

TOWN OF BOONTON PUBLIC SCHOOLS  
436 Lathrop Avenue  
Boonton, NJ 07005  
December 18, 2017

A regular meeting of the Town of Boonton Board of Education was held on December 18, 2017, 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. Steven Gardberg.

Mr. Gardberg read the following statement: This is the December 18, 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 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 members present at roll call were Mrs. Sonja Chapman, Mr. Bob Ezzi, Mr. Joe Geslao, Mr. Jack Gibbons, Ms. Linda Gloshinski, Mrs. Loren Katsakos, Mrs. Irene LeFebvre and Mrs. Debbie Recchia. Not present were Mr. Chris Cartelli and Mrs. Elaine Doherty.

Also present were Mr. Robert Presuto, Superintendent and Mr. Steven Gardberg, School Business Administrator/Board Secretary.

**EXECUTIVE SESSION**

On a motion by Mrs. Chapman and seconded by Mrs. Katsakos, the following motion was presented for approval to enter Executive Session at 7:32 pm. All present voted in favor.

**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 forth 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**

Administrators Present: Mr. Presuto, Mr. Gardberg

Having no further business in closed executive session, at 8:00 pm a Motion was made by Mrs. LeFebvre and seconded by Ms. Glosinski to adjourn executive session and return to open session. All present voted in favor.

The Board reconvened in open session at 8:04 pm and led the Pledge of Allegiance. Approximately 20 members of the public were in attendance.

### **CORRESPONDENCE**

None

### **LIAISON REPORTS**

John Hill School: Alexander Paulozzo, student representative, commented on Spirit Week; the fundraiser to buy games for children staying in a hospital; progress reports; and the student council website.

Boonton High School: Jason Klebez, Principal, commented on the \$500 donation from the Boonton Birthday Planning Committee; Spirit Week; winter concert on 12/19; and college acceptances, noting there are lots of first choices.

Home School Association 9-12: The holiday cookie sale is on 12/21 and 50/50 holiday raffle tickets are available.

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

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

### **MINUTES**

On a motion by Mrs. Katsakos and seconded by Mr. Geslao, minutes from previous sessions were presented for approval:

- a. Regular and Executive session: December 4, 2017

On roll call, the minutes were approved. Voting yes were Mrs. Chapman, Mr. Geslao, Ms. Glosinski, Mrs. Katsakos, Mrs. LeFebvre and Mrs. Recchia. Mr. Ezzi and Mr. Gibbons abstained. Not present were Mr. Cartelli and Mrs. Doherty.

### **PUBLIC COMMENT ON AGENDA ITEMS**

None

### **SUPERINTENDENT**

Ms. Yvonne Manca, John Hill School music teacher, and two students performed holiday songs on flute. Mr. Presuto welcomed Alex Paulozzo, John Hills School student representative, to present the new student council website. Mr. Presuto then commented on the previous week's evening presentation about bed bugs, and he commented on the diversity of celebrations in this holiday season.

Mr. Robert Haag, partner at the Board-appointed auditing firm, Lerch, Vinci & Higgins, LLC, presented the District's annual fiscal audit for the year ending June 30, 2017. Mr. Haag

summarized the fiscal position, commented on the findings and answered questions from Board members.

### **ADMINISTRATION**

Ms. Glosinski thanked Ms. DeHart for her years of service, and also thanked volunteers, including Ms. Cornell.

### **K-8 Issues**

Approval of resolutions XI.B.K-8.1 through XI.B.K-8.9 was moved by Ms. Glosinski and seconded by Mrs. Katsakos. On roll call, the resolutions were approved. Voting yes were Mrs. Chapman, Mr. Ezzi, Mr. Geslao, Ms. Glosinski, Mrs. Katsakos, Mrs. LeFebvre and Mrs. Recchia. Mr. Gibbons abstained. Not present were Mr. Cartelli and Mrs. Doherty.

