

BOARD OF EDUCATION
Newton, NJ
MINUTES OF THE REGULAR MEETING OF JUNE 9, 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 December 18, 2014, and appropriately posted. The notice requirements of the Open Public Meetings Act have been satisfied. OPENING

Members Present: Ms. Dunn, Ms. Egner, Mr. Fancher, Ms. Faye, Ms. Ham, Mr. Heckman, Mr. Morris, Mrs. Thomas and Dr. Greene. ROLL CALL

Members Absent: Mr. Caffrey, Ms. Larsen and Mr. O’Gorman.

Also Present: Donna C. Snyder.

There were no public comments. PUBLIC
COMMENTS

Town Council—Ms. Dunn read Mr. Caffrey’s report. Mr. Caffrey attended the May 27th meeting where three police officers were recognized. There were citizen concerns about bank-owned properties and Spring Street becoming one-way. Town Hall summer hours were announced, and an ordinance to permit vapor stores was not passed. Ms. Egner reported on the June 8th meeting where most of the meeting was about Trinity Street becoming a one-way street. COMMITTEE RPTS.

ESC—There was a Reorganization Meeting 6/1/15. Ms. Faye is on the Board of Directors.

Negotiations—Report will be given in Executive Session.

Andover—Mr. Fancher reported that Andover has not had a meeting. The School Business Administrator position was advertised and the Superintendent search has begun with a July 1, 2015 start date. SENDING
DISTRICTS

Green—Mr. O’Gorman was not present.

Merriam Avenue School Initiatives—Mr. Stanton presented information on intervention strategies. Board members had numerous questions and comments about the information presented. SUPT.’S REPORT
ED. HIGHLIGHTS

Newton Day—Dr. Greene passed around a sign-up sheet encouraging volunteers.

Grades K-8 Enrollment—Dr. Greene stated that 63 Kindergarten students are currently registered for 2015-16, and reminded everyone that many parents wait until August to register their students. He also presented updated information on enrollment in the other grade levels.

Goals/Comments on Common Core—Dr. Greene discussed Common Core review. He reported that it has been 5 years since implementation began, and therefore a review is not inappropriate. The first round of testing was just completed and will help determine if standards were well written or need some fine-tuning. The process will involve both educators and parents.

Rutgers Center for Literacy Development—District had invited them to visit and make comments.

Blended Learning—Books are being offered to staff. Ms. Dunn stated that she would like to see the Board use this as a learning tool and for a joint discussion. Consensus was that the Board would try it.

Strengths Finder—Dr. Greene discussed the book as another tool for Board development.

NJASBO Convention—Ms. Snyder reported that she attended numerous programs on pension reform, legal updates, ethics, financing capital projects, and tax shelters, as well as valuable networking opportunities. SBA/BS REPORT

Street Smart—The Street Smart Timeline has been released. For the month of June, the speed sentry device will be in various locations throughout town. Public surveys will be from August 30th through September 5th, and Enforcement and Education Activities will take place in October and November.

Property Closing—Ms. Snyder stated that the closing on the property purchase has taken place.

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

BOARD BUSINESS

- A. Approve the minutes of the following meeting:
Regular Meeting of May 26, 2015
Executive Session of May 26, 2015
- B. Approve Food Service checks from April and May, 2015 as per Attachment A.

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

Motion made by Mr. Heckman, seconded by Ms. Faye, to approve the following:

PROGRAM

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

<u>Class/Club</u>	<u>Purpose</u>	<u>Location</u>
Advanced Foods	Field Trip	Riviera Maya, Branchville, NJ
- B. Approve the list of ESY out-of-district placements for 2015-16 as per Attachment B.

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

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

PERSONNEL

- A. Approve Cody Magill from William Paterson University for a Field Experience placement with Anthony Nasatka, Social Studies Teacher at Halsted Middle School, from September 3, 2015 through December 10, 2015.
- B. Approve Frank Carchia to do 4 hours of observation at Merriam Avenue School in the Spanish Classroom.
- C. Approve Kate DelVecchio, Art Teacher at Halsted Middle School, for a combination of paid and unpaid leave effective September 1, 2015, through November 30, 2015 as per contract and FMLA.
- D. Rescind the May 26, 2015 motion to approve Meg Waldron as Summer, 2015 Title I Teacher at Merriam Avenue School.

