

**HACKETTSTOWN BOARD OF EDUCATION
REGULAR BOARD MEETING
March 22, 2017
MINUTES**

8649

The regular action board meeting of March 22, 2017 of the Hackettstown Board of Education was called to order at 7:01 p.m. in the high school media center by Board President, Mr. Shawn Burke. Mr. Burke 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 mailing a notice of the time, date, location and, to the extent known, the agenda of this meeting, to the *Warren Reporter* and the *Express Times*. Copies of the notice have also been posted in each of our schools, the Board Office located at 315 Washington Street, and filed with the Municipal Clerk of the Town of Hackettstown. 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: Mr. Shawn Burke
Ms. Amy Cochran
Mr. David Fair
Mr. Michael Herbst
Mr. Robert Moore
Mr. Anthony Putignano (arrived at 7:23 p.m.)
Ms. Michele Wehmeyer

Also present: Mr. David C. Mango, Superintendent of Schools
Ms. Gail Woicekowski, Board Secretary
Mr. Mark Toscano, Board Attorney
Mrs. Kathy Gesumaria, Director of Special Services
Ms. Nadia Inskeep, Director of Curriculum and Instruction
Mr. Robert Redmon, Director of Technology
Mr. Matthew Scanlon, High School Principal
Mr. Kevin O'Leary, High School Vice-Principal
Mr. William Thompson, Middle School Principal
Mrs. Marie Griffin, Hatchery Hill Principal
Mr. Patrick McQueeney, Willow Grove Principal

Members absent: Mr. Gus Bordi
Dr. Giovanni Cusmano
Ms. Mary Beth Maciag
Mr. Edward O'Melia

Ms. Woicekowski read a letter from the Tiger Robotics Club thanking the Board for help funding the 2017 Tiger Robotics Team.

MINUTES

Motion: Ms. Wehmeyer

Second: Ms. Cochran

Be it resolved, that the minutes of the regular board meeting and minutes of the executive session of February 15, 2017 and the special board meeting minutes of March 8, 2017 be approved. Carried in a voice vote – unanimous.

Mr. Fair – abstain, March 8, 2017 minutes only.

COMMITTEE REPORTS

Finance and Facilities – reported by Mr. Herbst

- Committee met March 20, 2017. Approving preliminary budget tonight.

Great Meadows – no report

Allamuchy – no report

Personnel – no report

Policy – reported by Mr. Fair

- Policies were reviewed. Policy # 2460 (Special Education – Revised) and Policy # 2467 (Surrogate Parents and Foster Parents – Revised) being **TABLED** tonight.

Curriculum – reported by Ms. Inskeep

- Centenary University is allowing students from the high school and middle school access to their library. They will need to show their Hackettstown ID.
- As our enrollment of students who speak English as a second language has increased dramatically this year, the district will need to shift towards a sheltered instruction model of delivery of ESL Instruction. In this model, staff are trained to provide instruction that is embedded into the general classroom along with ESL support services to be delivered by the ESL teacher. Mrs. Inskeep is currently working with Mr. O'Leary to research service providers to deliver the SIOP or Sheltered Instruction training to staff. Moving forward this will be the best option for the district as budget constraints and space are limiting and our population of students requiring ESL services no longer fits the high intensity ESL model.
- Discussion had taken place regarding electives and language options for students. Next year, Spanish will be the only language offering.

Negotiations – no report

Foundation for Educational Excellence – no report

Shared Services – no report

Student Activities – no report

SUPERINTENDENT'S REPORT – Mr. David Mango

- Senior Citizens Prom – Will be held on April 7, 2017.
- Hall of Fame
 - There will be eleven (11) inductees to be announced on April 26, 2017. Mr. Grauso did a great job through the process and he will announce the inductees. In May, Student Activity committee will meet to discuss a banquet for next fall.

- 2017-2018 Budget Forecast
 - There is a budget deficit. Looking at all options to not disrupt typical school day. There will be some personnel impacted. The budget was completed with guidance from the County Department of Education as well as an agreement (to be BOE approved on April 26, 2017) with Great Meadows on tuition adjustment payments extended in a timeline over several years. Budget will be further discussed on April 5, 2017 and April 26, 2017.

