

TOWN OF BOONTON PUBLIC SCHOOLS

436 Lathrop Avenue

Boonton, NJ 07005

March 26, 2018

I. CALL TO ORDER

A regular meeting of the Town of Boonton Board of Education was held on March 26, 2018, at Boonton High School, 306 Lathrop Avenue, Boonton, New Jersey, and was called to order at 7:33 pm by the Board President, Ms. Linda Glosinski.

II. OPEN PUBLIC MEETING

Mr. Gardberg read the following statement: This is the March 26, 2018, 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.

III. ROLL CALL

The members present at roll call were Mr. Chris Cartelli, Mrs. Jennifer Darling, Mrs. Elaine Doherty, Mr. Bob Ezzi, Mr. Joe Geslao, Mr. Jack Gibbons, Ms. Linda Glosinski, Mr. Patrick Joyce, Mrs. Irene LeFebvre and Mrs. Jennifer Shollenberger.

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

EXECUTIVE SESSION

On a motion by Mr. Cartelli and seconded by Mr. Ezzi, the following motion was presented for approval to enter Executive Session at 7:35 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 7:59 pm a Motion was made by Mrs. LeFebvre and seconded by Mr. Geslao to adjourn executive session and return to open session. All present voted in favor.

IV. PLEDGE OF ALLEGIANCE

The Board reconvened in open session at 8:00 pm and led the Pledge of Allegiance. Approximately 25 members of the public were in attendance.

V. CORRESPONDENCE

VI. LIAISON REPORTS

John Hill School (student representative): None

Boonton High School (student representative): None

Parent-Teacher Association (PTA) K-8: We are looking to hold a Socks for Soldiers collection.

Home School Association 9-12: We are happy to be back in the high school.

Board of Aldermen Representative: Alderman Edina Renfro-Michel complimented the emergency service providers, Board and Administration for handling the emergency at Boonton High School; and reported on fixing potholes, a Town agreement on fair share housing, the municipal budget, work on the arch bridge in Grace Lord Park, and preservation efforts at Boonton Iron Works. Mr. Presuto thanked the Town for helping with extra services following the emergency.

VII. CHANGE THE ORDER OF THE DAY

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

VIII. APPROVAL OF MINUTES

On a motion by Mrs. LeFebvre and seconded by Mrs. Shollenberger, minutes from previous sessions were presented for approval:

- a. Regular and Executive session: February 26, 2018
- b. Regular and Executive session: March 12, 2018

On roll call, the minutes were approved. Voting yes were Mr. Cartelli, Mrs. Darling, Mrs. Doherty, Mr. Ezzi, Mr. Geslao, Mr. Gibbons, Ms. Glosinski, Mr. Joyce, Mrs. LeFebvre and Mrs. Shollenberger.

IX. PUBLIC COMMENT ON AGENDA ITEMS

None

X. ITEMS FOR BOARD CONSIDERATION

A. SUPERINTENDENT

Mr. Presuto welcomed the public back to the Home of the Bombers, where school resumes the next day, following the emergency that kept the school out of service, recognizing the efforts of all involved. Nadine Bello of New Wave Consultants reported on the high school's successful remediation, cleaning and abatement, with all air quality tests passing. Mr. Presuto reported that the State granted the District's request to delay PARCC testing and AP tests are rescheduled. Jason Klebez, Principal of Boonton High School, presented on the modified rotating block schedule (with a drop) for 2018-2019.

B. ADMINISTRATION

Mrs. LeFebvre reported on meeting about the budget and calendar adjustment.

K-8 Issues

Approval of resolutions #1-3 was moved by Mrs. LeFebvre and seconded by Mr. Cartelli. On roll call, the resolutions were approved. Voting yes were Mr. Cartelli, Mrs. Darling, Mrs. Doherty, Mr. Ezzi, Mr. Geslao, Ms. Glosinski, Mr. Joyce, Mrs. LeFebvre and Mrs. Shollenberger. Mr. Gibbons abstained.

