

**BOARD OF EDUCATION
MINUTES**

JANUARY 26, 2021

Meeting Held Remotely due to Statewide Health-Related Closure

PRESENTATION: Anthony Ardito, 2019-20 Audit Results

A. CALL TO ORDER

Mr. Delesky opened the meeting with the Call to Order at 6:00 p.m., and read the following statement:

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	Absent		Present	Absent
Mr. Joseph Delesky	X		Ms. Sherry Koeppen	X	
Ms. Gail Gomez	X		Ms. Kim Reitmeyer		X
Ms. Kathi Howell	X		Dr. Rosalie Lamonte	X	
Mr. Raub Hopek	X				

Also Present: Dr. Timothy Frederiks, Interim Superintendent and Mr. Jim Schlessinger, Business Administrator/Board Secretary

C. APPROVAL OF BOARD MINUTES

Ms. Gomez made a motion, seconded by Mr. Hopek, to approve the following resolution:

1. BE IT RESOLVED, to approve the minutes of the December 22, 2020 Board of Education regular meeting. (Attachment 1)

CARRIED: 6-0 in a voice vote.

D. SUPERINTENDENT'S REPORT

I. Public Relations

- a. Update from Joint Council of Special Services School Districts Jan. 7 meeting.
- b. Revisit: Recognize past Board Member Bill Spencer in the near future.
- c. Update on discussions with Sussex ESC

- II. Operations
- III. Personnel
- IV. Policies
 - a. Policy Alert – second readings
- V. Executive Session
 - a. Legal
 - b. Personnel discussion

E. COMMUNICATIONS AND ATTACHMENTS

1. Minutes of the December 22, 2020 Regular Meeting
2. None (no executive session in last meeting)
3. Check Register, December 23, 2020 – January 26, 2021
4. Treasurer’s Report, Secretary’s Report and Financials – December 2020
5. Budget Adjustments for December 2020
6. Accounts Receivable Aging Report as of January 21, 2021
7. Audit report for the 2019-20 fiscal year

F. OLD BUSINESS

None.

G. COMMITTEE REPORT/RECOMMENDATIONS

Education Committee (Ms. Gomez, Ms. Howell, Ms. Koeppen)

- Curriculum
- Personnel
- Policy

Operations Committee (Mr. Delesky, Mr. Hopek, Ms. Reitmeyer)

- 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

Ms. Howell made a motion, seconded by Ms. Gomez, to approve the following resolutions on the recommendation of the Superintendent and School Business Administrator:

1. Approval of Check Register(s)
 BE IT RESOLVED, that the Board of Education, upon the recommendation of the School Business Administrator approves the December 23, 2020 – January 26, 2021 bill list in the amount of \$414,998.08 (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 December 30, 2020 (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 December 30, 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 2020-2021 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 2020-2021 school year budget (Attachment 5).
5. Comprehensive Annual Financial Report
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, 2020 as prepared by Ardito & Co., LLP.

CARRIED: 6-0 in a roll call vote

I. STATISTICAL REPORT

No report.

J. PERSONNEL RECOMMENDATIONS

None.

K. PROFESSIONAL DEVELOPMENT

None.

L. CLASSROOM FIELD TRIPS

There are no classroom programs for the 2020-21 school year.

M. MISCELLANEOUS RECOMMENDATIONS

Ms. Gomez made a motion, seconded by Ms. Koeppen, to approve the following resolutions on the recommendation of the Superintendent and School Business Administrator:

1. Policy Updates: Policy Alert 221

BE IT RESOLVED, to approve the second reading of the following policies at the recommendation of the Policy Committee

P 1620	Administrative Employment Contracts (M) (Revised)
P 2431	Athletic Competition (M) (Revised)
R 2431.1	Emergency Procedures for Sports and Other Athletic Activity (M) (Revised)
P 2451	Adult High School (M) (Revised)
P 2464	Gifted and Talented Students (M) (Revised)
P & R 5330.05	Seizure Action Plan (M) (New)
P 6440	Cooperative Purchasing (M) (Revised)
P & R 6470.01	Electronic Funds Transfer and Claimant Certification (M) (New)
P & R 7440	School District Security (M) (Revised)
P 7450	Property Inventory (M) (Revised)
P & R 7510	Use of School Facilities (M) (Revised)
P 8420	Emergency and Crisis Situations (M) (Revised)
P 8561	Procurement Procedures for School Nutrition Programs (M) (Revised)
RESTART AND RECOVERY PLAN POLICY GUIDES	
P 1648	Restart and Recovery Plan (M) (Revised)
P 1648.02	Remote Learning Options for Families (M) (New)
P 1648.03	Restart and Recovery Plan – Full-Time Remote Instruction (M) (New)

2. New Jersey Schools Insurance Group (NJSIG) Renewal

WHEREAS, N.J.S.A. 18A:18B-1, et seq., enables boards of education to join with other boards of education in school board insurance trusts for the purpose of forming self-insurance pools;

WHEREAS, the New Jersey Schools Insurance Group (“NJSIG”) is a joint insurance fund authorized by N.J.S.A. 18A:18B-1, et seq. to provide insurance coverage and risk management services for its members;

WHEREAS, the Warren County Special Services School District, herein after referred to as the “Educational Institution,” has resolved to apply for and/or renew its membership with NJSIG;

WHEREAS, the Educational Institution certifies that it has not defaulted on a claim, and has not been cancelled for non-payment of insurance premium for a period of at least two (2) years prior to the date of its application to NJSIG;

WHEREAS, the Educational Institution desires to secure protection, services, and savings relating to insurance and self-insurance for itself and its departments and employees; and,

WHEREAS, the Educational Institution finds that the best and most efficient way of securing this protection and services is by cooperating with other boards of education in the State of New Jersey.

NOW THEREFORE, BE IT RESOLVED, THAT:

1. This agreement is made by and between NJSIG and the Educational Institution;
2. The Educational Institution joins with other boards of education in organizing and becoming members of NJSIG pursuant to N.J.S.A. 18A:18B-3(a), for a period of three years, beginning on July 1, 2020, and ending July 1, 2023 at 12:01 a.m.;
3. In consideration of membership in NJSIG, the Educational Institution agrees that for those types of coverage in which it participates, the Educational Institution shall jointly and severally assume and discharge the liabilities of each and every member of NJSIG to such agreement arising from their participation in NJSIG. By execution hereof the full faith and credit of the Educational Institution is pledged to the punctual payment of any sums which shall become due to NJSIG in accordance with the bylaws thereof, the plan of risk management, this Agreement and any applicable statute or regulation;
4. The Educational Institution and NJSIG agree that NJSIG shall hold all monies paid by the Educational Institution to NJSIG as fiduciaries for the benefit of NJSIG claimants all in accordance with applicable statutes and/or regulations;
5. NJSIG shall establish and maintain Trust Accounts in accordance with N.J.S.A. 18A:18B-1, et seq. and such other statutes and regulations as may be applicable;
6. By adoption and signing of this resolution, the Educational Institution is hereby joining NJSIG in accordance with the terms of this Indemnity and Trust Agreement and Resolution to Join / Renew Membership, effective the date indicated below, for the types of insurance as indicated in the Insurance Binder issued by NJSIG;
7. The Educational Institution hereby ratifies and affirms the bylaws and other organizational and operational documents of NJSIG, and as from time to time amended by NJSIG and/or the State of New Jersey, Department of Banking and Insurance, in accordance with the applicable statutes and regulations as if each and every one of said documents were re-executed contemporaneously herewith;
8. The Educational Institution agrees to be a participating member of NJSIG for the period herein provided for and to comply with all of the rules and regulations and obligations associated with said membership, including, but not limited to the NJSIG's Plan of Risk Management;
9. The Educational Institution under its obligations as a member of NJSIG agrees to allow for safety inspections of its properties, to pay contributions in a timely fashion and to comply with the bylaws and standards of participation of NJSIG including the plan of risk management;
10. If NJSIG, in the enforcement of any part of this Agreement, shall incur necessary expense or become obligated to pay attorney's fees and/or court costs, the Educational Institution agrees to reimburse NJSIG for all such reasonable expenses, fees and costs on demand;
11. The Business Administrator is hereby authorized in accordance with the Public School Contracts Law, N.J.S.A. 18A:18A-1, et seq., to execute such contracts and documentation with NJSIG as is necessary to effectuate this resolution; and,

12. The Business Administrator is directed to send a certified copy of this Indemnity and Trust Agreement and Resolution to Renew Membership to NJSIG.

CARRIED: 6-0 in a voice vote.

N. TRANSPORTATION RECOMMENDATIONS

Ms. Koeppen made a motion, seconded by Ms. Gomez, to approve the following resolutions on the recommendation of the Superintendent and School Business Administrator:

1. RESOLVED, to approve a coordinated Transportation Agreement between the WCSSSD and the following school districts for the 2021-2022 school year:
 - Allamuchy Township School District Board of Education
 - Alpha Township Board of Education
 - Atlantic City School District Board of Education
 - Belvidere School District Board of Education
 - Bethlehem Township Board of Education (Hunterdon County)
 - Blainstown Township Board of Education
 - Bloomsbury Board of Education (Hunterdon County)
 - Bound Brook School District Board of Education
 - Branchburg Township School District Board of Education
 - Bridgewater- Raritan Regional School District BOE (Somerset County)
 - Camden City Public Schools Board of Education
 - Camden County Educational Service Commission
 - Clark Public School (Union County)
 - Clinton Township School District Board of Education
 - Clinton-Glen Gardner Board of Education
 - Cumberland Regional School Board of Education (Cumberland County)
 - Delaware Valley Regional High School Board of Education
 - Delran School District Board of Education (Burlington County)
 - Dover Public School District Board of Education
 - Dunellen School District (Middlesex County)
 - East Brunswick Public School (Middlesex County)
 - Educational Services Commission of Morris County
 - Elizabeth Public School District Board of Education (Union)
 - Essex Regional Educational Services Commission
 - Fairfield Public School District BOE (Essex County)
 - Fairfield Township Board of Education (Cumberland County)
 - Fairview Public Schools (Bergen County)
 - Florence Township BOE
 - Franklin Township School Board of Education
 - Franklin Township School (Hunterdon County)
 - Franklin Township Public Schools (Somerset County)
 - Freehold Regional High School Board of Education

- Frelinghuysen Township School District Board of Education
- Frenchtown School District Board of Education (Hunterdon County)
- Great Meadows Regional Board of Education
- Greenwich Township School District Board of Education
- Hackensack Public School District (Bergen County)
- Hackettstown Public School Board of Education
- Haddon Township School District Board of Education (Camden County)
- Hammonton School District Board of Education (Atlantic County)
- Hampton Public School (Hunterdon County)
- Harmony Township School District Board of Education
- High Bridge Public School Board of Education (Hunterdon County)
- Hoboken School District (Hudson County)
- Holland Township School District Board of Education
- Hope Township School District Board of Education
- Hunterdon Central BOE (Hunterdon County)
- Jefferson Township (Morris County)
- Jersey City Public Schools BOE (Hudson County)
- Keansburg School District (Monmouth County)
- Keyport School District (Monmouth County)
- Knowlton Township School District Board of Education
- Lafayette Township School District (Sussex County)
- Lakewood School District (Ocean County)
- Lebanon Township School District Board of Education (Hunterdon County)
- Lenape Regional High School District Board of Education
- Lenape Valley Regional School District Board of Education
- Livingston Public Schools (Essex County)
- Lopatcong Township School District Board of Education
- Mansfield Township School District Board of Education
- Maurice River School District (Cumberland County)
- Midland Park Public Schools (Bergen County)
- Midland School BOE (Somerset County)
- Monroe Township Public Schools (Gloucester County)
- Monroe Township Public Schools (Middlesex County)
- Moonachie School District (Bergen County)
- Morris School District Board of Education (Morris County)
- Mount Olive School District Board of Education
- Neptune Township School District Board of Education (Monmouth County)
- Newark Public Schools Board of Education (Essex County)
- North Hunterdon-Voorhees Regional Board of Education
- North Warren Regional School District Board of Education
- Oxford Township School District Board of Education
- Paramus School District Board of Education (Bergen County)
- Paterson Public Schools Board of Education (Passaic County)
- Phillipsburg School District Board of Education
- Piscataway Township Schools Board of Education (Middlesex County)

- Pohatcong Township School District Board of Education
 - Quinton Township School District Board of Education (Salem County)
 - Rancocas Valley Regional School (Burlington County)
 - Readington Township School District (Hunterdon County)
 - Saints Philip & James School Board of Education
 - Somerset County ESC Board of Education
 - Somerville School District Board of Education
 - Sterling High School (Camden County)
 - Sussex County Northern Hills Academy
 - Sussex County Regional Cooperative Board of Education
 - Tewksbury Board of Education
 - Trenton Public Schools
 - Township of Union Public Schools (Union County)
 - Union Township School District (Hunterdon County)
 - Warren County Technical School (Warren County)
 - Warren Hills Regional School District Board of Education
 - Washington Borough School District Board of Education
 - Washington Township Board of Education (Morris County)
 - Washington Township School District Board of Education
 - West Milford Township School Board of Education
 - West Morris Regional Board of Education (Morris County)
 - West New York NJ Board of Education (Hudson County)
 - White Township School District Board of Education
 - Willingboro Township School District (Burlington County)
2. RESOLVED, to approve a Joint Transportation Agreement between the SUSSEX COUNTY REGIONAL COOPERATIVE and WCSSSD for the 2021-2022 school year with a 2% Administrative fee.
 3. RESOLVED, to approve a Joint Transportation Agreement between the Educational Services Commission of Morris County and WCSSSD for the 2021-2022 school year with a 2% Administrative fee.
 4. RESOLVED, to approve a Coordinated Transportation Agreement between the WCSSSD and the Educational Services Commission of Morris County for the 2021-2022 school year with a 2% Administrative fee.

CARRIED: 4-0-2 in a roll call vote (Ms. Koeppen and Dr. Lamonte abstained)

O. SUSPENSIONS

No action.

P. HARASSMENT, INTIMIDATION AND BULLYING

No action.

Q. NEW BUSINESS

No action

R. PUBLIC INPUT

- None.

S. EXECUTIVE SESSION

Moved by Mr. Hopek and seconded by Ms. Koeppen, to enter Executive Session at 6:38 pm.

BE IT RESOLVED, WHEREAS, the Board of Education must discuss subjects concerning legal, personnel, and negation issues

- Personnel and 2021-22 staffing

and WHEREAS, the aforesaid subjects are not appropriate subjects to be discussed in public meeting; and WHEREAS, the aforesaid subjects to be discussed are within the exemptions pursuant to P.L.1975 Chapter 231, it is; therefore, RESOLVED, that the aforesaid subjects shall be discussed in private session by this board and administrative staff and information pertaining thereto will be made available to the public as soon thereafter as possible and once the reasons for nondisclosure no longer exists.

CARRIED:

Executive Session

Moved by Ms. Koeppen and seconded by Ms. Gomez, to exit Executive Session at 7:13 pm.

BE IT RESOLVED, that the Board of Education has been in executive session for the past 35 minutes. The matters that were discussed will be disclosed to the public as soon as possible once the reasons for nondisclosure no longer exist.

CARRIED:

T. ADJOURNMENT

Mr. Hopek made a motion, seconded by Dr. Lamonte, to adjourn the meeting at 7:14 pm.

CARRIED: 6-0 in a voice vote.

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.