

**HACKETTSTOWN BOARD OF EDUCATION  
REGULAR BOARD MEETING  
October 19, 2016  
MINUTES**

The regular action board meeting of October 19, 2016 of the Hackettstown Board of Education was called to order at 7:04 p.m. in the high school media center by Board President, Mr. Gus Bordi. Mr. Bordi read the following statement followed by the pledge of allegiance: "In accordance with the State's Sunshine Law, adequate notice of this meeting was provided by mailing a notice of the time, date, location and, to the extent known, the agenda of this meeting, to the *Warren Reporter* and the *Express Times*. Copies of the notice have also been posted in each of our schools, the Board Office located at 315 Washington Street, and filed with the Municipal Clerk of the Town of Hackettstown. And further, please be advised that, meetings of the Hackettstown Board of Education are videotaped for next day posting on the District website. The Board of Education reserves the right to edit the videotaped record of its meetings in order to protect student or staff member privacy."

**ROLL CALL**

Members present: Mr. Gus Bordi  
Ms. Amy Cochran  
Dr. Giovanni Cusmano  
Mr. Michael Herbst  
Ms. Mary Beth Maciag (arrived at 7:06 p.m.)  
Mr. Robert Moore  
Mr. Edward O'Melia  
Dr. Bo Soobryan

Also present: Mr. David C. Mango, Superintendent of Schools  
Ms. Gail Woicekowski, Board Secretary  
Mr. Mark Toscano, Board Attorney  
Ms. Kathy Gesumaria, Director of Special Services  
Ms. Nadia Inskeep, Director of Curriculum and Instruction  
Mr. Robert Redmon, Director of Technology  
Mr. Matthew Scanlon, High School Principal  
Mr. Kevin O'Leary, High School Vice-Principal  
Mr. William Thompson, Middle School Principal  
Mrs. Marie Griffin, Hatchery Hill Principal  
Mr. Patrick McQueeney, Willow Grove Principal

Members absent: Mr. Shawn Burke  
Mr. David Fair

**MINUTES**

Motion: Ms. Cochran

Second: Ms. Maciag

Be it resolved, that the minutes of the regular board meeting and minutes of the executive session of September 21, 2016 be approved. Carried in a voice vote, Mr. O'Melia – abstain.

**COMMITTEE REPORTS**

Finance and Facilities – reported by Mr. Herbst

- Meeting to be scheduled within next few weeks.

Great Meadows – reported by Mr. O'Melia

- Student recognition was held on October 18, 2016.

Allamuchy- reported by Dr. Cusmano

- The Pig roast was well attended.

Personnel – no report

Policy – no report

Curriculum – reported by Dr. Soobryan

- Committee met before the 10/19/16 board meeting. Based upon enrollment at Hatchery Hill, ESL (English Speaking Language) has tripled in two years. Need an additional ESL and BSI (part-time) teacher for both. Also the board will consider increasing the pay rate for substitute nurses.

Negotiations – no report

Foundation for Educational Excellence – reported by Ms. Maciag

- Committee met earlier in the month. Went through boxes and need a treasurer. Went through 15-16 Mini-Maxi grants and awarded them. Looking to come up with more for this year.

Shared Services – no report

Student Activities – no report

**SUPERINTENDENT'S REPORT** – Mr. David Mango

- Student of the Month were introduced by the Building Principals.

- Hatchery Hill (September) – Andy Morquecho
- Hatchery Hill (October) – Ingris Inestroza
- Willow Grove (September) – Abigail Deegan
- Willow Grove (October) – Raj Patel
- Middle School (September) – Grace Eisele
- Middle School (October) – Ethan Dubinsky
- High School (September) - Raegan Davies
- High School (October) – Jacklyn Russo

- Athletic Hall of Fame

- Meeting was last week. Mr. David Mango, Mr. Robert Grauso, Ms. Pam Willson, Mr. Gary Poyer and Ms. Gail Woicekowski were in attendance. They discussed criteria and size of the committee. Judge Edward Palmer, Coach Gary Thomas, and Dr. Michael Rossi are the additional three members of the committee. By December, the committee will have the nomination form and criteria ready to go out in January. Next meeting is scheduled for November 8, 2016 for the entire committee.



**ACCEPTANCE OF FINANCIAL REPORTS CERTIFICATION**

Motion: Mr. Herbst Second: Dr. Soobryan

Be it resolved, that the Board of Education, accept the certification of the Board Secretary,

  
Board Secretary

10/19/16  
Date

and certify: in compliance with NJAC 6A:23A-16.10(c), that to the best of our knowledge as of August 31, 2016 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 2016-2017 school years. Carried in a roll call vote, Dr. Cusmano and Mr. O'Melia, yes (as it pertains to the High School)

**APPROVAL OF TRANSFERS**

Motion: Mr. Herbst Second: Dr. Soobryan

Be it resolved, that the Board of Education, approve the transfers for August 2016 in the amount of \$10,165.50, as attached by reference.

Carried in a roll call vote, Dr. Cusmano and Mr. O'Melia, yes (as it pertains to the High School)

**ACCEPTANCE OF GIFTS**

Motion: Mr. Herbst Second: Dr. Soobryan

Be it resolved, that the Board of Education, accept gift(s) as attached by reference. Carried in a roll call vote, Dr. Cusmano and Mr. O'Melia, yes (as it pertains to the High School)

**APPROVAL OF STUDENT(S) ON HOME INSTRUCTION**

Motion: Mr. Herbst Second: Dr. Soobryan

Be it resolved, that the Board of Education, approve student(s) on home instruction for the 2016-2017 school year, attached by reference.

Carried in a roll call vote, Dr. Cusmano and Mr. O'Melia, yes (as it pertains to the High School)

**APPROVAL OF CONTRACT WITH THE ESSEX REGIONAL EDUCATIONAL SERVICES COMMISSION (ERESC)**

Motion: Mr. Herbst Second: Dr. Soobryan

Be it resolved, that the Board of Education, approve a contract with the Essex Regional Educational Services Commission (ERESC) to provide after-school tutoring and homework assistance classes for qualified migrant students, as attached by reference.

Carried in a roll call vote, Dr. Cusmano and Mr. O'Melia, yes (as it pertains to the High School)

**APPROVAL OF OUT OF DISTRICT PLACEMENTS**

Motion: Mr. Herbst Second: Dr. Soobryan

Be it resolved, that the Board of Education, approve out of district placement(s) for the 2016-2017 school year, as attached by reference, and further, that transportation be arranged as required.

Carried in a roll call vote, Dr. Cusmano and Mr. O'Melia, yes (as it pertains to the High School)

**APPROVAL OF 403(B) AND 457(B) PLAN SERVICE PROVIDERS**

Motion: Mr. Herbst

Second: Dr. Soobryan

Be it resolved, that the Board of Education, approve New York Life Insurance Company as a 403(b) plan and 457 (b) plan authorized service providers.

Carried in a roll call vote, Dr. Cusmano and Mr. O'Melia, yes (as it pertains to the High School)

**APPROVAL OF THE COMPREHENSIVE MAINTENANCE PLAN AND M-1**

Motion: Mr. Herbst

Second: Dr. Soobryan

Be it resolved, that the Board of Education, approve the Comprehensive Maintenance Plan and the M-1 for submission to the Warren County Office of Education, as attached by reference.

Carried in a roll call vote, Dr. Cusmano and Mr. O'Melia, yes (as it pertains to the High School)

**APPROVAL OF CONTRACT WITH BAYADA PEDIATRICS FOR SUBSTITUTE NURSES**

Motion: Mr. Herbst

Second: Dr. Soobryan

Be it resolved, that the Board of Education, approve to contract with BAYADA Pediatrics to provide substitute registered nurses and substitute licensed practical nurses for the 2016-2017 school year.

