

## **FRELINGHUYSEN TOWNSHIP BOARD OF EDUCATION Minutes of January 25, 2016**

The Frelinghuysen Township Board of Education held a regular business meeting on Monday, January 25, 2016 in the media center at the school at 7:00 PM. Mrs. Kim Neuffer, President called the meeting to order.

Please let the minutes show that the Frelinghuysen Township Board of Education has complied with the Open Public Meetings Act which requires that advance notice of this meeting be given and that the public has the right to attend such meetings. This advanced notice was published in The Express Times and The New Jersey Herald. All discussions and official actions of this meeting, unless specifically exempted, will take place in public.

The pledge of allegiance was recited.

### **ROLL CALL**

A roll call by the Board Secretary indicated:

**Present:** Kim Neuffer, President, Janet DeFilippis, Benny Perez, Lori Swistak, Vice President; David Hocking & Lowell Forbes arrived @ 7:15 PM; **Absent:** Grace Acosta, Tricia Cowell & Sheryl Hannam; **Also Present:** Nicholas Diaz, CSA & Rita Jones, Board Secretary; **Audience Present:** Holly Swistak, student; Vivienne Lacken, Speech teacher & James Fox, Esquire, Morris, Downing & Sherred

### **HEARING & PETITIONS OF CITIZENS-N/A**

#### **PUBLIC HEARING: STATE OF NJ, DEPT. OF EDUCATION ERASURE ANALYSIS SECURITY REVIEW**

Mr. Fox, Esquire informed the Board on the legal obligation procedures since receiving the erasure analysis security review from the investigations unit of the Department of Education.

Mr. Nicholas Diaz, CSA read the executive summary from the investigative report.

## **REQUEST FOR EXECUTIVE SESSION**

**Janet DeFilippis** moved the Board to enter into executive session @ 7:16 pm to discuss legal matter-erasure analysis security review with no action anticipated. **Second: Lori Swistak**; all in favor, motion carried.

Holly Swistak, Vivienne Lacken and David Hocking exited the meeting @ 7:16 pm.

## **RETURN TO REGULAR SESSION**

**Lowell Forbes** moved the Board to return to regular session @ 8:04 pm. **Second: Janet DeFilippis**; all in favor, motion carried.

## **COMMITTEE REPORTS-N/A**

### **REPORT OF THE CHIEF SCHOOL ADMINISTRATOR**

#### **SUPERINTENDENT'S REPORT**

Minecraft Club is underway. Students are challenged each week to create various structures and collaborate with their classmates in a real-time format. Various 21<sup>st</sup> Century Skills are engaged with Minecraft.

Crazy Shoe Day was the theme of this month's spirit day. Students wore two different types of footwear to school. Students also donated pet food to a local animal shelter as part of our spirit day tradition of showing charity to others.

Mrs. Helfrich and Mrs. Lorenzo did an outstanding job facilitating a staff workshop entitled "New Year, New Behavior Management Strategies". We thank them for sharing their expertise.

Kindergarten registration will take place on January 25<sup>th</sup> and 26<sup>th</sup>. Frelinghuysen residents whose children turn five on or before October 1, 2016 are eligible to enroll.

Mr. Diaz is proud to announce that Frelinghuysen is now part of the innovateNJ community. "innovatedNJ" is New Jersey's initiative to support innovation and practice by fostering sharing and collaboration, cultivating projects, and convening practitioners and partners. The hope is to facilitate next-generation instructional practices that will promote and heighten the college and career readiness levels of our students." We were selected because we have "articulated a strategic vision that incorporates innovation and exhibits a capacity to implement a vision and a commitment to the work of the innovateNJ network." We are honored to have been selected for Cohort 3 by the JDOE's Office of Innovation.

Mr. Diaz was honored to present at the January Warren County Superintendent's Roundtable. The presentation was entitled, "Using Social Media to Promote Your School District."

Frelinghuysen Township School District will be recognized at NJ's premier technology conference, Techspo. At Techspo, Mr. Diaz will be co-presenting with Centenary College and two superintendents, Sarah Bilotti (North Warren) and Jason Eitner, (Waterford). The topic will be "Connecting Educators".