1. Substitute Homework Club Advisor: Upon the recommendation of the Chief School Administrator, the Board approves Suwana Barth as a substitute homework club advisor at John Hill School at a rate of \$30 per hour effective March 3, 2018 for the remainder of the 2017-2018 school year with the schedule to be determined based on student enrollment.
2. Letter of Resignation: Upon the recommendation of the Chief School Administrator, the Board accepts a letter of resignation from Jenna Castellano, Paraprofessional John Hill School, effective end of day April 6, 2018.
3. Appointment Non-Certified Staff Member: Upon the recommendation of the Chief School Administrator, the Board approves the appointment of Courtney Schmidt to the position of Paraprofessional, John Hill School, at a salary of \$31,672 (Step 2) pro-rated from April 3, 2018 for the remainder of the 2017-2018 school year.

K-12 Issues

Approval of resolutions #1-13 was moved by Mrs. LeFebvre and seconded by Mr. Cartelli. On roll call, the resolutions were approved. Voting yes were Mr. Cartelli, Mrs. Darling, Mrs. Doherty, Mr. Ezzi, Mr. Geslao, Mr. Gibbons, Ms. Glosinski, Mr. Joyce, Mrs. LeFebvre and Mrs. Shollenberger.

1. Volunteer Coaches: Upon the recommendation of the Chief School Administrator, the Board approves Daniel Drugac and Jabari Jackson as volunteer track and field coaches for the 2017-2018 school year.
2. Ski Club Chaperone: Upon the recommendation of the Chief School Administrator, the Board approves Zachary Sabatino as Ski Club Chaperone at a rate of \$50 per event, for the 2017-2018 school year.

12. New Jersey Quality Single Accountability Continuum (QSAC) District Performance Reviews (DPRs): Upon the recommendation of the Chief School Administrator, the Board approves the New Jersey Quality Single Accountability Continuum (QSAC) District Performance Reviews (DPRs), as per the attached.

<u>QSAC Area</u>	<u>Initial Placement</u>
Instruction and Program	84%
Fiscal Management	96%
Governance	98%
Operations	90%
Personnel	100%

13. Agreement for Unpaid Internship: Upon the recommendation of the Chief School Administrator, the Board approves an Agreement with Northern Regional Educational Services Commission, for an unpaid financial internship for Jessica Alvarado, effective 4/2/2018 – 6/30/2018, as per the attached.

C. BUSINESS ADMINISTRATOR’S REPORT

Mr. Gardberg reported on planning for a common lunch as part of the block schedule at Boonton High School; commented on remediation and construction efforts after the fire at BHS; and presented key aspects of the 2018-2019 tentative budget on tonight’s agenda.

D. OPERATIONS

Mr. Geslao commented on the committee having met tonight; reported that projects at School Street School originally scheduled for spring break are delayed until the school year ends; and commented on the donation being approved tonight.

K-12 Issues

Approval of resolutions #1-14 was moved by Mr. Geslao and seconded by Mrs. Darling. On roll call, the resolutions were approved. Voting yes were Mr. Cartelli, Mrs. Darling, Mrs. Doherty, Mr. Ezzi, Mr. Geslao, Mr. Gibbons, Ms. Glosinski (abstained on #13), Mr. Joyce, Mrs. LeFebvre and Mrs. Shollenberger.

1. Bills List: The Board approves the Bills List of March 26, 2018, in the total amount of \$1,196,196.67, consisting of Current Year Payments of \$911,217.66 from the General Fund (10-12), \$34,381.24 from Special Revenue Fund (20), \$250,000.00 from Capital Projects Fund (30-31) and \$597.77 from Bridges Fund (61), and that a copy be attached to the minutes.
2. Check Register: The Board approves the check register of March 15, 2018, in the total amount of \$335,239.45, consisting of \$304,552.24 from the General Fund (10-12), \$30,354.60 from the Cafeteria Fund (60), and \$332.61 from the Bridges Fund (61), and that a copy be attached to the minutes.
3. Check Register: The Board approves the hand checks for February 2018 from the General Fund in the amount of \$32,799.56, and that a copy be attached to the minutes.

