

BOARD MEMBERS PRESENT:

PRESIDENT: Gerald Norton
VICE PRESIDENT: Suzanne Taranto
MEMBERS: Carrieann Arnold
Linda Koufodontes
Anthony Lewis-Lahey
Georgette Miller

BOARD MEMBERS ABSENT: Jonathan Bee

ADMINISTRATION PRESENT:

CHIEF SCHOOL ADMINISTRATOR: Robert Magnuson
DIRECTOR OF SPECIAL SERVICES: Milissa Dachisen
BUSINESS ADMINISTRATOR: Nancy DeRiso

Mr. Norton called the meeting to order at 7:01 pm and read the sunshine notice:
Notice of time, date, location and agenda of this meeting, to the extent then known was provided at least forty eight (48) hours prior to the commencement of this meeting in the following manner pursuant to the provisions of Chapter 231 of the law of 1975 "the Open Public Meetings Act:"

- Emailing to the Express Times and the Warren Reporter
- Posting on the District Website and the Main Bulletin Board in the District Office
- Filing with the Oxford Township Clerk

Mr. Norton led those assembled in the pledge of allegiance.

Ms. DeRiso called roll.

Mrs. Koufodontes read:

THE OXFORD LEARNING COMMUNITY MISSION STATEMENT

Students are:

- 🐾 Inspired to believe and achieve
- 🐾 Challenged in a caring and character building environment
- 🐾 Enabled to make positive contributions to their community

COMMITTEE AND LIAISON REPRESENTATIVE REPORTS

- a) Legislative –no report
- b) NJSBA Warren County – Mrs. Koufodontes reported that the county meetings in April and May are the same dates as the Oxford BOE Meeting dates and she will not be able to attend either meeting.
- c) Town Council – Mr. Magnuson reported that the next town meeting is next week and that he is planning to attend and also attend a meeting in Allamuchy of all Warren County schools and mayors with legislative representatives.
- d) PTA – Mrs. Taranto distributed a copy of the minutes from the latest PTA meeting and reported that she is working to coordinate a meeting between the BOE, PTA and OCS Education Foundation.

- e) Warren Hills Regional High School – Mrs. Arnold reported that one WHRHS BOE member recently resigned and they are looking to fill the vacant seat. She discussed high school PARCC testing and the number of students who currently do not meet graduation requirements. She also noted that the BOE approved contracts for nine special education students from Oxford for the 2015-2016 school year.
- f) Oxford Youth Association – no report.

ADMINISTRATIVE REPORTS

- a) Mr. Magnuson reported on the following topics:
 - 1) Warren Hills Cluster Calendar discussion – he would like to mirror the high school calendar
 - 2) End of the School year discussion – June 14, 2016 is scheduled to be our last day
 - 3) CSA Action Plan report
 - 4) Review of District Improvement Plan Complete (Will be on the board agenda for 3/24)
 - 5) Middle School Conference – will attend at Kean University tomorrow
 - 6) Minor change to NJ Definition of Dyslexia -- Will affect policy 5120. Vote on 3/24
 - 7) Shadow an 8th Grader, 3/9 did not work out and will be rescheduled
 - 8) Exemplary Educator Nominations are complete
 - 9) Motion by Mrs. Koufodontes; second by Mr. Lewis-Lahey to approve the following HIB report:

Month/Year	# Incidents Reported	# Identified as HIB	Remediation	Discipline & Remediation	Appealed Y/N
February 2016	2	2	Yes	Yes	No
January 2016	2	1	Yes	No	No
December 2015	1	0	N/A	N/A	N/A
November 2015	0	0	N/A	N/A	N/A
October 2015	1	0	N/A	N/A	N/A
September 2015	0	0	N/A	N/A	N/A

Motion passes by unanimous voice vote.

