



# Oxford Township BOE Meeting Minutes April 13, 2017

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- 1) School performance report
- 2) Special services update
- b) Business Administrator – Ms. DeRiso discussed the following:
  - 1) Next Board Meeting – Thursday, April 27, 2017 7:00 PM (Public Budget Presentation)
  - 2) Correspondence
    - a. Email from the Lynch family regarding the CST and staff

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

Residents are invited to respectfully share their concerns, comments and suggestions regarding items on this agenda.

None

## 1) BUDGET & FINANCE

Gerald Norton, Chairperson

- a) Discussion items:
  - 1) Ms. DeRiso discussed the Difference Card summary for 2016 plan year
  - 2) Ms. DeRiso reviewed recommended changes to 2017-2018 budget and distributed a draft presentation for public budget meeting requesting questions and feedback.

### b) Action items:

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

- 1) Approve a contract with RK Occupational & Environmental Analysis Inc. to complete water testing in compliance with N.J. state requirements for Boards of Education at an estimated total cost of \$1,353.00.
- 2) Approve a contract with RK Occupational & Environmental Analysis Inc. to complete annually required Right-To-Know compliance services in 2017 at a cost of \$690.00.
- 3) 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of the Treasury and within the guidelines established by the federal Office of Management and Budget; except as superseded by conflicting provision of Title 18A of the New Jersey Statutes; and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

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by statute, attendance at the following training programs and informational events:  
(SEE ATTACHED LIST OF TRAVEL DATES & LOCATIONS)

Mr. Lewis-Lahey asked what was involved with the RK Environmental testing and Ms. DeRiso described the state required testing and reimbursement.

Ayes: 4            Nays: 0 Abstain: 0            Absent: 3

2) NEGOTIATIONS COMMITTEE            Linda Koufodontes, Chairperson

a) Discussion Items

- 1) Ms. DeRiso reported that the OEA will not ask for a change in the Difference card process for this year based on the grievance letter filed, and will wait for the board to make a change in January 2018.

3) BUILDINGS & GROUNDS

a) Discussion Items

- 1) Ms. DeRiso noted that the architect roadmap report will be presented at the 4-27-17 meeting; draft is being reviewed and discussed
- 2) Ms. DeRiso and Mr. Magnuson discussed possible water seepage in one exterior wall. This will be further evaluated by RK Environmental when they are here for lead testing.

b) Action items:

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

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

Ayes: 4            Nays: 0 Abstain: 0            Absent: 3

4) CURRICULUM

a) Discussion Items

- 1) None

b) Action items:

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

- 1) Approve the attached list of field trips.

Ayes: 4            Nays: 0 Abstain: 0            Absent: 3

5) PERSONNEL

a) Discussion Items

- 1) None

b) Action items:

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

- 1) Approve hiring Nicole Petrone as a paraprofessional working approximately 32 hours per week for the remainder of the 2016-2017 school year at the rate of \$13.00 per hour.
- 2) Approve appointing any teacher currently on staff as a substitute for before-care or after-care at the rate of \$15.00 per hour for the remainder of the 2016-2017 school year.

Ayes: 4            Nays: 0 Abstain: 0            Absent: 3

6) POLICY

a) Discussion Items

- 1) Mr. Magnuson noted that some policies are posted on the school website and he is working on

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the 5000 series next.

## OLD BUSINESS

Ms. DeRiso reported that the NJSBA Workshop is October 23<sup>rd</sup> to 26<sup>th</sup> in Atlantic City and registration and housing are now open.

Mr. Lewis-Lahey would like to attend and Mr. Magnuson offered to write a letter to his district asking for him to be able to use professional development days to attend.

Mr. Magnuson reported that three teachers will be paid by the PTA to write several grants for the school.

Mr. Lewis-Lahey asked about the status of disposal containers for the girls' bathrooms and Ms. DeRiso responded they have been ordered.

## NEW BUSINESS

Mrs. Koufodontes asked how prepared the school is in case of a school shooting. Mr. Magnuson briefly discussed the security systems in place.

Mr. Magnuson reported that the Character Education program is pursuing promising practice awards again this year. He also noted there were 8 opt out students who did not take the PARCC test again this year.

Mr. Magnuson reported on the following:

- 1) that the cluster districts are discussing a Behavioral Disabilities program and a BCBA to be shared between the schools.
- 2) April 27<sup>th</sup> is take your child to work day and students who attend will be allowed a make-up test for PARCC testing.
- 3) Ms. Sverkauski achieved 100% immunization record compliance again this year.
- 4) Oxford students make up 11% of the honor society at the high school, even though we only account for 7% of their students.
- 5) There will be 30 desk tops and monitors donated to the school.
- 6) The cost for the CAP program will be waived for the district this year.
- 7) There are families moving toward the end of this school year and we need to allow them to finish the year in Oxford to keep continuity in their education for this year.
- 8) The district will apply for a family guidance grant to assist students in making good choices.

Mr. Lewis-Lahey asked if the 2017-2018 school calendar could include a full spring break and add days on at the end of the school year.

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

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None

Mr. Norton asked for a quick recess – Motion by Mrs. Taranto, seconded by Mr. Lewis-Lahey to recess the board meeting for five minutes at 7:48. Unanimous voice vote yes.

The board meeting reconvened at 7:51.

## EXECUTIVE SESSION

Motion by Mrs. Koufodontes, seconded by Mrs. Taranto to enter executive session at 7:51 PM.

Resolved by the Board of Education of Oxford Township as per Chapter 231, P.L. 1975:

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- a) That it is hereby determined that it may be necessary to meet in Executive Session to discuss: a student issue
- b) The matter discussed will be made public if and when confidentiality is no longer required and action pursuant to said discussion shall take place only at a public meeting.
- c) The length of the Executive Session is thought to be approximately 30 minutes. Action may be taken upon return to open session.

The meeting reconvened to public session at 8:30 PM.

The board determined they would not vote on the issues discussed in Executive Session until they had additional information requested of Mr. Magnuson and the student's parents.

### ADJOURN

Motion by Mrs. Koufodontes, seconded by Mrs. Taranto, to adjourn the meeting of the Oxford Township Board of Education at approximately 8:40 pm.

Respectfully submitted:

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Nancy A. DeRiso, CPA