- Student of the Month were introduced by the Building Principals.
 - Hatchery Hill – John Barron
 - Willow Grove – Dulce Tapia-Galicia
 - Middle School – Matthew Schlegel
 - High School - Gavin Fezenko

- Report of the High School – presented by Mr. Matthew Scanlon (a copy of Mr. Scanlon report is attached to the minutes)
 - The High School received communication from the County Office that they will recognize groups from Warren County Schools that have given back to the community.
 - Glamour Girls- Club of girls from High School along with their advisor, Ms. Shana Kisatsky, visit local senior homes and do makeovers, provide company to seniors and spend time with them. They will travel to Trenton on May 17, 2017 to be recognized for their community services. The following students will be recognized:
 - Leyla Mulavdic – President
 - Emma Standing – Vice President
 - Sam Johnson – Vice President
 - Elizabeth Somelofske – Treasurer
 - Quinn O’Hara – Public Relations Officer
 - Jacklyn Russo – Volunteer
 - Katie Taglienti – Volunteer
 - Matilda Passari – Volunteer
 - Taylor McLaughlin – Volunteer
 - Teaghan Morgan – Volunteer
 - Amanda Ackerman – Volunteer
 - Amber Russo – Volunteer
 - Hailey Riccardo – Volunteer
 - Maria Taglienti – Volunteer
 - Sarah Parker – Volunteer
 - Sarah Arcona – Volunteer
 - Stephanie Guzman – Volunteer
 - “We Are Hackettstown” Multi Cultural Night was held on March 21, 2017. There are 21 different nationalities in Hackettstown. Over 200 participants sampled foods, danced, played games from around the world, did art projects, etc. Jennifer Spuckes was instrumental in working with the students to make this happen and will look into doing it again next year.
 - Principal Forum –Last forum will for this year will be on Friday, March 24, 2017

- Winter Sports Accomplishments 2016-2017:
 - The HHS Winter Athletics teams produced
 - 6 – 1st Team All Northwest Jersey Athletic Conferences
 - 10 – 2nd Team All Northwest Jersey Athletic Conferences
 - 7 – Honorable Mention All Northwest Jersey Athletic Conference

FENCING

- Boy's Epee Team place 3rd in District Tournament
- Andrew Von Dongen – Boys Individual Epee District Champion

WRESTLING

- Alex Carida – District and Region Champion/NJSIAA State Qualifier
- Kyle Connely – District Champion
- Joe Andes – District and Region Runner-up/NJSIAA State Qualifier
- Anthony Gonzales – District Runner-up
- Justin Bennett – 3rd place in Districts
- NJAC Freedom Division Sportsmanship Winner

GIRLS BASKETBALL

- 18 Win Season
- 1st Seed in State Tournament
- State Sectional Championship Finalist – First time in school history

BOYS BASKETBALL

- 21 Wins – 3rd straight 20 win season
- 1st Seed in State Tournament
- State Sectional Semi-Finalist
- HWS Semi Finalist
- NJAC Freedom Division Championship
- NJAC Freedom Division Sportsmanship Winner
- Matt Arcona – First Team NJ Herald
- Matt Arcona – Tyler Akers and Robert Begley – Selected to participate in the Sussex/Warren vs Morris County ALL STAR Game

SWIMMING

- Danielle Magnotta – 4th in HWS 500 Freestyle/2nd team all NJAC 500 free
- Colin Bailey – 5th place in HWS 100 Fly
- Boys & Girls 200 Free Style Relay team took 5th Place in Sussex Championship

- Marching Band – Band Teacher, Mr. Chris Zwarych announced that Bluecoats will be coming to Hackettstown High School on August 4, 2017 to practice on the turf field. They will be competing in Allentown the next day.
- Spring Musical (42nd Street) - April 27 – April 30, 2017.
- High School Prom – May 19, 2017
- PARCC starts March 29, 2017

PUBLIC COMMENT/QUESTIONS ON AGENDA ITEMS

none

BOARD COMMENT ON A SECTION AGENDA ITEMS

Motions are accepted by Mr. Herbst and Mr. Moore as amended.

APPROVAL OF CHECK REGISTER(S)

Motion: Mr. Herbst Second: Mr. Moore

Be it resolved, that the Board of Education, approve the March 15, 2017 bill list in the amount of \$3,286,320.37 and further, that copies be attached to the minutes.