- b) Director of Special Services – Ms. Dachisen asked if there were any question on the report submitted prior to the meeting. There were none.
- c) Business Administrator – Ms. DeRiso discussed the following topics:
 - 1) Next Board Meeting - Thursday, March 24, 2016
 - 2) Correspondence
 - a. None
 - 3) Difference Card Usage Update
 - 4) NJSBA Mandated Governance Training for Board Members
 - 5) Cafeteria – January \$407.22 and YTD \$4,344.15
 - 6) February 2016 ADE = 306.8 ADA = 293.3 % Attendance 95.5
 - 7) YTD 9-1-15 thru 2-29-16 ADE = 307.0 ADA = 295.7 % Attendance 96.3

Enrollment:	January
Oxford Central School (PreK – 8)	306
Warren Hills Regional High School	86
Warren County Vo-Tech	16

Out of District	
Warren County Special Services	1
Northern Hills Academy	1
Hunterdon Prep	1.5
Hunterdon Polytech	0.5
Warren Hills Middle School	1
Home Instruction	1
Non-Public	5
Other School Choice District	2
Ridge & Valley Charter School	0
Total District Enrollment	421

NEGOTIATIONS COMMITTEE

Linda Koufodontes, Chairperson

a) Discussion Items

- 1) Mrs. Koufodontes reported that there not be a need for a negotiations update in Executive Session as there was nothing new to report at this time.

BUILDINGS & GROUNDS

a) Discussion Items

Ms. DeRiso noted that there needs to be two classroom floor repairs and they are planned for this summer and that water quality testing has been scheduled using RK Environmental for next week. Mr. Magnuson reviewed security system upgrades that are currently planned.

Motion By Mrs. Koufodontes; second by Mrs. Taranto to approve the following motion:

- 1) Approve the attached requests for Use of School Facilities pursuant to Policy #1330.

Ayes: 6 Nays: 0 Abstain: 0 Absent: 1

CURRICULUM

a) Discussion Items

- 1) Mr. Magnuson discussed plans to purchase or lease Chromebooks in the 2016-2017 school year, purchase new science text books or electronic materials and, possibly mimio boards. He also reported that based on staff feedback and trends in education in general, the district will be implementing Google apps for education.

Ms. DeRiso commented on savings achieved by Mrs. Doyle in the business department when purchasing text books for health through various vendors on Amazon; it was a little time consuming but saved more than 60% of the cost originally anticipated.

BUDGET & FINANCE

Gerald Norton, Chairperson

a) Discussion Items

- 1) Ms. DeRiso provided a Budget Committee Update

Motion By Mrs. Taranto; second by Mrs. Koufodontes to approve the following motion:

- 1) WHEREAS the Oxford Township Board of Education is required pursuant to N.J.S.A. 18A:11-12 to adopt policy and approve travel expenditures by district employees and board members

using local, State, or Federal funds to ensure that travel is educationally necessary and fiscally prudent; and

WHEREAS the board of education has determined that the training and/or informational programs set forth below are directly related to and within the scope of employee and board members' duties; and

WHEREAS, the board of education has determined that the school district travel expenditures for the following programs are in compliance with State travel guidelines as established by the Department of the Treasury and within the guidelines established by the federal Office of Management and Budget; except as superseded by conflicting provision of Title 18A of the New Jersey Statutes; and

WHEREAS the board of education finds that a mileage reimbursement rate equal to that of the NJ OMB circular guide reimbursement rate of .31 per mile is a reasonable rate; and

WHEREAS, the board of education has determined that participation in the listed training and informational programs are in compliance with the district policy on travel; therefore be it

RESOLVED that the board of education hereby approves the attendance of the listed employees or school board members at the listed training or informational programs, and the costs of attendance including all registration fees, and statutorily authorized travel expenditures, provided that such expenditures are within the annual maximum travel expenditure amount; and be it further

RESOLVED that the Oxford Township Board of Education authorizes in advance, as required by statute, attendance at the following training programs and informational events:

(SEE ATTACHED LIST OF TRAVEL DATES & LOCATIONS)

Ayes: 6 Nays: 0 Abstain: 0 Absent: 1

Motion By Mrs. Koufodontes; second by Mrs. Arnold to approve the following motion:

- 2) BE IT RESOLVED, the Oxford Township Board of Education hereby approves the following budget for the 2016-17 school year be submitted to the NJ Department of Education for review and approval prior to advertisement and the open public meeting to be held April 28, 2016.