4. Approval of Payroll Related Expenses: The Board approves the following payroll expenses:

Payroll Date	Amount
2/15/18	\$865,641.11
2/28/18	\$846,417.64

5. Participation in ACES Cooperating Pricing System for Electric Generation Services: The Board approves renewal of participation in the Alliance for Competitive Energy Services (ACES), for electric generation services, effective from the date of adoption through May 2023, per ACES Cooperating Pricing System #E8801-ACESCPS, according to the attached full resolution.
6. Participation in ACES Cooperating Pricing System for Natural Gas Services: The Board approves renewal of participation in the Alliance for Competitive Energy Services (ACES), for natural gas services, effective from the date of adoption through May 2023, per ACES Cooperating Pricing System #E8801-ACESCPS, according to the attached full resolution.
7. 2018-2019 Tentative Budget: The Board approves adoption of the 2018-2019 tentative budget using the state aid; use of banked cap in the amount of \$216,543 to achieve instructional goals and healthcare adjustment in the amount of \$150,739 to cover additional healthcare expenses; submission of the tentative budget to the Executive County Superintendent of Schools, in accordance with N.J.S.A.18A:7F-5 and 18A:7F-6; to advertise the tentative budget in The Citizen newspaper; and to hold a public hearing at the regularly scheduled meeting on April 30, 2018, at the Board Annex, 436 Lathrop Avenue, Boonton, NJ.

	General Fund	Special Revenue	Debt Service	Total
Budget	\$27,879,366	\$588,413	\$1,487,150	\$29,954,929
Tax Levy	19,164,365	0	1,106,783	20,271,148

8. Professional Services: The Board approves the following maximum dollar limits for professional services and public relations, as defined in N.J.A.C. 6A:23A-9.3(c)14, for the 2018-2019 school year; the School Business Administrator to track and record these costs to ensure that the maximum amount is not exceeded; and, if the need arises, to adopt a dollar increase in the maximum amount through formal board actions.

Architecture/Engineering:	\$15,000
Legal:	\$45,000
Audit:	\$30,000
<u>Physician:</u>	<u>\$17,300</u>
For a total amount of:	\$107,300

9. Maximum Travel Budget: The Board approves establishing the maximum travel expenditure amount of \$55,000, as defined in N.J.A.C. 6A:23A-7.1 et seq., for the 2018-2019 school year, pursuant to N.J.A.C. 6A:23A-7.3.
10. Contract for Food Service Management Company: The Board approves renewal of the contract with Pomptonian Food Service for the 2018-2019 school year; this is the first one-year renewal on the base year of 2017-2018.

The FSMC shall receive, in addition to the costs of operation, an administrative/management fee of \$0.1024 per reimbursable meal and meal equivalent to compensate the FSMC for administrative and management costs.

This fee shall be billed monthly as a cost of operation. The SFA guarantees the payment of such costs and fee to the FSMC.

Total meals are calculated by adding reimbursable meal pattern meals served and meal equivalents. The number of reimbursable meals served to the children shall be determined by actual count. Cash receipts, other than from sales of reimbursable program meals served to the children, shall be divided by \$1.00 to arrive at an equivalent meal count.

The per meal administrative/management fee of \$0.1024 will be multiplied by total meals and meal equivalents.

The FSMC guarantees the SFA a no cost of operation for the SFA for school year 2018-2019.

11. Acceptance of Donation: The Board approves a donation of crafts valued at \$35 from resident Justine Cirinelli.
12. 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 the Board of Education 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.

