# HACKETTSTOWN BOARD OF EDUCATION REGULAR BOARD MEETING May 15, 2019 MINUTES

9210

The regular action board meeting of May 15, 2019 of the Hackettstown Board of Education was called to order at 7:00 p.m. in the High School Media Center by Board President, Mr. Michael Herbst. Mr. Herbst read the following statement followed by the pledge of allegiance: "In accordance with the State's Sunshine Law, adequate notice of this meeting was provided by sending a notice of the time, date, location to Success Communications Group on March 22, 2019 and advertised in the "Express Times" on March 27, 2019. Copies of the meeting schedule have also been posted at each of our schools, the district website, the Board Office located at 315 Washington Street, and emailed to the Municipal Clerk of the Town of Hackettstown on January 3, 2019 and this meeting was posted at each of those locations on March 26, 2019. And further, please be advised that, meetings of the Hackettstown Board of Education are videotaped for next day posting on the District website. The Board of Education reserves the right to edit the videotaped record of its meetings in order to protect student or staff member privacy."

## **ROLL CALL**

Members present: Ms. Jami Cavanagh

Mrs. Amy Cochran Mr. Michael Herbst Ms. Malainie Hibler

Ms. Mary Beth Maciag (arrived at 7:08 p.m.)

Ms. Michele Wehmeyer

Also present: Mr. David C. Mango, Superintendent of Schools

Ms. Gail Woicekowski, Board Secretary Mr. Mark Toscano, Board Attorney

Mr. Kevin O'Leary, Acting Director of Special Services

Mrs. Debra Grigoletti, Director of Curriculum and Instruction

Mr. John Morsillo, Technology Technician I Mr. Kyle Sosnovik, High School Principal Mrs. Sheena Delgaizo, Middle School Principal

Mrs. Marie Griffin, Hatchery Hill Principal Mr. Jonathan Beyer, Willow Grove Principal

Members absent: Mr. Shawn Burke

Dr. Giovanni Cusmano Mr. Robert Moore Ms. Lori Prymak

Dr. Bo Soobryan

9211

#### **MINUTES**

Motion: Ms. Cochran Second: Ms. Hibler

Be it resolved, that the re-organization board meeting minutes of May 1, 2019, be approved.

Carried in a voice vote, Ms. Wehmeyer -abstain.

# **COMMITTEE REPORTS**

Finance and Facilities – no report

Allamuchy – no report

Great Meadows - no report

Personnel/Negotiations- reported by Ms. Wehmeyer

 Ms. Wehmeyer stated the committee met but nothing was resolved. Next meeting is in August.

Policy – no report

Curriculum/Student Activities –reported by Ms. Hibler

 Ms. Hibler stated the committee met and discussed QSAC, summer assignments, social and emotional learning programs.

HFEE Foundation – no report

Ad Hoc Shared Services – no report

Community Relations- no report

## **SUPERINTENDENT'S REPORT** – Mr. David Mango

- Student of the Month were introduced by the Building Principals.
  - Hatchery Hill

May – Tyler Swayze

Willow Grove

May - Giselle Secundino Rivera

Middle School

May - Dylan Benbow

High School

May - Kyleigh Dawson

- 2018-2019 Retirement Recognitions
  - Debbie Barbieri (35 Years) Hatchery Hill
  - ➤ Joan Brand (27 years) Hatchery Hill
  - Paula Roselli (23 Years) Willow Grove
  - Linda Rygielski (17 Years) Willow Grove
- 2018-2019 Governor's Educator of the Year Recognitions
  - Carl Robinson (Math Teacher) High School
  - ➤ Erin Durkin (Special Education Teacher) Middle School
  - Corinne Giaimo (Special Education Teacher) Hatchery Hill
  - Paula Roselli (ESL Teacher) Willow Grove

- 2018-2019 Educational Professional of the Year
  - ➤ Laurie Cardell (Guidance Counselor) High School
  - > Phil Torres (Aide) Middle School
  - ➤ Joy Buchanan (Aide) Hatchery Hill
  - > Jenny Kurack (Kindergarten Aide) Willow Grove

The Board took a break between 7:57 p.m. and 8:04 p.m.