Carried in a roll call vote – unanimous

APPROVAL OF FINANCIAL REPORTS

Motion: Mr. Herbst Second: Mr. Moore

Be it resolved, that the Board of Education, approve the Secretary and Treasurer Reports for the month ending January 31, 2017 for the 2016-2017 school year, as attached by reference.

Carried in a roll call vote – unanimous

ACCEPTANCE OF FINANCIAL REPORTS CERTIFICATION

Motion: Mr. Herbst Second: Mr. Moore

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 January 31, 2017 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 2016-2017 school years.

Carried in a roll call vote – unanimous

APPROVAL OF TRANSFERS

Motion: Mr. Herbst Second: Mr. Moore

Be it resolved, that the Board of Education, approve the transfers for January 2017 in the amount of \$437,206.03 as attached by reference.

Carried in a roll call vote – unanimous

APPROVAL OF SETTLEMENT AGREEMENT AND GENERAL RELEASE

Motion: Mr. Herbst Second: Mr. Moore

Be it resolved, that the Board of Education, approves the Settlement Agreement and General Release entered into with the parents of student #2230338827 to resolve a special education related dispute for the 2015-2016 and 2016-2017, school year.

Carried in a roll call vote – unanimous

APPROVAL OF STUDENT(S) ON HOME INSTRUCTION

Motion: Mr. Herbst Second: Mr. Moore

Be it resolved, that the Board of Education, approve student(s) on home instruction for the 2016-2017 school year, attached by reference.

Carried in a roll call vote – unanimous

APPROVAL OF MUNICIPAL ADVISOR OF RECORD

Motion: Mr. Herbst Second: Mr. Moore

Be it resolved, that the Board of Education, approve Phoenix Advisors, LLC as independent registered Municipal Advisor of Record for the 2017-2018 school year.

Carried in a roll call vote – unanimous

APPROVAL OF CST CONSULTANT SERVICES

Motion: Mr. Herbst Second: Mr. Moore

Be it resolved, that the Board of Education, approve Child Study Team Consultant Services (Delta-T Group) for 2016-2017 school year, as attached by reference.
Carried in a roll call vote – unanimous

APPROVAL OF REFUND OF EXCESS PENSION RETRO FROM 2015-2016

Motion: Mr. Herbst Second: Mr. Moore

Be it resolved, that the Board of Education, approve the refund of excess pension contributions from the 2015-2016 retro payment made on July 1, 2016 for both TPAF and PERS with the ~~March 30, 2017~~ April 15, 2017 payroll. Any former employees' excess pension contributions under \$5.25 will not be refunded due to cost processing impacts.
Carried in a roll call vote – unanimous

APPROVAL OF PROPOSAL FOR ARCHITECTURAL SERVICES FOR SUMMER 2017 CAPITAL PROJECTS

Motion: Mr. Herbst Second: Mr. Moore

Be it resolved, that the Board of Education, approve the proposal for Settembrino Architects to provide the design and construction administration of the following capital project: Hall of Fame in the High School for added services of \$8,500 to the Media Center A/E proposal.
Carried in a roll call vote – unanimous

APPROVAL OF TOD EXTENDED SERVICE HOURS

Motion: Mr. Herbst Second: Mr. Moore

Be it resolved, that the Board of Education, approve Kerri Bataille, Teacher of the Deaf (TOD) to be paid for extended service hours totaling 15 minutes for a student to retake a test.
Carried in a roll call vote – unanimous

APPROVAL OF ESY OUT OF DISTRICT PLACEMENTS

Motion: Mr. Herbst Second: Mr. Moore

Be it resolved, that the Board of Education, approve the 2017 ESY out of district placement(s) as attached by reference, and further, that transportation be arranged as required.
Carried in a roll call vote – unanimous

APPROVAL OF OUT OF DISTRICT PLACEMENTS

Motion: Mr. Herbst Second: Mr. Moore

Be it resolved, that the Board of Education, approve out of district placement(s) for the 2017-2018 school year, as attached by reference, and further, that transportation be arranged as required.
Carried in a roll call vote – unanimous

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

Motion: Mr. Herbst Second: Mr. Moore

Be it resolved, that the Board of Education, approve use of Facilities for Extra & Co-Curricular Activities for 2016-2017, as attached by reference.
Carried in a roll call vote – unanimous

APPROVE USE OF BANKED CAP FOR 2017-2018 BUDGET

Motion: Mr. Herbst Second: Mr. Moore

Be it resolved, that the Board of Education, approve the following resolution regarding use of banked cap for the 2017-2018 budget:

WHEREAS, the Hackettstown Board of Education has the ability to exceed the 2% cap permitted on the general fund local tax levy increase through the use of banked cap to balance the 2017-2018 tentative budget; and

WHEREAS, \$75,591 is available from the 2014-15 budget and \$98,501 is available from the 2015-16 for a total of \$174,092 in unused banked cap; and

WHEREAS, the Hackettstown Board of Education has determined that \$174,092 is needed in banked cap to balance the general fund for the 2017-2018 tentative budget in order to maintain existing programs, implement mandated programs and remain in alignment with the district's mission and vision within the upcoming school year; and

WHEREAS, the 2017-2018 NJ Department of Education Budget Guidelines require the Hackettstown Board of Education to formally adopt a resolution when using banked cap in the 2017-2018 tentative budget; and

WHEREAS, the Hackettstown Board of Education is going above the 2% local tax levy cap with the additional banked cap amount of \$174,092.

NOW, THEREFORE BE IT RESOLVED, that the Hackettstown Board of Education approves the need for \$174,092 in unused bank cap to be applied to the 2017-2018 local tax levy general fund.

Carried in a roll call vote – unanimous

ADOPTION OF THE PRELIMINARY 2017-2018 BUDGET

Motion: Mr. Herbst Second: Mr. Moore

Be it resolved, that the Board of Education, adopt the preliminary 2017-2018 school district budget as follows:

	<u>Budget</u>	<u>Local Tax Levy</u>
<u>General Fund</u>	\$30,202,559	\$16,657,833
<u>Special Revenue Fund</u>	\$ 534,345	\$ -0-
<u>Debt Service Fund</u>	\$ 318,037	\$ 310,783
<u>Total Base Budget</u>	<u>\$31,054,941</u>	<u>\$16,968,616</u>

Carried in a roll call vote – unanimous

APPROVAL OF CONTRACT WITH THE ESSEX REGIONAL EDUCATIONAL SERVICES COMMISSION (ERESC)

Motion: Mr. Herbst Second: Mr. Moore

Be it resolved, that the Board of Education, approve a contract with the Essex Regional Educational Services Commission (ERESC) to provide summer enrichment classes for qualified migrant students from July 5, 2017 through August 15, 2017, as attached by reference.

Carried in a roll call vote – unanimous

APPROVAL TO RESCIND FEMA GRANT MONIES

Motion: Mr. Herbst Second: Mr. Moore

Be it resolved, that the Board of Education, rescind FEMA grant monies in amount \$119,749.00 towards the purchase of an emergency generator at the High School.

Carried in a roll call vote – unanimous

APPROVAL OF OUT OF DISTRICT PLACEMENTS

Motion: Mr. Herbst Second: Mr. Moore

Be it resolved, that the Board of Education, approve out of district placement(s) for the 2015-2016 school year and the 2016-2017 school year, as attached by reference, and further, that transportation be arranged as required.

Carried in a roll call vote – unanimous

ACCEPTANCE OF GIFTS

Motion: Mr. Herbst Second: Mr. Moore

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

Carried in a roll call vote – unanimous

APPROVAL FOR YMCA SUMMER BUS STOP AT MIDDLE SCHOOL

Motion: Mr. Herbst Second: Mr. Moore

Be it resolved, that the Board of Education, approve YMCA Camp Bernie Day Camp bus to pick up and drop off campers in the Hackettstown Middle School parking lot from June 26, 2017 to August 25, 2017.

Carried in a roll call vote – unanimous

APPROVAL OF PROPOSAL FOR ARCHITECTURAL SERVICES FOR SUMMER 2017 CAPITAL PROJECTS

Motion: Mr. Herbst Second: Mr. Moore

Be it resolved, that the Board of Education, approve Settembrino Architects to provide the design and construction administration for the roof replacement project at the High School and Middle School. This portion of the project professional services fees are \$65,500 as attached by reference.

Carried in a roll call vote – unanimous

ADJUSTMENT FOR ENROLLMENT

Motion: Mr. Herbst

Second: Mr. Moore

Be it resolved that the Hackettstown Board of Education, includes in the county approved tentative 2017-2018 budget the adjustment for Increase in Tax Levy due to Weighted Enrollment Adjustment in the amount of \$64,470. The additional funds are included in the base budget and will be used to pay for the additional appropriations associated with increases in student population.

