

**GREAT MEADOWS REGIONAL BOARD OF EDUCATION  
MINUTES OF TUESDAY APRIL 28, 2020**

The regular meeting of the Great Meadows Regional Board of Education was held on Tuesday, April 18, 2020 on a virtual format from Independence & Liberty Townships. The meeting was called to order at 6:00 PM by Douglas Smith, President, and for public session at 7:00 PM by Douglas Smith, President. A statement was read that adequate notice of the meeting had been given in accordance with the Open Public Meetings Act.

Flag Salute was led by President Smith.

**ROLL CALL:**

**Present:**

Susan Cullen, Alison DeMarco, Daria Hill, Tim Koeller, Giles Stuber, Courtney Wenthon, William VonderHaar, Heather Wulf, Douglas Smith

**Absent:** None.

**Administration / Other:**

David C. Mango-Superintendent; Mr. Mark Toscano, Esq.-Comegno Law Group as Board Attorney, Debra Grigoletti-Director of Curriculum, Kevin O'Leary-Director of Special Services, Steven Speirs-Director of Security

**Executive Session**

Motion moved by Courtney Wenthon, seconded by Susan Cullen. Motion carried by unanimous voice vote.

Whereas, the Open Public Meetings Act authorize Boards of Education to meet in executive session under certain circumstances:

Whereas, the Open Public Meetings Act requires the Board to adopt a resolution at a public meeting to go into private session;

Now Therefore Be It Resolved that the Great Meadows Regional School District Board of Education states that it is necessary to meet in executive session to discuss certain items involving:

Personnel matter / Potential Litigation

Be It Further Resolved that the discussion held by the Board which need not remain confidential will be made public as soon as feasible. The minutes of executive session will not be disclosed until the need for confidentiality no longer exists.

Be It Further Resolved the Board will return to open session in approximately 1 hour.

**Return to Open Session**

Motion moved by Tim Koeller seconded by Courtney Wenthon to return to public session at 7:00 pm.

Motion carried by unanimous voice vote.

Flag Salute was led by President Smith.

**ROLL CALL:**

**Present:**

Susan Cullen, Alison DeMarco, Daria Hill, Tim Koeller, Giles Stuber, Courtney Wenthon, William VonderHaar, Heather Wulf, Douglas Smith

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**Absent:** None.

**Administration / Other:**

David C. Mango-Superintendent; Mr. Jeffrey Caccese, Esq.-Comegno Law Group as Board Attorney, Debra Grigoletti-Director of Curriculum, Kevin O'Leary-Director of Special Services, Steven Speirs-Director of Security, Israel Mamolejos-Principal of GMMS and Michael Mai-Principal of GM Central.

**Correspondence** None

**Minutes**

Motion moved by Courtney Wenthen, seconded by Heather Wulf

To approve the minutes as presented for the meetings of March 10, 2020 inclusive of any executive session minutes.

Vote: Ayes- 8; Nays-0. Abstention- Giles Stuber Motion Carried.

Motion moved by Courtney Wenthen, seconded by Heather Wulf

To approve the minutes as presented for the meetings of March 17, 2020, inclusive of any executive session minutes.

Vote: Ayes- 9; Nays-0. Abstention-0. Motion Carried.

**Committee Reports:** The following members summarized their committee reports:

Governance - Susan Cullen reviewed some variables of a few policies that required consensus of the Board before the first reading included: process to vote for Board Officers, support staff attendance, safety patrol duties and electronic devices.

Education – Alison DeMarco reported the committee met before holiday break. Informative meeting with the principals, Discussed changes of instruction and format of remote learning to be implemented following the spring break. The basis for the grading process and procedures were presented by administration for the third and fourth marking periods.

Human Resources - Courtney Wenthen reported the committee met on 3/11; 4/2 and 4/15. Topics addressed included staff restructure, reduction in force due to funding S-2, administrative structure reflective of new Superintendent position, responsibilities of HR committee – policy 0155 revised to reflect committee responsibility as “oversite”, Alyssa’s law and security grant.

Operations Committee - Tim Koeller reported the district is on track to meet the guidelines of Alyssa’s Law. Approval issued for the installation of direct notification system to be installed by Sonitrol. Discussion was held concerning additional options to address security with the grant funds (up to \$34,000). Update and review of break in at Central school and the addition of cameras.

Adhoc Committee: Alison Demarco reported that the committee worked with Kathy Helewa and finalized the list of applicants to move forward in the interview process. Interviews will be completed during mid-May.

