

**PLEASE TURN OFF OR SILENCE YOUR CELL PHONES**

**BYRAM TOWNSHIP BOARD OF EDUCATION**

**AGENDA**

**September 25, 2019 7:00 pm**

Ms. Credidio \_\_\_\_\_  
Mrs. Dilley \_\_\_\_\_  
Mr. McElroy \_\_\_\_\_  
Mrs. McFarlane \_\_\_\_\_  
Mrs. Risley \_\_\_\_\_  
Mrs. Sanchez \_\_\_\_\_  
Mrs. Walsh \_\_\_\_\_

**CALL TO ORDER** (Presiding Officer)

**PUBLIC ANNOUNCEMENT**

**PUBLIC NOTICE**

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.

**FLAG SALUTE**

**ROLL CALL**

**PRESENTATIONS-** Building a Sensory Garden in the Byram Lakes courtyard presentation by Graham Woodward for his Eagle Scout Project.

**DISTRICT GOALS** –

**PUBLIC PARTICIPATION - (Agenda Items Only).**

**Public comment no longer than three (3) minutes per person.**

**I. APPROVE MINUTES**

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

Regular Meeting Minutes – August 21, 2019

Executive Meeting Minutes – August 21, 2019

MOTION \_\_\_\_\_ 2ND \_\_\_\_\_

**II. COMMUNICATIONS**

**III. SUPERINTENDENT’S REPORT**

**IV. BUSINESS ADMINISTRATOR’S REPORT**

**V. COMMITTEE REPORTS**

- Shared Services – Mary Ann Risley
- Sussex County Ed Services – Mary Ann Risley
- Technology Committee – Kristy McFarlane
- Negotiations Committee –Andrew McElroy
- Personnel Committee – Kate Walsh
- Curriculum Committee – Shelley Credidio
- Policy Committee – Lori Sanchez
- Finance Committee – Kelley Dilley

**VI. CONSENT AGENDA - RECOMMENDED ITEMS FOR BOARD ACTION**

**A. Negotiations**

1. Resolved that the Byram Township Board of Education approve the sidebar agreement with the Byram Education Association negotiation team regarding Paraprofessionals: See Attached.
2. Resolved, that the Byram Township Board of Education approve the salary adjustment as per attached list for Paraprofessionals from September 1, 2019 through June 30, 2020.
3. Resolved, that the Byram Township Board of Education approve the Handbook for Unaffiliated Support Staff for the period July 1, 2019- June 30, 2020.

**B. Personnel**

**1. INSTRUCTIONAL:**

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

<b>NAME</b>	<b>NATURE OF ACTION</b>	<b>POSITION CONTROL NUMBER</b>	<b>SALARY</b>	<b>DEG/STEP</b>	<b>LOCATION</b>	<b>DATE EFFECTIVE</b>	<b>DATE TERMINATED</b>	<b>DISCUSSION</b>
Kevin Dejong	Resignation	DO0000015				November 12, 2019		
Kelly Dellicker	Paraprofessional	ES0000009	\$15.00 per hour 5.75 hrs. a day		BLES	September 26, 2019	June 30, 2020	
Gina Brennan	Resignation	ES0000017			BLES	September 27, 2019		
Michelle Brown	Paraprofessional	ES0000017	\$15.00 per hour 5.75 hrs. a day		BLES	October 1, 2019	June 30, 2020	Pending Fingerprints
Fran Ottalagano	ABA Stipend	ES0000012	\$3,150 prorated		BLES	October 1, 2019	June 30, 2020	
Rebecca Seamon	Helping Hands	ES0000062	\$40.00 per hour	60 hours	BLES	September 26, 2019	June 30, 2020	Use Title 1 Funds
Victoria Tatarka	Helping Hands	ES0000033	\$40.00 per hour	60 hours	BLES	September 26, 2019	June 30, 2020	Use Title 1 Funds
Steven Tironi	Helping Hands	ES0000064	\$40.00 per hour	60 hours	BLES	September 26, 2019	June 30, 2020	Use Title 1 Funds
Allison Andrews	Helping Hands	ES0000056	\$40.00 per hour	60 hours	BLES	September 26, 2019	June 30, 2020	Use Title 1 Funds