Carried in a roll call vote – unanimous

BOARD COMMENT ON B SECTION AGENDA ITEMS

Motions are accepted by Mr. Herbst and Mr. Moore as amended.

APPROVAL OF LEAVE OF ABSENCES

Motion: Mr. Herbst

Second: Mr. Moore

Be it resolved, that the Board of Education, approve leave of absences for the 2016-2017 school year, attached by reference.

Carried in a roll call vote – unanimous

APPROVAL OF HIGH SCHOOL 7TH BLOCK TEACHING ASSIGNMENTS

Motion: Mr. Herbst

Second: Mr. Moore

Be it resolved, that the Board of Education, approve 2016-2017 7th block teaching assignments for high school teachers effective March 1, 2017 through May 31, 2017, attached by reference.

Carried in a roll call vote – unanimous

APPROVE EXTENSION OF APPOINTMENT OF LONG TERM SECRETARIAL REPLACEMENT

Motion: Mr. Herbst

Second: Mr. Moore

Be it resolved, that the Board of Education, approve the extension of Josephine Mazzeo as the long term replacement for High School Secretary, Pam Willson from December 19, 2016 through ~~February 23, 2016~~ March 17, 2017 at the substitute secretary rate of \$12/hour.

Carried in a roll call vote – unanimous

APPROVAL OF STUDENT TEACHERS

Motion: Mr. Herbst

Second: Mr. Moore

Be it resolved, that the Board of Education, approve Student Teachers for the 2016-2017 school year, attached by reference.

Carried in a roll call vote – unanimous

APPROVAL OF SUBSTITUTE(S)

Motion: Mr. Herbst

Second: Mr. Moore

Be it resolved, that the Board of Education, approve substitutes for the 2016-2017 school year, attached by reference.

Carried in a roll call vote – unanimous

APPROVAL OF 1ST READING OF DISTRICT POLICIES AND REGULATIONS

Motion: Mr. Herbst

Second: Mr. Moore

Be it resolved, that the Board of Education, approve the following District Policies and Regulations in a 1st reading, attached by reference:

- P & R 1510 Americans with Disabilities Act (M) (Revised)
- P 2415.30 Title I – Educational Stability for Children in Foster Care (M) (New)
- P & R 2418 Section 504 of the Rehabilitation Act of 1973 - Students (M) (New)
- P & R 5116 Education of Homeless Children (Revised)
- P & R 8330 Student Records (M) (Revised)
- Policy 2460 Special Education (Revised) **TABLED**
- Reg. 2460.1 Special Education – Location, Identification and Referral (Revised)
- Reg. 2460.8 Special Education – Free and Appropriate Public Education (Revised)
- Reg. 2460.9 Special Education – Transition from Early Intervention Programs to Preschool Programs (Revised)
- Reg. 2460.15 Special Education – In-Service Training Needs for Professional and Paraprofessional Staff (Revised)
- Policy 2467 Surrogate Parents and Foster Parents (Revised) **TABLED**

Carried in a roll call vote – unanimous,

OTHER BUSINESS

none

PUBLIC COMMENT

none

The Board took a break between 7:44 p.m. to 7:47 p.m.

EXECUTIVE SESSION

Motion: Mr. Moore

Second: Mr. Putignano

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 7:47 pm;

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 Reports
- Student Issue

Matters involving the real tactics and techniques utilized in protecting the safety and property of the public, and specifically:

- Letter to Board

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: Mr. Moore

Second: Mr. Putignano

Be it resolved that the Board of Education reconvene into regular session at 7:56 p.m. Carried in a voice vote – unanimous.

NEW BUSINESS

APPROVAL OF HIB

Motion: Mr. Fair

Second: Ms. Cochran

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 voice vote, Mr. Herbst - abstain

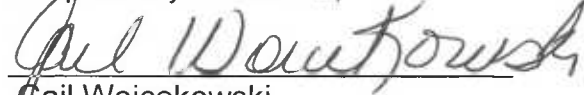
ADJOURNMENT

Motion: Mr. Moore

Second: Mr. Fair

Be it resolved that the Board adjourn at 7:58 p.m. Carried in a voice vote – unanimous.

Respectfully submitted,



Gail Woickowski
Board Secretary



Shawn Burke
Board Vice-President