

**BOARD OF EDUCATION  
MINUTES  
MARCH 26, 2019  
6:00 P.M.**

**A. CALL TO ORDER**

In accordance with the provisions of the New Jersey Open Public Meeting Law, public notice of this meeting has been given by the Superintendent of Schools by posting written notice to the Daily Record and the Star Ledger and through filing written notice with the Administrator/Clerk of the Board of the County of Warren.

Flag Salute - Moment of Silence in honor of those serving in the military.

**B. ROLL CALL**

**Present:** Mr. Joseph Delesky, Mr. Raub Hopek, Mr. William Spencer, Dr. Rosalie Lamonte

**Absent:** Ms. Mary Jane Deutsch, Ms. Kathi Howell, Ms. Kim Reitmeyer,

**Also Present:** Mr. Joseph Flynn, Superintendent and Mr. Jim Schlessinger, Business Administrator/Board Secretary

**C. APPROVAL OF BOARD MINUTES**

Mr. William Spencer made a motion, seconded by Mr. Raub Hopek, to approve the following resolution:

1. Motion to approve the minutes of the February 26, 2019 Board of Education regular meeting. (Attachment 1)

Motion carried in a voice vote with 3 yes and 1 abstention (Dr. Rosalie Lamonte).

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**Presentation by Anthony Ardito of Ardito & Co., LLP**

- Discussion of the 2017-18 audit and financial results.
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**D. SUPERINTENDENT'S REPORT**

1. Public Relations
  - a. Update from the Joint Council of Special Service School District Meeting.
  - b. Partnership opportunities with Sussex County ESC
    - i. Participation in their Strategic Planning
    - ii. Meeting with Superintendent to develop programming together
      1. Develop a Survey to be distributed to districts to determine needs

- 2. NJ School Boards
  - a. Next meeting April 11<sup>th</sup> 2019 at Hawk Point
- 3. Operations
  - a. Review of the 2019/2020 Budget
  - b. 2 New Buses were delivered and on the road
  - c. Accepting closed bids for a small bus and van that came off the road
  - d. Review of the Heath Insurance options for 2019-2020 SY
  - e. Schedule Shared Service meeting with Allamuchy
  - f. Reminder to complete your Financial Disclosure Form
  - g. Superintendent Evaluation
    - i. End of April information on system for members to complete evaluation
    - ii. Members complete the Evaluation by May 20<sup>th</sup> 2019
    - iii. Results delivered to Board President for May meeting
    - iv. Final results delivered to Superintendent and voted on at June meeting
- 4. Policies
  - a. No Report
- 5. Executive Session

**E. COMMUNICATIONS AND ATTACHMENTS**

- 1. Minutes of the February 26, 2019 Regular Meeting
- 2. Statistical Summary of Transported Students Mar'19 vs. Mar'18
- 3. Check Register, February 27, 2019 – March 26, 2019
- 4. Treasurer's Report, Secretary's Report and Financials, February 2019
- 5. Budget adjustments for February 2019
- 6. Accounts Receivable Aging Report as of March 21, 2019
- 7. Auditor's Report (to be handed out at meeting)
- 8. Preliminary 2019-20 budget

**F. OLD BUSINESS**

Continued discussion regarding the district moving forward.

**G. COMMITTEE REPORT/RECOMMENDATIONS**

Education Committee:            Ms. Deutsch, Ms. Howell, Ms. Reitmeyer  
 Curriculum  
 Personnel  
 Policy

Operations Committee:        Mr. Delesky, Mr. Spencer, Mr. Hopek  
 Business/Finance  
 Facilities  
 Transportation

Ad Hoc Committee: (Topics/Issues other than above as appointed by Board President)  
 Negotiations -            To Be Determined

Note: Board President to be contacted if committee member is unable to attend.