# PUBLIC COMMENT

- none

## PUBLIC COMMENT/QUESTIONS ON AGENDA ITEMS

- Mrs. Hindi, a community member asked if the Middle School Counselor who is being transferred to Hatchery Hill and Willow Grove Schools will be replaced.
- Mr. Mango responded yes.

### **BOARD COMMENT ON A SECTION AGENDA ITEMS**

Motions are accepted by Ms. Maciag and Ms. Cochran as amended.

- none

# APPROVAL OF THE CHECK REGISTER(S)

Motion: Ms. Maciag

Second: Ms. Cochran

Be it resolved, that the Board of Education, approve the May 15, 2019 bill list in the amount of \$1,996,954.72 and further, that copies be attached to the minutes.

Carried in a roll call vote – unanimous.

#### APPROVAL OF FINANCIAL REPORTS

Motion: Ms. Maciag

Second: Ms. Cochran

Be it resolved, that the Board of Education, approve the Secretary and Treasurer Reports for the month ending March 31, 2019 for the 2018-2019 school year as attached by reference. Carried in a roll call vote – unanimous.

# ACCEPTANCE OF FINANCIAL REPORTS CERTIFICATION

Motion: Ms. Maciag

Second: Ms. Cochran

Be it resolved, that the Board of Education, accept the certification of the Board Secretary.

Board Secretary

Date

and certify: in compliance with NJAC 6A:23A-16.10(c), that to the best of our knowledge as of March 31, 2019 no major account or fund has been over-expended and that sufficient funds exist to meet the district's financial obligations for the remainder of the 2018-2019 school years. Carried in a roll call vote – unanimous.

## APPROVAL OF TRANSFERS

Motion: Ms. Maciag Second: Ms. Cochran

Be it resolved, that the Board of Education, upon approve the transfers for March 2019 in the amount of \$53,042.10, as attached by reference.

Carried in a roll call vote - unanimous.

# ACCEPTANCE OF GIFTS

Motion: Ms. Maciag Second: Ms. Cochran

Be it resolved, that the Board of Education, accept gift(s) as attached by reference.

Carried in a roll call vote – unanimous.

# MEMORANDUM OF AGREEMENT FOR RELATED SERVICES (ESY)

Motion: Ms. Maciag Second: Ms. Cochran

Be it resolved, that the Board of Education, approve a Memorandum of Agreement with Warren County Special Services to provide related services for ESY from July 1, 2019 – August 30, 2019, as attached by reference.

Carried in a roll call vote – unanimous.

# APPROVAL OF STUDENT(S) ON HOME INSTRUCTION

Motion: Ms. Maciag Second: Ms. Cochran

Be it resolved, that the Board of Education, approve student(s) on home instruction for the 2018-2019 school year, attached by reference.

Carried in a roll call vote - unanimous.

# WITHDRAW SDA PROJECT GRANT REQUEST

Motion: Ms. Maciag Second: Ms. Cochran

Be it resolved, that the Board of Education, withdraw the request for SDA grant G5-3615 DOE No. 1870-060-09-1006 executed March 26, 2012 in the amount of \$271,377 for replacement of the ventilation system in the middle school auditorium. Monies will be returned to Capital Reserve.

Carried in a roll call vote, Ms. Cavanagh - no.

#### APPROVAL OF AGREEMENT WITH CATHOLIC CHARITIES OF METUCHEN

Motion: Ms. Maciag Second: Ms. Cochran

Be it resolved, that the Board of Education, approve a Public Donor Agreement for in-kind contributions for facility costs in the amount of \$11,365.75 for the School Age Child Care Program for the period of July 1, 2019 through June 30, 2020, as attached by reference. Carried in a roll call vote – unanimous.

#### **APPROVAL OF TUITION RATES**

Motion: Ms. Maciag Second: Ms. Cochran

Be it resolved, that the Board of Education, approve the 2019-2020 district tuition rates attached by reference.

Carried in a roll call vote - unanimous.

# DISPOSAL OF ASSETS/PROPERTY

Motion: Ms. Maciag Second: Ms. Cochran

Be it resolved, that the Board of Education, in accordance with Board Policy #7300 (Regulations 7300.1-.4) authorizes the disposal of personal property/assets, as attached by reference.

Carried in a roll call vote - unanimous.