**Superintendent’s Report**

Mr. Mango provided the Board and Public with an update on various topics:

- ✓ Overview of Committee meetings.
- ✓ March 13<sup>th</sup> preparation for remote learning instruction due to COVID19.

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- ✓ Staff working non-stop to ensure delivery of instruction.
- ✓ Calendar adjustment will be presented in May.
- ✓ Recognition of Staff and Retirements at the May meeting.
- ✓ Student Recognition : Students of the Month  
Mr. Mai presented Central School: Sophie Roye  
Mr. Marmolejos presented Middle School: Christina Derivolkov
- ✓ Mr. Speirs updated the Board on the security issue (breakin) at Central School and status of Alyssa's Law & Grant.
- ✓ Planning for locker clean out procedures & processes to be completed in late May or early June. An alert will be issued.
- ✓ Planning for commencement ceremonies, most likely on virtual platform.
- ✓ Expressed appreciation to Courtney Wenthen for relaying information to community.

**Budget Presentation**

The comprehensive overview of the proposed budget for the 2020-2021 operating year was presented by Mrs. Moyer, Business Administrator. Presentation attached.

**Public Comment (Agenda Items) Via : [pcagenda@gmrsl.com](mailto:pcagenda@gmrsl.com)**

- ✓ Jennifer Pandorf – Request the Board to reconsider item B-6 on elimination of VP position.

**Action Items**

**SECTION A**

Motion moved by Daria Hill, seconded by Courtney Wenthen  
Upon the recommendation of the Superintendent, to approve  
Section A-Operations items A-1 through A-12;

Discussion: Inquiry of \$32,000 fee in A-12. Reference of architect fee only.

**Roll Call Vote Summary**

Susan Cullen-aye ; Alison DeMarco-aye; Daria Hill-aye; Tim Koeller-aye; Giles Stuber-aye, William VonderHaar-aye (except A-8-nay); Courtney Wenthen-aye: Heather Wulf and Douglas Smith- aye

Motions carried by roll call vote: ayes-9; nays-0; abstentions-0  
Except A-8: ayes-8; nays-1 abstentions-0.

**A-1 Approval of Check Register – BE IT RESOLVED:** that the Board of Education, upon the recommendation of the School Business Administrator, approves the bill lists:

April Payroll & Benefits (Electronic)		\$1,220,990.06
Interim Bills (Mar 20–April 9)	Checks #54946-54957	\$ 12,790.90
April Bill List	Checks #54958-55036	\$ 829,156.87

**ATTACHMENT A-1(a-b-c)**

**A-2 Approval of Check Register (Cafeteria Account) – BE IT RESOLVED:** that the Board of Education, upon the recommendation of the School Business Administrator, approves the bills as listed

Check # 2557	Maschio's Food Serv	March Inv#75184	\$ 16,041.43
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- A-3 Approval of Financial Reports – BE IT RESOLVED:** that the Board of Education, upon the recommendation of the School Business Administrator, approve the Secretary and Treasurer Reports (*BSR/ TSM*) for the month of March 2020.

***ATTACHMENT A-3(a-b)***

- A-4 Acceptance of Financial Reports Certification – BE IT RESOLVED:** that the Board of Education, upon the recommendation of the School Business Administrator, accept the certification of the Board Secretary, and certify: in compliance with NJAC 6A:23A-16.10(c), that to the best of our knowledge as of March, 2020, no major account or fund has been over-expended and that sufficient funds exist to meet the district's financial obligations for the remainder of the 2019-2020 fiscal year.

- A-5 Approval of Transfers – BE IT RESOLVED:** that the Board of Education, upon the recommendation of the School Business Administrator, to approve the transfers as of March 31, 2020 in the amount of \$200,200.

***ATTACHMENT A-5***

- A-6 Approval of Facility Use Report :** **NONE AT THIS TIME**

- A-7 Approval of Fundraisers** **NONE AT THIS TIME**

- A-8 Motion to adopt Approved Budget for 2020-21 as Amended- BE IT RESOLVED** that the Board of Education, upon the recommendation of the School Business Administrator, approve the adoption of the 2020-2021 Great Meadows Regional School District Budget in the amount stated in this resolution that reflects an increase in total local school district taxation at the statutorily mandated cap of two percent (2%) \$(14,761,699), and the need for and the amount of \$133,344.00 of the unused spending authority (banked cap) to be included in the base budget for 2020-21, and the need will be completed by the end of the 2020-21 budget year and will not be deferred or incrementally completed over a longer period of time resulting in a General Fund local tax levy of \$14,895,043; and

