

TOWN OF BOONTON PUBLIC SCHOOLS  
436 Lathrop Avenue  
Boonton, NJ 07005

April 3, 2017

A regular meeting of the Town of Boonton Board of Education was held at Boonton Board of Education Annex Building, 436 Lathrop Avenue, Boonton, New Jersey and was called to order at 7:30 PM by the Board Secretary, Mr. Michael S. Neves.

Mr. Neves read the following statement:

This is the April 3, 2017 meeting of the Boonton Board of Education. Pursuant to Section 5 of the Open Public Meetings Act, adequate notice of this meeting was provided as follows: Notice was served on January 7, 2017 to the Daily Record and the Citizen, and also distributed to The Neighbor News, the Boonton Town Clerk, and posted at the Board of Education Building at 434 Lathrop Avenue, Boonton, New Jersey.

The following members were present on the call of the roll, Mr. Christopher Cartelli, Mrs. Sonja Chapman, Mr. Robert Ezzi, Mr. Joseph Geslao, Mrs. Linda Glosinski, Mrs. Loren Katsakos, Mrs. Irene LeFebvre, Mrs. Debra Recchia and Mr. Robert Siciliano. Mr. John Gibbons was absent. Also present were Mr. Robert Presuto, Superintendent and Mr. Michael Neves, School Business Administrator/Board Secretary.

**EXECUTIVE SESSION**

On a motion by Mrs. Chapman and seconded by Mrs. Recchia, the following motion was presented for approval to enter Executive Session at 7:35 PM:

**BE IT RESOLVED**, that the following portion of this meeting dealing with the following generally described matters shall not be open to the public:

- Personnel matters
- Current or Potential Litigation
- Matters of Attorney/Client Privilege

**BE IT FURTHER RESOLVED**, that it is anticipated that the matters to be considered in private may be disclosed to the public at a later date when confidentiality is no longer required.

**BE IT FURTHER RESOLVED**, that private consideration is deemed required and is permitted because of the following noted exceptions set for the in the Open Public Meetings Act:

- Would constitute an unwarranted invasion of individual privacy.
- Related to investigation of violations or possible violations of the law.
- Related to pending/anticipated litigation or contract negotiations in which the Public body is or may be a party.
- Falls within the attorney-client privilege and confidentiality is required.

ACTION WILL BE TAKEN

On roll call, the motion was approved. Voting yes were Mr. Cartelli, Mrs. Chapman, Mr. Ezzi, Mr. Geslao, Mrs. Glosinski, Mrs. Katsakos, Mrs. LeFebvre, Mrs. Recchia and Mr. Siciliano. Mr. Gibbons was absent.

Having no further business in closed executive session, a Motion was made by Mrs. Recchia and seconded by Mrs. Katsakos, to adjourn executive session at 8:00 PM and return to open session.

On roll call, the motion was approved. Voting yes were Mr. Cartelli, Mrs. Chapman, Mr. Ezzi, Mr. Geslao, Mrs. Glosinski, Mr. Gibbons, Mrs. Katsakos, Mrs. LeFebvre, Mrs. Recchia and Mr. Siciliano.

The Board reconvened in open session at 8:00 PM.

The Board gave their Pledge of Allegiance to the Flag.

### **CORRESPONDENCE**

Mr. Presuto commented on a legal opinion concerning "Rice Letters" which was forwarded to him from Mr. Neves. The letter was copied to members of the Morris County Association of School Business Officials.

### **LIAISON REPORTS**

John Hill School – None

Boonton High School – Mr. Jason Klebez, Principal of the high school, updated the board on high school activities. Report cards for the recent marking period have been released. A twitter account has been established for the school.

Parent-Teacher Association (PTA) K-8 – None

Home School Association 9-12 – None

Board of Aldermen Representative – None

### **CHANGE THE ORDER OF THE DAY**

On a motion by Mrs. Recchia, seconded by Mr. Ezzi, and with all in favor, order of the day was approved.

### **MINUTES**

On a motion by Mrs. Katsakos, seconded by Mr. Geslao, the Board accepts the following minutes from previous sessions:

Accept the minutes of the following:

- a. Regular and Executive session March 27, 2017

On roll call, the motion was approved. Voting yes were Mr. Cartelli, Mrs. Chapman, Mr. Ezzi, Mr. Geslao, Mrs. Glosinski, Mrs. Katsakos, Mrs. LeFebvre, Mrs. Recchia and Mr. Siciliano. Mr. Gibbons was absent.