1. Staff to Present Turn-Key Training: Upon the recommendation of the Chief School Administrator, the Board approves Jesica Harbeson to provide turn-key training of the Tools of the Mind Curriculum at School Street School for up to 10 hours, at a rate of \$30.00 per hour, during the 2017-2018 school year.
2. Field Trip: Upon the recommendation of the Chief School Administrator, the Board approves the following field trip destination for the 2017-2018 school year:

| <u>Group</u> | <u>Destination</u> |
|--------------|--------------------|
| Pre-K        | Scoops             |

3. Letter of Resignation from Certified Staff Member: Upon the recommendation of the Chief School Administrator, the Board accepts a letter of resignation from Paula Freeman DeHart, Elementary Teacher John Hill School, effective June 30, 2018 for the purpose of retirement.
4. Leave of Absence for Certified Staff Member: Upon the recommendation of the Chief School Administrator, the Board approves a leave of absence for Heidi Brady, Guidance Counselor John Hill School, effective from February 15, 2018 using a total of 33 days of accumulated sick days followed by an unpaid leave of absence through June 30, 2018.
5. Appointment of Non-Certified Staff Member: Upon the recommendation of the Chief School Administrator, the Board approves Doreen Ohlott to the position of lunch aide, John Hill School, at a salary of \$13,363 (Step 1 - \$24.34 per hour x 3 hours per day x 183 days), pro-rated from January 1, 2018, for the remainder of the 2017-2018 school year.
6. Volunteer Advisor: Upon the recommendation of the Chief School Administrator, the Board approves Cynthia Tserkis-Schlitt as Volunteer Winter Cheerleading Advisor at John Hill School for the 2017-2018 school year.
7. Home Instruction: Upon the recommendation of the Chief School Administrator, the Board approves the provision of home instruction for Student State ID# 9836276427-B, for up to 10 hours per week beginning 12/11/17, with instructional services to be provided by Education Inc, at a rate of \$47.00 per hour.

8. Hours for Aide Services: Upon the recommendation of the Chief School Administrator, the Board approves up to 100 total hours for Brendon Schlitt to assist, train and supervise Student State ID# 1428753325–B, as equipment manager for the 2017-2018 Basketball Season, at a rate of \$24.34 per hour and also approve Cynthia Tserkis-Schlitt as substitute, as needed, at a rate of \$25.09 per hour.
9. Homework Club Advisors: Upon the recommendation of the Chief School Administrator, the Board approves the following staff as Homework Club Advisors at John Hill School, at a rate of \$30.00 per hour, effective December 19, 2017, for the remainder of the 2017-2018 school year, with the schedule to be determined based on student enrollment.

Aurich, Elsie  
 Coleman, Jennifer  
 Nosal, Peter  
 Tserkis-Schlitt, Cynthia

**K-12 Issues**

Approval of resolutions XI.B.K-12.1 through XI.B.K-12.17 was moved by Ms. Gloshinski and seconded by Mrs. Katsakos. On roll call, the resolutions were approved. Voting yes were Mrs. Chapman, Mr. Ezzi, Mr. Geslao, Mr. Gibbons, Ms. Gloshinski, Mrs. Katsakos, Mrs. LeFebvre and Mrs. Recchia. Not present were Mr. Cartelli and Mrs. Doherty.

1. Amend Leave of Absence for Certified Staff Member: Upon the recommendation of the Chief School Administrator, the Board approves to amend the leave of absence for Diana Callahan previously approved to utilize 19 days of accumulated sick days to now include 23 days of accumulated sick days, from October 26, 2017, followed by an unpaid leave of absence to still to return on March 27, 2018.
2. District’s Fire Drill and On-Roll Reports: Upon the recommendation of the Chief School Administrator, the Board approves the Fire Drill and On-Roll Reports for the month of November 2017, as per the attached.
3. Appointment of Non-Certified Staff Member: Upon the recommendation of the Chief School Administrator, the Board approves Todd Barna to the position of custodian, John Hill School, at a salary of \$34,882.00 (Step 1) pro-rated from December 18, 2017, for the remainder of the 2017-2018 school year.
4. Additions to Substitute List: Upon the recommendation of the Chief School Administrator, the Board approves the following additions to the substitute list for the 2017-2018 school year:

Substitute Teachers / Aides  
 D’Avanzo, Christopher \*  
 Marsh, Diane\*\*  
 Young, Stephanie\*\*

Substitute Maintenance  
 Toledo, Stephen

\*Pending receipt of substitute certification  
 \*\*Pending outcome of criminal background check

5. Field Trip: Upon the recommendation of the Chief School Administrator, the Board approves the following field trip destination for the 2017-2018 school year:

| <u>Group</u> | <u>Destination</u>          |
|--------------|-----------------------------|
| Grade 12     | Boonton Knights of Columbus |

