

HARDING TOWNSHIP BOARD OF EDUCATION

34 Lee's Hill Road, New Vernon, NJ 07976

Monday, June 12, 2023, 7:00 p.m.

Regular Session Minutes

Mission Statement

The Harding Township School provides a strong educational foundation which inspires students to achieve academic excellence. Our dedicated faculty stimulates intellectual growth using a challenging curriculum within a supportive learning environment. We encourage students to become self-directed, lifelong learners who are well prepared for the academic and social challenges of the future.

The 2022-2023 Harding Township School District goals are inspired by and connected to the 2019-2024 Strategic Plan that was developed by key stakeholders.

District Goal 1: Strategic Plan Goal Area: Identify Needs/Personalized Learning

To identify learning gaps and measure the academic progress of our students through the administration of pre- and post-grade-level assessments in Reading, Math, and Writing that correlate with the NJSL standards and Reader's/Writer's Workshop.

District Goal 2: Strategic Plan Goal Areas: Future-Ready Instruction and Curriculum and Well-Rounded Student

Continue to expand student exploration opportunities, such as (examples) the Performing Arts, Husky TV, debate, a student newsletter, and other feasible collaborative projects that empower students to become active participants in their learning.

District Goal 3: Strategic Plan Goal Areas: Facilities and Safety

Work with the appropriate local, county, and state authorities to assess the safety/security of the district's buildings/grounds, protocols/guidelines/practices, and continue to foster a safe learning environment.

District Goal 4: Strategic Plan Goal Area: Identify Needs/Personalized Learning

To articulate student learning differentiation strategies currently utilized, and to further challenge and enhance learning for each student based on their individual needs, strengths, and interests.

- I. **Call to Order** – The regular session of the Harding Board of Education is called to order by Dr. Anastasiou at 7:00 p.m. in the Library of the Harding Township Middle School, 34 Lee's Hill Road, New Vernon, NJ 07976.
- II. **Presiding Officers Statement/Sunshine Statement:**
In accordance with the Open Public Meetings Act, *N.J.S.A. 10:4-6 et seq.*, adequate notification of this meeting has been provided to the Daily Record, Observer Tribune and posted on the bulletin boards of the New Vernon Post Office, Green Village Post Office, Harding Township Municipal Building, Harding Township Elementary School and Harding Township Middle School on January 12, 2023.
- III. **Pledge of Allegiance**
- IV. **ROLL CALL**
Present: Mr. Davor Gjivoje, Dr. Alex Anastasiou, Mr. Abi Singh, Mr. Richard Bruno, Mrs. Melissa Krikos
Also Present: Superintendent, Dr. Matthew Spelker; Board Secretary, Mr. John Jennings
Note: Mr. Gjivoje attended the meeting via teleconference
- V. **PUBLIC HEARING ON THE SUPERINTENDENT OF SCHOOLS CONTRACT RENEWAL**

Motion presented by Mr. Bruno and seconded by Mrs. Krikos at 7:01 pm, unanimously approved to hold a public hearing for the renewal of the Superintendent's contract.

Mr. Gjivoje noted he enthusiastically supports the contract renewal of Dr. Spelker. He commented

that Dr. Spelker is an exceptional leader and Superintendent. He noted the performance of the schools under Dr. Spelker's leadership at the highest level in the County and State. Dr. Anastasiou noted the Board fully supports Dr. Spelker's contract renewal.

Motion presented by Mr. Bruno and seconded by Mr. Gjivoje, unanimously approved at 7:05 p.m. to close public hearing regarding the renewal of the Superintendent Contract.

VI. PRESENTATION

District Goals, Update #3 – Dr. Matthew A. Spelker – Dr. Spelker presented District Goals Update #3. He noted that the District was able to achieve the stated goals and objectives for this school year. All baseline, mid-year and end-of-year assessments were completed. The students have been afforded a number of opportunities in the Performing Arts through Husky TV to enhance their educational experiences. Various learning opportunities were completed that provided the students with collaborative projects that empower students to become active participants in their learning. Safety planning and review of protocols has continued throughout the year at administrative and faculty levels. Quest-Future Cities Competition, Junior Solar Sprints and Debate Competition all added to the list of educational opportunities for the Harding Students. Suzanne Piotrowski asked if the school could incorporate more visual arts in the school program. She also asked if there was going to be continued programs to address learning loss and whether there was any Grant money left for this purpose? Dr. Spelker noted that if the District has grant money left, the programs would continue next year.