Name	Date (s)	Workshop / Conference	Registration Fee Paid by BOE	Mileage/ Tolls / Other
Bahl, Nupur	05/31/18 & 06/01/18	NJTESOL Spring Conference, New Brunswick	\$314.00	\$64.22
Barrientos, Sheila	03/20/18	ELA Round Table, Succasunna	\$0	\$12.28
Coleman, Jennifer	04/25/18	Educational Partnership Workshop, Morristown	\$0	\$7.01
Harbeson, Jessica	03/21/18	Pre-K Community Communications Meeting, Iselin	\$0	\$21.08
Gardberg, Steven	03/23/18	NJSBA Workshop – Salary Guides, West Trenton	\$149	\$34.16
Hughen, David	04/19/18	Morris County Wrestling Champions Banquet, Oak Ridge	\$105	\$0
Schreiber, Laura	06/25/18 to 06/28/18	June Reading Institute, Teachers College, Columbia University, New York, NY	\$850	\$350 (estimated)
Smith, Amy	06/25/18 to 06/28/18	June Reading Institute, Teachers College, Columbia University, New York, NY	\$850	\$350 (estimated)

13. Approval of Board Member Travel and Related Expense Reimbursements:

Whereas, the attendance at stated function is hereby supported by the Board of Education as work related and within the scope of the Board responsibilities of the attendee; and Whereas, the attendance at the function is hereby supported by the Board of Education as promoting delivery of instruction or furthering efficient operation of the school district; and fiscally prudent; be it Resolved, that the travel and related expense are justified and therefore reimbursable.

Name	Date (s)	Workshop / Conference	Registration Fee Paid by BOE	Mileage/ Tolls / Other
Gloshinski, Linda	03/23/18	NJSBA Workshop – Salary Guides, West Trenton, NJ	\$149	

14. Use of Facilities: The Board approves the use of District Facilities to organizations, provided all required documents are submitted:

USE OF FACILITIES
March 26, 2018

Permit #	Requested by / Facility / Dates
17/18-0085	Boonton PBA – Easter Egg Hunt BHS Turf Field Saturday, 3/31/2018 (11:00 AM - 1:00 PM)
17/18-0086	Boonton PTA – Family STEM Night JHS – Gym Thursday, 5/31/2018 (3:30 – 9:00 PM)
17/18-0087	Boonton PTA – Book Fair SSS –Gym Monday – Friday, 4/30 – 5/4/2018 (8:00 AM – 3:30 PM) Wednesday, 5/2/2018 (6:00 – 8:00 PM)

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**

E. POLICY

Mr. Cartelli pointed out the policy on Board members’ use of social media.

Approval of resolutions #1-13 was moved by Mr. Cartelli and seconded by Mr. Geslao. On roll call, the resolutions were approved. Voting yes were Mr. Cartelli, Mrs. Darling, Mrs. Doherty, Mr. Ezzi, Mr. Geslao, Mr. Gibbons, Ms. Glosinski, Mr. Joyce, Mrs. LeFebvre and Mrs. Shollenberger.

1. Final Reading of Policy #0169.02–Board Member Use of Social Networks: Upon the recommendation of the Chief School Administrator, the Board approves the final reading of Policy #0169.02 – Board Member Use of Social Networks, as per the attached.
2. Final Reading of Revisions to Policy #3437-Military Leave: Upon the recommendation of the Chief School Administrator, the Board approves the final reading of revisions to Policy #3437-Military Leave, as per the attached.
3. Final Reading of Revisions to Policy #4437-Military Leave: Upon the recommendation of the Chief School Administrator, the Board approves the final reading of revisions to Policy #4437-Military Leave, as per the attached.

