

FRELINGHUYSEN TOWNSHIP BOARD OF EDUCATION Minutes of May 18, 2016

The Frelinghuysen Township Board of Education held a regular business meeting on Wednesday, May 18, 2016 in the media center at the school at 7:01 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, Tricia Cowell, Janet DeFilippis, Lori Swistak, Vice President; David Hocking, Sheryl Hannam, Lowell Forbes, Benny Perez & Karen Kellaher;

Absent: None; **Also Present:** Nicholas Diaz, CSA & Rita Jones, Board Secretary; **Audience Present:** Peter Arena, Teacher; family and Friends of the Butrymowics, Naomi, Meeks, Jones, Smolen, Rozalski, Javier & Paseler families.

#Be Their Champion Awards Presentation

Mr. Diaz, CSA presented the 3rd marking period awards to John Butrymowics-PreK; Charlie Naomi-Kindergarden; Bridgette Meeks-1st; Diamond Jones-2nd; Drew Smolen-3rd; Marta Rozalski-4th; Emily Javier-5th; Madison Pasler-6th and Lisa Naomi-community member.

HEARING & PETITIONS OF CITIZENS-N/A

REQUEST FOR EXECUTIVE SESSION

PUBLIC HEARING ON 2016-17 SCHOOL BUDGET

Mr. Diaz, CSA presented the 2016-17 school budget to the public.

COMMITTEE REPORTS-N/A

REPORT OF THE CHIEF SCHOOL ADMINISTRATOR
CSA Recommendations/Action Items

A. Adopt the 2016-2017 School Budget

David Hocking moved the Board to adopt the 2016-17 school budget. The budget includes sufficient funds to provide curriculum and instruction which will enable all students to achieve the Core Curriculum Content Standards, and is in compliance with N.J.A.C. 18A and N.J.A.C. Title 6 and 6A.

<u>Expenditures</u>		<u>Revenues</u>	
General Current Expense	\$ 2,551,467	Local Tax Levy	\$ 1,980,881
Capital Outlay	73,535	Rents	8,150
Charter School Tuition	81,994	Miscellaneous Rev.	3,300
Special Revenue Funds	<u>61,947</u>	Interest Maint. Reserve	50
Total Expenditures	\$ 2,706,998	Interest Capital Res.	50
		State Aid	618,360
		Withdraw-Capt. Res.	48,220
		Withdraw-Maint. Res.	25,265
		Budgeted Fund Bal.	21,870
		Federal Aid	<u>61,947</u>
		Total Revenue	\$ 2,768,943

Withdraw from maintenance reserve in the amount of \$25,265 is for water Pipes repair, security cameras installation and telephone system replacement.

Withdraw from capital reserve in the amount of \$48,220 is for technology, I Pads, chrome books, chrome book carts & smart boards. As per N.J.A.C. 6A:23A-7.3(a), the budget provides for a maximum expenditure amount that may be allotted for travel and expense reimbursement. The 2016-17 budget includes a maximum travel appropriation of \$1,000. The School Business Administrator shall track and record these costs to insure that the maximum amount is not exceeded. Included in the 2016-17 budget is a maximum regular business travel amount of \$200 per employee. **Second: Tricia Cowell;**

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

B. Approve Well Water Compliance Management Agreement

Janet DeFilippis moved the Board to approve well water compliance Management agreement with McGowan LLC in the amount of \$ 500.00 fee for start-up procedures and resolving existing water system issues and \$130 a month for license operator and compliance management services. **Second: David Hocking; Roll Call: Yes:** DeFilippis, Hocking, Perez, Hannam, Forbes, Swistak, Kellaheer, Cowell & Neuffer; **No:** None; **Abstain:** None; **Absent:** None; motion carried.

C. Approval of Two Facility Use Requests

Lori Swistak moved the Board to approve two facility use requests: Absoluti Abbi/PTO Artists in Residence starting May 2, 2016 to May 25, 2016

on Monday's, 9 am to 8 pm; use of hallways and Girl Scout Troop #70023, Saturday, June 4, 2016 8:45 am to 2 pm; use of outside of school and parking lot for clothing drive fundraiser; which are in accordance with Board Policy #1330 and recommended by the Chief School Administrator.

Second: Karen Kellaher; Abstain: Forbes; motion carried.

D. Accept two Screens and Frames from the Ramos Family

Lowell Forbes moved the Board to accept the donation of two screens and frames for general & graduation use in the amount of \$650.00 and two banners in the amount of \$150 from the Ramos family. **Second: Lori Swistak**;

Roll Call: Yes: Forbes, Swistak, Hocking, Perez, Hannam, Kellaher, DeFilippis,

Cowell & Neuffer; **No:** None; **Absent:** None; **Abstain:** None; motion carried.

E. Accept with Regret the Retirement of Susan Hocking

David Hocking moved the Board to accept with regret the retirement of Susan Hocking affective July 1, 2016.

Second: Janet DeFilippis; all in favor; motion carried.

F. Extend 2016-22017 Employment Contracts

Karen Kellaher moved the Board to extend 2016-2017 employment contracts to thirteen tenured certified staff members and one non tenured certified staff member. **Second: Tricia Cowell**; all in favor, motion carried.

G. Extend 2016-17 employment contracts to three part time custodians

David Hocking moved to extend 2016-17 employment contracts to three part time custodians- John Neely @ \$20.50 @ hour; Richard Pilote \$18.50 @

hour; and Victor Zelizo @ \$18.00 @ hour. **Second: Benny Perez**;

Roll Call: Yes: Hocking, Perez, Hannam, Forbes, Kellaher, Cowell, DeFilippis,

Swistak & Neuffer; **No:** None; **Absent:** None; **Abstain:** None; motion carried.

H. Extend 2016-17 Employment Contract to Paula Hatch, Treasurer

Janet DeFilippis moved the Board to extend 2016-17 employment Contract to Paula Hatch, Treasurer in the amount of \$3,600.

Second: Lori Swistak; **Roll Call: Yes:** DeFilippis, Swistak, Hannam, Hocking, Perez, Cowell, Kellaher, Forbes & Neuffer; **No:** None;

Abstain: None; **Absent:** None; motion carried.

- I. Approve the Food Service Contract with Maschio's Food Services Inc.**
David Hocking moved the Board to approve the food service contract with Maschio's Food Services, Inc. to provide student lunches for the 2016-17 School year with a management fee of \$7,420.00 (zero increase) and no guarantee. **Second: Tricia Cowell; Roll Call: Yes:** Hocking, Cowell, Perez, Forbes, Hannam, DeFilippis, Kellaheer, Swistak & Neuffer; **No:** None; **Abstain:** None; **Absent:** None; motion carried.
- J. Increase Lunches for the 2016-2017 School Year**
David Hocking moved the Board to increase student lunch to \$3.00, student extra entrée with lunch to \$1.90 and adult lunch to \$4.00. All beverages and a-la-carte snacks will remain the same prices. **Second: Tricia Cowell; Roll Call: Yes:** Hocking, Cowell, Forbes, Kellaheer, Perez, Hannam, Swistak, DeFillipis & Neuffer; **No:** None; **Abstain:** None; **Absent:** None; motion carried.
- K. Approve Full day Mini Mustangs Preschool Program for the 2016-2017 School Year**
Lori Swistak moved the Board to approve full day Mini Mustangs Preschool Program for the 2016-17 school year. Half day tuition rate is \$275 per month and full day tuition rate is \$400 per month. **Second: Sheryl Hannam; Roll Call: Yes:** Swistak, Hannam, DeFilippis, Forbes, Perez, Hocking, Kellaheer, Cowell & Neuffer; **No:** None; **Abstain:** None; **Absent:** None; motion carried.
- L. Approve 6th Grade Field Trip to Sky Zone**
Tricia Cowell moved the Board to approve the 6th grade field trip to Sky Zone on June 9, 2016; departing @ 9:15 am and returning to the school @ 12:00 pm. 6th Grade booster club will pay for the bus transportation and registration costs. **Second: Sheryl Hannam;** all in favor, motion carried.
- M. Approve 2016-17 Memorandum of Agreements with Warren County Special Services School District**
Tricia Cowell moved the Board to approve the 2016-17 memorandum of agreements with Warren County Special Services School District for the following services: Child Study Team Supervisor/Case Manager-Sept. 1, 2016 to June 30, 2017 for two days @ week for a monthly charge of \$4,406.40. Occupational & physical therapist-Sept. 1, 2016 to June 30, 2017 for \$85.00 per hour for therapy and \$90.00 per hour for meetings. Speech therapist-Sept. 1, 2016 to June 30, 2017 for \$85.00 per hour for therapy and \$90 per hour for meetings and \$450 per evaluation. **Second: Karen Kellaheer; Roll Call: Yes:** Cowell, Kellaheer, Forbes, Hannam, Perez, DeFilippis, Hocking, Swistak & Neuffer; **No:** None; **Abstain:** None; **Absent:** None; motion carried.

N. Approve Secretary Job Description

Tricia Cowell moved the Board to approve the secretary job description.
Second: Sheryl Hannam; all in favor, motion carried.

REPORT OF THE BOARD SECRETARY

APPROVAL OF TRANSFER-APRIL 2016

David Hocking moved the Board to approve the April 2016

Transfers as follows:

Account To:	Account From	\$
11000261420	11000262624	3325.00
11000262590	11000262624	2459.00

Second: Tricia Cowell; Roll Call: Yes: DeFilippis, Hocking, Cowell, Neuffer, Swistak, Forbes, Hannam, Perez; **No:** None;

Absent: Kellaher; **Abstain:** None; motion carried.

Accept, certify and File the Treasurer's and Board Secretary's Reports for April 2016

Tricia Cowell moved the Board to accept, certify and file the Treasurer's and board secretary's reports for April 2016 and note that Sufficient funds are available to meet the district's financial obligations And that no major account has been over-expended in accordance with N.J.A.C. 6A:23A:16.10. **Second: Lowell Forbes;**

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

CORRESPONDENCE

- 1) Mustang Messenger-May 06-13, 2016
Mustang Messenger-May 13-20, 2016
- 2) Camp Invention Registration Information Sheet

HEARING OF PETITION OF CITIZENS-N/A

REQUEST FOR EXECUTIVE SESSION

Tricia Cowell moved the Board to enter into executive session @ 8:15 pm to discuss CSA evaluation, secretary position & Relmagine with no action anticipated. **Second: David Hocking**, all in favor, motion carried.

RETURN TO REGULAR SESSION

Tricia Cowell moved the Board to return to regular session @ 9:29 pm. **Second: Lori Swistak**, all in favor, motion carried.

ADJOURNMENT

Sheryl Hannam moved the Frelinghuysen Township Board of Education.

to adjourn. **Second: Lori Swistak**; all in favor, motion carried.
At 9:30 PM, hearing no further business, this meeting was adjourned.

Respectfully submitted,
Rita Jones, Board Secretary