

**Oxford Township Board of Education  
Work Session Agenda  
May 9, 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

PRESENTATION

STUDENT AND STAFF RECOGNITION

Battle of the Books

Warren County Spelling Bee

Tri-County Literacy Council

Mrs. Lisa Lurz - 2017 Kathie Bush Memorial Teacher of the Year

# Oxford Township BOE Meeting May 9, 2017

## APPROVAL OF MINUTES

Motion by \_\_\_\_\_, second by \_\_\_\_\_ to accept the following minutes:

Date	Work Session	Regular	Executive
March 9, 2017	X		X
March 23, 2017		X	X

## COMMITTEE AND LIAISON REPRESENTATIVE REPORTS

- a) Legislative
- b) NJSBA Warren County
- c) Town Council
- d) Warren Hills Regional High School

## ADMINISTRATIVE REPORTS

- a) Chief School Administrator – Robert Magnuson
  - 1) Scheduling for next year
  - 2) Archery Trip
  - 3) Cluster News - Fall Sports
  - 4) School Climate Survey
  - 5) OCS Future and Survey questions
  - 6) PARCC update
  - 7) Board Staff Appreciation Day, May 9
  - 8) Spring Concert May 17
  - 9) Battle of the Books for grades 3 and 4 is May 18
  - 10) Talent Show
  - 11) May 19<sup>th</sup> presentation for WCSSSD
- b) Business Administrator – Nancy DeRiso discussed the following:
  - 1) Next Board Meeting – Thursday, May 25, 2017 7:00 PM
  - 2) Correspondence
    - a. None

## 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) Discuss technology support contracts for 2017-2018.
  - 2) YTD Difference Card usage reports compared to prior year.
- b) Action items:

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

- 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

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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)

Arnold\_\_\_ Bee\_\_\_ Koufodontes\_\_\_ Lewis-Lahey\_\_\_ Miller\_\_\_ Taranto\_\_\_ Norton\_\_\_

2) NEGOTIATIONS COMMITTEE Carrieann Arnold, Chairperson

- a) Discussion Items
  - 1) January 1, 2018 plan changes to eliminate the Rx deductible need to be negotiated.
- 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) None
- 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

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- 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) Summer custodial personnel
- b) Action items:  
Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the following resolution(s):  
1) None

Arnold\_\_\_ Bee\_\_\_ Koufodontes\_\_\_ Lewis-Lahey\_\_\_ Miller\_\_\_ Taranto\_\_\_ Norton\_\_\_

## 6) TRANSPORTATION & CAFETERIA

- a) Discussion Items  
1) Maschio's contract renewal will be coming up next month.
- b) Action items:  
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) None
- b) Action items:  
1) None

## OLD BUSINESS

## NEW BUSINESS

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

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

## 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: \_\_\_\_\_
- 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 \_\_\_\_\_. Action may be taken upon return to open session.

## ADJOURN

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

Respectfully submitted:

\_\_\_\_\_

Nancy A. DeRiso, CPA