

**Newton Public Schools  
2015-2016 School Calendar**

MONTH/DATE	DAY	REASON	STUDENT DAYS	TEACHER DAYS
September 1-2 3-4 7	Tuesday & Wednesday Thursday & Friday Monday	Teacher in service School starts for students Labor Day (closed)	19 days	21 days
October 12	Monday	Columbus Day (closed for teacher in service)	21 days	22 days
November 5 & 6 25 26 & 27	Thursday & Friday Wednesday Thursday & Friday	NJEA Convention (closed) Early Dismissal Thanksgiving Recess (closed)	17 days	17 days
December 23 24-31	Wednesday Thursday-Thursday	Early Dismissal Winter Recess (closed)	17 days	17 days
January 1 4 18	Friday Monday Monday	New Year's Day (closed) School resumes Martin Luther King Jr. Day (closed for teacher in service)	19 days	20 days
February 15	Monday	Presidents Day (closed)	20 days	20 days
March 25-31	Friday-Thursday	Spring Recess (closed)	18 days	18 days
April 1 4	Friday Monday	Spring Recess (closed) School resumes	20 days	20 days
May 30	Monday	Memorial Day (closed)	21 days	21 days
June 21	Tuesday	Tentative last day	15 days	15 days

- This 2015-2016 calendar is subject to change at any time due to extenuating circumstances at the discretion of the Board of Education.
- The above calendar reflects 187 student school days (191 days for staff). There is an allowance of 7 emergency closing days in the above calendar. If not needed they will be subtracted from the last day of school, the 21<sup>st</sup> of June. Should more than 7 emergency closing days be used, the additional days will be subtracted from the Spring Recess beginning with Friday, April 1<sup>st</sup>, then Thursday, March 31<sup>st</sup>, then Wednesday, March 30<sup>th</sup>, etc.
- Early dismissals for parent/teacher conferences are also scheduled on the following dates: Halsted Middle School -- 11/2, 11/3, 11/4; Merriam Avenue School -- 11/2, 11/33, 11/4, and 2/3. Early dismissal times will be posted in each School Handbook.
- PARCC 2016 dates: PBA (February 29 - April 1); EOY (April 18 - May 20).

Board approved: March 10, 2015

DIRECTOR OF SPECIAL PROJECTS

JOB DESCRIPTION

TITLE: Director of Special Projects

QUALIFICATIONS: A valid Principal/Supervisor certificate issued by the State Board of Education. The Director of Special Projects must have on file his/her criminal background check.

REPORTS TO: Superintendent

JOB GOAL: The Director of Special Projects shall serve as the district-wide organizational leader for special projects as assigned.

TERMS OF EMPLOYMENT: Six (6) months. This position is covered by the agreement with the Newton Administrators Association.

DUTIES AND RESPONSIBILITIES:

1. Shall align board and administrative regulations with district- and school-based practices.
2. Shall analyze district and school safety plans (e.g., school security, biohazard, chemical hazard, integrated pest management) and develop procedures that amend safety plans to incorporate current best practices.
3. Shall develop a comprehensive plan for online instruction initiatives in grades 5-12 and monitor and assess initial implementation.
4. Shall act as a resource to principals, directors, and building coordinators in the implementation of additional special projects as assigned.
5. Shall develop a reasonable working relationship with other members of the staff as well as administrators.
6. Shall conduct and/or attend relevant school, district, and professional meetings.
7. Shall conduct staff evaluations as needed.
8. Shall keep abreast of current educational developments in the areas of responsibility.
9. Shall deliver a monthly progress report regarding the assigned areas of responsibility.
10. Shall perform all other duties which are incidental to the position of Director of Special Projects.

Board Approved:

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BOARD OF EDUCATION  
Newton, NJ  
MINUTES OF THE REGULAR MEETING OF FEBRUARY 24, 2015

Ms. Dunn, Board President, called the meeting to order at 7:06 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: Mr. Caffrey, Ms. Dunn, Ms. Egner, Ms. Faye, Ms. Ham, Mr. Heckman, Mr. Morris, Mr. O’Gorman, Mrs. Thomas and Dr. Greene.