6. Addendum 2 – School Automatic Notification Between the Board of Education and Law Enforcement Officials: Upon the recommendation of the Chief School Administrator, the Board approves the Addendum 2 – School Automatic Notification Between Education and Law Enforcement Officials, as per the attached.
7. Uniform Memorandum of Understanding Between the Board of Education of and Law Enforcement Officials: Upon the recommendation of the Chief School Administrator, the Board approves the Uniform Memorandum of Understanding Between Board of Education of and Law Enforcement Officials, as per the attached.
8. Volunteer Advisor: Upon the recommendation of the Chief School Administrator, the Board approves Vicky Cornell as Volunteer Roar Club Advisor at Boonton High School for the 2017-2018 school year.
9. Home Instruction: Upon the recommendation of the Chief School Administrator, the Board approves the provision of home instruction for the following students:
 

Student State ID# 6439734702-LP, for up to 5 hours per week from 12/5/17, with instructional services to be provided by St. Clare’s, at a rate of \$55.00 per hour, and

Student State ID# 7637116191-B, for up to 10 hours per week beginning 12/8/17, with instructional services to be provided by Professional Educational Services Inc. (PESI), at a rate of \$30.00 per hour.
10. Hours for Aide Services: Upon the recommendation of the Chief School Administrator, the Board approves Beatrice Beatty to assist Student State ID# 3913963711-Boonton and Student State ID# 5028089364-B, for the Boonton High School play, beginning January 2, 2018, for up to 90 hours total, at a rate of \$25.09 per hour.
11. Hours for Aide Services: Upon the recommendation of the Chief School Administrator, the Board approves up to 160 total hours for Kathleen Post and Clare Zarzecki to assist, train and supervise Student State ID# 4879134120–B, as equipment manager for the 2017-2018 Boys Basketball Season, at a rate of \$25.09 per hour each.
12. MAPS Program: Upon the recommendation of the Chief School Administrator, the Board approves Caroline McLaughlin, Transition Navigator from the ARC of NJ to conduct the MAPS (Making Action Plans for Life) program at Boonton High School twice a month for the remainder of the 2017-2018 school year. This program is offered free of charge through funding from the NJ Department of Developmental Disabilities.

13. Outside Evaluations: Upon the recommendation of the Chief School Administrator, the Board approves the following evaluations:  
  
 Psychiatric Evaluation for Student State ID# 8934758086-B, to be conducted by Dr. Fennelly at a cost of \$750.00, and  
  
 Psychiatric Evaluation for Student State ID# 2214280330-LP, to be conducted by Dr. Suckno, at a cost of \$600.00.
14. Home Instructors: Upon the recommendation of the Chief School Administrator, the Board approves Jennifer Tambakis and Jason Mafaro as home instructors for the 2017-2018 school year at a rate of \$30.00 per hour.
15. District-Wide Volunteer: Upon the recommendation of the Chief School Administrator, the Board approves Scott Minter to serve as district-wide volunteer for the 2017-2018 school year.
16. Amend Job Description and Evaluation Instrument: Upon the recommendation of the Chief School Administrator, the Board approves to amend the job description and evaluation instrument for Payroll Benefits Coordinator, as per the attached.
17. Amend Employment Contract for Non-Certified Staff Member: Upon the recommendation of the Chief School Administrator, the Board approves to amend the employment contract for Nadine Morgenland, Payroll Benefits Coordinator, to \$56,030, pro-rated from January 1, 2018, for the remainder of the 2017-2018 school year.

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

Mr. Gardberg commented on the annual audit, Safe Routes project and planning for next year.

### **OPERATIONS**

Mr. Geslao said the committee had met earlier tonight and read motions #5 and 6, which had been added.

### **K-12 Issues**

Approval of resolutions XI.D.1 through XI.D.6 was moved by Mr. Geslao and seconded by Mrs. Chapman. On roll call, the resolutions were approved. Voting yes were Mrs. Chapman, Mr. Ezzi, Mr. Geslao, Mr. Gibbons, Ms. Glosinski, Mrs. Katsakos, Mrs. LeFebvre and Mrs. Recchia. Not present were Mr. Cartelli and Mrs. Doherty.

1. Bills List: The Board approves the Bills List of December 18, 2017, in the total amount of \$424,002.28, consisting of \$288,545.20 from the General Fund, \$133,818.46 from the Cafeteria Fund and \$1,638.62 from Bridges Fund, and that a copy be attached to the minutes.
2. Check Register: The Board approves the check register of December 13, 2017, in the total amount of \$90.00 from the Bridges Fund, and that a copy be attached to the minutes.

