

SCOTCH PLAINS-FANWOOD BOARD OF EDUCATION
Open Agenda Meeting Agenda
March 12, 2020
8:00 p.m. Public Session
(7:30 p.m. Executive Session)

CALL TO ORDER AND ROLL CALL: p.m

MEMBERS PRESENT

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

OTHERS PRESENT

- _____ Joan Mast, Ed.D., Superintendent of Schools
- _____ Deborah S. Saridaki, Business Administrator/Board Secretary
- _____ Regina L. Botsford, Interim Assistant Superintendent/
Curriculum, Instruction & Technology
- _____ Peter N. Pitucco, Director of Human Resources
- _____ Lisa Rebimbas, Director of Special Services
- _____ Douglas Silvestro, Esq., Board Attorney

MOTION FOR EXECUTIVE SESSION

MOTION: **WHEREAS**, the Board of Education must discuss subjects concerning Personnel, HIB, Suspensions and Detentions, Legal Matters; 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.

MEMBERS PRESENT

_____ Ms. Nancy Bauer
_____ Mrs. Amy Boroff
_____ Ms. Deb Brody
_____ Mrs. Karen Mitchell
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_____ Mr. Evan Murray, Vice President
_____ Dr. Karen Kulikowski, President

PLEDGE OF ALLEGIANCE

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 512 Cedar Street, Scotch Plains, New Jersey. Such notice was provided in written notice forwarded to The Star Ledger, The Times, the Township Clerk of Scotch Plains and the Borough Clerk of Fanwood in the revised Annual Notice of Regularly Scheduled Meetings adopted on August 29, 2019.

***2020-2021 TENTATIVE SCHOOL BUDGET**

MOTION: Move that the Board of Education approves the 2020-2021 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 \$2,250,000.

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
2020-2021**

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 \$250,000 for all staff and board members.

**Adoption of Tentative Budget
2020-2021**

BE IT RESOLVED that the tentative budget be approved for the 2020-2021 School Year using the 2020-2021 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:

	GENERAL FUND	SPECIAL REVENUES	DEBT SERVICE	TOTAL
2020-2021 Total Expenditures	101,823,148	2,682,134	1,294,500	105,799,782
Less: Capital Reserve Withdrawal	2,250,000	0	0	2,250,000
Less: Anticipated Revenues	6,551,956	2,682,134	0	9,234,090
Taxes to be Raised	93,021,192	0	1,294,500	94,315,692

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 30, 2020 at 8:00 p.m. for the purpose of conducting a public hearing on the budget for the 2020-2021 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 3 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.

PLEASE NOTE: Board Members cannot respond regarding concerns with individual students or staff members. Such matters should be addressed with the Superintendent's office.

COMMITTEE REPORTS

- Community Relations
- Curriculum
- Facilities
- Finance
- Negotiations Update
- Personnel
- Policy
- Shared Services
- Strategic Planning

SUPERINTENDENT’S REPORT

***1-S Field Trip Approvals**

MOTION: Move that the Board of Education approves the following field trips:

- Mr. Rittner, AP Environmental Teacher at SPFHS is requesting to take 6 students to the Overlook Foundation & Emerson Partnership Eco Tech Innovation Day at Emerson Florham Park Headquarters on May 21, 2020 (and other dates TBD). This opportunity will allow students to look beyond the classroom and engage in a unique initiative to benefit their community and the environment. Teams of 6 students will be tasked with developing a prototype aligned with one of the top 10 sustainability issues in the world today. This day includes a lab tour of the facility, technology demonstration and a STEM discussion led by Emerson leaders.
- Mr. Koetzner and Ms. Petrone, SPFHS teachers, are requesting to take 10-15 members of SAGA to the GSA leadership Summit hosted by the LGBT Center of Central PA at Penn State University's Harrisburg, PA Campus. The summit is an opportunity for students and professional to meet, network and participate in workshops designed to help everyone better understand and advocate for lesbian, bisexual, transgender, questioning, queer, intersex, and asexual youth and their allies in central PA and beyond.
- Peter Kane, SPFHS Physical Education teacher and an Assistant Football coach, is requesting to take 60 students (the HS football team) to attend a Rutgers football spring game on April 25, 2020. The trip will be a community building experience while watching a Big 10 Division I football game. Our SPFHS students will have access to Rutgers staff and players.

