

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, August 21, 2019, at 7:00 p.m. in the Byram Township Intermediate All Purpose Room at 12 Mansfield Drive, Byram Township, New Jersey.

PRESENT: Ms. Shelley Credidio, Mrs. Kelley Dilley, Mr. Andrew McElroy, Mrs. Kristy McFarlane, Mrs. Lori Sanchez and Mrs. Kate Walsh.

ABSENT: Mrs. MaryAnn Risley

ALSO PRESENT: Mr. Bryan Hensz, Superintendent
Mrs. Alice Bresett, Business Administrator/Board Secretary

DISTRICT GOALS - The Board discussed possible new goals for the 2019 - 2020 school year. The following were agreed upon and the Superintendent will develop clear statements and Action Plans for approval at the September meeting.

- Student achievement
- Additional revenue source – Full day Preschool
- Investigate Security
- Open space

APPROVE MINUTES

Moved by Mrs. Kate Walsh, seconded by Ms. Shelley Credidio that the Byram Township Board of Education approve the following minutes:

- Regular Meeting Minutes – June 26, 2019
- Executive Meeting Minutes – June 26, 2019

Motion passed unanimously by voice vote.

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

- Josh Rubenstein renovated the nature trail – adding crushed stone paths (45 tons of stone brought in) and clearing of brush.
- Installation of security cameras monitored by Administration and Technology; next phase outdoor cameras.

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

- Summer – Busy with closing out 2018-2019 financials and opening up new year financials.
- Facilitating 2019 – 2020 Bus Routes – should be in parent portal by August 26, 2019 or sooner. Waiting for digital file to upload.
- Summer custodial staff along with our regular maintenance and custodial staff are putting finishing touches on building and grounds. Great Job!
- June 30, 2019 Audit is underway. So far it’s going smoothly.
- Getting ready for back to school.
- Putting together first payroll – September 6, 2019.
- Projects – Transaction Drawer Window & Walkway. Project should be completed in the time for the start of school.

COMMITTEE REPORTS

Shared Services – Mary Ann Risley – No meeting.
Sussex County Ed Services – Mary Ann Risley – No meeting.
Technology Committee – Kristy McFarlane – No meeting.
Negotiations Committee – Andrew McElroy - No meeting.
Personnel Committee – Kate Walsh – No meeting
Curriculum Committee – Shelley Credidio - No meeting
Policy Committee – Lori Sanchez – No meeting.
Finance Committee – Kelley Dilley – No meeting.

CONSENT AGENDA - RECOMMENDED ITEMS FOR BOARD ACTION

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
Jessica Taylor	Resignation	MS0000032			BIS	June 30, 2019		
Joelynn Locasto	Resignation	MS0000079			BIS	June 30, 2019		
Kelly Dellicker	Resignation	ES0000074			BLES	August 7, 2019		
Loretta Williams	Resignation	ES0000009			BLES	August 8, 2019		
Lori Harrington	ESY Bedside	Student ID # 20090133	\$40/00 per hour, 10 hours a week for 6 weeks		Student Home	July 23, 2019	August 30, 2019	
Amy Feld	Appoint Middle School Special Education Teacher	MS0000079	\$58,220	BA/ Step 5	BIS	September 1, 2019	June 30, 2020	
Carmelina Stolzenberg	Appoint Middle School Language Arts Teacher	MS0000032	\$54,670	BA/ Step 1	BIS	September 1, 2019	June 30, 2020	

Kellie Sagi	Appoint Middle School Language Arts Maternity Leave Position	MS0000026	Substitute Teacher Pay		BIS	September 1, 2019	November 15, 2019	
Amy Stevens	Summer School	MS0000043	3.75 hours a day/20 day x \$40.00 per hour \$40.00		BIS	July 1, 2019	August 5, 2019	
Tracey Manser	Summer School	MS0000044	3.75 hours a day/20 day x \$40.00 per hour \$40.00		BIS	July 1, 2019	August 5, 2019	
Alyssa Allen	Student Teacher		Cooperating Teacher: Tracy Chibookian, 3rd grade		BLES	September 1, 2019	December 30, 2019	

