

BOARD MEMBERS:

PRESIDENT: Gerald Norton

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

ADMINISTRATION:

CHIEF SCHOOL ADMINISTRATOR: Robert Magnuson
BUSINESS ADMINISTRATOR: Nancy DeRiso
DIRECTOR OF SPECIAL SERVICES: Milissa Dachisen (Arrived late)

Mr. Norton called the meeting to order at 6:00 PM, read the Sunshine Notice and led all assembled in the pledge of allegiance.

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

Ms. DeRiso called roll.

Mrs. Koufodontes 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

Gwen Thornton and Kathy Hellowa from New Jersey School Boards provided annual ethics training and worked with the board on establishing goals for the 2016-2017 school year.

1) COMMITTEE AND LIAISON REPRESENTATIVE REPORTS

- a) Legislative Mr. Lewis-Lahey and Mr. Magnuson updated the board on pending legislation.
- b) NJSBA Warren County – Mrs. Koufodontes reported the next meeting is September 14th.
- c) Town Council – the next meeting is a work session on 9-15-16 at 4:30 PM
- d) PTA – Mrs. Taranto reported the first meeting is October 5th.
- e) Warren Hills Regional High School – No report
- f) Oxford Youth Association – Mrs. Miller reported on fundraising.

2) ADMINISTRATIVE REPORTS

- a) Chief School Administrator – Mr. Magnuson discussed the following topics:
 - 1) CSA Professional Development Plan

- 2) First few days of school
 - 3) Google Apps/Chromebook meeting
 - 4) Wednesday nights
 - 5) Upcoming September dates
 - 6) Merit goals
 - 7) Student recognition
 - 8) Student council at Oct worksession
 - 9) Student of the Month process
 - 10) NJSBA presentation
- b) Director of Special Services Report – Ms. Dachison asked if there were questions on her report. Mrs. Arnold asked about the training noted on the report and Ms. Dachison responded that we needed more staff trained in the topic noted.
- c) Business Administrator – Nancy DeRiso discussed the following:
- 1) Next Board Meeting - Thursday, September 22, 2016
 - 2) BA Merit Goal possibilities
- 3) 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

4) BUDGET & FINANCE

Gerald Norton, Chairperson

Motion by Mrs. Koufodontes, seconded by Mr. Lewis-Lahey, 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

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)

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

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

- 2) Approve the attached memorandum of agreement with Creature Comfort Pet Therapy granting an exception to our typical insurance requirements and accepting the insurance in place as described by the attached email from their insurance agent.

Ayes: 1 Nays: 5 Abstain: 0 Absent: 1

5) NEGOTIATIONS COMMITTEE Linda Koufodontes, Chairperson

a) Discussion Items

- 1) Ms. DeRiso and Mr. Magnuson reported that the teachers ratified the contract with very few no votes. Ms. DeRiso reported that the business office has worked to implement 12-month pay this week.

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

- 1) WHEREAS, the Negotiating Teams representing the Oxford Township Board of Education and the Oxford Education Association have culminated negotiations on a new Agreement covering two years from July 1, 2016 through June 30, 2018;
NOW, THEREFORE, BE IT RESOLVED, THAT the Oxford Board of Education ratifies the Memorandums of Agreement dated May 4, 2016 as attached.

Ayes: 5 Nays: 0 Abstain: 1 (Lewis-Lahey) Absent: 1

6) BUILDINGS & GROUNDS

a) Discussion Items

- 1) Ms. DeRiso reported that the classroom floor projects are complete and that Mrs. Tate, Ms. Smith and the summer custodial staff did an excellent job getting the school ready for opening and completing summer projects.

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: 6 Nays: 0 Abstain: 0 Absent: 1

7) CURRICULUM

a) Discussion Items

- 1) Mr. Magnuson discussed a new GPS system for next year.

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

- 1) Approve the attached annual memorandum of agreement with the Washington Police Department.

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

8) PERSONNEL

- a) Discussion Items
 - 1) 22 Employees attended epi-pen training to become epi-pen delegates
 - 2) Custodian shift changes
- b) Action items:
 Motion by Mrs. Koufodontes, seconded by Mrs. Taranto, to approve the following resolution(s):
 - 1) Approve Shana Smith as evening shift custodian with an annual salary of \$29,000 per year effective September 1, 2016.
 - 2) Approve Stephanie Seidel as cafeteria aide at the rate of \$8.50 per hour for approximately 13.5 hours per week for a total of approximately \$4,180.00 for the 2016-2017 school year.
 - 3) Approve Jennifer Cicak, Stefanie Holmes and Cara Crisafi as substitute teachers all with NJ teaching certificates.
 - 4) Rescind the offer of employment as a paraprofessional at the rate of \$13.00 per hour previously made to Christina Howley.
 - 5) Approve hiring Laura Rader as a paraprofessional at the rate of \$13.00 per hour for the 2016-2017 school year.
 - 4) Approve hiring Ralph Bell as a substitute custodian at the rate of \$11.00 per hour.

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

9) TRANSPORTATION/CAFETERIA

- a) Discussion Items
 - 1) Mr. Magnuson reported that there were very few bus issues during the first few days of school and that there is a student being picked up from a daycare location for pre-school that is most likely a state responsible student.
 - 2) Mrs. Koufodontes stated that she felt bus number 2 was speeding and asked Mr. Magnuson to check with the bus company.

10) POLICY

- a) Discussion Items
 - 1) Mr. Magnuson discussed his process of including teachers to review and revise the homework policy. He also noted that the comprehensive equity plan and a few other policies will need to be updated.
- b) Action items:
 Motion by Mrs. Koufodontes, seconded by Mr. Bee, to approve the following resolution(s):
 - 1) Second reading and adoption of Dress and Grooming policy 5020.1, and the regulation on dress code (hard copy distributed on 7/19/2016).

Ayes: 4 Nays: 2 Abstain: 0 Absent: 1

OLD BUSINESS

Ms. DeRiso reminded the board members of the dates of the NJ School Boards convention in October 25-27th and noted the cost to the district is \$275 for registration per person plus travel expenses. At this time only Mr. Magnuson and Mr. Norton will attend.

Mrs. Miller asked about the status of the basketball hoop changes. Mr. Magnuson stated that annual maintenance is performed and they are ready for use. The changes desired to the raising/lowering mechanism will take place after quotes are obtained and money is secured to pay for the changes.

Mr. Norton asked if one of our paraprofessionals would take the part-time position currently staffed via HCESC. Mr. Magnuson responded that he would advertise it with them again, but last year no one wanted the job.

Mrs. Taranto asked about the status of the security system installation and Mr. Magnuson responded that electric work needed to be done and we've had difficulty scheduling the electrician. New phone lines also need to be installed, and we have to have all of the work done shortly.

NEW BUSINESS

Mrs. Koufodontes asked why teacher blogs are not current and Mr. Magnuson replied that the teachers are using a variety of communication methods this year including in grades 5-8 Google classroom.

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

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

ADJOURN

Motion by Mr. Norton, seconded by Mrs. Koufodontes, to adjourn the meeting of the Oxford Township Board of Education at approximately 8:49 pm. Motion carried by unanimous voice vote.

Respectfully submitted:

Nancy A. DeRiso, CPA