***2-S Harassment, Intimidation, and Bullying Report**

MOTION: Move that the Board of Education affirms the Superintendent’s decisions in the two Harassment, Intimidation and Bullying cases reported in Executive Session on February 27, 2020. Of the two cases, one was determined to be HIB.

060-1920-3

060-1920-4

PERSONNEL AGENDA

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

MOTION: Move that the Board of Education approves the Superintendent’s recommendations for personnel on the Personnel Report dated March 12, 2020 in the areas noted below:

1. Retirements
2. Resignation/Terminations
3. Leaves of Absences
4. Sixth Period Assignments
5. Co-Curricular Appointments – 2019-2020 School Year
6. Temporary Transfer
7. Auxiliary Employment
8. Substitute Staff – as needed for the 201-2020 School Year

BUSINESS FUNCTIONS

*1-BUS Approval of Staff Training

MOTION: Move that the Board of Education approves the Superintendent’s recommendations for staff training reimbursements on the reports dated March 12, 2020.

*2-BUS EEF Grant Awards

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

Name of Grant	Schools	Award \$
RAIDER WELLNESS: From Stressed to Centered: Promoting Positive Well-Being Strategies through the Creation and Utilization of the Raider Wellness Center; High School 9th-12th Grade	High School Counseling	\$1,800
Chicks in the Classroom, High School 10-12th Grade	High School	400
Sensory Pathways, Evergreen - Grades PK-4	Evergreen	892
Lieutenants Upon the Earth - High School (6th-12th)	District Art Integration	1,500

Unique Learning systems - Self contained - District	DOSS	973
LEGO MINDSTORMS: Increasing Stem opportunities for All Students through Robotics, McGinn K-4th grade	McGinn	700
ROBOTIC CLUB: Surging with Sphere: Student Growth in Coding: McGinn K-4th	McGinn	450
SENSORY HALLWAYS: Meeting the needs of diverse learners with a Sensory Hallway, McGinn 3rd grade	McGinn	892
One Book, One School and a Whole Lot of Fun (Popper Penguins) Grades K-4 -Brunner	Brunner	660
The STEAM & SEL Connection (Simple Machine) - Elementary 1st to 4th grades	DOSS	699
PEARDECK 1: Increasing Student Engagement through Pear Deck, McGinn 3rd grade PEARDECK 2: Enhancing student Engagement with Peardeck Google Slides Add On, High School 9-12th	McGinn and High School	298
Backyard Brains, High School 9-12th grade	High School	1,800
		\$11,064

*3-BUS Cafeteria Tables for Middle Schools

MOTION: Move that the Board of Education approves the proposals by Tanner North Jersey School and Office Furniture for 69 round cafeteria tables for the middle schools – 37 for Park and 32 for Terrill – in the amount of \$90,332.73. ESCNJBID #17/18-16. Expires 7/1/2020. Funds in the amount of \$90,332.73 will be withdrawn from the Cafeteria Account.

*4-BUS ANS Consultants for HS Field Lighting Project

MOTION: Move that the Board of Education approves the proposal by ANS Consultants, Inc, 4405 South Clinton Ave, South Plainfield, NJ 07080, for Geotechnical Engineering Services for the Soil Boring Program in the amount of \$10,970 for the High School Field Lighting Project. Funds in the amount of \$10,970 will be withdrawn from Capital Reserve.

*5-BUS T&M Associates for School One Playground

MOTION: Move that the Board of Education approves the proposal by T&M Associates, 11 Tindall Road, Middletown, NJ 07748 for Drainage Remediation at the School One Playground. The proposal totaling \$7,800 includes engineering plans and supervision over in-district workers to reduce costs. Funds in the amount of \$7,800 will be withdrawn from Current Operating Expenses.

6-BUS Brunner Gymnasium Settlement Repairs Bid

MOTION: Move that the Board of Education approves the lowest bidder for the Brunner Gymnasium Settlement Repairs Bid Award to be held on Tuesday, March 24.