**PUBLIC COMMENT ON AGENDA ITEMS**

Mr. Steve Bossen questioned administration motion BK12-3 which covered administrative oversight of the humanities and STEAM. Mr. Presuto responded to the question and addressed the structure. Mr. Bossen further inquired if the structure will include the John Hill School which Mr. Presuto addressed.

Mrs. Gabrielle Bohon questioned if guidance counselors will remain assigned with students at the high school. Mr. Klebez addressed the question. Mrs. Bohon further questioned policies up for first reading. She requested that explanation of special education policies up for first reading.

**SUPERINTENDENT**

Mr. Presuto updated the Board on the following items:

- The third marking period has closed. Data is being migrated for the first and second marking periods into the new reporting systems.
- Commented on the Festival of the Arts program held at the high school.
- Commented on the commencement of PARCC testing in the schools.

**ADMINISTRATION**

On a motion by Mr. Siciliano, seconded by Mr. Cartelli, the following motions were presented for approval: (XI.B.K-8.1. through XI.B.K-8.3 and XI.B.K-12.1 through XI.B.K-12.12)

**K-8 Issues**

1. Approval of Elementary Administrator’s Salaries - Upon the recommendation of the Chief School Administrator, the Board of Education approves the following Secondary and District Administrators’ salaries, effective July 1, 2016 for the 2016-2017 school year:

	2015-2016	2.5 %		2016-2017
<u>Staff Member</u>	<u>Base Salary</u>	<u>Increase</u>	<u>Longevity</u>	<u>Total Salary</u>
Louis Caruso	\$126,149	\$3,154	\$0	\$129,303.00

2. Approval of Appointment of Non-Certified Staff Member - Upon the recommendation of the Chief School Administrator, the Board of Education approves Florian Sinani to position of Custodian, John Hill School, at a salary of \$34,015 (Step 1), pro-rated from May 1, 2017 (or sooner pending approval of criminal history background check) for the remainder of the 2016-2017 school year.

3. Approval of Field Trips – Upon the recommendation of the Chief School Administrator, the Board of Education approves the following field trip destinations for the 2016-2017 school year:

<u>Group</u>	<u>Destination</u>
Academically Talented	Liberty Science Center

K-12 Issues

1. Approval to Eliminate Position of Dean of Programs and Students - Upon the recommendation of the Chief School Administrator, the Board of Education approves to eliminate the position of Dean of Programs and Students, effective July 1, 2017.
2. Approval of the Creation of Two Administrative Positions - Upon the recommendation of the Chief School Administrator, the Board of Education approves the Creation of Supervisor of Instruction (Humanities and STEM) and Vice Principal positions at Boonton High School effective July 1, 2017.
3. Approval of Supervisor of Instruction (Humanities & STEM) Job Description and Evaluation Instrument - Upon the recommendation of the Chief School Administrator, the Board of Education approves the Job Description and Evaluation Instrument for Supervisor of Instruction (Humanities & STEM), as per the attached.
4. Approval of Vice Principal Job Description and Evaluation Instrument - Upon the recommendation of the Chief School Administrator, the Board of Education approves the Job Description and Evaluation Instrument for Vice Principal, as per the attached.
5. Approval of Field Trips – Upon the recommendation of the Chief School Administrator, the Board of Education approves the following field trip destinations for the 2016-2017 school year:

<u>Group</u>	<u>Destination</u>
Grades 9-12	Six Flags, Liberty Science Center

6. Approval of Secondary / District Administrators' Salaries - Upon the recommendation of the Chief School Administrator, the Board of Education approves the following Secondary and District Administrators' salaries, effective July 1, 2016 for the 2016-2017 school year:

<u>Staff Member</u>	<u>2015-2016 Base Salary</u>	<u>2.5 % Increase</u>	<u>Longevity</u>	<u>2016-2017 Total Salary</u>
Deb Ballway	\$107,345	\$2,684	\$3,000	\$113,029.00
Charles Crosby	\$ 97,603	\$2,440	\$ 0	\$100,043.00
Edward Forman	\$107,345	\$2,684	\$1,000	\$111,029.00
David Hughen	\$118,714	\$2,968	\$2,000	\$123,682.00
Ellie Schollmeyer	\$105,008	\$2,625	\$ 0	\$107,633.00
Judy Sorochynskyj	\$130,725	\$3,268	\$3,000	\$136,993.00