**H. FINANCE REPORT**

Mr. Raub Hopek made a motion, seconded by Mr. William Spencer, to approve the following resolutions:

1. Approval of Check Register(s)  
BE IT RESOLVED; that the Board of Education, upon the recommendation of the School Business Administrator approves the February 27, 2019 – March 26, 2019 bill list in the amount of \$624,578.17 (Attachment 3).
2. Approval of Financial Reports  
BE IT RESOLVED; that the Board of Education, upon the recommendation of the School Business Administrator approves the Board Secretary and Treasurer Reports for the month ending February 28, 2019 (Attachment 4).
3. Acceptance of Financial Reports Certification  
BE IT RESOLVED; that the Board of Education, upon the recommendation of the School Business Administrator accepts the certification of the Board Secretary, and certifies: in compliance with NJAC 6A:23A-16.10(c), that to the best of our knowledge as of February 28, 2019, 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 2018-2019 school year.
4. Budget Adjustments  
BE IT RESOLVED, that the Board of Education, upon the recommendation by the School Business Administrator, approves the transfer of uncommitted funds within the 2018-2019 school year budget (Attachment 5).
5. BE IT RESOLVED; that the Board of Education accepts the Comprehensive Annual Financial Report, Report of Administrative Findings Financial Compliance and Performance, for the fiscal year ended June 30, 2018 as prepared by Ardito & Co., LLP. (Attachment 7).
6. BE IT RESOLVED, that the Board of Education, upon the recommendation by the School Business Administrator and the Superintendent to approve the Preliminary Budget for the 2019-2020 SY (Attachment 8).
7. BE IT RESOLVED, that the Board of Education, upon the recommendation by the School Business Administrator and the Superintendent limit the medical plans offered under the School Employees' Health Benefits Program as prescribed in Attachment 9.
8. BE IT RESOLVED, that the Board of Education, upon the recommendation by the School Business Administrator and the Superintendent to approve the establishment of Base medical plans for each category of employee as follows:
  - a. Salaried administrative, office, and certificated staff: Horizon NJ Direct 10
  - b. Bus drivers and other hourly employees: Horizon Direct 2030

Motions for items 1-5, 7 & 8 carried in a unanimous voice vote; item 6 carried in a voice vote with 3 yes and 1 abstention (Dr. Rosalie Lamonte).

**I. STATISTICAL REPORT**

No report.

**J. PERSONNEL RECOMMENDATIONS**

No action.

**K. PROFESSIONAL DEVELOPMENT**

No action.

**L. CLASSROOM FIELD TRIPS**

No action.

**M. MISCELLANEOUS RECOMMENDATIONS**

No action

**N. TRANSPORTATION RECOMMENDATIONS**

No action

**O. SUSPENSIONS**

No action.

**P. HARASSMENT, INTIMIDATION AND BULLYING**

No action.

**Q. NEW BUSINESS**

No action

**R. PUBLIC INPUT**

**S. EXECUTIVE SESSION**

None.

**T. ADJOURNMENT**

Mr. William Spencer made a motion, seconded by Dr. Rosalie Lamonte, to adjourn at 7:00 pm.

Motion carried in a unanimous voice vote.

Respectfully submitted,



James Schlessinger  
School Business Administrator / Board Secretary

THE WARREN COUNTY SPECIAL SERVICES SCHOOL DISTRICT IS AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER. THE DISTRICT'S EMPLOYMENT PRACTICES DO NOT DISCRIMINATE ON THE BASIS OF RACE, COLOR, CREED, RELIGION, SEX, ANCESTRY, NATIONAL/ETHNIC ORIGIN, SOCIAL/ECONOMIC STATUS OR THE BASIS OF AN APPLICANT'S STATUS AS A HANDICAPPED PERSON, AS IS REQUIRED BY TITLE IX OF THE EDUCATIONAL AMENDMENTS OF 1972, N.J.A.C. 6.4-1.1 AND THE REHABILITATION ACT OF 1973. INQUIRIES REGARDING COMPLIANCE MAY BE DIRECTED TO THE SUPERINTENDENT OR AFFIRMATIVE ACTION OFFICER AT (908) 223-7275.