

SCOTCH PLAINS-FANWOOD BOARD OF EDUCATION
Open Agenda Meeting
March 14, 2019
(7:30 p.m. Executive Session)
7:00 p.m. Public Session / Adopt 2019-2020 Tentative School Budget

CALL TO ORDER AND ROLL CALL p.m

MEMBERS PRESENT

_____ Ms. Nancy Bauer
_____ Mrs. Amy Boroff
_____ Ms. Deb Brody
_____ Dr. Cynthia Clancy
_____ Ms. Stephanie Suriani
_____ Ms. Tonya Williams
_____ Ms. Amy Winkler
_____ Mr. Evan Murray, Vice President
_____ Dr. Karen Kulikowski, President

OTHERS PRESENT

_____ Margaret W. Hayes, Ed.D., Superintendent of Schools
_____ Deborah S. Saridaki, Business Administrator/Board Secretary
_____ Joan Mast, Ed.D., Assist Superintendent/
Curriculum, Instruction & Technology
_____ Douglas M. Silvestro, Esq., Board Attorney
_____ Peter N. Pitucco, Director of Human Resources
_____ Lisa Rebimbas, Director of Special Services

PLEDGE OF ALLEGIANCE

INSTRUCTIONAL UPDATE – Recognition – 7:00 p.m., Evergreen School Multipurpose Room

- Recognition of Varsity Girls' Swim Team, Union County Champions
- Recognition of Boys' Varsity Swim Team, North II Group B Sectional Title
- Recognition of Boys' Varsity, Winter Track Team, State Championship
- Recognition of Che Dashiell, High Jump Gold Medal Winner

MOTION FOR EXECUTIVE SESSION:

MOTION: **WHEREAS**, the Board of Education must discuss subjects concerning personnel, litigation and negotiations; and,

WHEREAS, the aforesaid subjects are not appropriate subjects to be discussed in a public meeting; and,

WHEREAS, the aforesaid subjects to be discussed are within the exemptions which are permitted to be discussed and acted upon in private session pursuant to P.L. 1975, Chapter 231,

IT IS THEREFORE RESOLVED that the aforesaid subjects shall be discussed in private recess by this Board and administrative staff, and information pertaining thereto will be made available to the public as soon thereafter as possible and once the reasons for non-disclosure no longer exist.

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EXECUTIVE SESSION REPORT

BOARD PRESIDENT’S ANNOUNCEMENT:

The New Jersey Open Public Meeting Law was enacted to insure the right of the public to have advance notice of and to attend the meetings of public bodies at which any business affecting their interests is discussed or acted upon. In accordance with the provisions of this Act, the Scotch Plains-Fanwood Board of Education has caused notice of this meeting to be published by having the date, time and place thereof posted at the Board of Education offices located at Cedar Street and Evergreen Avenue, Scotch Plains, New Jersey. Such notice was also provided in written notice forwarded to the The Times, the Township Clerk of Scotch Plains and the Borough Clerk of Fanwood in the Annual Notice of Regularly Scheduled Meetings as adopted March 29, 2018.

INSTRUCTIONAL UPDATES - continued

- Adoption of the Tentative Budget for 2019-2020 – presented by Mrs. Saridaki

March 28

- Recognition of PTA Reflections Contest Winners
- Recognition of Terrill Middle School student, Cara Argila for winning
- VFW Patriot's Pen Essay Contest

***2019-2020 TENTATIVE SCHOOL BUDGET**

MOTION: Move that the Board of Education approves the 2019-2020 Tentative School Budget as follows:

**Adjustment
Banked Cap**

BE IT RESOLVED that the Scotch Plains-Fanwood Board of Education includes in the proposed budget the adjustment for banked cap in accordance with N.J.A.C. 6A:23A-10.3(b). The district has fully exhausted all eligible statutory spending authority and must increase the base budget in the amount of \$0.00.