Tracy Chibookian	Helping Hands	ES0000053	\$40.00 per hour	60 hours	BLES	September 26, 2019	June 30, 2020	Use Title 1 Funds
Annie Ryan	Helping Hands	ES0000034	\$40.00 per hour	60 hours	BLES	September 26, 2019	June 30, 2020	Use Title 1 Funds
Emily Quirk	Helping Hands	ES0000031	\$40.00 per hour	60 hours	BLES	September 26, 2019	June 30, 2020	Use Title 1 Funds
Carrie Zelizo	Helping Hands	ES0000065	\$40.00 per hour	60 hours	BLES	September 26, 2019	June 30, 2020	Use Title 1 Funds
Kathryn Ruggieri	Helping Hands	ES0000059	\$40.00 per hour	60 hours	BLES	September 26, 2019	June 30, 2020	Use Title 1 Funds
Lauren Taylor	Helping Hands	ES0000070	\$40.00 per hour	60 hours	BLES Coordinator	September 26, 2019	June 30, 2020	Use Title 1 Funds
Meaghan Phillips	Before and After School Help	MS0000057	\$40.00 per hour	60 hours	BIS	September 26, 2019	June 30, 2020	Use Title 1 Funds
Lori Harrington	Before and After School Help	MS0000048	\$40.00 per hour	60 hours	BIS	September 26, 2019	June 30, 2020	Use Title 1 Funds
Kathleen Smith	Before and After School Help	MS0000059	\$40.00 per hour	60 hours	BIS	September 26, 2019	June 30, 2020	Use Title 1 Funds
Jennifer Stranz	Before and After School Help	MS0000071	\$40.00 per hour	60 hours	BIS	September 26, 2019	June 30, 2020	Use Title 1 Funds
Tracey Manser	Before and After School Help	MS0000044	\$40.00 per hour	60 hours	BIS	September 26, 2019	June 30, 2020	Use Title 1 Funds
Bonnie Spring	Before and After School Help	MS0000052	\$40.00 per hour	60 hours	BIS	September 26, 2019	June 30, 2020	Use Title 1 Funds
Ellyn High	Before and After School Help	MS0000047	\$40.00 per hour	60 hours	BIS	September 26, 2019	June 30, 2020	Use Title 1 Funds
Amy Feld	Before and After School Help	MS0000079	\$40.00 per hour	60 hours	BIS	September 26, 2019	June 30, 2020	Use Title 1 Funds
Catherine Porter	Before and After School Help	MS0000038	\$40.00 per hour	60 hours	BIS	September 26, 2019	June 30, 2020	Use Title 1 Funds
MaryLee Plate	Kindergarten Orientation	ES0000093	\$40.00 per hour	3 hours	BLES	September 3, 2019		
Kayla Rafferty	Kindergarten Orientation	ES0000027	\$40.00 per hour	3 hours	BLES	September 3, 2019		
Kerri Koch	Kindergarten Orientation	ES0000025	\$40.00 per hour	3 hours	BLES	September 3, 2019		
Rachel Carter	Kindergarten Orientation	ES0000078	\$40.00 per hour	3 hours	BLES	September 3, 2019		
Angela Gnecco	Kindergarten Orientation	ES0000077	\$40.00 per hour	3 hours	BLES	September 3, 2019		
Sherrie Bulger	PreK Orientation	ES0000078	\$40.00 per hour	3 hours	BLES	September 3, 2019		
Melissa Kistler	PreK Orientation	ES0000061	\$40.00 per	3 hours	BLES	September 3, 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
Brooke Thompson	Substitute Teacher		Substitute Teacher Pay			September 26, 2019	June 30, 2020	
Sarah Michaels	Substitute Teacher		Substitute Teacher Pay			October 26, 2019	June 30, 2020	
Montague Strnad	Substitute Teacher		Substitute Teacher Pay			September 26, 2019	June 30, 2020	
Sherrie Bulger	Pre K Orientation	ES0000078	\$40.00 per hour for 3 hrs		BLES	September 3, 2019		
Melissa Kistle	Pre K Orientation	ES0000061	\$40.00 per hour for 3 hrs		BLES	September 2, 2019		
Michael Kulesa	Girls Asst. Basketball Coach Resignation	ES0000052			BIS	September 5, 2019		
Carmelina Stolzenberg	Assistant Girls Basketball		\$1,300		BIS	October 1, 2019	June 30, 2020	
Kristyn Wheeler	6 Observations 2 hours each in Special Education Environment	No cost to district	East Stroudsburg University		BLES	September 26, 2019	October 28, 2019	
Lori Harrington	Staff to attend Summer CST Meetings	MS0000048	\$40.00 per hour			July 1, 2019	August 31, 2019	
MaryLee Plate	Kindergarten Team Leader	ES0000093	\$500		BLES	September 1, 2019	June 30, 2020	
Jen Sinnott	1st Grade Team Leader	ES0000035	\$500		BLES	September 1, 2019	June 30, 2020	
Emily Quirk	2nd Grade Team Leader	ES0000031	\$500		BLES	September 1, 2019	June 30, 2020	
Cindy Chaladoff	3rd Grade Team Leader	ES0000043	\$500		BLES	September 1, 2019	June 30, 2020	
Steve Tironi	4th Grade Team Leader	ES0000064	\$500		BLES	September 1, 2019	June 30, 2020	
Linda Vasquez	Related Arts Team Leader	ES0000045	\$500		BLES	September 1, 2019	June 30, 2020	
Tricia Bogdan	RTI Team Leader	ES0000048	\$500		BLES	September 1, 2019	June 30, 2020	

