

BOARD MEMBERS PRESENT:	PRESIDENT:	Gerald Norton
	VICE PRESIDENT:	Suzanne Taranto
	MEMBERS:	Carriann Arnold Jonathan Bee Linda Koufodontes Anthony Lewis-Lahey Georgette Miller
BOARD MEMBERS ABSENT:		
ADMINISTRATION PRESENT:	CHIEF SCHOOL ADMINISTRATOR:	Robert Magnuson
	BUSINESS ADMINISTRATOR:	Nancy DeRiso
ADMINISTRATION ABSENT:	DIRECTOR OF SPECIAL SERVICES:	Milissa Dachisen

Mr. Norton called the meeting to order at 7:00 PM

Mr. Norton 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 Star Gazette
- 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. Lewis-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


PRESENTATIONS

Mr. Magnuson recognized the following students and thanked Mrs. Hart, Mr. Causton and Mrs. Diaz for organizing this program for our students.


- 🐾 Bridget McGrath won first place in the Tri-County Reading contest out of 170 entries! Mrs. McGrath thanked Mrs. Lurz and Mrs. DiRenzo for attending the award ceremony.
- 🐾 Warren County Finalists in the Coalition for Healthy and Safe Communities annual Alcohol Awareness Poster Contest. This years' theme was "FOLLOW ME, I CHOOSE TO BE ALCOHOL FREE" The following students will be recognized at a program Tuesday 5/24:
  - 🐾 Michele Ganova
  - 🐾 Connor Macalalad
  - 🐾 Bridget McGrath


 Aidan McLaughlin

 2016 NJ State Archery Champions – Mr. Magnuson noted the high average GPA of the group and commended them on being great students in addition to good archers.

 Hunter Gara


 Nina Mazzarino

 Katherine Norton


 Zackary Sheaffer


 Morgan Brennan


 Carter Dolan


 Chris Frasca

 Isabella Gilberti

 Kara Henry


 Justin Kelly


 Brianna McDonald

 Brian Mecca

 Cayle Montgomery


 Logan Polcari


 Jennifer Reid


 Jacob White


 Megan Bodmer

 Michele Ganova


 Sarah Hale

 Alexandra Lino

 Kayla Norton

 Toni Parks

 Julie Ruskan

 Will Salmon

🐾 Phoebe Sessler

🐾 Cameron Taranto

1) COMMITTEE AND LIAISON REPRESENTATIVE REPORTS

- a) Legislative – Mr. Lewis-Lahey reported the results of the votes at the delegate assembly
- b) NJSBA Warren County – No report
- c) Town Council – Mr. Norton reported that the impact study the town received from the developer is too detailed and they requested another study
- d) PTA – Mrs. Taranto reported that the next meeting is on June 7th
- e) Warren Hills Regional High School – Mrs. Arnold reported that the high school anticipated a decrease in enrollment over the next 5-10 years. The LRF is on their website and they have a new code of conduct on their website. Their board discussed a transgender bathroom policy at the board meeting.
- f) Oxford Youth Association – No report.

2) APPROVAL OF MINUTES

Motion by Mr. Bee, second by Mrs. Koufodontes, to accept the following minutes:

Date	Work Session	Regular	Executive
April 14, 2016	X		X
April 28, 2016		X	X

Motion passed by unanimous voice vote

3) ADMINISTRATIVE REPORTS

- a) Chief School Administrator – Robert Magnuson discussed the following topics:
  - 1) Archery/ 7th grade trip review
  - 2) Warren Hills CSA Cluster meeting
  - 3) Warren County Evacuation/ Reunification protocols/ GXP System
  - 4) School Performance Report
  - 5) Warren Hills Coalition Report
  - 6) Comprehensive Equity Plan Policies/ NJSBA
  - 7) There was a Shelter in Place on 5/10/16 and 5/19/16 and the bus evacuation drills were held on 5-16-16.
- b) Director of Special Services – Milissa Dachisen
  - 1) Report attached
- c) Business Administrator – Nancy DeRiso discussed the following:
  - 1) Next Board Meeting – Thursday, June 9, 2016
  - 2) Correspondence
    - a. Thank you letter to Mueller Toyota and Mrs. Hoffman for donating furniture.

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.**

None

5) BUDGET & FINANCE

Gerald Norton, Chairperson

a) Discussion items:

- 1) Ms. DeRiso provided current estimates of reserve additions for the year-end.

b) Action items:

Motion by Mrs. Koufodontes, seconded by Mr. Lewis-Lahey, to approve resolutions 1 to 16 and 18:

- 1) Approve the April 2016 A-149 schedule delineating account activity and account reconciliation.
- 2) Motion to acknowledge receipt of the monthly certification of the Board Secretary for April 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 April 2016 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 April 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 April 2016.
- 5) Approve the Agency Bill List & Bank Reconciliation for the period April 2016.
- 6) Approve the Payroll Bank Reconciliation for the period April 2016.
- 7) Approve the Unemployment Trust Bill List & Bank Reconciliation for the period April 2016.
- 8) Approve the Student Activity Bill List & Bank Reconciliation for the period April 2016.
- 9) Approve the issuance of warrants (checks) for the payment of the items on the April 2016 Accounts Payable Bill list, including one April and one May payroll, in the amount of \$595,657.77.
- 10) Approve a tuition contract with Northern Hills Academy for the 2016 ESY Program for student ID # 3435159486 at the cost of \$11,773.00 plus the cost of a paraprofessional for \$5,203.30.
- 11) Approve a tuition contract with Warren County Technical School for 16 students to attend the regular education or vocational programs for the 2016-2017 school year at the tuition rate of \$3,800.00 each for a total cost of \$60,800.
- 12) Approve a tuition contract with Warren County Technical School for 2 students to attend the special education programs for the 2016-2017 school year at the tuition rate of \$22,000.00 each for a total cost of \$44,000.00.
- 13) Approve a professional services contract with Kathleen DiFebo for occupational therapy services for the 2016-2017 school year at the rate of \$72.00 per hour.
- 14) Approve the renewal of the contract with Hunterdon County ESC for licensing and hosting the Destiny and Titlepeek library software products for the 2016-2017 school year at a cost of \$850.00.
- 15) Approve the renewal of a professional services contract with Ehrlich for monthly pest maintenance services from August 2016 to July 2017 at an annual cost of \$975.00.
- 16) Approve the renewal of a professional services contract with JandB Therapy, LLC for occupational, physical, and speech therapy services at the rate of \$82.00 per hour for the 2016-2017 school year.
- 18) Approve a new contract with Jammin Jenn Music Therapy for Children LLC to provide 37 music therapy sessions at the cost of \$67.50 each for a total cost of \$2,497.50 for the 2016-2017 school year.

Ayes: 6 Nays: \_ Abstain: \_ Absent: 1

Motion by Mrs. Koufodontes, seconded by Mr. Lewis-Lahey, to approve resolutions 1 to 16 and 18:

- 1) Approve the renewal of a shared services contract with Washington Borough Board of Education for a world language teacher available to Oxford 2.5 days per week for a maximum expense of \$47,884.00 for the actual cost of salary and benefits for the 2016-2017 school year.

Ayes: 5 Nays: 1 Abstain: \_ Absent: 1

6) NEGOTIATIONS COMMITTEE

Linda Koufodontes, Chairperson

a) Discussion Items

- 1) Ms. DeRiso discussed her review of the Salary Guides proposed by the NJEA and her concerns with same. She sent the guides to the NJSBA for review and expects to have their review next week.

7) BUILDINGS & GROUNDS

- a) Discussion Items
  - 1) Ms. DeRiso provided a summary of rates charged and by the architect firms who responded to the RFP. They are all very good firms and they all sent good proposals. Two firms came in to tour the building. Three firms were selected as finalists for presentations to the board in June based on the rates charged.
- b) Action items:
 

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

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

Ayes: 5 Nays: 1 Abstain: \_ Absent: 1

8) CURRICULUM

- a) Discussion Items
  - 1) Mr. Magnuson discussed the Warren Hills cluster, WCSSSD and Pohatcong curriculum writer
- b) Action items:
 

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

  - 1) Approve the attached list of field trips.