7. Approval of Shadow Experience - Upon the recommendation of the Chief School Administrator, the Board of Education approves Jessica Spicer, Registered Nurse, a shadow experience to complete 60 clinical hours during April 2017, under the supervision of Kelli Shiels, Dianne Lorber and Marcia Tucci, pending approval of criminal history background check.

8. Approval of Home Instruction – Upon the recommendation of the Chief School Administrator, the Board of Education approves the provision of home instruction for Student State ID #4382295288–Lincoln Park, for up to 10 hours per week from 3/24/2017, at a rate of \$30.00 per hour, to be provided by district approved instructors.

9. Approval of Staff as Track Meets Attendants and/or Officials – Upon the recommendation of the Chief School Administrator, the Board of Education approves the following staff members and stipends as Track and Field Attendants and/or Officials at events as required for the 2016-2017 school year:

Roxanne London	Rosemarie Sullivan
Michael London	Patrise Danzi
Michael Aquino	Al Bellini
Kimberly DiBenedetto	Cynthia Tserkis-Schlitt
Diana Callahan	Colleen Faessinger
James Nash	Evan Price
Christopher Hurd	Wayne Barreto

Rates of Pay Per Event:

Tickets Sales	\$35.00
Track Meet Events Attendants	\$52.00

10. Approval of District-Wide Volunteers – Upon the recommendation of the Chief School Administrator, the Board of Education approves the following to serve as district-wide volunteers for the 2016-2017 school year:

Brian Melgaard	Elvira De La Cruz
Kelly Wilson	David Kleid

11. Approval of Appointment of Non-Certified Staff Member - Upon the recommendation of the Chief School Administrator, the Board of Education approves the appointment of August Bartell to the appointment of Maintenance Worker at a salary of \$42,535 (Step 1) pro-rated from May 1, 2017 or sooner pending outcome of criminal background check, for the remainder of the 2016-2017.

12. Approval of Aide Services - Upon the recommendation of the Chief School Administrator, the Board of Education approves Jamie Evans to accompany Student State ID# 3913963711-Boonton, on a trip sponsored by the Boonton High School Biology and Spanish Clubs to Puerto Rico between the dates of June 22, 2017 - July 3, 2017 (actual dates will be confirmed by advisor closer to departure), at a stipend rate of \$1000.00.

On roll call, the motion was approved. Voting yes were Mr. Cartelli, Mrs. Chapman, Mr. Ezzi, Mr. Geslao, Mrs. Glosinski, Mrs. Katsakos, Mrs. LeFebvre, Mrs. Recchia and Mr. Siciliano. Mr. Gibbons was absent

The Board acknowledged and thanked those that volunteer to support the students of the district.

### **BUSINESS ADMINISTRATOR'S REPORT**

Mr. Neves commented on the following:

- Tentative budget was approved by the County. The budget has been scheduled to be advertised in the newspapers in the coming weeks. The public hearing on the budget is scheduled for April 24, 2017.
- The request for bids for stair and drainage renovations at the high school are recommended by the architect to be rejected. As this was the seconded bid process for the project, the board is eligible to negotiate for quotations on the project.
- The LED conversion project walk through by the winner bidder occurred in the previous week. Project installation is underway.

### **OPERATIONS**

Mr. Geslao commented on the 5K road race which was held in town the previous weekend. Mr. Geslao commented and thanked the sponsors of a new scholarship for graduating high school seniors

On a motion by Mr. Geslao and seconded by Mr. Cartelli, the following motion was presented for approval: (XI.D.1 through XI.D.5).