4. Final Reading of Revisions to Regulation #5460.1-High School Transcripts: Upon the recommendation of the Chief School Administrator, the Board approves the final reading of revisions to Regulation #5460.1-High School Transcripts, as per the attached.
5. Final Reading of Policy #5516.01-Student Tracking Devices: Upon the recommendation of the Chief School Administrator, the Board approves the final reading of Policy #5516.01-Student Tracking Devices, as per the attached.
6. Final Reading of Revisions to Regulation #7101-Educational Adequacy of Capital Projects: Upon the recommendation of the Chief School Administrator, the Board approves the final reading of revisions to Regulation #7101-Educational Adequacy of Capital Projects, as per the attached.
7. Final Reading of Policy #7425-Lead Testing of Water in Schools: Upon the recommendation of the Chief School Administrator, the Board approves the final reading of Policy #7425-Lead Teasing of Water in Schools, as per the attached.
8. Final Reading of Revisions to Policy and Regulation #7440-School District Security: Upon the recommendation of the Chief School Administrator, the Board approves the final reading of revisions to Policy and Regulation #7440-School District Security, as per the attached.
9. Final Reading of Revisions to Policy and Regulation #7441-Electronic Surveillance in School Buildings and on School Grounds: Upon the recommendation of the Chief School Administrator, the Board approves the final reading of revisions to Policy and Regulation #7441-Electronic Surveillance in School Buildings and on School Grounds as per the attached.
10. Final Reading of Revisions to Policy #8507-Breakfast Offer Versus Serve: Upon the recommendation of the Chief School Administrator, the Board approves the final reading of revisions to Policy #8507-Breakfast Offer Versus Serve, as per the attached.
11. Final Reading of Revisions to Policy #8630-Bus Driver/Bus Aide Responsibility: Upon the recommendation of the Chief School Administrator, the Board approves the final reading of revisions to Policy #8630-Bus Driver/Bus Aide Responsibility as per the attached.
12. Final Reading of Revisions to Regulation #8630-Emergency School Bus Procedures: Upon the recommendation of the Chief School Administrator, the Board approves the final reading of revisions to Regulation #8630-Emergency School Bus Procedures, as per the attached.
13. Final Reading of Policy #9242-Use of Electronic Signatures: Upon the recommendation of the Chief School Administrator, the Board approves the final reading of Policy #9242-Use of Electronic Signatures, as per the attached.

F. REPORTS FROM BOARD REPRESENTATIVES

HS Committee: A meeting is scheduled for April 19; Deborah Ballway, Vice Principal, commented on schedules for 2018-2019.

Communications: None

ESC: The April meeting is moved to April 11; Mrs. LeFebvre offered to attend.

MCSBA: The meeting on March 28 will be about school security.

NJSBA: The meeting of the task force on non-college bound students is being rescheduled.

XI. OPEN PUBLIC COMMENT

Steve Bossen appreciates the hard work involved with addressing the BHS fire; and asked about both the tax increase being higher than the Town's, and about the District's business continuity and disaster recovery plans.

John Tolochko asked about having moved the AP schedules.

Brian Vint complimented Mr. Presuto for his communications following the BHS fire.

Stephanie Monrad commented on how her daughter at John Hill School enjoyed the experience of sharing the school with BHS students.

Amy Melgaard asked about having more emergency days in next year's calendar.

XII. DISTRICT WIDE HIB REPORT

On a motion by Mrs. Doherty and seconded by Mrs. Darling, the Board agrees to affirm the findings and recommendations of the Superintendent on the following Harassment, Intimidation and Bullying complaints: JHS #10-11.

On roll call, the motion was approved. Voting yes were Mr. Cartelli, Mrs. Darling, Mrs. Doherty, Mr. Ezzi, Mr. Geslao, Mr. Gibbons, Ms. Gloshinski, Mr. Joyce, Mrs. LeFebvre and Mrs. Shollenberger.

XIII. OTHER BUSINESS OF THE BOARD

None

XIV. EXECUTIVE SESSION

On a motion by Mrs. Doherty and seconded by Mrs. Shollenberger, the following motion was presented for approval to enter Executive Session at 9:44 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 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.

NO ACTION BE TAKEN

Having no further business in closed executive session, a Motion was made by Mrs. LeFebvre and seconded by Mrs. Doherty to adjourn executive session at 10:35 pm and return to open session. All present voted in favor.

XV. ADJOURNMENT

Having no further business before the Board, a motion was made by Mrs. LeFebvre and seconded by Mr. Ezzi to adjourn at 10:36 pm. All present voted in favor.

Respectfully Submitted,

Steven Gardberg
Board Secretary

BOARD APPROVAL: