

Oxford Township Board of Education
Regular Session Agenda
March 24, 2016 – 7:00 PM

BOARD MEMBERS PRESENT: PRESIDENT: Gerald Norton

VICE PRESIDENT: Suzanne Taranto

MEMBERS: Carrieann Arnold
Linda Koufodontes
Anthony Lewis-Lahey
Georgette Miller
Jonathan Bee

BOARD MEMBERS ABSENT:

ADMINISTRATION PRESENT:

CHIEF SCHOOL ADMINISTRATOR: Robert Magnuson
BUSINESS ADMINISTRATOR: Nancy DeRiso

Mr. Norton called the meeting to order at 7:00 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 all assembled in the Pledge of Allegiance

Ms. DeRiso called roll

Mr. Louis-Lahey 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

1) COMMITTEE AND LIAISON REPRESENTATIVE REPORTS

- a) Legislative – Mr. Louis-Lahey reported on recent legislative topics covered by NJSBA including collective bargaining agreement expiration and water testing funding, .
- b) NJSBA Warren County – no report
- c) Town Council – Mr. Magnuson will attend the work session on May 3, 2016 regarding the potential new development in town. The changes to previously reported plans include a lower abatement percentage, Ryan Homes is not involved as the developer, and the number of proposed units has increased to 200 three bedroom units and 125 two bedroom units. Mr. Pasquini discussed this and other options for the property.
- d) PTA – Mrs. Taranto reported there was no meeting held.
- e) Warren Hills Regional High School – Mrs. Arnold reported that students presented at the WHRHS board meeting on peer leadership.
- f) Oxford Youth Association – Mrs. Miller reported that softball concession stands may not open this year and there was some vandalism to the stands. There may be no softball team next year due to low participation and

both baseball and softball programs ran in the red this year. The OYA may send out surveys to determine what children in the town are interested in. The bike run fundraiser has been postponed to July.

2) APPROVAL OF MINUTES

Motion by Mrs. Koufodontes; second by Mrs. Arnold to accept the following minutes:

Date	Work Session	Regular	Executive
February 11, 2016	X		X
February 25, 2016		X	

Motion carried on unanimous voice vote.

3) ADMINISTRATIVE REPORTS

- a) Chief School Administrator – Mr. Magnuson reported on the following topics:
 - 1) Update on Township Meeting
 - 2) Update from Middle School Workshop – a high number of schools use Google apps for Education
 - 3) PARCC testing – refusals are at twelve students at this time
 - 4) State HIB Reconciliation Report
- b) Director of Special Services – Mr. Magnuson asked if there were questions on Ms. Dachisen’s report. There were none.
- c) Business Administrator – Nancy DeRiso discussed the following:
 - 1) Next Board Meeting - Thursday, April 14, 2016
 - 2) Correspondence
 - 1) Letter from Maschio’s Food Service re: School Chef Program
 - 3) Interest – December NJCM = \$97.35 and Capital Account \$0.45
 - 4) Average Daily Enrollment YTD = 307; Average Daily Attendance YTD 96.3%
 - 5) IT Contracts will be reviewed at the next meeting – a summary was distributed

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

- a) Residents are invited to respectfully share their concerns, comments and suggestions regarding **items on this agenda.**
No comments.

5) BUDGET & FINANCE

Gerald Norton, Chairperson

- a) Discussion items:
 - 1) Ms. DeRiso discussed the budget submission

Motion by Mrs. Koufodontes, seconded by Mrs. Taranto, to approve the following resolution(s):

- b) Action items:
 - 1) Approve the February 2016A-149 schedule delineating account activity and account reconciliation.
 - 2) Motion to acknowledge receipt of the monthly certification of the Board Secretary for February 2016 in accordance with N.J.A.C.6A:23A-16.10 (c) 3, and after review of the Board Secretary’s and Treasurer’s December 2015 Reports, certify that no major account or fund has been over-expended in violation of N.J.A.C. 6A:23A-16.10(b) and that sufficient funds are available to meet the District’s financial obligation for the remainder of the fiscal year.
 - 3) Approve the Business Administrator’s monthly report of transfers for February 2016 as itemized documenting transfers in accordance with N.J.S.A. 18A:22-8.1.
 - 4) Approve the Food Service Checks Written and Bank Reconciliation for the period February 2016.