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

9) PERSONNEL

- a) Discussion Items
  - 1) Ms. DeRiso discussed June stipends for PARCC and Technology support to be paid.
  - 2) Ms. DeRiso discussed changes to the business office secretary contract for 2016-2017.
- b) Action items:
 

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

  - 1) Approve the following personnel for the 2016 Extended School Year:

Employee	Position	# of Hours Not to Exceed	Rate Per Hour
Manju Mathew	Primary Resource Teacher	70	\$35.00
Marie Hart	Pre-school Teacher	70	\$35.00
Shannon Pettinelli	Primary Autism Teacher	70	\$35.00
Ashley Tichenor	Primary LLD Teacher	70	\$35.00
Jessica DeWitt	Primary LLD Teacher	70	\$35.00
Rose Solomon	Intermediate Resource Teacher	70	\$35.00
Joy Paola	Intermediate Resource Teacher	70	\$35.00
Laurie Pillus	Home Instruction Teacher	6.5	\$35.00

Rachel Chiara	Speech Language Professional	40	\$55.00
Michelle Trainello	Paraprofessional	60	\$15.00
Renee Sturm	Paraprofessional	60	\$15.00
Alex Phelps-Jacobson	Paraprofessional	60	\$15.00
Darlene Wright	Paraprofessional at WHRHS	100	\$13.25

2) Approve the following personnel to participate in Summer 2016 IEP meetings at the hourly meeting rate of \$35.00:

- Manju Mathew
- Jessica DeWitt
- Debbie Esposito
- Marie Hart
- Shannon Pettinelli
- Ashley Tichenor
- Rose Solomon
- Patricia Carr
- Joy Paola

3) Approve the following personnel to participate in Summer 2016 CST meetings at the hourly meeting rate of \$35.00; Evaluation rate of \$275.00; and Case Management rate of \$75.00:

- Rachel Chiara
- Michael Kenney
- Laurie Pillus
- Richard Baran

4) Approve the offering of contracts to the following tenured ten-month staff members effective July 1, 2016 through June 30, 2017 as recommended by the Chief School Administrator:

<u>Name</u>	<u>Position</u>	<u>Step</u>	<u>Level</u>	<u>Salary</u>
Carr, Patricia	Teacher	TBD	MA+15	TBD
Causton Jr., J. Robert	Teacher	TBD	BA +30	TBD
DeMarco, Lisa	Teacher	TBD	BA	TBD
DeWitt, Jessica	Teacher	TBD	BA	TBD
DiRenzo, Laura	Teacher	TBD	MA	TBD
Dowd, Heather	Teacher	TBD	MA +30	TBD
Drechsel, Stacy	Teacher	TBD	BA +15	TBD
Esposito, Debra	Teacher	TBD	BA	TBD
Feo-Gilberti, Angela	Teacher	TBD	BA+15	TBD

<u>Name</u>	<u>Position</u>	<u>Step</u>	<u>Level</u>	<u>Salary</u>
Firling, Shirley	Teacher (.50)	TBD	BA	TBD
Hart, Marie	Teacher	TBD	BA +15	TBD
Hart, Renee	Teacher	TBD	BA +15	TBD
Kantz, Elena	Teacher	TBD	BA +30	TBD
Kenney, Michael	Social Worker	TBD	MA+30	TBD
Kimball, Jeanne	Teacher	TBD	MA +30	TBD
Knauer, Laura	Teacher	TBD	BA	TBD
Lurz, Lisa	Teacher	TBD	MA	TBD
Nemeth, Leslie	Teacher	TBD	MA	TBD
Newell, Kimberly	Teacher	TBD	BA	TBD
Paola, Joy	Teacher	TBD	BA	TBD
Penner, Matthew	Teacher	TBD	BA	TBD
Pettinelli, Shannon	Teacher	TBD	BA	TBD
Saxton, Jennifer	Teacher	TBD	BA +15	TBD
Solomon, Rosa-Marie	Teacher	TBD	BA	TBD
Stocker, Katie	Teacher	TBD	BA	TBD
Svercauski, Barbara	School Nurse	TBD	BA +30	TBD

