

REGULAR MEETING

The New Jersey Open Public Meeting Law was enacted to ensure the right of the public to have advance notice and to attend meetings of public bodies at which any business affecting their interest is discussed or acted upon. In accordance with the provisions of this act, the Byram Township Board of Education has caused advance notice of this meeting to be published by having the date, time and place thereof posted at the municipal building and by informing the newspapers.

The regular meeting of the Byram Township Board of Education was called to order by the board president, Mr. Andrew McElroy, on Wednesday, April 29, 2020, at 7:00 p.m. in the Byram Township Intermediate All Purpose Room at a virtual meeting.

PRESENT: Mr. Andrew McElroy, Mrs. Kristy McFarlane, Mrs. MaryAnn Risley, Mrs. Lori Sanchez and Mrs. Kate Walsh, Mrs. Kelley Dilley and Mr. Charles Kranz.

Mr. Andrew McElroy, Board President, publicly reviewed the format of the meeting stating that there will be three times the public can participate during the course of the meeting. Mr. McElroy thanked the staff and Administration for a phenomenal job and making the virtual learning environment as easy as possible for all involved. The school community has really come together.

PRESENTATIONS- 2020-2021 Budget Presentation/Hearing on the Budget

Mr. McElroy commented that the plan for FY21 was to keep the general levy at 0% and that FY21 would be the final year of debt service. Banked cap would then be available to fund operations thereafter, due to future anticipated decreases in state aid due to S2. State aid numbers for FY21 may be revised due to the current economic situation.

Mr. Bryan Hensz, Superintendent, reviewed the budget goals noting that all programs have remained in place with the current budget. There will be continued investment in facilities noting school security improvements and maintenance of buildings. Depending on the learning environment necessary when school reopens, renovations may need to take place in Open Space. Meaningful professional development will continue to be offered to the staff.

Mrs. Joanne Black, Business Administrator, reviewed the highlights of the budget noting that the levy has remained at 0% and that there are two changes from the tentative budget approved at the March 18, 2020 BOE meeting to the Public Hearing. \$70,000 had originally been budgeted as anticipated fund balance, however, an additional \$175,000 has been added for a total of \$245,000 in anticipated fund balance in the FY21 budget. This is to appropriate for additional employees in need of the District's health benefits due to current economic conditions. In addition, \$1,000,000 will be budgeted for potential improvements to Open Space to accommodate the safe learning environment for students that may be necessary when school reopens. State aid was reduced by \$394,000 for FY21 in accordance with S2. The budget includes additional chromebooks and other necessary technology purchases. There is \$100,000 for technology upgrades and \$100,000 for security upgrades budgeted from capital reserve included in the FY21 budget.

There were no public comments on the budget.

Mr. McElroy read the district goals:

- DISTRICT GOALS** – District Goal #1: Enhance academic achievement and the social and emotional wellbeing of the students.
District Goal #2: Enhance the district through climate and culture.
District Goal #3: Continue to implement and enhance safety and security measures within the school district.
District Goal #4 : Explore avenues for additional revenue for the district

PUBLIC PARTICIPATION – No Public Comment

APPROVE MINUTES

Resolved, that the Byram Township Board of Education approve the following minutes:
Regular Meeting Minutes – March 18, 2020

Motion made by Mr. Charles Kranz seconded by Mrs. Kate Walsh.

Mrs. Risley noted that the Ed Services Committee comment line was under shared service and should be under Ed Services. Mrs. Black stated she will make the noted change in the March 18th minutes.

Motion passed unanimously by voice vote.

COMMUNICATIONS

SUPERINTENDENT’S REPORT – Mr. Hensz reported on the following:

- Thank you to all and everyone is very positive with the new distance learning.
- Refunds will be looked at for all field trips.
- Administration Meeting – discussed a virtual graduation.

BUSINESS ADMINISTRATOR’S REPORT – Mrs. Black reported on the following:

- Budget reviewed earlier in the meeting.
- Deadline for Alyssa Law compliance extended to August 12, 2020.
- IDEA and ESEA applications deadline dates have not yet been released.

COMMITTEE REPORTS

Shared Services – MaryAnn Risley – No meeting.

Sussex County Ed Services – MaryAnn Risley – Virtual meeting.

Technology Committee – Andrew McElroy – No meeting.

Negotiations Committee –Lori Sanchez – No meeting.

Personnel Committee – Kate Walsh – Met virtually and discussed items on agenda and non-renewals.

Curriculum Committee – Kristy McFarlane – No meeting.

Policy Committee – Charles Kranz – Met virtually and discussed policy changes noting policy on election of Board President and Vice President-recommending keeping current policy. Committee also reviewed post-natal accommodations for employees.

Finance Committee – Kelley Dilley – Met virtually and discussed budget presentation, plans going forward depending on state aid.

CONSENT AGENDA - RECOMMENDED ITEMS FOR BOARD ACTION

A. Negotiations

B. Personnel

1. Instructional:

Resolved, that the Byram Township Board of Education approve the following personnel:

NAME	NATURE OF ACTION	POSITION CONTROL NUMBER	SALARY	DEG/STEP	LOCATION	DATE EFFECTIVE	DATE TERMINATED	DISCUSSION
B0000202	FMLA 12 weeks starting March 30, 2020	MS0000003			Byram Intermediate School	March 30, 2020	June 22, 2020	
B0000071	Extended Medical Leave	MS0000069			Byram Intermediate School	March 11, 2020	March 30, 2020	
B0000071	FMLA	MS0000069			Byram Intermediate School	March 31, 2002	April 10, 2020	

2. Non-Instructional/Substitute/Other

Resolved, that the Byram Township Board of Education approve the following:

NAME	NATURE OF ACTION	POSITION/CONTROL NUMBER	SALARY	DEG/STEP	LOCATION	DATE EFFECTIVE	DATE TERMINATED	DISCUSSION
Isabelle Becker	Maternity Leave Substitute		Substitute Teacher Rate		BIS	April 23, 2020	June 30, 2020	

C. Curriculum/Instruction

1. Resolved, that the Byram Township Board of Education approve the following field trips and programs:

Event / Field Trip	Dates	Staff Member	Destination
Extended School Year Program	July 6, 2020 - July 31, 2020 five days a week for four weeks	TBD at a later date	Byram Lakes School
Summer School ELA/Math/SS/History/Science	July 6, 2020-July 31, 2020 five days a week for four weeks	TBD at a later date	Byram Intermediate School

2. Resolved, that the Byram Township Board of Education approve the following professional development and associated costs:

Professional Development Employee/Board	Conference	Dates	Registration	Hotel	Meals & Inc. Exp	Mileage, Tolls and Parking	Total
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Member Name							
N/A							

D. Finance & Facilities:

Resolved, that the Byram Township Board of Education approve the following:

- Resolved, that the Board of Education accept the financial reports for all funds for the month of March 2020 from the Board Secretary and the Treasurer of School Monies, both in agreement at \$5,519,230.77.
- Resolved, that the Board of Education accept the Board Secretary’s certification pursuant to N.J.A.C.6:23-16.10(c)3 that as of March 2020 no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the Board of Education pursuant to N.J.A.C.6:23-16.10(c)4.
- Resolved, that the Board of Education certifies, that after review of the Secretary’s financial report for the month of March 2020 consultation with the appropriate district officials, no major account has been over expended and that sufficient funds are available to meet the district’s financial obligation for the remainder of the fiscal year.
- Resolved, that the Board of Education approve the transfer of funds for March 2020 as approved by the Chief School Administrator in accordance with the provisions of N.J.S.A. 18A.22-8.1 and Board Policy #3160.
- Resolved, that the Byram Township Board of Education approve the list of bills for all funds for April 2020 in the amount of \$ 1,274,527.71

6. Resolved, that the Byram Township Board of Education approve the following use of facilities:

NAME	NATURE OF ACTION	ACTIVITY	LOCATION	DATE EFFECTIVE	COMMENTS
N/A					

7. Resolved, that the Byram Township Board of Education approve the following tuition contracts for the 2019 - 2020 school year:

Student Number	Classification	Placement	Cost
N/A			

8. Resolved, that the Byram Township Board of Education approve participation in the coordinated transportation services provided through Hopatcong Borough Board of Education under the name of Sussex County Regional Cooperative to transport special education, private, vocational-technical and other students to specific locations during the 2020-2021 school year as per attached agreement.
9. Resolved, that the Byram Township Board of Education approve participation in the coordinated transportation services provided through Hopatcong Borough Board of Education under the name of Sussex County Regional Cooperative to transport public students to specific locations during the 2020-2021 school year as per attached agreement.
10. Resolved, that the Byram Township Board of Education approve participation in the coordinated transportation services provided through Hopatcong Borough Board of Education under the name of Sussex County Regional Cooperative to transport Athletics students to specific locations during the 2020-2021 school year as per attached agreement.
11. Resolved, that the Byram Township Board of Education approve the firm Nisivoccia LLP as District Auditors for the period July 1, 2020 through June 30, 2021 at a cost of \$20,700.00.
12. Resolved, that the Byram Township Board of Education approve the submission of the 2019-2020 ESEA amendment for carryover from FY19 to the NJDOE:

	FY2020	Carryover FY 2019	Amended FY2020
Title I	44,525	15,430	59,955
Title II	12,587	715	13,302
Title III	182 reallocated	-	-
Title IV	10,000	4,550	14,550
Total	67,294	20,695	87,807

13. Resolved that the Byram Board of Education accepts the proposal from Fairfield Maintenance for repairs to the underground storage tank at the BIS in the amount of \$4987.00.
14. Resolved that the Byram Township Board of Education approve the submission of the school security grant application to the NJDOE and local funds are available if the total estimated cost of the proposed work exceeds the grant allowance.

E. Administration:

1. Emergency Drill Report: Byram Township Public Schools Monthly Certification of Emergency Drill Implementation 2019-2020

Intermediate School

MONTH	DATE	DRILL	MONTH	DATE	DRILL
September	9/13/19	Fire Drill	September	9/30/19	Bomb Threat Procedure
October	10/30/19	Fire Drill	October	10/31/19	Shelter in Place

November	11/15/19	Fire Drill	November	11/27/19	Lock Down
December	12/10/19	Fire Drill	December	12/20/19	Shelter in Place
January	1/14/2020	Shelter In Place	January	1/15/2020	Fire Drill
February	2/24/20	Fire Drill	February	2/28/2020	Shelter in Place
March	N/A	N/A	N/A	N/A	N/A
April	N/A	N/A	N/A	N/A	N/A

Lakes School

MONTH	DATE	DRILL	MONTH	DATE	DRILL
September	9/3/19	Lockdown	September	9/24/19	Fire Drill
October	10/8/19	Active Shooter	October	10/24/19	Fire Drill
November	11/18/19	Shelter in Place	November	11/26/19	Fire Drill
December	12/4/19	Fire Drill	December	12/12/19	Lockdown
January	1/5/20	Fire Drill	January	1/29/20	Bomb Threat Drill
February	2/19/20	Lock Down	February	2/24/20	2nd Stage Drill
March	N/A	N/A	N/A	N/A	N/A
April	N/A	N/A	N/A	N/A	N/A

- Resolved, that the Byram Township Board of Education retroactively approves the submission to the NJDOE by the Superintendent, a proposed program of virtual or remote instruction to meet the 180 day requirement due to the government mandated closure of schools.

F. Policy:

- Resolved, that the Byram Township Board of Education approve the following policies for second reading:

POLICY #	2nd READING	POLICY NAME
P0152	4/22/2020	Board Officers (Revised)
P1581	4/22/2020	Domestic Violence (M) (Revised)
P2422	4/22/2020	Health and Physical Education (M) (Revised)
P3421.13	4/22/2020	Postnatal Accommodations (New)
P4421.13	4/22/2020	Postnatal Accommodations (New)
P5330	4/22/2020	Administration of Medication (M) (Revised)
P7242	4/22/2020	Supervision of Construction (M) (Revised)
P8210	4/22/2020	School Year (Revised)
P8220	4/22/2020	School Day (M) (Revised)
P8462	4/22/2020	Reporting Potentially Missing or Abused Children (M) (Revised)
REGULATION #	2nd READING	REGULATION NAME
P1581	4/22/2020	Domestic Violence (M) (Revised)
P2422	4/22/2020	Health and Physical Education (M) (Revised)
P3421.13	4/22/2020	Postnatal Accommodations (New)

A Motion was made by Mrs. Kate Walsh, seconded by Mrs. Kristie McFarlane to approve all resolutions on the Consent Agenda, items A through F. Motion passed unanimously by roll call vote.

ITEMS FOR DISCUSSION AND BOARD ACTION

1. ADOPTION OF 2020/2021 DISTRICT BUDGET BE
 IT RESOLVED that the budget be approved for the 2020-2021 School Year using the 2020-2021 state aid figures as listed below:

	GENERAL FUND	SPECIAL REVENUES	DEBT SERVICE	TOTAL
2020-2021 Total Expenditures	16,193,564	215,000	752,506	17,161,070
Less: Anticipated Revenues	4,904,975	215,000	66	5,120,041
Taxes to be Raised	11,288,589	0	752,440	12,041,029

BE IT FURTHER RESOLVED, that included in line 600, Budgeted Withdrawal from Local Share is \$1,200,000 for other capital projects. The estimated cost of the renovations to the Open Space area in the Byram Intermediate School is \$1,000,000. The cost of the security project is \$100,000 which represents expenditures for security upgrades and the cost of the technology project is \$100,000 for technology upgrades. These projects are in addition to the facilities efficiency standards determined by the Commissioner as necessary to achieve the New Jersey State Learning Standards, as recommended by the Superintendent of Schools.

BE IT FURTHER RESOLVED, that included in line 630, withdrawal from maintenance reserve is \$125,000 for required maintenance in accordance with N.J.A.C. 6A:23a-14.2(d), as recommended by the Superintendent of Schools.

Budgeted fund balance in the amount of \$245,000 will be used in the 2020-2021 budget.

2. BANKED CAP:

BE IT RESOLVED, that the Byram Township Board of Education approve the district’s Cap Banking Eligibility available for 2021-2022 in the amount of \$451,544.

3. TRAVEL AND RELATED EXPENSE REIMBURSEMENT 2020 - 2021

WHEREAS, the Byram Township Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

WHEREAS, N.J.A.C. 6A:23B-1.1 et seq. requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

WHEREAS, a Board of Education may establish, for regular district business travel only, an annual school year threshold of \$1,500 per staff member where prior Board approval shall not be required unless this annual threshold for a staff member is exceeded in a given school year (July 1 through June 30); and

WHEREAS, travel and related expenses not in compliance with N.J.A.C. 6A:23B-1.1 et seq., but deemed by the Board of Education to be necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; now

THEREFORE, BE IT RESOLVED, the Board of Education approves all travel not in compliance with N.J.A.C. 6A:23B-1.1 et seq. as being necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; and

BE IT FURTHER RESOLVED, the Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A:23B-1.2(b), to a maximum expenditure of \$60,000 for all staff and board members.

4. Resolved that the Byram Township Board of Education awards the contract for the purchase of 7 Aruba 2930F + switches and 3 warranty to PKA Tech IT Solutions in the amount of \$20,395.62 under the conditions of NJ NASPO HPE DATACOMM M7000-88130.

5. Resolved that the Byram Township Board of Education awards the contract for the purchase of Sonicwall SNa2650Secure Upgrade to CDW-G in the amount of \$4151.69 under the conditions of contract #ESC NJ 18/19-03.

Motion made by Mrs. Kristie McFarlane and seconded by Mrs. Kate Walsh.

Motion carried unanimously on a roll call vote.

PUBLIC PARTICIPATION - None

NEW BUSINESS - None

OLD BUSINESS –

- Mrs. Risley commented on the Teacher’s Parade and how wonderful it was. Mrs. Sanchez and Mrs. Walsh said it was awesome.

Mr. McElroy explained that the BOE would be going in to executive session and will only move on item 5 on the agenda. Public can stay on link and be there for the end of the meeting

RESOLUTION FOR CLOSED SESSION

Resolution for Closed Session on April 29, 2020 at 7:43 p.m.

WHEREAS, The Open Public Meetings Act, Chapter 231, PL 1975, permits the exclusion of the public from a meeting in certain circumstances; and

WHEREAS, the Byram Township Board of Education is of the opinion that such circumstances presently exist.

NOW, THEREFORE, BE IT RESOLVED, by the Byram Township Board of Education County of Sussex, State of New Jersey that a closed session will be held on April 29, 2020 for the purpose of discussing *personnel and contract negotiations*.

BE IT FURTHER RESOLVED that the action of the board with regard to the above entitled subject matter shall be disclosed to the public at a later date and to the extent that the same is not prejudicial to the interest of the parties involved, and would not result in a possible invasion of their right to privacy.

Motion made by Mrs. Kate Walsh, seconded by Mrs. Maryanne Risley that the Board of Education go into closed session. Motion carried unanimously by voice vote.

RECONVENE

Moved by Mrs. Kelly Dilley, seconded by Mrs. Kristie McFarlane that the Board of Education reconvene this meeting at 7:52 p.m. Motion passed unanimously by voice vote.

PERSONNEL - REAPPOINTMENTS

1. Resolved, that the Byram Township Board of Education approve the attached lists of certificated staff for the 2020-2021 school year pending negotiations.
2. Resolved, that the Byram Township Board of Education approve the attached lists of non-certificated staff for the 2020-2021 school year.
3. Resolved, that the Byram Township Board of Education approve the attached list of administrators for the 2020-2021 school year.
4. Resolved, that the Byram Township Board of Education approve the attached list of all staff not affiliated with the Association for the 2020-2021 school year pending negotiations.
5. Resolved, that the Byram Township Board of Education approve the contract for Joanne Black Business Administrator/Board Secretary at a salary of \$125,000 for the period of July 1, 2020 through June 30, 2021 pending negotiations.

Moved by Mrs. Kelly Dilley, seconded by Mrs. Kristie McFarlane that the Board of Education approve Personnel Reappointments. Motion passed unanimously by roll call vote.

ADJOURNMENT

Moved by Mrs. Kate Walsh, seconded by Mrs. Kristie McFarlane that the Board of Education adjourn this meeting at 7:53 p.m. Motion carried unanimously by voice vote.

Respectfully submitted,

Joanne Black
Board Secretary