ROLL CALL

Members Absent: Mr. Fancher and Ms. Larsen.

Also Present: Donna C. Snyder

There were no public comments.

PUBLIC  
COMMENTS

Negotiations—Mr. Caffrey stated that a negotiations meeting was held and that two more are scheduled.

COMMITTEE RPTS.

Council—Mr. Morris spoke about Council discussion that vapor shops are allowed in any commercial zone.

Finance—Mrs. Thomas stated that the Committee met again and that Ms. Snyder would review during the SBA/BS report.

Committees—Board Committee Assignments will be posted on the shared drive.

ESC—Ms. Faye stated negotiations are at a standstill. PARCC is an issue due to all of the special needs students.

Andover—No report as Mr. Fancher was not present.

SENDING  
DISTRICTS

Green—Mr. O’Gorman stated that Green held a meeting on February 18, 2015. They discussed reinstatement of the Tri-District Consortium and wanted a better understanding of who would participate and what the agenda topics would include.

Feasibility Study—Mr. O’Gorman spoke with the South Hunterdon Regional School District Superintendent and a Board Member who indicated willingness to discuss their experiences with our districts. He also spoke with Dr. Richard S. Grip from Statistical Forecasting, LLC and Vito Gagliardi, Esq. and they estimated the cost to be approximately \$50K with a 3-4 month timeframe to complete. He also spoke with various other people and there does not seem to be funding for feasibility studies at this time.

PARCC—Dr. Greene reported that PARCC PBA testing would begin on Monday and that all technical and logistical preparations were finalized.

SUPT.’S REPORT  
ED. HIGHLIGHTS

QSAC—Dr. Greene reported that the site visit is Monday.

Merriam Avenue School—Merriam Avenue School received Honorable Mention as a “School of Character”.

Solar Project—Newton’s projects are complete and the district does not have any financial exposure to the litigation.

Proposed Property Purchase—Ms. Snyder advised the Board that the process is moving along. The Board attorney declared to the seller’s attorney on Monday that, due diligence is complete; this triggers a closing date in August.

SBA/BS REPORT

Budget—Ms. Snyder explained the two preliminary revenue options. She also reviewed the worksheets describing budgetary additions and cuts and answered questions on both.

8. Board Business

A. Approve the minutes of the following meetings:

Regular Meeting of February 3, 2015  
 Executive Session of February 3, 2015

B. Authorize the secretary to pay bills and warrants Nos. 041666 to 041842 as per bill list dated February 24, 2015, in the amount of \$2,091,405.71, as per Attachment A.

C. Approve the financial reports from the Board Secretary and the Treasurer of School Monies for the month of January, 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 January 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 January 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 January, 2015 as per Attachment C.

H. Affirm the Superintendent's decisions regarding HIB incidents as reported to the Board of Education on January 23 and February 12, 2015.

Carried unanimously by a roll call vote of the 11 member Board with the following exceptions:

Mr. Heckman abstained on Executive Session Minutes.

Mr. O'Gorman abstained on Board Business Item H dated January 23, 2015.

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

PROGRAM

A. Approve the following trips for Merriam Avenue School:

<u>Class/Club</u>	<u>Purpose</u>	<u>Location</u>
Gifted & Talented	Field Trip	Lackawaxen Eagle Park, Lackawaxen, PA
Grade K	Field Trip	County College of Morris, Randolph, NJ
Grade 2	Field Trip	Meesing Environ. Ctr., Marshalls Creek, PA
Grade 4	Field Trips	Sussex Cty. YMCA, Hamburg, NJ

B. Approve the following trips for Halsted Middle School:

<u>Class/Club</u>	<u>Purpose</u>	<u>Location</u>
Grade 6	Field Trip	Liberty State Park, Jersey City, NJ