# APPROVAL OF CONTRACT WITH A.C. DAUGHTRY

Motion: Ms. Maciag Second: Ms. Cochran

Be it resolved, that the Board of Education, approve a contract with A.C. Daughtry, Inc. to install a phone line in the Middle School Elevator for a one-time cost of \$1,616.11 and \$24.95 per month monitoring service, as attached by reference.

Carried in a roll call vote - unanimous.

# APPROVAL TO VOID OUTSTANDING PAYROLL CHECKS

Motion: Ms. Maciag Second: Ms. Cochran

Be it resolved, that the Board of Education, authorize the Business Administrator to void outstanding 2018-2019 payroll checks and reissue, as attached by reference.

Carried in a roll call vote - unanimous.

# APPROVAL OF USE OF FACILITIES FOR EXTRA & CO-CURRICULAR ACTIVITIES

Motion: Ms. Maciag Second: Ms. Cochran

Be it resolved, that the Board of Education, approve use of Facilities for Extra & Co-Curricular Activities for 2018-2019 school year, as attached by reference.

Carried in a roll call vote - unanimous.

# APPROVAL TO SUBMIT PROJECT APPLICATION FOR HIGH SCHOOL AUDITORIUM PROJECT

Motion: Ms. Maciag Second: Ms. Cochran

Be it resolved, that the Board of Education, approve the submission of the project application and plans to be submitted for the Renovation of the Hackettstown Auditorium. The submission is ONLY for those parts of the project that were not originally part of the ROD Grant projects. The project is being submitted as an Other Capital Project, where no state funding is being requested for these new sections of the project. The plans will be sent by Gianforcaro Architects, Engineers & Planners. The state plan number for Auditorium is 41-1870-050-19-1000. The Board of Education is also approving an update to the Long Range Facilities Plan as required by the Department of Education.

Carried in a roll call vote - unanimous.

# APPROVAL TO SUBMIT PROJECT APPLICATION FOR HACKETTSTOWN REFERENDUM PROJECT

Motion: Ms. Maciag Second: Ms. Cochran

Be it resolved, that the Board of Education, approve the submission of the project application and plans to be submitted for the Hackettstown Referendum Projects. The Referendum consists of Projects at three (3) of the schools within the district. The Projects at the High School will be Roof Renovations and an Electrical Service Upgrade. The State Plan Number for the High School is 41-1870-050-19-2000. The Projects at the Middle School will be for Roof Renovations and an Electrical Service Upgrade. The State Plan Number for the Middle

9214

9215

School is 41-1870-060-19-1000. The Project at the Hatchery Hill School is a Roof Replacement. The State plan Number for Hatchery Hill School is 27-1870-070-19-1000. The plans will be sent by Gianforcaro Architects, Engineers & Planners. The Board of Education is also approving an update to the Long Range Facilities Plan as required by the Department of Education.

Carried in a roll call vote – unanimous.

# APPROVAL OF PAYROLL CHECK REGISTER(S)

Motion: Ms. Maciag

Second: Ms. Cochran

Be it resolved, that the Board of Education, approve the May 15, 2019 payroll check register in the amount of \$1,025,447.75 and further, that copies be attached to the minutes. Carried in a roll call vote – unanimous.

# **BOARD COMMENT ON B SECTION AGENDA ITEMS**

Motions are accepted by Ms. Maciag and Ms. Cochran as amended.

none

# ACCEPTANCE OF RESIGNATION(S)

Motion: Ms. Maciag

Second: Ms. Cochran

Be it resolved, that the Board of Education, accept the resignations for the 2018-2019 school year attached by reference.

Carried in a roll call vote - unanimous.

## APPROVAL OF LEAVE OF ABSENCES

Motion: Ms. Maciag

Second: Ms. Cochran

Be it resolved, that the Board of Education, approve leave of absences for the 2018-2019 school year, attached by reference.

Carried in a roll call vote - unanimous.

# APPROVAL OF REVISED 2018-2019 TIGER CLUB APPOINTMENTS

Motion: Ms. Maciaq

Second: Ms. Cochran

Be it resolved, that the Board of Education, approve revised Tiger Club appointments for the 2018-2019 school year, attached by reference.

Carried in a roll call vote – unanimous.