1. Approval of Bills List – Moved that the Board of Education approves the April 3<sup>rd</sup>, 2017 bills list of \$84,137.09 consisting of \$83,949.02 from the General Fund and \$188.07 from the Bridges account, and that a copy of each be attached to the minutes.
2. Approval of Payroll Related Expenses – Moved that the Board of Education approves the March 30<sup>th</sup>, 2017 Payroll in the total amount of \$786,822.28 Board Share FICA in the total amount of \$15,572.84 and State Share FICA in the total amount of \$42,321.87.
3. Approval of January Board Secretary and Treasurer Reports – Moved that the Board of Education approves the report of the Board Secretary and the Treasurer for the month ending January 31, 2017, and that a copy be attached to the minutes.
4. Approval of Employee Travel and Related Expense Reimbursements -  
**WHEREAS**, the following employees, are attending the conference, convention, staff training, seminar or workshop as indicated; and

**WHEREAS**, the attendance at the stated function was previously approved by the Chief School Administrator for the date as indicated on their completed Professional Absence Form, as being work related and within the scope of the work responsibilities of the attendee; and

**WHEREAS**, the attendance at the function was approved as promoting the delivery of instruction or furthering efficient operation of the school district, and fiscally prudent; be it

**RESOLVED**, that upon the recommendation of the Business Administrator, the Board of Education approves the recommendation from Michael Neves and finds the travel and related expense particular to attendance at the approved function necessary and/or unavoidable, and that the travel and related expense are justified and therefore reimbursable in accordance with OMB Guidelines, State travel regulations and/or employee contracts.

Name	Date (s)	Workshop / Conference	Registration Fee Paid by BOE	Mileage/ Tolls / Other
Boehmer, Robbin	3/25/17	Treasurer's Report Meeting, Woodbridge, NJ	\$0	\$22.13
Boehmer, Robbin	5/6/17	NJASBO Pupil Transportation, Newton, NJ <i>*previously approved 3/27/17 - location has changed</i>	\$70	\$21.27
Hancock, Patrick	04/04/17 to 04/07/17	Cornerstone Day School, PARCC Testing, Mountainside, NJ	\$0	\$49.60

5. Approval of Use of Facilities – Moved that the Board of Education approves the use of District Facilities to organizations, provided all required documents are submitted:

**USE OF FACILITIES**  
April 3<sup>rd</sup>, 2017

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Permit #	Requested by / Facility / Dates
16/17-0086	Boonton HS Girls Softball Parents – Meetings BHS – Classroom #14 Thursdays April 27 <sup>th</sup> & May 25 <sup>th</sup> , 2017 (6:00 PM – 8:00 PM)
16/17-0087	Boonton PTA - Book Fair School Street School – Multi Purpose Room (Stage) Monday May 1 <sup>st</sup> – Friday May 5 <sup>th</sup> , 2017 (8:00 AM - 3:00 PM) Wednesday (Evening Hours) 5:00 PM – 8:00 PM)
16/17-0088	Boonton High School Girls LAX – Team Dinner Boonton High School – Cafeteria April 6 <sup>th</sup> , 11 <sup>th</sup> , 25 <sup>th</sup> , 2017 (5:00 PM -7:00 PM)

- 16/17-0089                   Boonton High School Girls LAX – Snack Sales  
                                  BHS Concession Stand,  
                                  Home Games & Tournaments 2016-2017 Season  
                                  (3:30 PM - 7:00 PM)
- 16/17-0091                   Boonton High School Boys LAX – Fund Raiser Pick Up  
                                  Boonton High School – Covered Walk  
                                  Sunday April 23<sup>rd</sup>, 2017  
                                  (12:00 Noon – 4:00 PM)

## **BHS/BMS TEAM SPORTS HAVE PRIORITY**

No activities on Days school is Closed

### **ABOVE PERMITS ARE PENDING BUILDING ADMINISTRATION FINAL APPROVAL AND RECEIPT OF DOCUMENTATION**

On roll call, the motion was approved. Voting yes were Mr. Cartelli, Mrs. Chapman, Mr. Ezzi, Mr. Geslao, Mrs. Glosinski, Mrs. Katsakos, Mrs. LeFebvre, Mrs. Recchia and Mr. Siciliano. Mr. Gibbons was absent.

#### **POLICY**

On a motion by Mr. Geslao and seconded by Mrs. Cartelli, the following motion was presented for approval: (X.I.E.1. through X.I.E.7.).

#### **K-12 Issues**

1.           Approval of First Reading of Revisions to Policy and Regulation #2460 – Special Education - Upon the recommendation of the Chief School Administrator, the Board of Education approves the first reading of revisions to Policy and Regulation #2460 – Special Education, as per the attached.
  