- 5) Approve the offering of contracts to the following **newly tenured ten-month** staff members effective July 1, 2016 through June 30, 2017 as recommended by the Chief School Administrator:

<u>Name</u>	<u>Position</u>	<u>Step</u>	<u>Level</u>	<u>Salary</u>
Rachel Chiara	Speech Language Spec	TBD	MA	TBD
Caitlin Dean	Teacher	TBD	BA	TBD

- 6) Approve the offering of contracts to the following **non-tenured ten-month** staff members effective July 1, 2016 through June 30, 2017 as recommended by the Chief School Administrator:

<u>Name</u>	<u>Position</u>	<u>Step</u>	<u>Level</u>	<u>Salary</u>
Baran, Richard	School Psychologist	TBD	MA+30	TBD
Bloom, Michael	Teacher	TBD	BA	TBD
Denzer-Weiler, Ian	Teacher	TBD	BA	TBD

Mathew, Manju	Teacher	TBD	MA	TBD
Nemeckay, Kelley	Teacher	TBD	BA	TBD
Pillus, Laurie	LDTC	TBD	MA	TBD
Phelps-Jacobson, Alexandra	Teacher	TBD	BA	TBD
Tichenor, Ashley	Teacher	TBD	BA	TBD

- 7) Approve the offering of contracts to the following tenured twelve-month staff members effective July 1, 2016 through June 30, 2017 as recommended by the Chief School Administrator:

<u>Name</u>	<u>Position</u>	<u>Salary</u>
Diaz, Helen	Secretary – CST	\$44,458
Ramkelawan, Diana	Business Assistant	\$39,820
Halloran, Carol	Secretary – CSA	\$47,236

- 8) Approve the offering of contracts to the following **non-tenured twelve-month** staff members effective July 1, 2016 through June 30, 2017 as recommended by the Chief School Administrator:

<u>Name</u>	<u>Position</u>	<u>Salary</u>
Doyle, Ellen	Secretarial Assistant	\$31,788

- 9) Approve the offering of contracts to the following **non-tenured twelve-month** staff members effective July 1, 2016 through June 30, 2017 as recommended by the Chief School Administrator:

<u>Name</u>	<u>Position</u>	<u>Salary</u>
Gonzales, Frank	Custodian	\$33,266
Smith, Shana	Custodian	\$27,325

- 10) Approve the offering of a non-tenured employment contract to Carolyn Tate as the Supervisor of Building & Grounds for the period July 1, 2016 through June 30, 2017 at an annual salary of \$44,550.00; as recommended by the Chief School Administrator.
- 11) Approve the appointment of Leslie Nemeth as Beforecare coordinator at the hourly rate of \$16.23 per hour for approximately 10 hours per week for the 2016-2017 school year.
- 12) Approve the appointment of Zachary Kantz and Sam Nemeth as summer custodial assistants at the hourly rate of \$11.25 per hour for a schedule of hours not to exceed the 2016-2017 school year budget for summer help.

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

10) TRANSPORTATION/CAFETERIA

a) Discussion Items

- 1) Ms. DeRiso discussed a change to the FSMC selection process being considered by the Department of Agriculture.
- 2) Ms. DeRiso noted the GST Contract Renewal paperwork is being worked on.

11) POLICY

Action items:

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

- 1) First reading of policy 1640/3610 District Sustainability Policy.

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

OLD BUSINESS

Mr. Norton reminded board members to complete the CSA evaluation survey.



Mrs. Koufodontes noted that the survey moneky survey on clothing attire did not work properly and parents could vote multiple times. Mr. Lewis-Lahey noted the student did get over 100 signatures from students on the petition she was circulating.

Mrs. Koufodontes asked if the students who presented at a previous board meeting ever developed a survey regarding summer work. Mr. Magnuson responded they did not.

#### NEW BUSINESS

Mrs. Koufodontes asked if anyone from the board would speak at graduation this year. Mr. Norton replied that he would and Mrs. Taranto would assist in handing out diplomas.

#### 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. Koufodontes, seconded by Mr. Lewis-Lahey, to adjourn the meeting of the Oxford Township Board of Education at approximately 9:05 pm.

Respectfully submitted:

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Nancy A. DeRiso, CPA