#### APPROVAL OF PARENT CHAPERONES

Motion: Ms. Maciag

Second: Ms. Cochran

Be it resolved, that the Board of Education, approve parent chaperones for the 2018-2019 school year, attached by reference.

Carried in a roll call vote – unanimous.

#### MOTION TO APPROVE THE FOLLOWING RESOLUTION

Motion: Ms. Maciag Second: Ms. Cochran

WHEREAS, N.J.S.A. 18A:28-9 provides that a board of education may reduce the number of positions in the district whenever, in the judgment of the board, it is advisable to abolish any such positions for reasons of economy or because of reduction in the number of pupils or of change in the administrative or supervisory organization of the district or for other good cause;

WHEREAS, for reasons of economy, staffing and student needs, as well as a result of restructuring, the Board finds it advisable to eliminate reduce the number of positions in the District for the 2019-2020 school year through a reduction in force;

IT IS HEREBY RESOLVED by the Hackettstown Board of Education as follows:

- 1. That upon recommendation of the Superintendent the following positions have been eliminated as a result of a reduction in force:
  - a. One (1) Literacy Lab Aide position; and
  - b. Three (3) Assisted Support Special Education Classroom Aide positions;
- 2. That the affected employees will promptly receive appropriate notification of their employment status; and
- 3. That the Superintendent is authorized to provide the necessary notification to the affected employees.

Carried in a roll call vote – unanimous.

# APPROVAL OF 2019-2020 DISTRICT STAFF

Motion: Ms. Maciag

Second: Ms. Cochran

Be it resolved, that the Board of Education, approve district staff for the 2019-2020 school year, attached by reference.

Carried in a roll call vote - unanimous.

# APPROVAL OF VOLUNTARY TRANSFER FROM THE MIDDLE SCHOOL TO HATCHERY HILL SCHOOL AND THE WILLOW GROVE SCHOOL TO

Motion: Ms. Maciag

Second: Ms. Cochran

Be it resolved, that the Board of Education, approve the voluntary transfer of Kara Varina, Guidance Counselor, from the Middle School to The Hatchery Hill School and the Willow Grove School, as the Mindfullness Instructor, effective July 1, 2019.

Carried in a roll call vote – unanimous.

#### APPROVAL OF SUMMER 2019 ESY STAFF

Motion: Ms. Maciag

Second: Ms. Cochran

Be it resolved, that the Board of Education, approve the 2019 Extended School Year (ESY) Program Staff, attached by reference.

Carried in a roll call vote - unanimous.

# APPROVAL OF 2019-2020 ATHLETIC APPOINTMENTS

Motion: Ms. Maciag

Second: Ms. Cochran

Be it resolved, that the Board of Education, approve athletic appointments for the 2019-2020 school year, attached by reference.

Carried in a roll call vote – unanimous.

# 9217

# APPROVAL OF STAFF FOR ATHLETIC PHYSICALS

Motion: Ms. Maciag Second: Ms. Cochran

Be it resolved, that the Board of Education, approve staff for 2019-2020 athletic physicals, attached by reference.

Carried in a roll call vote - unanimous.

## APPROVAL OF 2019-2020 ORGANIZATIONAL CHART

Motion: Ms. Maciag Second: Ms. Cochran

Be it resolved, that the Board of Education, approve the 2019-2020 staff organizational chart, attached by reference.

Carried in a roll call vote - unanimous.

#### BOARD COMMENT ON C SECTION AGENDA ITEMS

Motions are accepted by Ms. Maciag and Ms. Cochran as amended.

- none

# APPROVAL OF WORKSHOP ATTENDANCE

Motion: Ms. Maciag Second: Ms. Cochran

Be it resolved, that the Board of Education, approve workshop attendance for the 2018-2019 school year, attached by reference.

Carried in a roll call vote - unanimous.

# APPROVAL OF FIELD TRIPS

Motion: Ms. Maciag Second: Ms. Cochran

Be it resolved, that the Board of Education, approve field trips for the 2018-2019 school year,

attached by reference.

Carried in a roll call vote – unanimous.

# APPROVAL OF COMPREHENSIVE EQUITY PLAN FOR THE 2019-2020 THROUGH 2021-2022 SCHOOL YEARS

Motion: Ms. Maciag Second: Ms. Cochran

Be it resolved, that the Board of Education, approve the Comprehensive Equity Plan for the 2019-2020 school year through the 2021-2022 school year, attached by reference.