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

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

- E. Approve the following substitutes for the 2014-15 school year:

M. Veronica Fuentes	Substitute Bus Driver
Nicole Petrillo	Substitute Teacher
- F. Approve Ana Maniago for additional IEP/CST paperwork translation hours at \$30/hr., not to exceed \$1,500.
- G. Approve Larissa Roman and Matthew Nack for additional CST work hours to cover the two week absence of CST social worker at their hourly rate.
- H. Approve Jenifer Yawger as CST Social Worker effective September 1, 2015, Step C4, salary TBD.
- I. Approve Jovanna Ossa as CST School Psychologist effective September 1, 2015, Step C1, salary TBD.
- J. Rescind the May 26, 2016 motion to approve Patricia Osorio as Spanish Teacher at Newton High School for the 2015-16 school year, Step A2; and approve Patricia Osorio as Spanish Teacher at Newton High School for the 2015-16 school year, Step A3, salary TBD.
- K. Approve Summer Staff for 2015-16 as per Attachment C.

- L. Approve Ryan Hashway as Assistant Principal/Director of Athletics at Newton High School effective August 1, 2015, at a salary of \$110,000 prorated.

Ms. Dunn thanked the Board Members who served on the Ad Hoc Assistant Principal Selection Committee.

- M. Approve Brandy Justice as Special Education Teacher at Newton High School effective September 1, 2015, Step B2, salary TBD.
- N. Approve Kelly Manicone as ESL Teacher effective September 1, 2015, Step B2, salary TBD.

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

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

BUSINESS

- A. Approve the following district purchases for the 2014-15 school year:

<u>Newton Board of Education</u>	<u>Description</u>	<u>Amount</u>
CDWG, Inc.	Computer & Accessories	\$ 2,400.88
E.A. Morse & Co.	District Janitorial Supplies	\$12,112.45
Grainger	Air Conditioning	\$ 2,400.00
Success Advertising Inc.	Classified Employment Ads	\$ 3,554.39
The State Chemical Mfg.	Janitorial Supplies	\$ 4,250.00
<u>Newton High School</u>	<u>Description</u>	<u>Amount</u>
Levys Inc.	Basketball Uniforms	\$ 6,255.00
Makerbot Industries, LLC	3-D Printer	\$ 3,105.55
Robomatter, Inc.	Robotics Classroom Kit	\$ 3,048.20

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

<u>Newton Board of Education</u>	<u>Description</u>	<u>Amount</u>
CDWG, Inc.	Computer Accessories	\$ 5,778.78
Computer Solutions, Inc.	CSI Software Support 15-16	\$ 9,878.40
Glogster	School License	\$ 2,580.00
Naviance	College & Career Readiness Software	\$ 6,987.61
Networks & More!	Secure School Renewal	\$ 4,350.00
NJSIAA	Annual Dues 15-16	\$ 2,150.00
Pearson	Powerschool 15-16	\$18,710.00
Scholastic, Inc.	Support MAS/HMS	\$ 4,200.00

- C. Authorize the School Business Administrator to execute a Food Service Agreement with Sodexo Management Inc. for the 2015-16 school year as follows:

MANAGEMENT FEE(S) / GUARANTEES

1) FEES

Management Fee. District shall pay Sodexo a Management Fee in an amount equal to Forty Five Thousand Dollars (\$45,000.00) per year payable in ten equal installments of Four Thousand Five Hundred Dollars (\$4,500.00), September through June for the 2015-2016 contract year. The Management Fee shall be calculated at the end of each Accounting Period during the school year and prorated for any partial Accounting Period. Partial Accounting Period shall be defined as a period of time less than one (1) month.

- 2) GUARANTEE. District and Sodexo shall work together to ensure a financially sound operation and shall guarantee financial results for the 2015-2016 school year as follows.