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
Tammy Hammil	ESY Bus	MS0000096	Bus Aide 2 Hours per day at \$18.35 per hour		BLES	July 1, 2019	August 5, 2019	
Sharan Finnan	ESY Bus	ES0000072	Bus Aide 1 hour per day at \$12.73 per hour		BLES	July 1, 2019	August 5, 2019	
Indzhihan Sedkali	Substitute Teacher		Substitute Teacher Pay			September 1, 2019	June 30, 2020	
Jamie Sieka	Substitute Teacher		Substitute Teacher Pay			September 1, 2019	June 30, 2020	
Susan Mc Call	Substitute Nurse		Substitute Nurse Pay			September 1, 2019	June 30, 2020	
Andrew Tedesco	Substitute Teacher		Substitute Teacher Pay			September 1, 2019	June 30, 2020	
Jessica Thomson	Substitute Teacher		Substitute Teacher Pay			September 1, 2019	June 30, 2020	
Cindy DiMeo	Substitute Teacher		Substitute Teacher Pay			September 1, 2019	June 30, 2020	
Rachel Orr	Substitute Teacher		Substitute Teacher Pay			September 1, 2019	June 30, 2020	
Bonnie Spring	Student Council Advisor	MS0000039	\$2,025		BIS	September 1, 2019	June 30, 2020	
MaryLee Plate	Kindergarten Orientation	ES0000093	\$40.00 per hour for 2 hours		BLES	September 3, 2019		
Kayla Rafferty	Kindergarten Orientation	ES0000027	\$40.00 per hour for 2 hours		BLES	September 3, 2019		

Kerri Koch	Kindergarten Orientation	ES0000025	\$40.00 per hour for 2 hours		BLES	September 3, 2019		
Rachel Carter	Kindergarten Orientation	ES0000078	\$40.00 per hour for 2 hours		BLES	September 3, 2019		
Angela Gnecco	Kindergarten Orientation	ES0000077	\$40.00 per hour for 2 hours		BLES	September 3, 2019		

3. REAPPOINTMENTS

Resolved, that the Byram Township Board of Education reappoint the following effective July 1, 2019 through June 30, 2020.

1. Kerry Keane as Treasurer of School Monies.
2. Alice Bresett as Board Secretary
3. Nissivoccia as school auditor
4. The firms of Sciarrillo, Cornell, Merlino, McKeever & Osborne, LC as General Counsel; Schneck, Price & King, LLP as Special Education counsel
5. Joseph Casella as school doctor
6. A.J Gallagher Agency as insurance agent-general and liability packages (George Morville)
7. Integrity Consulting Group- health benefits insurance agent Charles Grande
8. Architect of Record- Parette Somjen
9. Independent Registered Municipal Advisor- Phoenix Advisors
10. The following designated persons:
 - Public Agency Compliance Officer- Business Administrator
 - Affirmative Action Officer - Business Administrator
 - Asbestos Hazard Emergency Response Act - Facilities Manager
 - Right to Know- Facilities Manager
 - Vocational/Educational Health and safety - John Fritzky
 - OSHA Lockout/Tagout - Facilities Manager
 - Liaison for School/Law Enforcement Agreement- Bryan Hensz
 - Liaison for Child Abuse-Bethany Kreher
 - Liaison for Migrant Families- Bethany Kreher
 - Liaison for Homeless Families - Bethany Kreher
 - Risk Management Consultant- School Alliance Insurance Fund- A.J. Gallagher Agency
 - Fund Commissioner- School Health Insurance Fund - Business Administrator
 - Fund Commissioner- School Alliance Insurance Fund- Business Administrator
 - Integrated Pest Manager - Facilities Manager
 - 504 Committee Coordinator- Sarah Bovee'
 - Purchasing Agent - Business Administrator
 - Substance Awareness Coordinator- Sarah Bovee'
 - Indoor Air Quality Designee- Facilities Manager
 - Chemical Hygiene Officer - Facilities Manager
 - Custodian of Records- Business Administrator
 - Harassment, Intimidation and Bullying Coordinator - Tim McCorkle

- HIB Specialists - Guidance Counselors
- School Safety Specialist - Bryan Hensz

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
Summer School Program	July 1 , 2019 to August 5, 2019	Amy Stevens, Tracey Manser	Byram Intermediate School
Metro School Plan. Inc	September 1, 2019-June 30, 2020	Amy Stevens	8th Grade Fund Raisers
Kindergarten Orientation	September 3, 2019 4:00-6:00 pm	MaryLee Plate, Kayla Rafferty, Kerri Koch, Rachael Carter, Angela Gnecco	Byram Lakes School
David's Cookies Fundraiser	September 14, 2019 - October 4, 2019	Nicole Costanza, Byram PTA	Byram School District
DO NOT PRESS SEND	October 7, 2019 1 Program BLES 1 Program BIS Parent Evening BIS APR	Jill Wolack, Nicole Costanza, Jen Molloy	Byram School District
SpiritWare Fundraiser	October 25, 2019	Nicole Costanza, Byram PTA	Byram School District
Scholastic Book Fair PTA Fundraiser	November 1, 4, 5, 6, 2019 During Day and Night conferences BIS GYM/BLES Health Room	Kristy D'Amelio, Stacey Michaels	Byram School District
Holiday Gift Shop PTA Fundraiser	December 4 & 5th, 2019	Nicole Costanza, Jen Molloy, Adrianna Allen	Byram School District
Holiday Ornament Sale Fundraiser	December 16 & 17, 2019	Terry Friend/Peer Leaders / teachers proceeds go to Deputy Township Clerk of Byram for SR gift cards for township residents.	BLES

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

Professional Development Employee/Board Member Name	Conference	Dates	Registration	Hotel	Meals & Inc. Exp	Mileage, Tolls and Parking	Total
Lori Harrington	Wilson Certification Level & Materials	Web Based, September 2019 - June 30, 2020	\$2,500		Materials for Program \$549.07		\$3,049.07
Dawn Boyer	Lead Eureka Math-Chicago	August 5- August 7, 2019	\$900.00	\$333.00	\$190.00	\$787.21	\$2,210.21
Karen Bott-Kelly	Beyond Decoding	October 4, 5, 2019	\$335.00	\$60.00		\$21.70	\$416.70

D. Finance & Facilities:

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

1. Resolved, that the Board of Education accept the financial reports for all funds for the month of June 2019 from the Board Secretary and the Treasurer of School Monies, both in agreement at \$ 4,302,614.84 and July 2019 from the Board Secretary and the Treasurer of School Monies, both in agreement at \$4,775,509.09.
2. 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 June and July 2019 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.
3. Resolved, that the Board of Education certify, that after review of the Secretary’s financial report for the month of June and July 2019 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.
4. Resolved, that the Board of Education approve the transfer of funds for July 2019 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.
5. Resolved, that the Byram Township Board of Education approve the list of bills for all funds for Additional June 2019 in the amount of \$69,225.82, July 2019 in the amount of \$897,889.56 and August 2019 in the amount of \$582,645.17.
6. Resolved, that the Byram Township Board of Education approve the following use of facilities:

NAME	NATURE OF ACTION	ACTIVITY	LOCATION	DATE EFFECTIVE	COMMENTS
Vesna Dan	Lenape Valley Girl Scouts	Paint with a Purpose Hearts of Hope	BLES Cafe	Friday, January 31, 2020 Snow Date, Feb 7, 2020	
Vesna Dan	Lenape Valley Girl Scouts	World Thinking Day	BIS APR	March 13, 2020 Snow Date, March 20, 2020	
Lisa Church	Byram Cub Scouts #276	Pack and Den Meetings	BLES CAFE	Fridays from September 20, 2019 to May 31, 2020 6:00-9:00	
Greg Poff	Boy Scout Troop 276	Boy Scout Meetings	BLES CAFE	Mondays 6:30-9:00 September 2019 - May 2020	
Chris Palermo	LV Soccer Club	School Field	BIS	Saturdays September - November 2019 8:00 AM - Noon	Back field by far soccer post. Will not interfere with Field Hockey field.
Lynn Molitoris	Morris County YMCA	Before and after school care	BLES	September 1, 2019 - June 30, 2020 when school is in session	BLES Cafeteria and /or Gym when available

				6:45 - 8:45 am 3:30- 6:00 PM	
Nicole Costanza / Jen Molloy	Byram PTA	Executive Meetings BLES STEAM Room	BLES	9/12/19, 10/17/19, 11/14/19, 12/5/19, 1/16/20, 2/20/20, 3/19/20, 4/2/20, 4/23/20, 5/14/20 6:30 pm	
Nicole Costanza / Jen Molloy	Byram PTA	General Membership Meeting BLES CAFE	BLES	9/12/19, 10/17/19, 11/14/19,1/16/20, 2/20/20, 3/19/20, 4/23/20, 5/14/20 7:15 pm	
Nicole Costanza / Jen Molloy/Laura Iacovacci	Byram PTA	MAD SCIENCE 5 Sessions	BLES	Wednesdays from October 2, 2019- May 20,2020 3:45 - 4:45	BLES Art Room and STEAM Room 2 Groups
Nicole Costanza/Irene Ingala	Byram PTA	LEGO CLUB	BLES	Tuesdays & Thursdays October 2019 - May,2020 3:40 - 4:45	HEALTH ROOM
Ana Lauradon	Byram PTA	Byram A Blaze	BIS/BLES	Friday October 25 /rain date October 26 3:45 - 8:00	Parking Lot Basketball Court BLES Cafe and bathrooms Trunk or Treating, Pumpkin Patch, Hot Dog Vendor
Nicole Costanza, Jen Molloy	Byram PTA	September Cookie Fundraiser Pickup	BIS	One night the week of November 14, 2019 from 5:00 - 7:00 TBD	BIS All Purpose Room or Gym
Kristy D'Amelio	Byram PTA	Byram's Got Talent Tryouts	BIS	January 17, 2020 snow date 1/24/20 3:30-7:00	BIS All Purpose Room
Kristy D'Amelio, Nicole Costanza, Jen Molloy, Kristy Clamelio	Byram PTA	Byram's Got Talent Rehearsals	BIS	February 27, 2020 snow date March 5, 2020 6:00- 9:00	BIS All Purpose Room
Kristy D'Amelio, Nicole Costanza, Jen Molloy,	Byram PTA	Byram's Got Talent Show	BIS	February 28, 2020 Snow date March 6, 2020 3:45 - 9:00	BIS All Purpose Room
Nicole Costanzo/ MaryKate Branche- Shoprite	Byram PTA	Cooking Class Sponsored by Wakefern	BLES	October 16, 2019, November 20, 2019, December 11, 2019 3:45 - 4:30	BLES Health Room
Nicole Costanzo/Jennifer Fall	Byram PTA	African Drum & Dance Class	BLES	Wednesdays September - May 2019-2020 3:45- 5:00	BLES Health Room
Adam Pavese	Lenape Valley Wrestling	Wrestling Matches	BIS	Tuesday and Thursday when Intermediate School is not holding any functions 5:30 - 9:00 Saturday December 14, January 4 & 11	BIS GYM
Adam Pavese	Lenape Valley Wrestling	Wrestling Matches	BIS	Monday and Friday when Intermediate School is not holding any functions 5:30 - 9:00	BIS APR

Allyson Van Dyke	LV Girl Scouts Troop 96255	Girl Scout Meetings	BLES	9/27/19, 10/8/19, 11/15/19, 12/13/19, 1/17/20, 2/21/20, 3/20/20, 4/24/20, 5/15/20, 5/29/20 3:45-5:00	BLES Art Room
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7. Resolved, that the Byram Township Board of Education approve payment of five vacation days for Employee #49116312. Employee should have received five additional vacation days for the previous 2016-2017 school year per contract however was inadvertently not credited with those days.

8. Resolved, that the Byram Township Board of Education approve the following Preschool tuition students at a cost of \$3,000.00 each per year for the period September 1, 2019 through June 30, 2020. Tuition is paid to Byram Township Board of Education by the parents:

Student #20140897	Student #20140827	Student #20140892
Student #20140894	Student #20140889	Student #20140828
Student #20140890	Student #20140893	Student #20140896
Student #20140788	Student #20140895	Student #20140777

9. Resolved, that the Byram Township Board of Education approve the Participation Agreement for Cooperative Purchasing to bid on electric services through the Educational Services Commission of New Jersey Cooperative Pricing System.

10. Resolved, that the Byram Township Board of Education designate PNC Bank as depository for investment of funds not immediately needed and the school business administrator/board secretary be designated as the school funds investor for the period July 1, 2019 through June 30, 2020: PNC Bank and that the Corporate Borrowing and Deposit Resolution between the Byram Township Board of Education and PNC Bank be adopted authorizing signature to the following accounts as they appear on the signature cards and that facsimile signatures be authorized for the president, business administrator and treasurer where applicable.

80-0123-4104	Operating Account	Board Sec., Board Pres., Treasurer
80-0123-4155	Payroll Agency Account	Board Secretary, Board President
80-0140-9736	Payroll Net Account	Board Secretary, Treasurer
80-0123-4075	Cafeteria Account	Board Secretary, Board President
80-0123-4163	Unemployment Account	Board Secretary, Board President
80-0123-4083	Student Activity Account	Board Secretary, Principal
80-3992-8734	Student Activity Account	Board Secretary, Principal
80-0123-9234	Petty Cash	Board Secretary

11. Resolved, that the Byram Township Board of Education approve the following Tax Shelter Annuity salary reduction 403b Deferred Compensation Plans, Adoption Agreement and applicable 457 plans, AXA Equitable, Fidelity, Forester, MetLife, Lincoln and Vanguard for the period July 1, 2019 through June 30, 2020.

FURTHER BE IT RESOLVED, that the Board of Education approves the reappointment of Plan Connect as third party administrator to perform certain plan administration, plan compliance and related services.

E. ADMINISTRATION:

1. Resolved, that the Byram Township Board of Education affirm the Superintendent's findings on *HIB BLES #4, [HIB BIS #8]*.

A Motion was made by Mrs. Kate Walsh, seconded by Mrs. Kelley Dilley to approve all resolutions on the Consent Agenda, items B through E. Motion passed by roll call vote.

ROLL CALL:

Sanchez Yes Walsh Yes Dilley Yes Risley Absent Credidio Yes McElroy Yes McFarlane Yes

ITEMS FOR DISCUSSION AND BOARD ACTION

1. Resolved, that the Byram Township Board of Education approve the use of facilities for Daisy Troop #97787 one Thursday per month in the BLES STEAM Room from 3:45-4:45.
2. Resolved, that the Byram Township Board of Education approve Janisha Soni as Paraprofessional at the Byram Lakes School from September 4, 2019 through June 30, 2020 for 5.75 hours per day, \$10.90 per hour, 181 days per year.
3. Resolved, that the Byram Township Board of Education approve Jamie Sieka, Tara Olezeski, and Lois McCarthy as Substitute Teachers at sub teacher pay from September 1, 2019 to June 30, 2020.
4. Resolved, that the Byram Township Board of Education approve Susan McCall as Substitute Nurse at sub nurse pay from September 1, 2019 to June 30, 2020.
5. Resolved, that the Byram Township Board of Education approve Preschool tuition student #20140901, student #20140775, student #20140914 and student #20140917 at a cost of \$3,000.00 per year for the period September 1, 2019 through June 30, 2020.
6. Resolved, that the Byram Township Board of Education approve the ABA Stipend of \$3,150 each to the following Paraprofessionals, Tammy Hamill, Ryan Resch and Kris Odell date effective September 1, 2019 through June 30, 2020.
7. Resolved, that the Byram Township Board of Education approve the Bus Routes and Bus Stops as listed in the 2019 – 2020 Bus Book.

A Motion was made by Mrs. Kate Walsh, seconded by Mrs. Kelley Dilley to approve all items 1-7. Motion passed unanimously by roll call vote.

ROLL CALL:

Sanchez Yes Walsh Yes Dilley Yes Risley Absent Credidio Yes McElroy Yes McFarlane Yes

PUBLIC PARTICIPATION - None

NEW BUSINESS - None

OLD BUSINESS - None

RESOLUTION FOR CLOSED SESSION

Resolution for Closed Session on August 21, 2019 at 7:15 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 August 21, 2019 for the purpose discussing *legal update on student matters, personnel, and 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. Shelley Credidio, seconded by Mrs. Kristie McFarlane that the Board of Education go into closed session. Motion passed unanimously by voice vote.

RECONVENE

Moved by Mrs. Kate Walsh, seconded by Ms. Shelley Credidio that the Board of Education reconvene this meeting at 8:50 p.m. Motion passed unanimously by voice vote.

ADJOURNMENT

Moved by Mrs. Kate Walsh, seconded by Ms. Shelley Credidio that the Board of Education adjourn this meeting at 8:50 p.m. Motion passed unanimously by voice vote.

Respectfully submitted,

Alice E. Bresett
Board Secretary