**Adjustment
Enrollment**

RESOLVED that the Scotch Plains-Fanwood Board of Education includes in the proposed budget the adjustment for enrollment in the amount of \$0. The district intends to utilize this adjustment for supplies and materials necessary for the additional students.

**Adjustment
Health Benefits**

RESOLVED that the Scotch Plains-Fanwood Board of Education includes in the proposed budget, the adjustment for increase costs of health benefits in the amount of \$0. The additional funds are included in the base budget and will be used to pay for the additional increases in health benefits.

**Adjustment
PERS Pension**

RESOLVED that the Scotch Plains-Fanwood Board of Education includes in the proposed budget the adjustment for deferral of the PERS pension cost and the additional interest incurred in the amount of \$0. The district intends to utilize this adjustment for the purpose of paying the additional interest charges.

**Adjustment
Responsibility
Transferred**

RESOLVED that the Scotch Plains-Fanwood Board of Education includes in the proposed budget the adjustment for increase (decrease) of costs associated with the transfer of responsibilities in the amount of \$0. The district intends to utilize this adjustment for increase (decrease) for the costs.

Capital Reserve Account Withdrawal

RESOLVED that the Scotch Plains-Fanwood Board of Education requests the approval a capital reserve withdrawal in the amount of \$2,108,000.

Capital Reserve Account Deposit

RESOLVED that the Scotch Plains-Fanwood Board of Education requests the approval an undesignated capital reserve deposit in the amount of \$0.

**Travel and Related Expense Reimbursement
2019-2020**

WHEREAS, the Scotch Plains-Fanwood Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

WHEREAS, N.J.A.C. 6A:23B-1.1 et seq. requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

WHEREAS, a Board of Education may establish, for regular district business travel only, an annual school year threshold of \$150 per staff member where prior Board approval shall not be required unless this annual threshold for a staff member is exceeded in a given school year (July 1 through June 30); and

WHEREAS, travel and related expenses not in compliance with N.J.A.C. 6A:23B-1.1 et seq., but deemed by the Board of Education to be necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms;

NOW, THEREFORE, BE IT RESOLVED, the Board of Education approves all travel not in compliance with N.J.A.C. 6A:23B-1.1 et seq. as being necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; and

BE IT FURTHER RESOLVED, the Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A:23B-1.2(b), to a maximum expenditure of \$200,000 for all staff and board members.

**Adoption of Tentative Budget
2019-2020**

BE IT RESOLVED that the tentative budget be approved for the 2019-2020 School Year using the 2019-2020 state aid figures and the Secretary to the Board of Education be authorized to submit the following tentative budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline:

	<u>GENERAL FUND</u>	<u>SPECIAL REVENUES</u>	<u>DEBT SERVICE</u>	<u>TOTAL</u>
2018-19 Total Expenditures	99,108,943	2,788,307	1,352,250	103,249,500
Less: Capital Reserve Withdrawal	2,108,000			2,108,000
Less: Anticipated Revenues	5,803,695	2,788,307		8,592,002
Taxes to be Raised	91,197,248		1,352,250	92,549,498

And to advertise said tentative budget in The Times, a local newspaper, in accordance with the form suggested by the State Department of Education and according to law; and

BE IT FURTHER RESOLVED, that a meeting be held at the Scotch Plains-Fanwood Board of Education Building, 512 Cedar Street, Scotch Plains, New Jersey on April 25, 2019 at 8:00 p.m. for the purpose of conducting a public hearing on the budget for the 2019-2020 School Year.

IN ACCORDANCE WITH SCOTCH PLAINS-FANWOOD PUBLIC SCHOOLS BYLAWS #0164 and 0165, THE MEETING WILL BE OPENED FOR 15 MINUTES FOR PUBLIC COMMENTS. (MAXIMUM 2 MINUTES PER SPEAKER.) SPEAKERS ADDRESSING SUPERINTENDENT ITEMS, BUSINESS FUNCTIONS, AND OTHER BOARD BUSINESS WILL BE HEARD FIRST. IF TIME REMAINS, SPEAKERS MAY ADDRESS OTHER MATTERS.

