 additional days
 Keri Carrino-Bracchi, Speech/Language Therapist – 1 additional day
- T. Approve Gabrielle Heller, Physical Therapist, for three additional hours for CST summer work.
- U. Approve the following substitutes and homebound instructors for the 2015-16 school year:
- | | |
|------------------------|---|
| Jonathan Couce | Substitute Custodian |
| Sean Mulligan | Substitute Custodian |
| Stephanie Chilingerian | Substitute Teacher |
| Francine Coplon | Substitute Teacher |
| Lisa Guzzo | Substitute Teacher |
| Noelle Disabunjong | Substitute Teacher/Homebound Instructor |
| Jean McGowan | Homebound Instructor |
| Joan Lupo | Substitute Teacher Assistant |
- V. Approve Julie Budzinski as Volunteer Girls Soccer Coach for the 2015-16 school year.
- W. Approve Deborah Sumowski as Newton High School Class Advisor for the Class of 2019.
- X. Approve the following to work at athletic events for the 2015-16 school year:
- | | | |
|------------------|------------------|----------------------|
| Lisa Bechtel | Brian Bennington | Mike Busso |
| Lisa Casamassina | Kate Castle | Lisa Fusco |
| Mark Hartmann | Curt Pakutka | Lisa Papis |
| Jean Perrier | Rick Peterson | Keith Scheffler |
| Guy Schultz | Leesha Torppey | Richelle VanLuvender |
- Y. Rescind the June 30, 2015 motion to appoint Guy Schultz as Newton High School Student Council Advisor for the 2015-16 school year.
- Z. Approve Edyie Bertoldo and Brian Karns for 22 days (cumulatively) of Summer 2015 Athletic Trainer coverage for impact testing, summer practice, and scrimmages for fall sports at their per diem rate.

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

Mr. Morris arrived.

Motion by Ms. Faye, seconded by Ms. Thomas, to approve the following:

BUSINESS

- A. Approve the following district purchases for the 2015-16 school year:

<u>Newton Board of Education</u>	<u>Description</u>	<u>Amount</u>
ABCODE Security	District Annual Inspection	\$ 4,587.50
Accurate Pest Control	Pest Control Services 14-15	\$ 2,064.00
BLI Messaging	Powerschool Services	\$ 2,985.00
Blue Diamond Disposal, Inc.	Garbage Removal August, 2015	\$ 2,204.80
CDWG, Inc.	Projector & Monitors	\$ 2,433.32
Campus Suite	Website Platform	\$ 3,943.20
Commercial Interiors Direct	Auditorium Carpet	\$ 11,955.47
Commercial Interiors Direct	Window Shades	\$ 5,559.90
Cooperative Communications	Telephone—August 2015	\$ 2,932.00
Dr. Joseph Casella	School Physician	\$ 12,750.00
Everbind Books	Paperback Books	\$ 2,902.60
G&G Diesel	Labor for Bus Repairs—Preinspection	\$ 3,080.00
G. Kennedy Greene	LTD Reimbursement 15-16	\$ 2,010.00
Harrahs Atlantic City	Annual Workshop Room Reservations	\$ 2,134.00
Honeywell, Inc.	Honeywell Parts	\$ 7,176.25
Honeywell, Inc.	Labor for Work at NHS	\$ 5,000.00
Pemberton Electrical Supply	Electrical Supplies	\$ 6,200.00
Success Advertising Inc.	Star Ledger Employment Ads	\$ 3,232.62
Sunlight General Sussex Solar	Solar MAS & NHS 15-16	\$ 25,000.00
Sussex Cty. Regional Co-op	Special Ed. Transportation 15-16	\$193,400.00
The Paint Spot	Paint & Supplies—Summer Maint.	\$ 5,000.00
Waste Management of NJ	Garbage Removal Svcs. 15-16	\$ 14,537.90

<u>Newton High School</u>	<u>Description</u>	<u>Amount</u>
Agile Sports Technologies	Hudl Video Analysis Subscription	\$ 2,599.99
CDWG, Inc.	Photoshop Lightroom License	\$ 2,914.40
Levy's, Inc.	Athletic Supplies	\$ 14,537.02
LTW, LLC	Camera	\$ 2,629.00
Techmotion	Yearly Maint. NHS Fitness Room	\$ 2,000.00
Wenger Corp.	Music Stands & Cart	\$ 4,296.00

<u>Halsted Middle School</u>	<u>Description</u>	<u>Amount</u>
Houghton Mifflin	Read 180 Licenses & Support	\$ 2,994.00