- 5) Approve the Agency Bill List & Bank Reconciliation for the period February 2016.
- 6) Approve the Payroll Bank Reconciliation for the period February 2016.
- 7) Approve the Unemployment Trust Bill List & Bank Reconciliation for the period February 2016.
- 8) Approve the Student Activity Bill List & Bank Reconciliation for the period February 2016.
- 9) Approve the issuance of warrants (checks) for the payment of the items on the February 2016 Accounts Payable Bill list, including one February and one March payroll, in the amount of \$674,158.06.
- 10) 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)

- 11) Approve a contract with the New England Center for Children for BCBA services for the 2016-2017 school year for sixteen (16) days at \$1,000.00 per day including travel. The total cost for this contract will be \$16,000.00.
- 12) Approve a contract with RK Occupational & Environmental Analysis, Inc. to conduct water testing for lead and copper in the school at \$42 per collection site and \$85 per hour for labor to collect and ship water samples, plus the actual cost of shipping. The estimated total cost will be approximately \$704.00.

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

6) NEGOTIATIONS COMMITTEE

Linda Koufodontes, Chairperson

a) Discussion Items

- 1) Ms. DeRiso reported that the next meeting currently scheduled for April 12th at 7:00 PM

7) BUILDINGS & GROUNDS

Mr. Magnuson reported that the district will be seeking estimates for tree removal services and also met with the township DPW to evaluate how they can help. A resident complained that a branch from a dead tree on school property fell onto his car parked on the road. Mr. Magnuson is also reported on potential expenses recoved from FEMA from Storm Jonas and a bear issue that the school has with the garbage dumpster.

Motion by Mrs. Koufodontes, seconded by Mrs. Arnold, to approve the following resolution(s):

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

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

8) CURRICULUM

Motion by Mrs. Koufodontes, seconded by Mrs. Arnold, to approve the following resolution(s):

- 1) Approve the attached list of field trips.
- 2) Approve the attached QSAC District Improvement Plan
- 3) Approve the submission of the NJ Child Assault 2016/2017 Grant Application for grades 1,3,5, and 7 and 1 parent workshop at a cost to the district of \$399.00 with approximately \$931.00 being paid by the state.

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

9) PERSONNEL

Motion by Mrs. Koufodontes, seconded by Mrs. Arnold, to approve the following resolution(s):

- 1) Approve the attached 12-month employee calendar.

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

10) POLICY

Motion by Mrs. Koufodontes, seconded by Mr. Norton, to approve the following resolution(s):

- 1) First reading and approval of updated Policy 5120 Assessment of Individual Needs.

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

OLD BUSINESS

Mr. Magnuson reviewed two student calendars for the 2016-2017 school year and noted that he favored the calendar that mirrored the high school calendar. He noted that we had the water tested for lead and copper and are expecting results shortly. He stated that Mr. Solomon is putting together podcasts to assist the staff in learning more about Google apps for Education.

NEW BUSINESS

WHRHS Freshman Orientation – Mrs. Taranto asked Mr. Magnuson to report to the WHRHS Superintendent that the Oxford parents felt as if the administration at the high school was sending a segregated message during orientation. It seemed to be the other cluster districts and then Oxford. Several other board members chimed in that it has always been that way and it is very upsetting to parents and students from Oxford. Mr. Magnuson advised that he will call the school to discuss next week. Mr. Lewis-Lahey suggested that we might be able to develop summer programs with middle school aged students during the summer months to help integrate the Oxford students with the other cluster district students.

Mr. Magnuson reported on the archery results for specific high-scoring students and that the team achieved the number one spot in NJ for the tenth year in a row.

Mrs. Arnold reported that the high school has a peer-nominated student of the month program that might work well at OCS. Mr. Magnuson will review and evaluate what other districts do for criteria in this type of a program and report back.

Mrs. Arnold asked Mr. Magnuson if he knew about a lawsuit against the high school and middle school related to their wrestling programs and was wondering if the district would consider joining it. Mr. Magnuson responded that yes he was aware, but no the district would not join in and it was individuals bringing the suit, not other school districts.

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

Residents are invited to respectfully share their concerns, comments and suggestions. - None

ADJOURN

Motion by Mrs. Arnold, seconded by Mrs. Koufodontes, 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