Surplus Guarantee

Sodexo guarantees that District shall receive a Surplus of Fifty Thousand Dollars (\$50,000.00) for the 2015-2016 school year. If the actual Surplus for the Food Service program falls short of the aforementioned amount, Sodexo shall pay the difference to District in an amount not to exceed one hundred percent (100%) of Sodexo's annual **Management Fee** Sodexo reserves the right to recover any such reimbursement made during the current contract year from that year's Surplus on a monthly basis.

- D. Authorize the School Business Administrator to execute all documents necessary to terminate participation in the NJSHBP for prescription drug coverage effective September 1, 2015, as per Attachment D.
- E. Authorize the School Business Administrator to execute documents and implement the NJ Horizon Blue Cross/Blue Shield Prescription Drug Program effective September 1, 2015 at the following monthly rates:
- | | |
|---------------------|----------|
| Employee | \$137.38 |
| Employee & Children | \$240.41 |
| Employee & Spouse | \$274.76 |
| Family | \$377.80 |
- F. Accept the application of the FY2016 IDEA—Basic Grant in the amount of \$404,757.
- G. Accept the application of the FY2016 IDEA—Preschool Grant in the amount of \$7,341.
- H. Approve Bayada Home Health Care, Inc. for substitute school nursing services for the 2015-16 school year.
- I. Approve Bayada Home Health Care, Inc. for one-on-one school nursing services for Student #11508 for the 2015-16 school year.
- J. Approve an Interlocal Vehicle Sale Agreement with Hunterdon County Educational Services Commission to sell the 2000 Chevrolet Bluebird 34-Passenger Bus, Asset Tag #2079.
- K. In accordance with N.J.A.C. 6A:23A-18.5 effective 7/1/07: The Newton Board of Education resolves that it will not require Willowglen Academy to charge its students for lunch for the 2015-16 school year.
- L. Approve an agreement with St. Paul’s Abbey for use of their soccer and baseball/softball fields for a 5-year period ending June 30, 2020 at no cost to the District.

Mr. Heckman asked about the turnaround in using the Abbey. Dr. Greene explained that Mr. Weaver was able to work this out.

- M. Approve the following list of signatories for the District scholarship fund Certificate of Deposit #1055478, effective immediately, for the purpose of transferring these funds to the Newton Area Scholarship Fund bank account #198137:

Donna C. Snyder, School Business Administrator
Michael Stark, Assistant to the Business Administrator

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

Awards Ceremony—Mrs. Thomas said that she is so proud of the Newton students and the way that the community supports the graduates. Ms. Egner and Dr. Greene also said it was a wonderful program.

OLD BD. BUSINESS

Apex Online Education—Mrs. Thomas stated that she enjoyed reading the information and would support investigating expansion of the program.

Population/Long-Range Facility Plan—Ms. Dunn stated that she feels it is important to see what the District’s future facility needs will be with the increasing enrollment. Ms. Snyder said that the State has indicated that the new LRFP software will be issued shortly.

Newton High School Graduation—Ms. Dunn said it would be nice to have the whole Board present.

Leadership Conference—Ms. Dunn reported that she, Ms. Egner, and Ms. Faye went last year, and she encouraged others to attend.

NEW BD. BUSINESS/
OPEN DISCUSSION

Merriam Avenue School—Ms. Dunn congratulated Merriam Avenue School on receiving an Honorable Mention as a NJ School of Character.

Halsted Middle School—Ms. Dunn would like to see an effort towards more parent involvement at the middle school.

Merriam Avenue School Presentation—Ms. Dunn asked about sharing the information that was presented with the other two buildings.

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

Buildings & Grounds

- Energy Audit—Ms. Snyder stated that she has been researching the State's Energy Audit and subsequent Energy Savings Incentive Program. The first step would be to complete an application and pass a Board resolution to participate in the program. The Board would then issue a draft RFP for an Energy audit; after approval by the State, it would go out to the five State-approved vendors. A vendor would be selected and audit performed. At the very least, the process would identify areas of potential energy projects. The scope of the audit may lead the Board to investigate an Energy Savings Incentive Plan and subsequent projects. There is no cost to the Board and no commitment to future projects at this time.

