

**Oxford Township Board of Education
Work Session Agenda
April 13, 2017 – 7:00 PM**

BOARD MEMBERS PRESENT: PRESIDENT: Gerald Norton

 VICE PRESIDENT: Suzanne Taranto

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

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

CALL TO ORDER

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 Star Gazette
- Posting on the District Website and the Main Bulletin Board in the District Office
- Filing with the Oxford Township Clerk

PLEDGE OF ALLEGIANCE

ROLL CALL

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
- b) NJSBA Warren County
- c) Town Council
- d) PTA
- e) Warren Hills Regional High School
- f) Oxford Youth Association

ADMINISTRATIVE REPORTS

- a) Chief School Administrator – Robert Magnuson
 - 1) School performance report

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- 2) Special services update
- b) Business Administrator – Nancy 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.**

1) BUDGET & FINANCE

Gerald Norton, Chairperson

- a) Discussion items:
 - 1) Difference Card summary for 2016 plan year
 - 2) Recommended changes to 2017-2018 budget
 - 3) Draft presentation for public budget meeting
- b) Action items:

Motion by _____, seconded by _____, 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 by statute, attendance at the following training programs and informational events:

(SEE ATTACHED LIST OF TRAVEL DATES & LOCATIONS)

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Arnold___ Bee___ Koufodontes___ Lewis-Lahey___ Miller___ Taranto___ Norton___

2) NEGOTIATIONS COMMITTEE

Linda Koufodontes, Chairperson

- a) Discussion Items
 - 1) Grievance Letter Update
- b) Action items:

Motion by _____, seconded by _____, to approve the following resolution(s):

- 1) None

Arnold___ Bee___ Koufodontes___ Lewis-Lahey___ Miller___ Taranto___ Norton___

3) BUILDINGS & GROUNDS

- a) Discussion Items
 - 1) Architect roadmap report at 4-27-17 meeting; draft is being reviewed and discussed
 - 2) Water seepage in exterior wall
- b) Action items:

Motion by _____, seconded by _____, to approve the following resolution(s):

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

Arnold___ Bee___ Koufodontes___ Lewis-Lahey___ Miller___ Taranto___ Norton___

4) CURRICULUM

- a) Discussion Items
 - 1) None
- b) Action items:

Motion by _____, seconded by _____, to approve the following resolution(s):

- 1) Approve the attached list of field trips.

Arnold___ Bee___ Koufodontes___ Lewis-Lahey___ Miller___ Taranto___ Norton___

5) PERSONNEL

- a) Discussion Items
 - 1) None
- b) Action items:

Motion by _____, seconded by _____, 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.

Arnold___ Bee___ Koufodontes___ Lewis-Lahey___ Miller___ Taranto___ Norton___

6) TRANSPORTATION & CAFETERIA

- a) Discussion Items
 - 1) None
- b) Action items:

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Motion by _____, seconded by _____, to approve the following resolution(s):

1) None

Arnold___ Bee___ Koufodontes___ Lewis-Lahey___ Miller___ Taranto___ Norton___

7) POLICY

a) Discussion Items

1) Policies posted on website

b) Action items:

1) None

OLD BUSINESS

NJSBA Workshop October 23rd to 26th in Atlantic City – registration and housing now open

NEW BUSINESS

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EXECUTIVE SESSION (If Necessary)

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

- 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.

ADJOURN

Motion by _____, seconded by _____, to adjourn the meeting of the Oxford Township Board of Education at approximately _____ pm.

Respectfully submitted:

Nancy A. DeRiso, CPA