**WHEREAS**, according to the State of New Jersey Department of Education's budget adequacy calculation, the school district has proposed programs and services in addition to the core curriculum content standards adopted by the State Board of Education; now therefore be it

**WHEREAS**, the operating budget includes a project to address the abandoned oil tank and septic at central school with an appropriation of \$80,000, and it has been determined this amount may not be sufficient should there be the necessity for soil remediation,

**WHEREAS**, Pursuant to *N.J.S.A. 18A:11-12*, in each pre-budget year, the Great Meadows Regional Board of Education is required to establish a maximum travel expenditure amount for the budget year which may not be exceeded; and

**WHEREAS**, The Board of Education has determined that the maximum travel expenditure amount includes all travel that is supported by State, local and federal funds; now therefore be it;

**RESOLVED**, That the Great Meadows Regional Board of Education hereby establishes the maximum travel expenditure amount for the 2020-21 school year as \$31,500 from State, Local and Federal Grant Funds (20).

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**RESOLVED**, That the Great Meadows Regional Board of Education hereby amends the Annual Budget for the 2020-2021 fiscal year reflecting an increase withdrawal from maintenance reserve of \$50,000 and a correlating increase appropriations in maintenance contracted services of \$50,000 for the approved project of abandoned oil tank & septic,

**RESOLVED**, That the Great Meadows Regional Board of Education hereby adopts the Annual Budget for the 2020-2021 fiscal year in the total amount of \$20,881,253 as amended; and be it further

**RESOLVED**, that there should be raised for the General Fund \$14,895,043 for the ensuing School Year (2020-2021) with Budgetary Appropriations and Revenues to be as follows:

FUND	BUDGET	TAX LEVY
General Operating	\$19,996,310.	\$14,895,043.
Special Revenue	\$ 277,943.	-0-
Debt Service	\$ 607,000.	\$ 451,921.
TOTALS	\$20,881,253.	\$15,316,964.

**BE IT FURTHER RESOLVED**, That the Great Meadows Regional Board of Education hereby approves the adoption of the 2020-2021 school district budget as amended and set forth herein and submitted for approval by the New Jersey State Department of Education to be in effect beginning July 1, 2020 through June 30, 2021.

- A-9 Approval of FY20 NJSIG Safety Grant Submission and Acceptance: BE IT RESOLVED** that the Board of Education, upon recommendation by the School Business Administrator, authorizes the submission of the FY20 NJSIG Safety Grant Application in the total amount of \$6,100 and hereby accepts the award of funds upon subsequent approval of the application. The funds for this grant are to be disbursed in accordance with the provisions of the grant.
- A-10 Approval of FY20 Food Service Management Contract Modification: BE IT RESOLVED** , that the Board of Education upon recommendation by the School Business Administrator, authorize the submission of a NJDA Emergency Procurement/ Contract Modification Request to the existing contract due to the change in circumstances and operations no longer in their control, retroactive to March 16<sup>th</sup> due to Novel Coronavirus as per the attached letter of understanding, resulting in a change of guarantee from “breakeven” to “no guarantee”.
- A-11 Approval of Amendment FY20 Transportation Contracts: BE IT Resolved**, that the Board of Education, upon the recommendation of the School Business Administrator, authorizes the agreement with First Student to amend the FY 20 transportation contracts as listed by a reduction of 15% retroactive to March 16<sup>th</sup> with the change in circumstances under the Covid-19 pandemic, as per the attached agreement pending the review and approval of the ECS.
- A-12 Approval of Architectural Services for Central Roof: BE IT Resolved**, that the Board of Education, up the recommendation of the School Business Administrator, accepts the proposal to perform the needed architectural and engineering services for restoration services of the 1960 wing at Central School at a cost of \$7,500 and roof replacement of the 1968 wing at Central School at a fix fee of \$32,000, in accordance with the proposal dated April 22, 2020.

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**SECTION B**

Motion moved by Susan Cullen, seconded by Courtney Wenthen

Upon the recommendation of the Superintendent, to approve

Section B- Human Resources items B-1 through B-10 as amended.

Discussion: Inquiry B-1 – adjustment prints on separate page should pair with MS Nurse position.