COMMITTEE REPORTS

- Curriculum
- Finance
- Facilities
- Shared Services
- Negotiations Update
- Policy

SUPERINTENDENT’S REPORT

1-S Out-of-District Placement – none at this time

*2-S Harassment, Intimidation, and Bullying Report

MOTION: Move that the Board of Education affirms the Superintendent’s decisions in the five February Harassment, Intimidation and Bullying cases reported in Executive Sessions on February 28, 2019. Of the five cases, one case was determined to be HIB.

065-1819-08
060-1819-04
065-1819-09
080-1819-01
080-1819-02

*3-S Field Trip Requests

MOTION: Move that the Board of Education approves the following field trip requests:

- Terrill Middle School 7th grade physical education classes to travel to Linden Lanes to introduce the sport of bowling to the students and promote “Health and Wellness” for the students. Trip will take place on May 24 and May 31 with 110 students per day to be accompanied with 10-15 chaperones per day which will include Matt Gianacio, Dr. Kevin Holloway, two additional P.E. teachers per day, 7th Grade Team Teachers, 7th grade student aides, and school nurse. Students and staff will travel on three district busses per day. Cost per student is \$7.50.

*4-S Creative Summer Workshops Course Offerings 2019

MOTION: Move that the Board of Education approves the 2019 Creative Summer Workshop Course Offerings.

*5-S QSAC Monitoring Report

MOTION: Move that the Board of Education acknowledges receipt of the QSAC Monitoring Report.

PERSONNEL AGENDA

*1-PERS Approval of Superintendent's Personnel Report (Roll Call Vote)

MOTION: Move that the Board of Education approve the Superintendent's recommendations for personnel on the Personnel Report dated March 14, 2019 in the areas noted below:

1. Retirement
2. Resignations/Terminations
3. Appointments
4. Change Of Status
5. Leaves of Absence
6. Co-Curricular Appointments – 2018-2019 School Year
7. Auxiliary Employment
8. Substitute Staff – As Needed For The 2018-2019 School Year

BUSINESS FUNCTIONS

*1-BUS Approval of Staff Training

MOTION: Move that the Board of Education approve the Superintendent's recommendations for staff training reimbursements on the report dated March 14, 2019.

2-BUS Acknowledge Receipt of Disbursement Listings

MOTION: Move that the Board of Education acknowledge receipt of the following disbursement listings for the month of February, 2019:

- Creative Summer Workshop
- Cafeteria
- Payroll Agency Account
- Petty Cash
- Music Account
- Athletic Account
- Elementary Student Activity
- Middle School Student Activity (2)
- High School Student Activity

3-BUS Receipt of Fire/Security Drill Reports

MOTION: Move that the Board of Education acknowledges receipt of the district schools' Security and Fire Drill Reports for the month of February, 2019.

*4-BUS EEF Grant Awards

MOTION: Move that the Board of Education approves the acceptance of the following grants awards:

EEF Grant Awards

Name of the Grant	Amount Awarded	Schools
Spiffy High Bird Count	\$650.00	Scotch Plains-Fanwood High School
From Computer Lab to Makerspace	\$1,620.00	Scotch Plains-Fanwood High School
Spanish Reading Experience	\$271.63	Scotch Plains-Fanwood High School
Little Free Library	\$522.74	Park Middle
Enhancing Our Physical Spaces and Emotions Through Arts Integration	\$250.00	Park Middle
Engaging Students with Diverse Literature	\$695.90	Terrill Middle
It Makes Sense to Me	\$1,200.00	Brunner Elementary
Complete Coding: A Whole-School Opportunity to Embrace Technology	\$1,800.00	McGinn Elementary
Kindergarten Design Challenges: Where Story Characters' Problems Meet the Real World	\$662.00	McGinn Elementary
Sensory Hallway	\$1,500.00	School One Elementary
Total	\$9,172.27	

*5-BUS Nisivoccia LLP Professional Fees

MOTION: Move that the Board of Education approves the Nisivoccia LLP Professional Fees in the amount of \$2,500 for additional audit procedures due to delays in receiving information from the NJ Division of Pensions for GASB 75 for the fiscal year ended June 30, 2018.