The budget includes sufficient funds to provide curriculum and instruction which will enable all students to achieve the New Jersey Common Core Standards, and is in compliance with N.J.S.A. 18A and N.J.A.C. Title 6 and 6A. This budget requires the use of a withdrawal from tuition reserve of \$158,872, a withdrawal from maintenance reserve of \$85,000, a withdrawal from capital reserve of \$25,000, a withdrawal from the General Fund of \$85,000 to meet these requirements in the 2016-2017 school year. The budget also requires a withdrawal from emergency reserve of \$106,049 to offset healthcare costs over a 4% increase.

	Budget	Local Tax Levy
General Fund	\$6,863,133	\$3,677,872
Special Revenue Fund	\$ 119,785	\$ 0
Debt Service Fund	<u>\$ 451,723</u>	<u>\$ 384,008</u>

Total Base Budget \$7,434,640 \$4,061,880

As per N.J. A. C. 6A:23A-7.3(a), the proposed budget provides for a maximum expenditure amount that may be allotted for travel and expense reimbursement. The 2016-17 budget includes a maximum district travel appropriation of \$ 6,000.00. The School Business Administrator shall track and record these costs to insure that the maximum amount is not exceeded.

Ayes: 6 Nays: 0 Abstain: 0 Absent: 1

OLD BUSINESS

None

NEW BUSINESS

Mrs. Miller asked if it was possible that 16 girls signed up for 20 available slots in the Girls on the Run Program due to the high cost of \$150 per girl. She then asked if the BOE could fund a portion of that cost. Mr. Magnuson stated that he was not sure of the reason, and would research grant opportunities to partially fund the cost of the program.

Mrs. Miller then asked if we obtain permission slips for assemblies and Mr. Magnuson stated that no we do not, however if it is a topic that in his judgement requires it – he does reach out to parents to ensure they are comfortable with their students attending.

Mrs. Taranto commented on the tickets sold for the pasta dinner and that she did not know that 100% of the value of each ticket sold was credited towards the student's account for the 7th and 8th grade trips.

PUBLIC COMMENT – Policy No. 1120 “Board of Education Meetings”

Residents are invited to respectfully share their concerns, comments and suggestions.

Mrs. Sherri Miller asked about repairing the basketball nets in the gym. Mr. Magnuson stated that the district is working with the OYA to raise funds to repair the mechanism to raise and lower the baskets. The quotes received so far indicate the cost will be almost \$6,000 to repair both nets. She then asked if the district will fund the remaining portion of the cost of repairs and Mr. Magnuson stated that it is currently not in the budget to do so. She noted that this year was a test year to see if the clubs that the PTA ran after school could be financially self-sufficient and it appears they can be.

Mrs. Sherri Miller then apologized to Ms. Dachisen and Mrs. Taranto on behalf of the PTA for an interaction that occurred at the PTA Meeting they attended. She did note that neither the BOE nor the CSA can tell the PTA how to spend the money they have raised. Mr. Magnuson commented that he only made requests on behalf of the school, and has not attempted to tell the PTA what to do. Mr. Norton asked again for a meeting between the PTA and BOE to discuss fund raising. Lastly Mrs. Miller also asked that BOE members not ask her children questions about the PTA. Please email her directly and do not involve her children.

Mrs. Frasca asked what impact the potential new development will have on the school. Mr. Magnuson responded that he did not know yet as the town is still working on the plan and there is not yet enough information to determine the full impact. He encouraged all town residents to attend township meetings and learn more about the plans and share their thoughts and opinions on the project and the tax abatement that will be offered to the developer.

With no further questions, Mr. Norton closed the public comment section of the meeting.

ADJOURN

Motion by Mrs. Koufodontes, seconded by Mrs. Arnold, to adjourn the meeting of the Oxford Township Board of Education at approximately 8:28 pm.

Motion carried by unanimous voice vote.

Respectfully submitted:

Nancy A. DeRiso, CPA