<u>Merriam Avenue School</u>	<u>Description</u>	<u>Amount</u>
Booksource.com	Aftercare Readers	\$ 2,213.19
CDWG, Inc.	Computer Headsets	\$ 2,114.20
Houghton Mifflin	Professional Development Svcs.	\$ 2,800.00
Junior Library Guild	Library Books	\$ 4,797.00
Learning.com	Easy Tech Digital Literacy Skills Lic.	\$ 3,500.00

<u>Special Services</u>	<u>Description</u>	<u>Amount</u>
Bayada Home Healthcare	ESY Nursing Svcs.	\$ 5,950.00

- B. Approve the application for the California Casualty Thomas R. Brown Athletics Grant for the improvement of tennis facilities at Newton High School.
- C. Authorize the School Business Administrator to dispose of the following:
- Wrestling Mat, Newton High School, Asset Tag #2453
 - Sony Video Projector, Merriam Avenue School, Asset Tag #1729
- D. Approve the following shared transportation routes for the 2015-16 school year with Andover Regional BOE:
- | | | |
|--------|--|-------------------|
| FT-AM | Warbasse Jct/Sussex Tech/Charter Schl. | \$600 Per Student |
| ST2-AM | NHS/Sussex Tech (AM Shared Time) | \$600 Per Student |
| ST2-PM | Sussex Tech/NHS (PM Shared Time) | \$600 Per Student |
| VAR-1 | Various Activities to/from Newton | \$100 Round Trip |
- E. Approve the following shared transportation routes for the 2015-16 school year with Green Township BOE:
- | | | |
|--------|---------------------------------------|-------------------|
| ST2-AM | NHS/Sussex Tech (AM Shared Time) | \$600 Per Student |
| ST2-PM | Sussex Tech/NHS (PM Shared Time) | \$600 Per Student |
| AL-1 | Green Hills School (Algebra Students) | \$ 50 Per Day |
| VAR-1 | Various Activities to/from Newton | \$100 Round Trip |
- F. Approve a Joint Transportation Agreement with Kittatinny Regional High School for Route K-26 for the 2015-16 school year at a cost of \$668.70.
- G. Approve the following agreements with Sussex County Educational Services Commission for the 2015-16 school year as on file in the Business Office:
- 2015-16 Chapter 192/193 contract for Instructional Services to students attending nonpublic schools;
- 2015-16 contract for IDEA Services for students attending nonpublic schools;
- 2015-16 Chapter 226 Nursing Services Agreement for students attending nonpublic schools.
- H. Approve the 2015-16 bus stops as per Attachment J.
- I. Approve bus stops for special education students as per student's IEP.
- J. Authorize the School Business Administrator to reimburse the cost of Bus Driver physicals for the 2015-16 school year for full-time staff members up to \$100, and for substitute drivers or part-time staff members up to \$100 once they have completed 10 trips/hours.
- K. Approve a subscription agreement with The CLM Group, Inc. for the MealTime mPower Central Management System, Implementation and Online Training Support for the 2015-16 school year at a cost of \$8,530.00.
- L. Approve a Cloud Services Agreement with CareDox, Inc. (a PowerSchool partner) for cloud-based software to provide confidential management of student medical information at no cost to the district.

- M. Approve the Fee Schedule for Newton Public School Athletic Events for the 2015-16 school year as per Attachment K.
- N. Approve the Integrated Pest Management Plan for Newton Public Schools for July 1, 2015 through June 30, 2016 as on file in the Business Office and posted on the District website.
- O. Approve the 2015-16 District Goals & Action Plan as per Attachment L.
- P. Approve the submission of the Superintendent's 2015-16 merit goals to the Executive County Superintendent for review and approval per Attachment M.
- Q. Approve the submission of the School Self-Assessments for Determining Grades to NJDOE under the Anti-Bullying Act per Attachment N.
- R. Approve revisions to the District Safety and Security Plan for the 2015-16 school year.
- S. Approve the out-of-district tuition contracts with Lakeland-Andover School for students #3742678612 and #2724088342 for the 2015-16 school year.
- T. Approve the following revised plans which are on file in the Board Office:
- School Safety & Security Plan
 - Bloodborne Pathogens Exposure Control Plan
 - Chemical Hygiene Plan
 - Employee Handbook
- U. Accept the application of the FY2016 IDEA—Basic Grant in the amount of \$404,757.
- V. Accept the application of the FY2016 IDEA—Preschool Grant in the amount of \$7,341.
- W. Approve the carry-over of funds from the 2014-15 IDEA—Basic Grant Project, in the amount of \$38,920, which will amend the 2015-16 IDEA application.
- X. Approve the carry-over of funds from the 2014-15 IDEA—Preschool Grant, in the amount of \$6,117, which will amend the 2015-16 IDEA application.
- Y. Approve the acceptance of the 2015-16 NCLB (No Child Left Behind) Grant for \$293,209 as follows:
- | | |
|-----------|---------------------------------|
| Title I | \$238,768 |
| Title IIA | \$ 47,576 |
| Title III | <u>\$ 6,865</u> (to be refused) |
| Total | \$293,209 |
- Z. Approve the 2014-15 NCLB carry-over of funds to amend the 2015-16 NCLB application. The 2014-15 NCLB carry-over amounts are as follows:
- | | |
|-----------|----------|
| Title I | \$27,296 |
| Title IIA | \$ 8,807 |