*6-BUS UCESC Nonpublic School Additional Funding Security Aid Agreements

MOTION: Move that the Board of Education approves the Nonpublic School Additional Funding Security Aid Program Agreements for the following participating schools located in this district: Jewish Community Center and Christopher Academy.

7-BUS 2019-2020 Transportation Contract Renewals

MOTION: Move that the Board of Education approves the renewal of district transportation vendors and routes for the 2019-2020 school year.

*8-BUS School One Window Replacement Bid Award

MOTION: Move that the Board of Education approves the lowest bidder, Fuscon Enterprises Inc., 414 Central Avenue, Westfield, NJ 07091-2595, of the Replacement Window Bid opening held on March 7, 2019:

Bid Results from School One Window Replacement - 3/7/19

<u>Contractors</u>	<u>Bid Amount</u>
Fuscon Enterprises Inc.	\$ 401,000
Panoramic	448,000
Pro Architectual	465,000
Lychinidos	525,000
Winderco	589,850

9-BUS High School Synthetic Track Replacement Bid Award

MOTION: Move that the Board of Education approves the lowest bidder for the High School Synthetic Track Replacement bid opening to be held on March 26, 2019.

10-BUS Business Reports

MOTION: Move that the Board of Education acknowledges receipt of Board Secretary's Reports, Treasurer of School Fund Reports, and Budget Adjustments:

Pursuant to N.J.A.C. 6A:23A-16.10(c), the Board Secretary certifies that as of February 28, 2019, no line item account has encumbrances and expenditures which in total exceed the line item appropriation in violation of N.J.A.C. 6A:23A-16.10(a); and that pursuant to N.J.A.C. 6A:23A-16.10(c), the Scotch Plains-Fanwood Board of Education, after review of the Board Secretary's and Treasurer's monthly financial reports, certifies that no major account or fund has been over expended in violation of N.J.A.C. 6A:23A-16.10(b).

Therefore, Be It Resolved that the Board of Education approves receipt of Budget Adjustments, the Board Secretary's Report and the Treasurer of School Monies Report for the month ending February 28, 2019.

11-BUS Bill List

MOTION: Move that the Board of Education approves bills for the period of February 26, 2019 to month March 22, 2019 in the amount of xxx.

BOARD POLICIES

NEW BOARD BUSINESS

OTHER BOARD BUSINESS

1-OB (a) Request to Attend Workshops

(b) Workshop Reports

2-OB National Autism Awareness Month – April

MOTION: Move that the Board of Education adopt the following resolution:

WHEREAS, autism is a neurodevelopmental disorder that results in difficulties with communication and social interaction, as well as repetitive behaviors;

WHEREAS, autism can affect anyone regardless of race, ethnicity, or other factors;

WHEREAS, it is both a moral and fiscal imperative that services be made available that maximize the potential of each unique child/adult living with autism to contribute to the greatest extent possible to the society and economy of the United States;

WHEREAS, it is well established that early intervention can improve outcomes by significantly improving the cognitive, language, and adaptive skills of people with autism;

WHEREAS, a variety of physical, medical, and mental health issues may accompany autism, resulting in marked functional impairment in all activities of daily living;

WHEREAS, these conditions may include epilepsy, Down syndrome, fragile X syndrome, gastrointestinal problems, immune-system disorders, sleep disturbance, sensory integration dysfunction, and metabolic disorders;

WHEREAS, many individuals on the autism spectrum face co-occurring mental-health challenges, including anxiety, obsessive compulsions, and depression;

WHEREAS, individuals living with autism are highly valued and deserve the highest level of dignity and acceptance by society; and

NOW, THEREFORE BE IT RESOLVED, April 2018 would be an appropriate month to designate as National Autism Awareness Month to increase public awareness of the need to support individuals with autism and the family members and medical professionals who care for individuals with autism; and

BE IT FURTHER RESOLVED that the Board of Education expresses support designating April 2018 as National Autism Awareness Month; recognizes and commends both individuals living with autism and the parents and relatives of those individuals for their sacrifice and dedication.