**Roll Call Vote Summary**

Susan Cullen-aye ; Alison DeMarco-aye; Daria Hill-aye(except B-4-abstain); Tim Koeller-aye; Giles Stuber-aye (except B-4 & B-6 abstain), William VonderHaar-aye (except B-2-nay); Courtney Wenthen-aye (except B-6-nay); Heather Wulf and Douglas Smith- aye

Motions carried by roll call vote : ayes-9; nays-0; abstentions-0

Except B-2: ayes-8; nays-1 (VonderHaar); abstentions-0

Except B-4: ayes-7; nays-0 abstentions-2 (Hill: Stuber)

Except B-6: ayes-7; nays-1 (Wenthen); abstentions-1 (Stuber)

Except B-9: ayes-8; nays-0; abstentions-1 (Stuber)

- B-1 Approval of 2020-2021 Tenured Instructional District Staff - BE IT RESOLVED:** that the Board of Education, upon the recommendation of the Superintendent, approve tenured instructional district staff for the 2020-2021 school year, attached by reference. **(ATTACHMENT)**
- B-2 Approval of 2020-2021 Tenure-Eligible Instructional District Staff - BE IT RESOLVED:** that the Board of Education, upon the recommendation of the Superintendent, approve tenure-eligible instructional district staff for the 2020-2021 school year, attached by reference. **(ATTACHMENT)**
- B-3 Approval of 2020-2021 Non-Tenured Instructional District Staff - BE IT RESOLVED:** that the Board of Education, upon the recommendation of the Superintendent, approve non-tenured instructional district staff for the 2020-2021 school year, attached by reference. **(ATTACHMENT)**
- B-4 Approval of 2020-2021 District Support Staff - BE IT RESOLVED:** that the Board of Education, upon the recommendation of the Superintendent, approve district support staff for the 2020-2021 school year, attached by reference. **(ATTACHMENT)**
- B-5 WHEREAS**, N.J.S.A. 18A:28-9 provides that a board of education may “reduce the number of teaching staff members employed in the district whenever, in the judgment of the board, it is advisable to abolish any such positions for reasons of economy or because of reduction in the number of pupils or of change in the administrative or supervisory organization of the district or for other good cause;”

**WHEREAS**, for reasons of economy, including the continued reduction of State Aide funding as a result of the S2 legislation, the Board finds it advisable to eliminate five instructional positions for the 2020-2021 school year through a reduction in force;

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**IT IS HEREBY RESOLVED** by the Great Meadows Regional School District Board of Education as follows:

1. That upon recommendation of the Superintendent the following positions are eliminated as a result of a reduction in force:
  - a. One (1) Elementary Music Teacher;
  - b. One (1) Elementary Special Education Teacher;
  - c. One (1) Middle School Media Specialist;
  - d. One (1) Middle School Social Studies Teacher; and
  - e. One (1) Middle School Special Education Teacher.
2. That the affected employee will promptly receive appropriate notification of their employment status; and
3. That the Superintendent is authorized to provide the necessary notification to the affected employee.

**B-6 WHEREAS**, N.J.S.A. 18A:28-9 provides that a board of education may “reduce the number of teaching staff members employed in the district whenever, in the judgment of the board, it is advisable to abolish any such positions for reasons of economy or because of reduction in the number of pupils or of change in the administrative or supervisory organization of the district or for other good cause;”

**WHEREAS**, for reasons of economy, including the continued reduction of State Aide funding as a result of the S2 legislation, and administrative restructuring the Board finds it advisable to eliminate one administrative position for the 2020-2021 school year through a reduction in force;

**IT IS HEREBY RESOLVED** by the Great Meadows Regional School District Board of Education as follows:

1. That the Middle School Assistant Principal position is eliminated as a result of a reduction in force;
2. That the affected employee will promptly receive appropriate notification of their employment status; and
3. That the Superintendent is authorized to provide the necessary notification to the affected employee.

**B-7 Approval of Involuntary Transfers – BE IT RESOLVED:** that the Board of Education, upon recommendation of the Superintendent, approve involuntary transfers from Central School to the Middle School and from Middle School to Central School, effective July 1, 2020, attached by reference. (ATTACHMENT)

**B-8 Approval of Middle School Nurse Stipend - BE IT RESOLVED:** that the Board of Education, upon the recommendation of the Superintendent, approve Cheryl Wilson for extended coverage at Great Meadows Middle School throughout the 2020-2021 school year for 135 hours at \$44/hour for a total of \$5,940.00.

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**B-9 Approval of 2020-2021 Organizational Chart - BE IT RESOLVED:** that the Board of Education, upon the recommendation of the Superintendent, approve the 2020-2021 staff organizational chart, attached by reference. (ATTACHMENT)

**B-10 Approval of Advancement on the Salary Guide - BE IT RESOLVED:** that the Board of Education, upon the recommendation of the Superintendent, approve advancement on the salary guide, effective August 31, 2020, attached by reference.