Carried in a roll call vote – unanimous.

#### APPROVAL OF FUNDRAISERS

Motion: Ms. Maciag Second: Ms. Cochran

Be it resolved, that the Board of Education, approve fundraisers at Hackettstown Middle School for the 2018-2019 school year, attached by reference.

Carried in a roll call vote – unanimous.

# APPROVAL OF 2<sup>ND</sup> READING OF DISTRICT POLICIES AND REGULATIONS

Motion: Ms. Maciag Second: Ms. Cochran

Be it resolved, that the Board of Education, approve the following District Policies and Regulations in a 2<sup>nd</sup> reading:

P&R 1642 Earned Sick Leave Law (M) (New)
P 5330.04 Administering an Opioid Antidote (New)

9218

R 5330.04 Administering an Opioid Antidote (New)

R 5530 Substance Abuse (M) (Revised)

**P&R 5600** Student Discipline/Code of Conduct (M) (Revised)

Carried in a roll call vote – unanimous.

#### OTHER BUSINESS

- Mr. Mango discussed a Federal Grant with the Hackettstown Police Department that can be used for the security alert system. He stated the grant will be \$100,000 and the district will have to pay back \$25,000. Mr. Mango stated that Law Enforcement has to apply for the Grant.
- Ms. Woicekowski gave the Building and Grounds update.
- Mr. Mango reminded the Board and Public about the Special Board Meeting on June 12, 2019 at 7:00 p.m.

### **NEW BUSINESS**

## AUTHORIZATION TO SUBMIT APPLICATION FOR NATIONWIDE SECURITY GRANT

Motion: Ms. Hibler Second: Ms. Wehmeyer

Be it resolved, that the Board of Education authorizes the Superintendent and the Director Of Security to partner with the Hackettstown Police Department on the Board's behalf in order to submit an application for a Nationwide Security Grant.

Carried in a voice vote – unanimous.

#### **PUBLIC COMMENT**

- Jessica Thompson, a community member asked what bathrooms contractors will be using at Willow Grove Elementary School.
- Mr. Beyer replied that the contractors will not be using the same bathrooms as the children.
- Kathy Bielski, a Robin's Court resident asked about the egress at Hatchery Hill School.
- Mr. Mango responded, no at this point.
- Megan Davis spoke about subscription busing.

The Board took a break between 8:36 p.m. and 8:39 p.m.

#### **EXECUTIVE SESSION**

Motion: Ms. Cochran Second: Ms. Maciag

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 at 8:39 pm;

Mtg. Date: 5/15/19 921 g

NOW THEREFORE BE IT RESOLVED by the Hackettstown Board of Education that it is necessary to meet in executive session to discuss certain items involving:

Matters of personal confidentiality rights, including but not limited to, staff and/or student discipline matters, and specifically:

- HIB

Matters concerning negotiations, and specifically:

-Negotiations

Matters involving anticipated or pending litigation, including matters of attorney-client privilege, and specifically:

-Special Education

Matters involving personnel issues, including but not limited to, the employment, appointment, termination of employment, terms and conditions of employment, evaluation of performance, promotion or discipline of any public officer or employee, and specifically:

- Personnel

**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 will return to open session to conduct business at the conclusion of the executive session.

Carried in a voice vote – unanimous.

#### RECONVENE

Motion: Ms. Cochran

Second: Ms. Hibler

Be it resolved, that the Board of Education reconvene into regular session at 9:03 p.m. Carried in a voice vote – unanimous.

## **NEW BUSINESS**

#### APPROVAL OF HIB

Motion: Ms. Cochran

Second: Ms. Hibler

Be it resolved, that the Board of Education adopt and approve the verbal HIB reports and finding as presented in Executive Session.

Carried in a roll call vote – Mr. Herbst – abstain

# **ADJOURNMENT**

Motion: Ms. Maciag

Second: Ms. Cochran

Be it resolved that the Board adjourn at 9:04 p.m. Carried in a voice vote – unanimous.

Respectfully submitted,

Gail Woicekowski

Business Administrator

Michael Herbst Board President