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

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

C. Approve the following trips for Newton High School:

<u>Class/Club</u>	<u>Purpose</u>	<u>Location</u>
All State Chorus	Field Trip	Northern Burlington HS, Columbus, NJ
Business Students	Field Trip	Skylands Stadium, Augusta, NJ
Honors Environmental Class	Field Trip	Adventure Aquarium, Camden, NJ
Jazz Band	Field Trip	Livingston HS, Livingston, NJ
Jazz Band	Field Trip	No. Warren Reg. HS, Blairstown, NJ
Robotics	Field Trips	Lehigh University, Bethlehem, PA
Robotics	Field Trip	Watchung Hills HS, Warren, NJ
Science League	Field Trip	No. Warren Reg. HS, Blairstown, NJ

D. Approve the revised list of out-of-district placements for 2014-15 as per Attachment D.

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

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

PERSONNEL

- A. Approve Sara Melberger, from Centenary College, to do a School Counseling practicum at Merriam Avenue School, under the supervision of Deirdre Iuliani, from February 26, 2015 through April 2, 2015.
- B. Approve Tara Pankz, Part-Time Teacher Assistant at Merriam Avenue School, for an unpaid leave of absence effective on or about April 15, 2015 through the end of the 2014-15 school year.
- C. Approve Marybeth Hromnack, Part-Time Teacher Assistant at Halsted Middle School, for an unpaid leave of absence effective February 10, 2015 through March 31, 2015.
- D. Approve Chris Boyle as Head Boys Tennis Coach at Newton High School, Step 1, \$6,316.
- E. Approve Margaret Waldron as Assistant Boys Tennis Coach at Newton High School, Step 1, \$4,309.
- F. Approve Marlee Cirringione to do 4 hours of observation at Merriam Avenue School between February and June, 2015.

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

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

- G. Approve the following substitutes for the remainder of the 2014-15 school year:
 

Susan King	Substitute Teacher
Emilie Petry	Substitute Teacher
Philip Scarlata	Substitute Teacher
Alexandra Straulina	Substitute Teacher

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

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

BUSINESS

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

<u>Newton Board of Education</u>	<u>Description</u>	<u>Amount</u>
Atra Janitorial Supply Co.	Custodial Supplies	\$ 2,954.05
E.A. Morse & Co.	Custodial Supplies	\$ 2,872.39
Sussex County Tech. School	Bus Repairs	\$ 4,140.00
<u>Newton High School</u>	<u>Description</u>	<u>Amount</u>
Levys, Inc.	Athletic Equipment & Supplies	\$13,411.44
<u>Halsted Middle School</u>	<u>Description</u>	<u>Amount</u>
Keyboard Consultants Inc.	Smartboard & Projector	\$ 3,172.00
<u>Merriam Avenue School</u>	<u>Description</u>	<u>Amount</u>
Jenkins, Laurie	Professional Development	\$ 2,800.00
Rutgers Graduate Sch. of Ed.	Professional Development	\$ 6,000.00
<u>Special Services</u>	<u>Description</u>	<u>Amount</u>
Warren Cty. Spec. Svcs. Schl.	Social Worker	\$22,670.00

- C. Approve a Tuition Contract between the Newton Board of Education and the Andover Board of Education for the 2015-2016 school year as per Attachment F.
- D. Approve a Tuition Contract between the Newton Board of Education and the Green Township Board of Education for the 2015-2016 school year as per Attachment G.

- E. Approve the out-of-district tuition contract with Sage Day School for Student # 8242607880 for the 2014-15 school year.
- F. Approve a Transition Collaboration Agreement with Norwescap Head Start and Merriam Avenue School for school years 2014-15 through 2016-17.

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

Halsted Express—Mrs. Thomas stated that she loved the newspaper, especially the articles about teachers.

OLD BD. BUSINESS

FFA Luncheon—Mrs. Thomas expressed her appreciation for not only the food, but also for the accomplishments of the participants.

Trophies/Awards—Mrs. Thomas reported that a parent approached her about establishing a long-term recognition program honoring academic achievements.

NEW BD. BUSINESS/  
OPEN DISCUSSION

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

There were no discussions.

Motion by Mrs. Thomas, seconded by Ms. Egner, to adjourn the meeting, not to reconvene. There was no opposition.

ADJOURN

Respectfully submitted,



Donna C. Snyder  
School Business Administrator/Board Secretary