**SECTION C**

Motion moved by Susan Cullen; seconded by Giles Stuber,  
Upon the recommendation of the Superintendent, to approve  
Section C –Education/Governance items C-1 through C-6 as amended.

Discussion: Susan Cullen request C-5 first reading on policies to include amendments discussion during the committee report, include – Bylaws : 0155.1, Policy 5860.

**Roll Call Vote Summary**

Susan Cullen-aye ; Alison DeMarco-aye; Daria Hill-aye; Tim Koeller-aye; Giles Stuber-aye, William VonderHaar-aye; Courtney Wenth-en-aye: Heather Wulf and Douglas Smith- aye

Motions carried by unanimous roll call vote (ayes-9; nays-0; abstentions-0),

**C-1 Approval of Workshop Attendance - BE IT RESOLVED:** that the Board of Education, upon the recommendation of the Superintendent, approve workshop attendance for the 2019-2020 school year, attached by reference. (ATTACHMENT)

**C-2 Motion to Approve the Following Resolution**

Motion to approve the Great Meadows Regional School District's program of virtual or remote instruction, which was previously submitted to the Department of Education and has been implemented since the District's closure on March 13, 2020, in order to satisfy the 180 school day requirement set forth in N.J.S.A.,18A:7F-9.

**C-3 Approval of Adoption of the 2007 Danielson Teacher Evaluation Model - BE IT RESOLVED:** that the Board of Education, upon the recommendation of the Chief School Administrator, adopt the 2007 Danielson Teacher Evaluation Model for the 2020-2021 school year, at no cost to the District.

**C-4 Approval of Adoption of the Principal Evaluation Model – BE IT RESOLVED:** that the Board of Education, in accordance with the Teacher Effectiveness and Accountability for Children of New Jersey Act, and upon recommendation of the Superintendent, hereby adopts the Kim Marshall School Leadership Evaluation Model instrument as approved by the New Jersey Department of Education and without any modifications as the instrument for the evaluation of principals for the 2020-2021 school year, at no cost to the District.



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- C-5 Approval of 1<sup>st</sup> Reading of District Policies and Regulations - BE IT RESOLVED:** that the Board of Education, upon the recommendation of the Superintendent, approve the following District Policies and Regulations in a 1<sup>st</sup> reading. (ATTACHMENT)

<b>P 0152</b>	<b>Board Officers (Revised)</b>
<b>P 1581</b>	<b>Domestic Violence (M) (Revised)</b>
<b>R 1581</b>	<b>Domestic Violence (M) (New)</b>
<b>P 2422</b>	<b>Health and Physical Education (M) (Revised)</b>
<b>P 3421.13</b>	<b>Postnatal Accommodations (New)</b>
<b>P 4421.13</b>	<b>Postnatal Accommodations (New)</b>
<b>P &amp; R 5330</b>	<b>Administration of Medication (M) (Revised)</b>
<b>P 7243</b>	<b>Supervision of Construction (M) (Revised)</b>
<b>P 8210</b>	<b>School Year (Revised)</b>
<b>P 8220</b>	<b>School Day (M) (Revised)</b>
<b>R 8220</b>	<b>School Closings (Revised)</b>
<b>P 8462</b>	<b>Reporting Potentially Missing or Abused Children (M) (Revised)</b>

- C-6 Acceptance of March 2020 HIB Report - BE IT RESOLVED:** that the Board of Education, upon the recommendation of the Superintendent, acceptance of the March HIB Report for the 2019-2020 school year.

**Other Business**

- Mrs. Cullen expression of appreciation to the staff for all their dedication and hard work, including instructional staff, Principals, Mr. Hann technology, custodial staff for continued deep cleaning efforts.
- Mr. Koeller reported that if the Governor takes action to close school for the remainder of the year, the committee recommends moving forward on the roof projects.

**Hackettstown Report**

Courtney Wenthon noted the Lens program is installed at all locations, awaiting the final testing phase. District is in full compliance with Alyssa's Law and ready to submit security grant. Mr. Mango's contract was extended to 2025.

**Independence Report : No report.**

**Liberty Report : No report.**

**Public Comment** (via email account : [pc@gmrtd.com](mailto:pc@gmrtd.com)) No comments.

**Adjournment**

Motion made by Tim Koeller, seconded by Heather Wulf, to adjourn the meeting at 8:26 pm.  
Motion carried by unanimous voice vote.

Respectfully Submitted,

Angela Moyer  
Board Secretary