Attached is the Health Office report.

### **CSA Recommendations/Action Items**

#### **A. Accept With Regret Grace Acosta's Resignation Letter**

**Lori Swistak moved** the Board to accept with regret Grace Acosta's resignation letter dated January 8, 2016. **Second: Lowell Forbes;** all in favor, motion carried.

#### **B. Add Stacey Galante and Jennifer Fowles to the Substitute List**

**David Hocking moved** the Board to add Stacey Galante, Newton, NJ and Jennifer Fowles, Johnsonburg, NJ to the substitute list for the remainder of the 2015-2016 school year. **Second: Janet DeFilippis;** all in favor, motion carried.

#### **C. Approve & Submit the Health & Safety Evaluation of School Buildings Checklist and the Asbestos Re Inspection Report**

**Janet DeFilippis moved** the Board to approve & submit the health & safety evaluation of school buildings checklist and the asbestos re inspection report completed by Rita Jones, Supervisor of Buildings & Grounds and John Neely, Head Custodian to the Warren County Department of Education. **Second: David Hocking;** all in favor, motion carried.

#### **D. Accept J & B Therapy Fieldwork Placements**

**David Hocking moved** the Board to accept J & B Therapy fieldwork placements for the 2015-2016 school year. **Second: Janet DeFilippis;** all in favor, motion carried.

#### **E. Acknowledge the 2016 School Election Calendar**

**David Hocking moved** the Board to acknowledge the 2016 school election calendar. March 19, 2016 Submission of budget to Warren County DOE office April 21, 2016 Adoption of budget by Warren County DOE office May 4, 2016 Public hearing and adoption of school budget **Second: Lori Swistak;** all in favor, motion carried.

**F. Approve 6<sup>th</sup> Grade Booster Club Annual Pasta Dinner**

**Lori Swistak moved** the Board to approve the 6<sup>th</sup> grade booster club annual pasta dinner, Friday, April 8, 2016; 3:30-7:30 pm; use of all purpose room and kitchen; which is in accordance with Board Policy #1330 and recommended by the Chief School Administrator. **Second: Lowell Forbes;** all in favor, motion carried.

**G. Approve Jennifer Fowles as Student Teacher**

**Benny Perez moved** the Board to approve Jennifer Fowles who is a student at Warren County Community College to observe a class and assist in a classroom for twenty (20) hours and prepare a written report.

**Second: David Hocking;** all in favor, motion carried.

**H. Approve NJASK/PARCC Corrective Action Plan**

**Lori Swistak moved** the Board to approve NJ ASK/PARCC Corrective Action Plan. **Second: Benny Perez; Roll Call: Yes:** Swistak, Perez, DeFilippis, Forbes, Neuffer; **No:** None; **Absent:** Acosta, Cowell & Hannam; **Abstain:** Hocking; motion carried.

**COMMITTEE APPOINTMENTS**

Kim Neuffer, President appointed Board members as follows:

Facility-Tricia Cowell, Lowell Forbes, David Hocking & Benny Perez

Finance-Tricia Cowell, Janet DeFilippis, Sheryl Hannam & Kim Neuffer

NJ School Board Representative- Kim Neuffer

NJ School Board Alternate-Lori Swistak

Personnel-Janet DeFilippis, Kim Neuffer & Lori Swistak

Warren County School Boards Representative-Lowell Forbes

Warren County School Boards Alternate-Benny Perez

Warren County School Boards 2<sup>nd</sup> Alternate-Sheryl Hannam

Curriculum & Policy-Full Board

**REPORT THE BOARD SECRETARY**

**APPROVAL OF MINUTES-DECEMBER 09, 2015**

**Lori Swistak moved** the Board to approve the December 09, 2015 minutes. **Second: Janet DeFilippis; Roll Call: Yes:** DeFilippis, Swistak, Perez & Neuffer; **No:** None; **Abstain:** Hocking & Forbes; **Absent:** Acosta, Hannam &, Cowell; motion carried.

**APPROVAL OF EXECUTIVE SESSION MINUTES-12/09/15**

**Lori Swistak moved** the Board to approve and release the December 09, 2015 executive session minutes. **Second: Janet DeFilippis; Roll Call: Yes:** Swistak, Neuffer, DeFilippis & Perez; **No:** None; **Abstain:** Forbes & Hocking; **Absent:** Acosta, Cowell & Hannam; motion carried.

**APPROVAL OF REORGANIZATIONAL MINUTES-JAN. 6, 2016**

**Lori Swistak moved** the Board to approve the January 6, 2016 reorganizational minutes. **Second: DeFilippis; Roll Call: Yes:** Swistak, DeFilippis, Perez, Forbes, Hocking & Nueffer; **No:** None; **Abstain:** None; **Absent:** Acosta, Cowell & Hannam; motion carried.

**APPROVAL OF EXECUTIVE SESSION MINUTES-JAN. 6, 2016**

**Lori Swistak moved** the Board to approve and release the January 6, 2016 executive session minutes. **Second: Janet DeFilippis; Roll Call: Yes:** Swistak, DeFilippis, Perez, Hocking, Forbes & Neuffer; **No:** None; **Abstain:** None; **Absent:** Acosta, Cowell & Hannam; motion carried.

**APPROVAL OF BILLS & CLAIMS-DECEMBER 2015**

**David Hocking moved** the Board to approve the bill list for December 2015 including payrolls in the amount of \$ 292,875.94 check # 14966-15047. **Second: Janet DeFilippis; Roll Call: Yes:** DeFilippis, Neuffer, Swistak & Perez; **No:** None; **Abstain:** Hocking & Forbes; **Absent:** Acosta, Cowell & Hannam; motion carried.

**APPROVAL OF CAFÉ BILL LIST-DECEMBER 2015**

**David Hocking moved** the board to approve the café bill list for December 2015 in the amount of \$ 4,369.23, check # 1387 & 1388. **Second: Janet DeFilippis; Roll Call: Yes:** Neuffer, Perez, DeFilippis, Hocking & Swistak; **No:** None; **Abstain:** Forbes; **Absent:** Acosta, Cowell & Hannam; motion carried.

**APPROVAL OF TRANSFERS-DECEMBER 2015**

**Lori Swistak moved** the Board to approve the budget transfers for December 2015 as follows:

Account To:	Account From:	Dollar Amt.
11000221320Improv. Inst.	11000221800Oth. Objects	\$ 10.00
11000230332Audit Fees	11000230331Legal Exp.	1,122.00
11000262300Tech. Svcs.	1000262624Oil	1,747.00
11000100241Other Retire.	11000100561Charter School	4,683.00
11000216600Health Supply	11213199619Res. Rm.Supply	22.16

**Second: David Hocking; Roll Call: Yes:** DeFilippis, Perez, Forbes, Swistak, Neuffer & Hocking; **No:** None; **Abstain:** None; **Absent:** Acosta, Cowell & Hannam; motion carried.

## **ACCEPT, CERTIFY & FILE THE TREASURER'S & BD. SEC. REPORTS**

David Hocking **moved** the Board to accept, certify & file the treasurer's and board secretary's reports for December 2015 and note that no major account has been over-expended in accordance with N.J.A.C. 6A:23A:16.10. **Second: Lori Swistak, Roll Call: Yes:** Hocking, DeFilippis, Swistak, Perez, Forbes & Neuffer; **No:** None; **Abstain:** None; **Absent:** Acosta, Cowell & Hannam; motion carried.

## **CORRESPONDENCE**

- 1) Mustang Messenger-Jan. 08-14, 2016  
Mustang Messenger-Jan. 15-21, 2016  
Mustang Messenger-Jan. 22-28, 2016

## **HEARING OF PETITION OF CITIZENS-N/A**

## **REQUEST FOR EXECUTIVE SESSION-N/A**

## **ADJOURNMENT**

**David Hocking moved** the Frelinghuysen Township Board of Education to adjourn. **Second: Lowell Forbes;** all in favor, motion carried. at 8:30 PM, hearing no further business, this meeting was adjourned.

Respectfully submitted,  
Rita Jones, Board Secretary