2.           Approval of First Reading of Revisions to Regulation #2460.1 - Special Education – Location, Identification, and Referral - Upon the recommendation of the Chief School Administrator, the Board of Education approves the first reading of revisions to Regulation #2460.1 - Special Education – Location, Identification, and Referral, as per the attached.
  
3.           Approval of First Reading of Revisions to Regulation #2460.8 – Special Education – Free and Appropriate Public Education - Upon the recommendation of the Chief School Administrator, the Board of Education approves the first reading of revisions to Regulation #2460.8 – Special Education – Free and Appropriate Public Education, as per the attached.



4. Approval of First Reading of Revisions to Regulation #2460.9 – Special Education – Transition From Early Intervention Programs to Preschool Programs - Upon the recommendation of the Chief School Administrator, the Board of Education approves the first reading of revisions to Regulation #2460.9 – Special Education – Transition From Early Intervention Programs to Preschool Programs, as per the attached.
5. Approval of First Reading of Regulation #2460.15 – Special Education – In-Service Training Needs for Professional and Paraprofessional Staff - Upon the recommendation of the Chief School Administrator, the Board of Education approves the first reading of Regulation #2460.15 – Special Education – In-Service Training Needs for Professional and Paraprofessional staff, as per the attached.
6. Approval of First Reading to Re-Adopt Without Changes Regulation #2460.16 – Special Education Instructional Material to Blind or Print-Disabled Students - Upon the recommendation of the Chief School Administrator, the Board of Education approves the first reading to re-adopt without changes (as recommended by Strauss Esmay) Regulation #2460.16 – Special Education Instructional Material to Blind or Print-Disabled Students, as per the attached.
7. Approval of First Reading of Revisions to Regulation #2467 – Surrogate Parents and Foster Parents - Upon the recommendation of the Chief School Administrator, the Board of Education approves the first reading of Regulation #2467 – Surrogate Parents and Foster Parents, as per the attached.

On roll call, the motion was approved. Voting yes were Mr. Cartelli, Mrs. Chapman, Mr. Ezzi, Mr. Geslao, Mrs. Glosinski, Mrs. Katsakos, Mrs. LeFebvre, Mrs. Recchia and Mr. Siciliano. Mr. Gibbons was absent.

#### **REPORTS FROM BOARD REPRESENTATIVES**

HS Committee – None

Communications – The Board discussed a recent court decision in another district regarding individual learning plans for special education students.

ESC – None

MCSBA – None

NJSBA – None

**OPEN PUBLIC COMMENT** – None

### **DISTRICT WIDE HIB REPORT**

On a motion by Mr. Ezzi and seconded by Mr. Cartelli, the Board agrees to find the following Harassment, Intimidation and Bullying complaints as non-confirmed and affirms the recommendation of the Superintendent regarding BHS #8 and BHS #9.

On roll call, the motion was approved. Voting yes were Mr. Cartelli, Mrs. Chapman, Mr. Ezzi, Mr. Geslao, Mrs. Gloshinski, Mrs. Katsakos, Mrs. LeFebvre, Mrs. Recchia and Mr. Siciliano. Mr. Gibbons was absent.

### **OTHER BUSINESS OF THE BOARD**

Mrs. Gloshinski updated the Board on the garden project to be installed behind the Board offices.

Mr. Siciliano thanked Mr. Presuto for development of the bicycling riding club.

Mrs. LeFebvre requested that Board Members attend the town's Alderman meetings.

Mr. Siciliano requested an explanation of what "Banked Cap" is in relation to the budget.

### **ADJOURNMENT**

Having no further business to be brought before the Board, a motion was made by Mrs. Recchia, seconded by Mr. Ezzi to adjourn at 8:35 PM.

On roll call, the motion was approved. Voting yes were Mr. Cartelli, Mrs. Chapman, Mr. Ezzi, Mr. Geslao, Mrs. Gloshinski, Mrs. Katsakos, Mrs. LeFebvre, Mrs. Recchia and Mr. Siciliano. Mr. Gibbons was absent.

Respectfully Submitted,

Michael S. Neves

Board Secretary

BOARD APPROVAL: April 24, 2017