3-OBB Approval of 2019-2020 Schedule of Board Meeting Dates

MOTION: Move that the Board of Education approves the following schedule of board meeting dates for the 2019-2020 school year:

**SCOTCH PLAINS – FANWOOD BOARD OF EDUCATION
JULY 2019 – JUNE 2020
ANNUAL NOTICE OF REGULARLY SCHEDULED MEETINGS
(N.J.S.A. 10:4-8d)**

All Meetings Held At:

Administration Building
512 Cedar Street
Scotch Plains, NJ 07076

The Board will meet at 7:30 P.M. to recess into executive session and will return to the public meeting at 8:00 p.m. at which time action may be taken.

Open Agenda Meetings

Regular Public Meetings

No July Meetings

No August Open Agenda Meeting
Thursday, September 12, 2019
Thursday, October 17, 2019
Thursday, November 14, 2019
No December Open Agenda Meeting
Thursday, January 23, 2020
Thursday, February 20, 2020
Tuesday, March 17, 2020
Thursday, April 23, 2020
Tuesday, May 12, 2020
Thursday, June 18, 2020

Thursday, August 29, 2019
Tuesday, September 24, 2019
Tuesday, October 29, 2019
Thursday, November 21, 2019
Thursday, December 19, 2019
Thursday, January 30, 2020
Thursday, February 27, 2020
Thursday, March 26, 2020
Thursday, April 30, 2020
Thursday, May 28, 2020
Thursday, June 25, 2020

Special Meetings

2020 Annual Organization Meeting – Thursday, January 2

Student Recognition: Monday, June 1, 2020 – 7:30 p.m. – Administration Bldg.

On occasion, the Board will meet in public from 7:00-7:30 p.m. for student or staff recognitions. No actions will be taken during these times.

APPROVAL OF MINUTES:

MOTION: Move that the Board of Education approve the minutes listed below:

1. February 21, 2019 - Open Agenda Meeting - Executive Session
2. February 21, 2019 - Open Agenda Meeting
3. February 28, 2019 - Regular Board Meeting - Executive Session
4. February 28, 2019 - Regular Board Meeting

IN ACCORDANCE WITH SCOTCH PLAINS-FANWOOD PUBLIC SCHOOLS BYLAWS #0164 and 0165, THE MEETING WILL BE OPENED FOR 15 MINUTES FOR PUBLIC COMMENTS. (MAXIMUM 2 MINUTES PER SPEAKER.) SPEAKERS ADDRESSING SUPERINTENDENT ITEMS, BUSINESS FUNCTIONS, AND OTHER BOARD BUSINESS WILL BE HEARD FIRST. IF TIME REMAINS, SPEAKERS MAY ADDRESS OTHER MATTERS.

GOOD OF THE ORDER

ADJOURNMENT

MOTION: Move to adjourn

UPCOMING SCHEDULED MEETINGS:

Thursday, March 28, 2019 – Regular Public Meeting – 7:30 p.m. - Administration Bldg.–

Wednesday, April 4, 2019 – PTA Council Budget Presentation – 9:30 a.m

Wednesday, April 10, 2019 – Public Budget Presentation – 9:30 a.m. and 7:30 p.m. –
Administration Bldg.

Thursday, April 11, 2019 – Open Agenda Meeting – 7:30 p.m. – Administration Bldg.

Thursday, April 25, 2019 - Regular Meeting/Public Hearing and 2019-2020 Budget Adoption –
7:30 p.m. – Administration Bldg.