3. 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 Board approves 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.

| <b>Name</b>        | <b>Date (s)</b>  | <b>Workshop / Conference</b>  | <b>Registration Fee Paid by BOE</b> | <b>Mileage/ Tolls / Other</b> |
|--------------------|--|---|-------------------------------------|-------------------------------|
| Baseil, Laura      | 01/30/18   | Increase Learning.. Work Stations, West Orange, NJ  | \$259.00                            | \$8.68                        |
| Davis, Dina        | 12/08/17,<br>01/11/18,<br>02/08/18,<br>03/09/18,<br>06/01/18 | NJDOE Program, Early Childhood Educators & Settings, Harrison, NJ<br><i>Travel previously approved on 10/23/17 – Re-approval for corrected travel dates</i> | \$0                                 | \$65.10                       |
| Kovall, Karen      | 12/08/17,<br>01/11/18,<br>02/08/18,<br>03/09/18,<br>06/01/18 | NJDOE Program, Early Childhood Educators & Settings, Harrison, NJ<br><i>Travel previously approved on 10/2/17 – Re-approval for corrected travel dates</i>  | \$0                                 | \$65.10                       |
| Sorochynskyj, Judy | 01/08/18   | NJDOE Rutgers University K-3 Research Study, Piscataway, NJ   | \$0                                 | \$24.92                       |
| Sorochynskyj, Judy | 02/28/18   | NJDOE 2018 District Test Coordinator PARCC Training, Whippany, NJ   | \$0                                 | \$3.35                        |

4. Use of Facilities: Moved that the Board approves the following Uses of District Facilities, provided all required documents are submitted:

USE OF FACILITIES  
December 18, 2017

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| Permit #   | Requested by / Facility / Dates   |
|------------|---|
| 17/18-0061 | Boonton Hills & Valley LAX - Clinic<br>School Street School - Gym<br>Fridays Jan 12 – March 16, 2018 (5:00 PM – 6:30 PM)                                    |
| 17/18-0062 | Boonton Parks & Recreation -Adult Basketball<br>JHS – Gym<br>Thursdays Jan 4, 11, 25, Feb 1, 22, Mar 1, 8, 22, 29, Apr 12, 26, 2018<br>(8:00 PM – 9:30 PM)  |
| 17/18-0064 | Girls Scouts Troop 97474 (Daisy) – Meetings<br>JHS – Room TBD<br>Wednesdays 1/10, 2/14, 3/14, 4/11, 5/9, 6/13, 2018<br>(4:30 PM – 6:00 PM Pending approval) |

**BHS/BMS TEAM SPORTS HAVE PRIORITY**

No activities on Days school is Closed

**Use of all gyms and fields are to be coordinated with Mr Hughen**

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

5. Accept FY2017 Audit: The Board accepts the FY2017 Comprehensive Annual Financial Report (CAFR) and Auditors Management Report (AMR).
6. Accept FY2017 Corrective Action Plan: The Board accepts the Corrective Action Plan in response to the FY2017 Comprehensive Annual Financial Report (CAFR) and Auditors Management Report (AMR).

**POLICY**

There were no Policy motions to move.

**REPORTS FROM BOARD REPRESENTATIVES**

HS Committee: Mrs. Katsakos outlined the six items that the committee identified at its 12/12 meeting to address: Social media, New schedule for 2018-2019, BYOD v 1:1, Articulation, Union apprenticeships and Stipends.

Communications: None

ESC: None

MCSBA: Mrs. LeFebvre said that several members attended the December meeting, held at Boonton H.S., about programs that high schools are offering for students to stretch themselves.

NJSBA: Mrs. LeFebvre said that a task force is looking at how schools can support prepare students who are not looking to attend degree-granting, post-secondary education.

### **OPEN PUBLIC COMMENT**

Mr. Steve Bossen, representing PTA, said the poets assembly was held, but the STEAM assembly could not be held as scheduled (Mr. Presuto responded that it is rescheduled for May 2018; and the next meeting is on January 9, 2018).

### **DISTRICT WIDE HIB REPORT**

On a motion by Mrs. Katsakos and seconded by Mr. Ezzi, the Board agrees to affirm the findings and recommendations of the Superintendent on the following Harassment, Intimidation and Bullying complaints:

- JHS #1-2
- BHS #1

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

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

Mr. Presuto presented certificates to recognize the three members – Mrs. Chapman, Mrs. Katsakos and Mrs. Recchia – whose last meeting is tonight as their terms are ending.

### **ADJOURNMENT**

Having no further business before the Board, a motion was made by Mrs. Katsakos and seconded by Mrs. Chapman to adjourn at 9:02 pm. All present voted in favor.

Respectfully Submitted,

Steven Gardberg  
Board Secretary

BOARD APPROVAL: