BOONTON TOWNSHIP BOARD OF EDUCATION
PUBLIC HEARING/REGULAR SESSION MINUTES March 27, 2013, 7:30 PM
Rockaway Valley School Library/Media Center

1. Call to Order
2. Open Public Meetings Act
3. Roll Call/ Pledge of Allegiance
4. Public Hearing: 2012-2013 Budget
5. Report of Student Representative
6. Board Business
   Motions: BB-01 Approve minutes of the March 6, 2013 Regular Session and Closed Session meeting.
7. Administrative Reports
   Review of 2012-2013 ESEA Waiver Annual Progress Targets ~ Dr. Strauss
8. Correspondence
9. Open Session #1
10. Liaison Committees
11. Facilities/Transportation
12. Finance
   Motions: FIN-01 Approve February Secretary and Treasurer’s Reports
   FIN-02 Approve February transfers.
   FIN-03 Approve February bills list.
   FIN-04 Approve Project Graduation donation.
   FIN-05 Approve contracted related services for student.
   FIN-06 Approve professional development for staff.
   FIN-07 Approve Tentative 2013-2014 budget.
   FIN-08 Approve Travel and Professional Services Maximum Expenditures
   FIN-09 Approve contracted related services for 2012-2013 special ed. student.
13. Personnel/Program
   Motions: P/P-01 Approve creation of a Language and Learning Disabilities class.
   P/P-02 Approve field trips.
   P/P-03 Approve corrected stipend amount for coach.
   P/P-04 Approve ABA for student.
   P/P-05 Approve sports officials.
   P/P-06 Approve appointment of substitute nurse.
14. Policy
   First readings of policies: 3327 Relations with Vendors; 9326 Minutes; 6172 Alternative Educational Programs; 6142.10 Internet Safety & Technology; 6142.10 E-1 Acceptable Use Form Students; 6142.10 E-2 Acceptable Use Form Staff; 1330 Use of Facilities; 1330 E-1 Application/Permit; 1330 E-2 Application (internal); 1330 R Facilities Regulation
15. Technology
16. Open Session #2
17. New Business
18. Closed Session: BTEA Negotiations, Superintendent Evaluation
19. Other Board Action
20. Adjournment

Note: The public hearing period will be limited to discussion of the 2013-2014 budget only. Please state your name and address for the record. All comments are limited to five minutes.

Note: The first public comment period will be limited to agenda items only. The second public comment period will be open to any topic. Please state your name and address for the record. All comments are limited to five minutes.
March 27, 2013

BOONTON TOWNSHIP BOARD OF EDUCATION
PUBLIC HEARING/REGULAR SESSION MINUTES
March 27, 2013, 7:30 PM
Rockaway Valley School Library/Media Center

1. CALL TO ORDER
   7:35

2. STATEMENT OF NOTICE

   "This is a regular session of the Boonton Township Board of Education held for the purpose of transacting appropriate Board business. In compliance with Chapter 231, Laws of 1975, the notice this meeting was advertised in the Morris County Daily Record. Copies of the agenda of this meeting were appropriately posted and made available to the public."

3. ROLL CALL/ PLEDGE OF ALLEGIANCE

   Present: Ann Bentrovato, Barry Brantner, Christine Cabana (7:36 p.m.), Adrienne Charlton (8:31 p.m.), Patricia Collins, William Dodero, John Sierchio, Jennifer Sowa (7:37 p.m.),

   Absent: Catherine Youngman

   Also Present: Superintendent/Principal: Gayle Strauss, Ph.D.
   School Business Administrator/Board Secretary: John T. Murray II, RSBA

   Mrs. Cabana arrived (7:36 p.m.), Mrs. Sowa arrived (7:37 p.m.)

4. PUBLIC HEARING

   Dr. Strauss and Mr. Murray presented a PowerPoint presentation of the 2013-2014 Tentative Budget. Dr. Strauss highlighted budget goals, enrollment, staffing and the new LLD self contained program. Mr. Murray stated that the budget was approved by the Executive County Superintendent earlier in the day
and there would not have been enough time to make changes before the Public Hearing if they were required. He highlighted budget concerns, cost containment measures, state aid, revenues, expenditures and estimated tax impact. The budget was at the 2% tax levy cap and the year-to-year budget showed a decrease of 1.97%.

Questions were received regarding administrative costs, enrollment and class size, health care costs for individuals, new state teacher evaluation process and unfunded mandates. Dr. Strauss responded that the district was using the Kim Marshall evaluation program which was at no cost to the district.

5. **REPORT OF STUDENT REPRESENTATIVE**

None.

6. **BOARD BUSINESS**

**MOTION** to approve:

BB-01 Minutes of the March 6, 2013 Regular Session meeting, (6-1) and furthermore, minutes of the March 6, 2013 Closed Session Meeting.

Moved by Mrs. Cabana, seconded by Mr. Dodero to approve and duly approved by a 6-0-0 vote with Mrs. Charlton and Mrs. Youngman absent and Mrs. Sowa abstaining due to her absence at that meeting.

7. **ADMINISTRATIVE REPORTS**

*Board Secretary/Board Administrator's Report* - None

*Superintendent's Report (7-1)*

Dr Strauss presented an overview of the 2012-2013 Progress Target Reports. She added that the Annual Yearly Progress Report "AYP" had been phased out. She highlighted targets for students with disabilities and inequities in the law. Her report also included the recent Alice in Wonderland performance, gifted and talented program joint trip with Mt. Lakes to the UN, Education Foundation's Read-A-Thon and the Pre-School Program Brochure and the School Performance Report (formerly called the Report Card. She added that there was a change in district comparisons from District Factor Groups (DFGs) to comparisons with "peer" district groups.

8. **CORRESPONDENCE**

COR-01 Letter dated January 16, 2013 from Michael Green, Secretary, Tri-Town Little League, to the Boonton Township Board of Education requesting use of the school’s softball field for the 2013 Little League season. (8-1)

COR-02 Letter dated February 28, 2013 from Dr. Rosalie Lamonte, Interim Executive County Superintendent of Schools, to Dr. Gayle Strauss indicating approval and granting of the waiver of the Special Education Medicaid Initiative (SEMI). (8-2)

COR-03 Letter dated March 1, 2013, from Dr. Rosalie Lamonte, Interim Executive County Superintendent of Schools, to Dr. Gayle Strauss indicating approval of the 2013 District Nursing Services Plan. (8-3)

COR-04 Letter from Mountain Lakes High School Project Graduation Committee soliciting a contribution. (8-4)
COR-05 Letter dated March 14, 2013 to the Rockaway Valley School Community from Rosemary Gilmartin, Executive Director, Interfaith Food Pantry, thanking staff and students for the March School Spirit donation of 83 pounds of food. (8-5)

9. OPEN SESSION #1
Questions were received regarding college readiness as it relates to the school performance report and attendance.

10. LIAISON COMMITTEES
   
   **Education Foundation** - Mrs. Sowa reported on the recent Alice in Wonderland performance and Read-A-Thon.
   
   **Home and School Association** - Mrs. Bentrovato reported that new spirit wear was available and there are open positions on HSA.
   
   **Morris County School Board Association** - None
   
   **New Jersey School Board Association** - None
   
   **Township Committee** - None
   
   **Mountain Lakes** - None
   
   **Educational Services Commission** – None.

11. FACILITIES/TRANSPORTATION

   MOTION to approve:

   FAC-01 The use of the softball field at Rockaway Valley School by the Tri-Town Little League for Little league play for the 2013 season.

   Moved Mrs. Sowa, seconded by Mrs. Cabana to approved and duly approved by a 7-0-0 vote with Mrs. Charlton and Mrs. Youngman absent.

12. FINANCE

   MOTION to approve:

   FIN-01 The February 2013 Secretary & Treasurer’s reports, (12-1)

   And furthermore,

   Accept the board’s certification pursuant to N.J.A.C. 6:23-2-11(c)3 and N.J.S.A. 18A:22-8-1 that as of February 2013, no budgetary line item account has been over expended in violation of N.J.A.C. 6A:23-2-11(a) and furthermore,

   Pursuant to N.J.A.C. 6:23-2-11(c)4 that no budgetary line item account has obligations and payments which in total exceed the amount of appropriated by the district board of education pursuant to N.J.A.C. 6A:23-2-11(b).

   MOTION to approve:

   FIN-02 Transfers for the month of February 2013. (12-2)
MOTION to approve:

FIN-03 February bills list for accounts payable and payrolls for the total of $1,246,230.95 using check numbers as follows: #000944 through #000950 and #016883 through #017009 (12-3)

FIN-04 A donation to the Mt. Lakes High School Class of 2013 Project Graduation in the amount of $250.00.

FIN-05 Contracted related services for 2012-2013 for the following special education student:

<table>
<thead>
<tr>
<th>ID #</th>
<th>Provider</th>
<th>Service</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>30197</td>
<td>Mountain Lakes BOE</td>
<td>One on One Aide</td>
<td>$45,620.24</td>
</tr>
<tr>
<td>N/A</td>
<td>CPNJ</td>
<td>PT Evals no more than 5 @ $375.00</td>
<td>$1,875.00</td>
</tr>
</tbody>
</table>

MOTION to approve:

FIN-06 Professional Development for the 2012-2013 School Year for the following staff members:

<table>
<thead>
<tr>
<th>Staff Member</th>
<th>Activity &amp; Sponsor</th>
<th>Date</th>
<th>Location</th>
<th>Expense</th>
</tr>
</thead>
<tbody>
<tr>
<td>John Murray</td>
<td>Annual Conference, NJSBO</td>
<td>6/5-7/2013</td>
<td>Atlantic City</td>
<td>662.60</td>
</tr>
<tr>
<td>Gayle Strauss</td>
<td>Annual Spring Conference, NJASA</td>
<td>5/20-22/2013</td>
<td>Atlantic City</td>
<td>1079.49</td>
</tr>
<tr>
<td>Millicent Freeman</td>
<td>Best iPod Apps, Institute for</td>
<td>5/22/13</td>
<td>Newark</td>
<td>226.44</td>
</tr>
</tbody>
</table>

FIN-07 RESOLVED, that the Board of Education approves the Tentative 2013-2014 school district budget as follows:

- General Fund: $12,751,700
- Special Revenue Fund: $167,717
- Debt Service Fund: $354,314
- Total: $13,273,731

And the local tax levy to support the budget as follows:

- General Fund: $11,975,666
- Debt Service Fund: $293,043
- Total: $12,268,709

NOW THEREFORE BE IT RESOLVED, that the School Business Administrator be authorized to submit the Tentative 2013-2014 budget with any additional appropriate adjustments to the Executive County Superintendent for review and final approval.
MOTION to approve:

FIN-08  A. WHEREAS, school district policy and N.J.A.C. 6A:23A-7.3(a) provides that the board of education shall establish in the annual school budget a maximum expenditure amount that may be allotted for such travel and expense reimbursement for the 2013-2014 school year; and

WHEREAS, maximum expenditure amount allotted for travel and expense reimbursement for the 2012-2013 school year was $48,637; and

WHEREAS, travel and expense reimbursement has reached a total amount of $39,075 as of January 31, 2013;

NOW, THEREFORE, BE IT RESOLVED, that the Boonton Township School District Board of Education, in the County of Morris, New Jersey hereby establishes the school district travel maximum for the 2013-2014 school year at the sum of $50,750; and

BE IT FURTHER RESOLVED, that the School Business Administrator shall track and record these costs to insure that the maximum amount is not exceeded.

B. WHEREAS, N.J.A.C. 6A:23A:5.2 (a) mandates boards to establish annually prior to budget preparation, for public relations and each type of professional service a maximum level of spending for the ensuing school year; and

WHEREAS the tentative budget includes the following appropriations:

<p>| | | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Legal</td>
<td>$19,000</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Accounting</td>
<td>$27,000</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Architect</td>
<td>$1,900</td>
<td></td>
</tr>
</tbody>
</table>

WHEREAS, the Administration needs to give notice if there arises a need to exceed said maximums. Upon which the board may adopt a dollar increase in the maximum amount through formal board action; and

WHEREAS, the Board and Administration wishes to minimize the amount of paperwork involved in this area;

NOW, THEREFORE, BE IT RESOLVED, that the Boonton Township School District Board of Education establishes maximums for professional services in the areas listed above at a level of 120% of the amounts listed for the 2012-2013 school year.

MOTION to approve:

FIN-09  Contracted related services for 2012-2013 for the following special education student:

<table>
<thead>
<tr>
<th>ID #</th>
<th>Provider</th>
<th>Service</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>30628</td>
<td>Education Inc.</td>
<td>Home Instruction 10 hours per wk @ $47/hr. for 3 weeks (30 total hours)</td>
<td>$1,410.00</td>
</tr>
</tbody>
</table>
Moved by Mrs. Bentrovato, seconded by Mr. Dodero to approve FIN-01 through FIN-09 and duly approved by a roll call vote of 7-0-0 as follows:

AYE: Bentrovato, Brantner, Cabana, Collins, Dodero, Sierchio, Sowa
ABSENT: Charlton and Youngman

13. PERSONNEL/PROGRAM

MOTION to approve:

P/P-01  The creation of a Language and Learning Disabilities class for the 2013-2014 School Year and furthermore, the submission to the Executive County Superintendent of Schools an application for the creation of this class.

MOTION to approve:

P/P-02  The following field trips for the 2012-2013 School Year:

<table>
<thead>
<tr>
<th>Class/Grade</th>
<th>Destination</th>
</tr>
</thead>
<tbody>
<tr>
<td>6th &amp; 8th</td>
<td>Junior Solar Sprints, Florham Park NJ (selected students)</td>
</tr>
<tr>
<td>3rd Grade</td>
<td>Town Hall, Kincaid House, Boonton Township</td>
</tr>
<tr>
<td>3rd Grade</td>
<td>Franklin Mineral Museum, Franklin, NJ</td>
</tr>
<tr>
<td>6th Grade</td>
<td>Bronx Zoo, New York, NY</td>
</tr>
<tr>
<td>2nd Grade</td>
<td>Cooper Mill, Chester</td>
</tr>
<tr>
<td>3rd Grade</td>
<td>Rockaway Mall, Rockaway, NJ</td>
</tr>
<tr>
<td>7th Grade</td>
<td>RFL Fields, Boonton Township</td>
</tr>
</tbody>
</table>

P/P-03  Correcting the Baseball coaching stipend for Robert Fordyce (previously approved 9/19/12, P/P-05) as follows:

<table>
<thead>
<tr>
<th>From</th>
<th>To</th>
</tr>
</thead>
<tbody>
<tr>
<td>$3,930 (Level VI, Exp 10+)</td>
<td>$3,138 (Level I, Exp. I)</td>
</tr>
</tbody>
</table>

MOTION to approve:

P/P-04  Brittani Lemoncelli as Applied Behavior Analyst for Student 30628 at $55.00 per hour not to exceed 36 hours or $1980.00 total.

MOTION to approve:

P/P-05  The following sport officials for the 2012-2013 school year:

<table>
<thead>
<tr>
<th>NAME</th>
<th>SPORT(S)</th>
<th>NAME</th>
<th>SPORT(S)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bob Caprio</td>
<td>Softball/Baseball</td>
<td>Vito D’Alconzo</td>
<td>Softball/Baseball</td>
</tr>
</tbody>
</table>
MOTION to approve:

P/P-06 Upon the recommendation of the Superintendent/Principal, the appointment of the appointment of Danielle DeGroat as a substitute nurse for the 2012-2013 School Year at the per diem rate of $200 for in-office days and $100 for field trip days and furthermore the submission to the County Superintendent of an application for emergent hiring and the applicant’s attestation that he/she has not been convicted of any disqualifying crime pursuant to the provisions of the N.J.S.A. 18A:6-7.1 et seq, N.J.S.A. 18A:99-17 et seq, or N.J.S.A. 18A:6-4.13 et seq for Danielle DeGroat.

Moved by Mr. Sierchio, seconded by Mr. Dodero to approve P/P-01 through P/P-06 and duly approved by a roll call vote of 7-0-0 as follows:

AYE: Bentrovato, Brantner, Cabana, Collins, Dodero, Sierchio, Sowa
ABSENT: Charlton and Youngman

Mrs. Charlton arrived at 8:31 p.m.

14. POLICY

First readings of Policies:

<table>
<thead>
<tr>
<th>No.</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>3327</td>
<td>Relations with Vendors</td>
</tr>
<tr>
<td>9326</td>
<td>Minutes</td>
</tr>
<tr>
<td>6172</td>
<td>Alternative Educational Programs</td>
</tr>
<tr>
<td>6142.10</td>
<td>Internet Safety &amp; Technology</td>
</tr>
<tr>
<td>6142.10 E-1</td>
<td>Acceptable Use Form Students</td>
</tr>
<tr>
<td>6142.10 E-2</td>
<td>Acceptable Use Form Staff</td>
</tr>
<tr>
<td>1330</td>
<td>Use of School Facilities</td>
</tr>
<tr>
<td>1330 E-1</td>
<td>UOF Application/Permit Form</td>
</tr>
<tr>
<td>1330 E-2</td>
<td>UOF Internal Request Form</td>
</tr>
<tr>
<td>1330 R</td>
<td>UOF Regulation</td>
</tr>
<tr>
<td>4111</td>
<td>Recruitment, Selection &amp; Hiring</td>
</tr>
<tr>
<td>4111 E</td>
<td>Employment Application Form</td>
</tr>
<tr>
<td>9270</td>
<td>Conflict of Interest</td>
</tr>
<tr>
<td>4112.8</td>
<td>Nepotism</td>
</tr>
<tr>
<td>4212.8</td>
<td>Nepotism</td>
</tr>
</tbody>
</table>

15. TECHNOLOGY

Mr. Dodero reported that the 3-Year Technology Plan was discussed at the recent meeting. He highlighted educational goals, state testing mandates, hardware and software needs and an emphasis on updating the hardware replacement plan.

Dr. Strauss was concerned that additional laptops were needed for grades 3 - 8 in order to be ready for the new student testing mandate. She added that budget funding was limited and the committee was in the process of plotting out immediate needs versus long term needs.
16. **OPEN SESSION #2**
Questions were received regarding the NJDOE's electronic testing initiative possible fundraising activities for computer and technology purchases, the minutes policy as it related to taping of meetings. A suggestion was made that the board consider a less restrictive environment before adopting the policy.

17. **NEW BUSINESS**
Questions were raised regarding an update on the variance for the front sign and the need for a breakdown on 8th grade fundraising activities, the 8th grade trip and class gift.

Mr. Murray reported that the architect was working on the variance submission and it should be ready for the May Planning Board meeting.

18. **CLOSED SESSION**

**MOTION** to enter into executive session to discuss issues that warrant confidentiality as permitted in the Open Public Meetings Act, Chapter 231 of the Laws of 1975. These matters may or may not be made public when the Board reconvenes. They will be made public when the confidentiality of the subject is no longer warranted.

Discussion: BTEA Negotiations, Superintendent Evaluation. No action will be taken.

Moved by Mr. Sierchio, seconded by Mr. Dodero and duly approved by an 8-0-0 vote at 9:10 p.m.

_Dr. Strauss and Mr. Murray departed at 10:05 p.m._

**RECONVENE**

**MOTION** to return to public session.

Moved by Mr. Dodero, seconded by Mrs. Charlton and duly approve by an 8-0-0 vote at 10:57 p.m. with Mrs. Youngman absent.

19. **OTHER BOARD ACTION**
None.

20. **ADJOURN**

**MOTION** made to adjourn the meeting.

Moved by Mr. Dodero, seconded by Mrs. Charlton and duly approve by an 8-0-0 vote at 10:58 p.m. with Mrs. Youngman absent.

Respectfully submitted,

John T. Murray II, RSBA
School Business Administrator/Board Secretary