7-BUS 2020-2021 Transportation Contract Renewals – forthcoming information

MOTION: Move that the Board of Education approves the renewal of district transportation vendors and routes for the 2020-2021 school year:

8-BUS Transportation Services through Union County ESC

MOTION: Move that the Board of Education approves the Agreement for participation in coordinated transportation services with the Union County Educational Services Commission (UCESC) for the 2020-2021 school year at a total amount based on actual contract cost plus 4% administration fee.

9-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, 2020.

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 29, 2020, 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 29, 2020.

11-BUS Acknowledge Receipt of Disbursement Listings

MOTION: Move that the Board of Education acknowledges receipt of the following disbursement listings for the month of February, 2020:

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

12-BUS Bill List

MOTION: Move that the Board of Education approves bills for the period of February 22, 2020 to March 20, 2020 in the amount of \$.

NEW BOARD BUSINESS

OTHER BOARD BUSINESS

1-OBB (a) Liaison Reports

(b) Request to Attend Workshops – 2020 October Workshop – Conference Dates
October 19-22

(c) Workshop Reports

*1-OBB (b) Request to Attend NJSBA Workshop

MOTION: Move that the Board of Education approves the \$99 registration fee for the NJSBA Annual School Communications Forum on April 3, 2020 at the Mercer County Technical Schools Sypek Center for Ms. Winkler.

*2-OBB Administrators' Contract

MOTION: Move that the Board of Education approves ratification of the Administrators' Contract including the following Rate Percentage Increases:

2020-2021	% including increments
2021-2022	% including increments
2022-2023	% including increments
2023-2024	% including increments
2024-2025	% including increments

3-OBB National Autism Awareness Month – April

MOTION: Move that the Board of Education adopts 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 2020 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 2019 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.

4-OBB Approval of 2020-2021 Schedule of Board Meeting Dates

MOTION: Move that the Board of Education approves the following schedule of board meeting dates for the 2020-2021 school year:

**SCOTCH PLAINS – FANWOOD BOARD OF EDUCATION
JULY 2020 – JUNE 2021
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
No September Open Agenda Meeting
Thursday, October 15, 2020
Thursday, November 12, 2020
No December Open Agenda Meeting
No January Open Agenda Meeting
Thursday, February 18, 2021
Thursday, March 11, 2021
Thursday, April 22, 2021
Monday, May 10, 2021
Thursday, June 17, 2021

Thursday, August 27, 2020
Wednesday, September 30, 2020
Thursday, October 29, 2020
Thursday, November 19, 2020
Thursday, December 17, 2020
Thursday, January 21, 2021
Thursday, February 25, 2021
Thursday, March 25, 2021
Thursday, April 29, 2021
Thursday, May 27, 2021
Wednesday, June 23, 2021

Special Meetings

2021 Annual Organization Meeting – Thursday, January 7

Staff Recognition: Wednesday, May 26, 2021 – 3:30 p.m. – Evergreen, New Gym
Student Recognition: Monday, June 7, 2021 – 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.

5-OBB Nisivoccia LLP Agreement

MOTION: Move that the Board of Education approves agreement with Nisivoccia LLP to provide the auditing services for fiscal year ending June 30, 2020 at a cost of \$53,200 (2% increase). If information is delayed from the NJ Division of Pensions, there will be an additional cost of \$2,500. This contract is awarded without competitive bidding as a “Professional Service” under the provisions of the Public School Contracts Law.

APPROVAL OF MINUTES:

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

1. February 20, 2020 - Open Agenda Meeting - Executive Session
2. February 20, 2020 - Open Agenda Meeting
3. February 27, 2020 - Regular Board Meeting - Executive Session
4. February 27, 2020 - 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 3 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.

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GOOD OF THE ORDER

ADJOURNMENT

MOTION: Move to adjourn

UPCOMING SCHEDULED MEETINGS

Wednesday, March 18 - Coffee with the Superintendent at Park – 7:00 p.m. – 9:00 p.m.

Thursday, March 26 – Regular Public Meeting – 7:30 p.m. – Administration Bldg.

Thursday, April 23 – Open Agenda Meeting – 7:30 p.m. – Administration Bldg.

Thursday, April 30 – Regular Public Meeting – 7:30 p.m. – Administration Bldg.