Ginette Garrity	½ 5th Grade Team Leader	MS0000023	\$250		BIS	September 1, 2019	June 30, 2020
Pete Morris	½ 5th Grade Team Leader	MS0000024	\$250		BIS	September 1, 2019	June 30, 2020
Deb Hooker	6th Grade Team Leader	MS0000036	\$500		BIS	September 1, 2019	June 30, 2020
Lori Loreda	7th Grade Team Leader	MS0000064	\$500		BIS	September 1, 2019	June 30, 2020
Amy Stevens	8th Grade Team Leader	MS0000043	\$500		BIS	September 1, 2019	June 30, 2020
Patty Poff	Thor Labs Grant for STEM Program (\$2,499 Grant)	ES0000051	\$1,249.50		BLES/BIS	September 27, 2019	June 30, 2020
Sarah Kolonia	Thor Labs Grant for STEM Program (\$2,499 Grant)	MS0000077	\$1,249.50		BLES/BIS	September 27, 2019	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
Scholastic SPRING Book Fair PTA Fundraiser	April 6, 7, 8, 9, 2020 During Day and Night conferences BIS GYM/BLES Health Room	Kristy D'Amelio, Stacey Michaels	Byram School District
Laser One Trip Grades 4-8 Band and Choir	2 days after the last day of school Fundraising Activity for other events	Cori Scaturro / Paul Campbell	Wantage Plaza, Wantage, NJ
Shoprite of Byram Holiday performance	TBD in December 2019 Fundraising Activity for other events	Cori Scaturro / Paul Campbell	Byram Shoprite
American Young Voices Concert	June 2, 2020	Cori Scaturro	Prudential Center, Newark NJ
High Notes Festival	May, 2020	Cori Scaturro/Paul Campbell	Dorney Park, PA
Performance	February 11, 2020 snow date 2/13/20	Cori Scaturro/Paul Campbell	Lenape Valley High School
Honors Band/Choir Gr 6-8	November 12, 2019	Cori Scaturro/Paul Campbell	Kittatinny High School
3rd Grade Field Trip	May 7, 2020	Tracy Chibookian	Turtle Back Zoo, West Orange, NJ
3rd & 4th SEEK Math Marathon	October 17, 2019	Mary Beth Dowd	Morristown Unitarian Fellowship, Morristown, NJ
2nd Grade SEEK (STEM/STEAM Adventure)	December 5, 2019	Mary Beth Dowd	Morristown Unitarian Fellowship Morristown, NJ

Grade 3 & 4 SEEK Learning Carnival	March 18, 2020	Mary Beth Dowd	Morristown Unitarian Fellowship Morristown, NJ
Peer Leadership	October 25, 2019	Deb Hooker	Sparta High School, Sparta NJ
WOW Day	October 22, 2019	Jill Wolak	Sussex County Technical High School
Fund Raising Activity Trick or Treat for UNICEF	October 31, 2019	Bonnie Spring - Student Council	Boxes to be collected November 6, 2019
First Grade Class Trip	May 29, 2020	1st Grade Teaching Staff	Crayola Factory, Easton, PA
2nd Grade Class Trip	May 8, 2020	Emily Quirk/Annie Ryan	DiVinci Science Center, Allentown, PA

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
Melissa Randall	NJ Science Convention	October 22, 2019	\$180.00			\$35.70	\$215.70
Bryan Hensz	NJSBA	October 21, 2019-October 24, 2019	\$177.78	\$345.00	\$231.00	\$130.00	\$883.78
Alice Bresett	NJSBA	October 21, 2019-October 24, 2019	\$177.78	\$345.00	\$231.00	\$130.00	\$883.78
Shelley Credidio	NJSBA	October 21, 2019-October 24, 2019	\$177.78	\$345.00	\$231.00	\$130.00	\$883.78
Kate Walsh	NJSBA	October 21, 2019-October 24, 2019	\$177.78	\$345.00	\$231.00	\$130.00	\$883.78
Andrew McElroy	NJSBA	October 21, 2019-October 24, 2019	\$177.78	\$345.00	\$231.00	\$130.00	\$883.78
Kristy McFarlane	NJSBA	October 21, 2019-October 24, 2019	\$177.78	\$345.00	\$231.00	\$130.00	\$883.78
Catherine Porter	National Council of Teacher of English Convention	November 21-24, 2019	\$275.00	\$471.00	\$248.50	\$140.00	\$1,134.50

**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 August 2019 from the Board Secretary and the Treasurer of School Monies, both in agreement \$5,177,183.90.
- 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 August 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 August 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 September 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 September 2019 in the amount of \$
6. Resolved, that the Byram Township Board of Education approve the following use of facilities:

NAME	NATURE OF ACTION	ACTIVITY	LOCATION	DATE EFFECTIVE	COMMENTS
Jennifer Lutz	Meetings	Girl Scout 97397 Meeting	BLES Art Room	10/11, 10/25, 11/1, 11/22, 12/6, 1 /3, 1/24, 2/7, 3/6, 3/27, 4/3, 5/1, 5/22	
Michael Manzi LV Basketball Association	BIS Gym & BIS Gym/APR	LV Basketball Games	BIS / BLES GYM	October - March 19/20 M/W/F 5:30-9 BIS Gym M/T/W/T/F (5-9) BLES Gym SAT BLES GYM 9:00-4:00	BIS/BLES Gym when after school activities are finished in Gym. No Int usage on nights school activities/programs are scheduled.
Charlie Best BEA	Workshop	Salary Guide Workshop	BIS APR	October 3, 2019 3:45 - 6:00	
Charlie Best BEA	Workshop	Praise the Process	BIS APR	October 23, 2019 3:45-7:00	
Adam Pavese		Wrestling Meet	BIS GYM	Sunday, February 2, 2020	7:30am - 12:00PM

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
20090128	OHI	Windsor Learning Center	Tuition \$57,600.00
20140364	OHI	Shepard School	Tuition \$57,485.79

			Extraordinary Service	\$23,868.69
			Tuition	\$65,230.00
			Personal Aide	\$28,550.00
20090127	MD	ESC Park Lake School	Additional Therapy (Est)	\$ 6,992.00

8. Resolved, that the Byram Township Board of Education approve Preschool tuition student #20140772 and student #20140930 at a cost of \$3,000.00 per year for the period September 1, 2019 through June 30, 2020.

9. Resolved, that the Byram Township Board of Education accept the following Grant from Thor Labs in the Amount of \$9001.40 to be put towards STEM Lab equipment and teachers' stipends.

10. Resolved, that the Byram Township Board of Education approve the service contract with Automated Logic in the amount of \$6,880.00 for the period September 1, 2019 through August 31, 2020.

11. Resolved, that the Byram Township Board of Education approve the Final SDA Project Cost as follows:

WHEREAS the Byram Township Board of Education ("Board") undertook a partial roof replacement Project at the Byram Intermediate School ("the Project") during the 2014-2015 school year; and

WHEREAS a portion of the Project was funded by the New Jersey Schools Development Authority ("SDA") in the form of a Regular Operating Districts ("ROD") grant; and

WHEREAS the Project is completed; now therefore be it

RESOLVED the Board acknowledges and agrees the Project is completed; and be it further

RESOLVED the Board acknowledges, agrees to, and accepts the following allocations:

- a. The final revised cost of the Project is \$ 890,736.00;
- b. The final FEC amount of \$890,736.00; and
- c. The final state share amount of \$356,294.40

E. ADMINISTRATION :

- 1. Resolved that the Byram Township Board of Education approve the following: Statement of Assurance for Paraprofessionals.
- 2. Resolved that the Byram Township Board of Education approve the 2018-2019 NJDOE HIB Self-Assessment for Determining Grades under the Anti-Bullying Bill of Rights Act.
- 3. Byram Lakes Elementary School- 74  
Byram Intermediate School - 60



4. Resolved, that the Byram Township Board of Education approve the following district goals for the 2019-2020 school year.

District Goal #1: Enhance academic achievement and the social and emotional well-being 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

**F. POLICY:**

Resolved, that the Byram Township Board of Education approve the following Policies for first reading:

<b>POLICY #</b>	<b>1ST READING</b>	<b>POLICY NAME</b>
P1642		Earned Sick Leave Law (M) New
P3159		Teaching Staff Member/School District Reporting Responsibilities (M) New
P3218		Use, Possession, or Distribution of Substances (M) Revised
P4218		Use, Possession, or Distribution of Substances (M) Revised
P4219		Commercial Driver’s License Controlled Substance and Alcohol Use Testing (M) Revised
P5517		School District Issued Student Identification Cards (Revised)
P6112		Reimbursement of Federal and Other Grant Expenditures (M) Revised
P7440		School District Security (M) revised
P8600		Student Transportation (M) revised
P8630		Bus Driver/Bus Aide Responsibility (M) revised
P8670		Transportation of Special Needs Students (M) revised
P9210		Parent Organizations ( revised)
P9400		Media Relations ( revised)
<b>REGULATION #</b>	<b>1ST READING</b>	<b>REGULATION NAME</b>
R1642		Earned Sick Leave Law (M) New
R3218		Use, Possession, or Distribution of Substances (M) Revised
R4218		Use, Possession, or Distribution of Substances (M) Revised
R6112		Reimbursement of Federal and Other Grant Expenditures (M) Revised
R7440		School District Security (M) revised
R8600		Student Transportation (M) revised

R8630	Emergency School Bus Procedures (M) revised
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MOTION \_\_\_\_\_ 2ND \_\_\_\_\_

Roll Call:

Walsh\_\_\_\_Dilley\_\_\_\_Risley\_\_\_\_Credidio\_\_\_\_McElroy\_\_\_\_McFarlane\_\_\_\_Sanchez\_\_\_\_

VII. ITEMS FOR DISCUSSION AND BOARD ACTION

MOTION \_\_\_\_\_ 2ND \_\_\_\_\_

ROLL CALL:

Dilley\_\_\_\_Risley\_\_\_\_Credidio\_\_\_\_McElroy\_\_\_\_McFarlane\_\_\_\_Sanchez\_\_\_\_Walsh\_\_\_\_

VIII. PUBLIC PARTICIPATION

PUBLIC COMMENT NO LONGER THAN THREE (3) MINUTES PER PERSON

IX. NEW BUSINESS

X. OLD BUSINESS

XI. RESOLUTION FOR CLOSED SESSION

Resolution for Closed Session on September 25, 2019 at \_\_\_\_\_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 September 25, 2019 for the purpose discussing *legal update on student matters, personnel, contract negotiations, and HIB BIS #8*

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 \_\_\_\_\_ 2ND \_\_\_\_\_

XII. RECONVENE

\_\_\_\_\_MOTION \_\_\_\_\_2ND\_\_\_\_\_

1. Resolved, that the Byram Township Board of Education affirm/not affirm the Superintendent's findings on HIB BIS #8.

XIII. ADJOURNMENT

\_\_\_\_\_MOTION\_\_\_\_\_2ND\_\_\_\_\_ that the board of education adjourn this meeting at \_\_\_\_\_p.m.