HIB Report (if necessary) No discussion

VII. HEARING OF PUBLIC REGARDING AGENDA ITEMS (Policy 0167)

MOTION to open public comments regarding Agenda items only presented by Mr. Bruno and seconded by Mr. Singh, unanimously approved at 7:25 p.m.

No public comments

MOTION to close public comments regarding Agenda items only presented by Mrs. Krikos and seconded by Mr. Gjiovje, unanimously approved at 7:25 p.m.

Note that Dr. Anastasiou skipped agenda items VIII and IX and proceeded to Board Business agenda item X.

VIII. REPORTS/DISCUSSIONS

- a. Superintendent – Dr. Spelker congratulated the Students, Ms. Gareau and Mr. Alworth for a wonderful concert. He also thanked Ms. Fry for her amazing displays of the students' art work. HTS field day was very successful and Dr. Spelker thanked Mr. McPeek, Mrs. Rosenfeld, parent volunteers and teachers who helped make the day a success. HTS will have early dismissal schedule on June 14th through June 19th. Promotion ceremony for the 8th graders will be held on Thursday June 15th. Last day of school is June 19th.
- b. Business Administrator – John Jennings reviewed all the financial matters on the agenda with the Board.
- c. Policy Committee – No report
- d. Madison Board of Education – Mr. Bruno noted that Mr. Schwarz's last day in the Madison

School District is June 22nd. The Madison Board is also reviewing/working on the referendum schedule as well as the permanent Superintendent search. Mr. Bruno also noted that Madison's Assistant Superintendent is leaving to become the Superintendent of Roxbury School District.

IX. CORRESPONDENCE No Correspondence

X. BOARD BUSINESS

BB-022 Approve Regular and Executive Session Minutes

BB-023 Approve First Reading of Bylaws, Policies and Regulations

BB-024 Approve Renewal of Superintendent Contract

MOTION presented by Mr. Bruno and seconded by Mrs. Krikos to approve:

BB-022 RESOLVED, that the Harding Township Board of Education approve the following minutes:
Regular Session, May 22, 2023
Executive Session, May 22, 2023

BB-023 RESOLVED, that the Harding Township Board of Education approves the following first reading of Bylaws, Policies and Regulations:

P0144	Board member Orientation and Training
P&R2520	Instructional supplies
P3217	Use of Corporal Punishment
P4217	Use of Corporal Punishment (NEW)
P5305	Health Services Personnel
P&R5310	Health Services
P6112	Reimbursement of Federal and Other Grant Expenditures
R6115.01	Federal Awards/Funds Internal controls – Allowability of Costs (NEW)
P6115.04	Federal Funds – Duplication of Benefits (NEW)
P6311	Contracts for Goods or Services Funded by Federal Grants
P7440	School District Security
P9100	Public Relations (Abolished)
P9140	Citizens Advisory Committees
R9140	Citizens Advisory Committee (Abolished)

BB-024 RESOLVED, that the Harding Township Board of Education approves the Employment Contract of Dr. Matthew Spelker, Superintendent of Schools, commencing July 1, 2023 and ending June 30, 2028 that has been reviewed and approved by the Morris County Executive Superintendent.

Roll call vote:

AYES: Mr. Davor Gjivoje, Dr. Alex Anastasiou, Mr. Abi Singh, Mr. Richard Bruno, Mrs. Melissa Krikos

Note: Mr. Gjivoje left the meeting at 7:26 p.m. after this vote. Dr. Anastasiou moved the meeting back to address items VIII and IX that were skipped.

FACILITIES/FINANCE

FF-072 Approve Bills List

FF-073 Approve May Financial Reports

FF-074 Approve May Transfer Report

FF-075 Approve Renewal of Public Bus Routes for 23-24
FF-076 Approve Nisivoccia for Financial Auditing Services
FF-077 Approve Bryan Fennelly, M.D.
FF-078 Approve The Uncommon Thread
FF-079 Approve Educational Services Commission of Morris County
FF-080 Approve Capital/Maintenance Reserve Transfers
FF-081 Approve School Lunch Prices
FF-082 Approve SAIF Insurance Renewal
FF-083 Approve P.G. Chambers School Services
FF-084 Approve Architect of Record
FF-085 Approve ESEA award and submission
FF-086 Award Custodial Cleaning Services
FF-087 Approve Occupational Therapy
FF-088 Approve Service Contract – Comtex
FF-089 Approve Honeywell Contract
FF-090 Approve School Physician
FF-091 Approve Facility Use Application

MOTION presented by Mr. Bruno and seconded by Mr. Singh to approve:

FF-072 RESOLVED, that the Harding Township Board of Education, upon the recommendation of the Superintendent of Schools, approves the bills listed dated June 12, 2023 in the amount of \$507,581.32.

FF-073 RESOLVED, that the Harding Township Board of Education, upon the recommendation of the Superintendent of Schools, approves the May Secretary and Treasurer reports certifying that no major appropriation or account or fund has been over-extended and that sufficient funds are available to meet the district obligations for the remainder of the fiscal year.

FF-074 RESOLVED, that the Harding Township Board of Education, upon the recommendation of the Superintendent of Schools, approves the May Transfer Report.

FF-075 RESOLVED, that the Harding Township Board of Education, upon the recommendation of the Superintendent of Schools approves the 2023-2024 renewal of public bus routes HAR1, HAR2, HAR3, HAR4, HAR5, HAR6, HAR9 MHS and HAR10 MHS with a 5.86% increase over the 22-23 school year at a cost of \$63,071.39 per route and Administrative Fee of \$10,091.42 with a total cost of \$514,662.53.

FF-076 RESOLVED, that the Harding Township Board of Education, upon the recommendation of the Superintendent of Schools, approves Nisivoccia to audit the financial statements of the governmental activities of the District as of June 30, 2023 for a fee of \$34,500, the same fee as in the prior year.

FF-077 RESOLVED, that the Harding Township Board of Education, upon the recommendation of the Superintendent of Schools approves Bryan Fennelly, M.D. to provide Psychiatric Evaluations and Reports for the 2023-2024 school year at \$765 per evaluation (report in 30 days), \$825 per emergency evaluation, \$330 for missed evaluation or cancellation with less than 24 hour notice.

FF-078 RESOLVED, that the Harding Township Board of Education, upon the recommendation of the Superintendent of Schools approves a Master Service Agreement dated March 15, 2023 with The Uncommon Thread, Inc. to provide Board Certified Behavior Analysis in District Support for

Extended School Year for 3 hours per day, 1 day per week and 7 hours per day, 2 days per week for the 2023-2024 School Year at a discounted hourly rate of \$117 per attached Scope of Work.

FF-079 RESOLVED, that the Harding Township Board of Education, upon the recommendation of the Superintendent of Schools, approves Educational Services Commission of Morris County Professional Support Agreement for the 2023-2024 per the attached Rates for Services.

FF-080 WHEREAS, N.J.S.A. 18A:21-2, N.J.S.A. 18A:7G-31, and N.J.S.A. 18A:7F-41 permit a Board of Education to establish and/or deposit into certain reserve accounts at year end, and

WHEREAS, the aforementioned statutes authorize procedures, under the authority of The Commissioner of Education, which permit a board of education to transfer unanticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution, and

WHEREAS, the Harding Township Board of Education wishes to transfer an amount not to exceed \$150,000 unanticipated excess current year revenue or unexpended appropriations from the general fund into a Maintenance Reserve account and an amount not to exceed \$750,000 unanticipated excess current year revenue or unexpended appropriations from the general fund into a Capital Reserve account at year end, and

WHEREAS, the Harding Township Board of Education has determined that a total amount not to exceed \$900,000 is available for such purpose of such transfers;

NOW THEREFORE BE IT RESOLVED by Harding Township Board of Education, based upon the recommendation of the Superintendent of schools hereby authorizes the district's School Business Administrator to make this transfer consistent with all applicable laws and regulations.

FF-081 RESOLVED, that the Harding Township Board of Education, upon the recommendation of the Superintendent of Schools, approves the School Lunch Prices for the 2023-2024 School Year as follows:

Student Lunch	\$6.00	Adult Lunch	\$6.75
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FF-082- RESOLVED, that the Harding Township Board of Education, upon the recommendation of the Superintendent of Schools, approves the School Alliance Insurance Fund (SAIF) renewal proposal for the 2023-2024 school year with the following premiums that represent an 11.5% increase over the previous year:

Workers Compensation	\$ 46,433
Supplemental Workers Comp	\$ 2,559
Package	\$ 75,934
School Leaders Liability	\$ <u>20,076</u>
Total	\$145,002

FF-083 RESOLVED, that the Harding Township Board of Education, upon the recommendation of the Superintendent of Schools, approves P.G. Chambers School for the 2023-2024 School Year to provide Services per the attached Schedule of Fees.

FF-084 RESOLVED, that the Harding Township Board of Education, upon the recommendation of the Superintendent of Schools, approves Parette Somjen Architects as the Architect of Record for the 2023-2024 School year.

FF-085 RESOLVED, that the Harding Township Board of Education, upon the recommendation of the Superintendent of Schools, accepts and authorizes the submission of the ESEA Grant application funds of \$25,023 Title I-A, \$8,269 Title II-A and \$10,000 Title IV Part A.

FF-086 Contract Cleaning/Custodial Services

Sealed Bid responses were opened Wednesday May 17, 2023 at 11:00 AM at the Board of Education office at the Elementary School. John Jennings, Business Administrator and Matthew Spelker, Superintendent were present. The following are the results:

Company	Bid Amount
S J Services	\$173,900.00
Best Cleaning	\$190,800.00
ACB	\$192,327.65
Pritchard Industries	\$199,305.39

RESOLVED, that the Harding Township Board of Education, upon the recommendation of the Superintendent of Schools, awards the Contract Cleaning/Custodial Services Bid 23-10 to S J Services in the amount stated above. Note the Board Attorney reviewed the Bid specifications as provided by S J Services for their completeness and found the specifications satisfactory.

FF-087 RESOLVED, that the Harding Township Board of Education, upon the recommendation of the Superintendent of Schools, approves Jump Start Therapeutics, LLC to provide Occupational Therapy services at a rate of \$80 per hour from September 5, 2023 through June 13, 2024.

FF-088 RESOLVED, that the Harding Township Board of Education, upon the recommendation of the Superintendent of Schools, approves Comtex to provide required repair and services for the Access Control Systems from July 1, 2023 – June 30, 2024 at a cost of \$284 per month.

FF-089 RESOLVED, that the Harding Township Board of Education, upon the recommendation of the Superintendent of Schools, approves the Maintenance Service Agreement with Honeywell for HVAC and system maintenance for the 2023-2024 school year at an annual cost of \$46,299.75, an increase of 6.5% of the prior year.

FF-090 RESOLVED, that the Harding Township Board of Education, upon the recommendation of the Superintendent of Schools approves Allyson Agathis, M.D. school physician services for the 2023-2024 school year at an annual cost of \$4,200.00.

FF-091 RESOLVED, that the Harding Township Board of Education, upon the recommendation of the Superintendent of Schools approves a Facility Use Application submitted by Mr. David Fassett for use of the gymnasium for HTRA Youth Basketball on Wednesdays & Fridays in June, July and August 2023 from 5:30 p.m. to 7:30 p.m.

Roll call vote:

AYES: *Dr. Alex Anastasiou, Mr. Abi Singh, Mr. Richard Bruno, Mrs. Melissa Krikos*

ABSENT: *Mr. Davor Gjivoje*

CURRICULUM AND INSTRUCTION

CI-017 Approve Field Trip

CI-018 Approve Professional Development

CI-019 Approve North Jersey Honor Band Festival Event

MOTION presented by Mrs. Krikos and seconded by Mr. Bruno to approve:

CI-017 RESOLVED, that the Harding Township Board of Education, upon the recommendation of the Superintendent of Schools, approves the following field trip:

Annual Grade 6-8 students for Team Building, Johnsonburg, NJ, Sept. 15, 2023

CI-018 RESOLVED, that the Harding Township Board of Education, upon the recommendation of the Superintendent of Schools, approves the following workshops:

Mrs. Larsen, Grade 4 teacher to attend "Tang's Virtual Math Academy", June 22, 27-29, 2023.

Registration at \$900.

Mrs. Lisa Perruso, NJDOE Criminal History Review Training, June 6, 2023, Morris County Public Safety Academy, mileage only at \$0.47/mile

CI-019 RESOLVED, that the Harding Township Board of Education, upon the recommendation of the Superintendent of Schools approves the following event;

Mr. Alworth, Music Teacher to attend the North Jersey Elementary Honor Band Festival on May 16, 2023 and to be paid for 6 hours at his hourly rate of \$56.89.

Roll call vote:

AYES: *Dr. Alex Anastasiou, Mr. Abi Singh, Mr. Richard Bruno, Mrs. Melissa Krikos*

ABSENT: *Mr. Davor Gjivoje*

PERSONNEL AND MANAGEMENT

PM-031 Approve Non Negotiated Administrative Support Staff/Salaries, 2023-24

PM-032 Approve CST Summer Evaluations

PM-033 Approve Faculty Summer Hours

PM-034 Approve New Faculty Assignments/Salary, 2023-24

PM-035 Approve Extra Curricular Assignments, 2023-24

MOTION presented by Mrs. Krikos and seconded by Mr. Bruno to approve:

PM-031 RESOLVED, that the Harding Township Board of Education, upon the recommendation of the Superintendent of Schools, approves the assignments and salaries of non-negotiated administrative support staff effective July 1, 2023 thru June 30, 2024.

Mr. Pitcher, Supervisor Buildings/Grounds, \$104,500, +L \$2090

Mrs. Swenor, Confidential Asst. to the SBA, \$85,437 +L \$2,563

Mrs. Perruso, Confidential Asst. to the Superintendent, \$74,495

Mrs. Tara Twynam, Confidential Asst. Business Office, \$60,000

Mr. Mark Ciotti, Technology Coordinator, at a salary of \$66,000, August 1, 2023 - June 30, 2024.
Mr. William Mottola, Buildings and Grounds, at an annual salary of \$42,700, effective July 1, 2023 through June 30, 2024.
Mr. Manual Alegre, Buildings and Grounds, at an annual salary of \$42,700 effective July 1, 2023 through June 30, 2024.

PM-032 RESOLVED, that the Harding Township Board of Education, upon the recommendation of the Superintendent of Schools, approves the payment for Child Study Team employee's to conduct summer student evaluations/documentation as well as teacher participation, at the per-diem salary, not to exceed \$5,000 total.

PM-033 RESOLVED, that the Harding Township Board of Education, upon the recommendation of the Superintendent of Schools, approves the following employee summer contracts:
Mrs. Schenone, Student Information System (Genesis) updates for roll over to the new school year, at \$26/hour not to exceed 100 hours (\$2,600 total).
Mrs. Fry, decorative mural paintings in the Elementary Hallways, at \$40/hour not to exceed 100 hours (\$4,000 total).

PM-034 RESOLVED, that the Harding Township Board of Education, upon the recommendation of the Superintendent of Schools, approves the following:
Mr. Bill Geyer, Library/Media Specialist, at an annual salary of \$63,706 MA/Step1 effective September 1, 2023 through June 30 2024, pending completion of certificate program.

PM-035 RESOLVED, that the Harding Township Board of Education, upon the recommendation of the Superintendent of Schools, approves the partial list of the extracurricular assignments for the 2023/24 school year as per the HTEA/BOE collective bargaining agreement (attached).

Roll call vote:

AYES: *Dr. Alex Anastasiou, Mr. Abi Singh, Mr. Richard Bruno, Mrs. Melissa Krikos*

ABSENT: *Mr. Davor Gjivoje*

XI. HEARING OF PUBLIC REGARDING (Agenda and non-Agenda Items- Policy 0167)

MOTION to open public comments regarding Agenda and non-Agenda items presented by Mr. Bruno and seconded by Mrs. Krikos, unanimously approved at 7:45 p.m.

Suzanne Piotrowski asked about making attachments available to the public prior to the Board Meetings. Dr. Anastasiou and Dr. Spelker thanked Suzanne for bringing this to the attention of the Board and that they would work on implementing this.

MOTION to close public comments regarding Agenda and non-Agenda items presented by Mrs. Krikos and seconded by Mr. Singh, unanimously approved at 7:47 p.m.

XII. PRESIDENT'S COMMENTS – Dr. Anastasiou thanked everyone in attendance at the meeting and congratulated Dr. Spelker on his contract renewal.

XIII. EXECUTIVE SESSION - No Executive Session Held

MOTION presented by ____ and seconded by ____ to enter Executive Session at ____.

Be It Resolved, that the Harding Township Board of Education will convene into Executive Session to discuss matters in full compliance with the Open Public Meetings Act, N.J.S.A. 10:4-6 et seq.; and the minutes of the discussion of any of these items will be available to the public when such minutes have been approved by the Board pursuant to N.J.S.A. 47:1A-1.1.

Roll call vote:

Mr. Davor Gjivoje _____ Dr. Alex Anastasiou _____ Mr. Abi Singh _____
Mr. Richard Bruno _____ Mrs. Melissa Krikos _____

XIV. RETURN to PUBLIC SESSION

MOTION presented by _____ and seconded by _____ to return to Public Session at _____.

Roll call vote:

Mr. Davor Gjivoje _____ Dr. Alex Anastasiou _____ Mr. Abi Singh _____
Mr. Richard Bruno _____ Mrs. Melissa Krikos _____

XV. OTHER BOARD BUSINESS- No other Board Business

XVI. ADJOURN

MOTION presented by Mr. Bruno and seconded by Mrs. Krikos, unanimously approved to adjourn at 7:48 p.m.

Respectively Submitted



John Jennings
Business Administrator/Board Secretary