Bond Refinancing

- Ms. Snyder reported that each year she reviews our bonds to see if they meet the minimum 3% savings to refund the bonds. Although the District could save money by refinancing, we are not eligible to do so until April, 2016. She will begin the process in November.

Finance

- SDA Grants—Ms. Snyder reported that the 2015-16 budget includes local share funds for ROD Grants. It was the District's intent to have in-house staff install the generators. However, the State grant conditions require that it be a "project", not just equipment. The District must transfer at least \$10,000 of Capital Reserve to fully fund the local share, and the State suggests transferring more in case the project exceeds estimated costs. Any excess would roll back into Capital Reserve at the end of the year.
- NY Life/Colonial Life—Dr. Greene and Ms. Snyder met with the union representatives on June 2nd to discuss the change in prescription carriers. Other programs were also discussed, including programs offered by Legacy (whole life policy with no pre-qualification during open enrollment), flexible spending (to replace AFLAC), and short-term disability.

Policy

Program (Cont'd)

E. Approve the following missing regulations for 1st reading as per Attachment E:

Regulation 2200	Curriculum Content
Regulation 2260	AA Program
Regulation 2411	Guidance and Counseling
Regulation 2415	Title I Services
Regulation 2415.20	NCLB Complaints
Regulation 2464	Gifted and Talented Students
Regulation 3244	In-Service Training
Regulation 5130	Withdrawal from School
Regulation 5420	Reporting Student Progress
Regulation 5460.1	High School Transcripts
Regulation 5560	Disruptive Students
Regulation 5751	Sexual Harassment of Students
Regulation 8140	Enrollment Accounting
Regulation 8465	Hate Crimes and Bias Related Acts
Regulation 8467	Weapons
Regulation 9140	Citizens Advisory Committee

F. Approve the following additional regulations for 1st reading as per Attachment F:

Regulation 2330	Homework
Regulation 2421	Vocational Technical Education
Regulation 2430	Co-Curricular Activities
Regulation 2510	Adoption of Educational Materials
Regulation 2520	Instructional Supplies
Regulation 2530	Resource Materials
Regulation 5440	Honoring Student Achievement
Regulation 5750	EEO Complaint Procedure
Regulation 7300.1	Disposition of Instructional Property
Regulation 7300.2	Disposition of Real Property
Regulation 7300.3	Disposition of Personal Property
Regulation 7300.4	Disposition of Federal Property
Regulation 7432	Eye Protection Practices
Regulation 7610	Vandalism
Regulation 8330	Student Records
Regulation 8540	Free and Reduced Meals
Regulation 9130	Public Complaints and Grievances
Regulation 9150	School Visitors
Regulation 9161	Crowd Control
Regulation 9180	School Volunteers
Regulation 9320	Cooperation with Law Enforcement Agencies

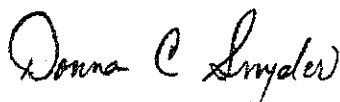
G. Approve the following revised and abolished policies and regulations for 1st reading as per Attachment G:

Policy 0134	Board Self-Evaluation (revised)
Policy 0152	Board Officers (revised)
Policy 2622	Student Assessment (revised)
Policy 3212	Attendance (revised)
Policy 3218	Substance Abuse
Policy 4211	Attendance (Abolish)
Policy 4212	Attendance (revised)
Policy 4218	Substance Abuse (revised)
Policy 5200	Attendance
Policy 5460	High School Graduation (revised)
Policy 5465	Early Graduation (revised)
Policy 8630	Bus Driver/Bus Aide Responsibility (revised)
Regulation 3218	Substance Abuse (revised)
Regulation 4218	Substance Abuse (revised)
Regulation 5200	Attendance (revised)
Regulation 8630	Emergency School Bus Procedures (revised)

Motion by Ms. Egner, seconded by Mrs. Thomas, to adjourn to Executive Session at 9:39 PM to discuss Negotiations (NEA) and Superintendent Evaluation, not to reconvene.

ADJOURN

Respectfully submitted,



Donna C. Snyder
School Business Administrator/Board Secretary