Carried unanimously by a roll call vote of the 11 member Board with the following exceptions:
Mr. Morris abstained from the motion.

Mandated Training—Ms. Dunn asked the Board Members to review the list of mandated training that Ms. Snyder distributed and to let her know when they will be completing the required training. OLD BD. BUSINESS

Parent Academy—Ms. Dunn asked Dr. Greene if the program was being run in 2015-16, and if so, what the dates are.

Breakfast in the Classroom—Ms. Dunn asked Ms. Snyder if this was something Newton schools were going to do. Ms. Snyder said no, but that it would need to be reconsidered if we don't adequately increase the percentage of free and reduced lunch students eating breakfast.

Back to School and Football Games—Ms. Dunn asked Board Members to attend the functions so the Board has visibility.

Mrs. Thomas stated that she was upset about the trash at the track. Dr. Greene explained that cameras did not capture the vandalism but that they should be able to do so in the future. He has asked the Athletic Director to speak with the coaches.

NEW BD. BUSINESS/
OPEN DISCUSSION

Ms. Dunn reported on a newspaper article about 4 Newton students that sold lemonade to raise funds for Father John's Animal Shelter.

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

Ann Marie Cooke asked if Newton High School allows flip flops, and Dr. Greene replied "No".

Kelly Ann McDonald thanked Ms. Mazur for her presentation and efforts on the revisions to the transcripts at Newton High School

Danielle Struble asked about who the new teacher will be at Merriam Avenue School. Dr. Greene stated that he will let the principal at Merriam Avenue School that people are curious about it. She also inquired about who to speak to about a clothing drive.

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

Board Development

- Board Self Evaluation—Ms. Dunn asked the Board Members to review and comment on the report. There was a discussion about some of the topics, and the evaluation tool as well. Board Members were encouraged to take advantage of NJSBA training, and administration will use it as a source of need.
- Book Discussion on Student-Centered Learning—Dr. Greene reminded the Board Members that staff were given the opportunity to select 4 different books. The Board selected Disrupting Class. A discussion took place on various aspects of the book and different types of learning, as well as impact on staff.

Facilities

- Stakeholder Analysis of Facilities—The Board reviewed the draft analysis and revised it to classify each identified component for each school. The Board Office was eliminated to focus on the schools. Discussion took place as to how to disseminate information and seek feedback from other stakeholders. Consensus was to use the Brave News and an on-line survey.
- Newton High School Electric—Ms. Snyder summarized prior Board reports/discussions on the Newton High School electric projects. She thanked Mr. Hoppe of JCP&L for pursuing the issue as a rebatable project. We are currently working with the Newton Electric Code Official to obtain a permit.

Policy

- Discussion of New Policies —Dr. Greene reviewed the new policy with Board Members.

Program (Cont'd)

Motion by Mr. Morris, seconded by Mr. Caffrey, to approve the following policies for 1st reading as per Attachment O.

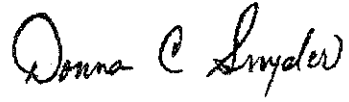
Policy 5756 Transgender Students (New)

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

Motion by Mrs. Thomas, seconded by Mr. Caffrey, to adjourn to Executive Session at 10:10 PM, to discuss Negotiations (NEA), Legal (NESA Arbitration and Send/Receive and parent complaint), not to reconvene. There was no opposition.

ADJOURN

Respectfully submitted,

A handwritten signature in cursive script that reads "Donna C. Snyder".

Donna C. Snyder
School Business Administrator/Board Secretary