Carried in a roll call vote, Dr. Cusmano and Mr. O'Melia, yes (as it pertains to the High School)

**APPROVAL OF CONTRACT WITH PREVENTION SPECIALISTS, INC.**

Motion: Mr. Herbst

Second: Dr. Soobryan

Be it resolved, that the Board of Education, approve to contract with Prevention Specialist, Inc. to provide random DOT Drug and Alcohol Testing for CDL employees for the 2016-2017 school year at an annual fee of \$200.00.

Carried in a roll call vote, Dr. Cusmano and Mr. O'Melia, yes (as it pertains to the High School)

**DISPOSAL OF ASSETS/PROPERTY**

Motion: Mr. Herbst

Second: Dr. Soobryan

Be it resolved, that the Board of Education, in accordance with Board Policy #7300 (Regulations 7300.1-.4) authorizes the disposal of personal property/assets, as attached by reference.

Carried in a roll call vote, Dr. Cusmano and Mr. O'Melia, yes (as it pertains to the High School)

**APPROVAL OF ADDITIONAL TOD SERVICES**

Motion: Mr. Herbst

Second: Dr. Soobryan

Be it resolved, that the Board of Education, approve Kerri Bataille to provide additional Teacher of the Deaf (TOD) services for a PSD student at Hatchery Hill at a rate of \$50/hour, not to exceed 1.5 hours per month.

Carried in a roll call vote, Dr. Cusmano and Mr. O'Melia, yes (as it pertains to the High School)

**APPROVAL OF TOD EXTENDED SERVICE HOURS**

Motion: Mr. Herbst

Second: Dr. Soobryan

Be it resolved, that the Board of Education, approve Kerri Bataille, Teacher of the Deaf (TOD) to be paid for extended service hours on 10/10/16 for a total of 2 hours of professional development/Oticon at a rate of \$50/hour.

Carried in a roll call vote, Dr. Cusmano and Mr. O'Melia, yes (as it pertains to the High School)

**APPROVAL OF USE OF FACILITIES FOR EXTRA & CO-CURRICULAR ACTIVITIES**

Motion: Mr. Herbst Second: Dr. Soobryan

Be it resolved, that the Board of Education, approve use of Facilities for Extra & Co-Curricular Activities for 2016-2017, as attached by reference.

Carried in a roll call vote, Dr. Cusmano and Mr. O'Melia, yes (as it pertains to the High School)

**ANNUAL RECOGNITION OF BOOSTER CLUBS**

Motion: Mr. Herbst Second: Dr. Soobryan

Be it resolved, that the Board of Education, recognize the Hackettstown Robotics Booster Clubs as in accordance with district policy 9191 – Booster Clubs.

Carried in a roll call vote, Dr. Cusmano and Mr. O'Melia, yes (as it pertains to the High School)

**APPROVAL OF CLINICAL LABORATORY LICENSE**

Motion: Mr. Herbst Second: Dr. Soobryan

Be it resolved, that the Board of Education, approve the district to obtain an application for Clinical Laboratory License through the New Jersey Department of Health for onsite testing only, as attached by reference.

Carried in a roll call vote, Dr. Cusmano and Mr. O'Melia, yes (as it pertains to the High School)

**BOARD COMMENT ON B SECTION AGENDA ITEMS**

Motions are accepted by Mr. Herbst and Dr. Soobryan as amended.  
none

**ACCEPTANCE OF RESIGNATION**

Motion: Mr. Herbst Second: Dr. Soobryan

Be it resolved, that the Board of Education, accept the resignation of Ryan Brady, Part-time Computer Technician effective November 1, 2016.

Carried in a roll call vote, Dr. Cusmano and Mr. O'Melia, yes (as it pertains to the High School)

**APPROVAL OF UNPAID LEAVE OF ABSENCE**

Motion: Mr. Herbst Second: Dr. Soobryan

Be it resolved, that the Board of Education, approve leave of absences for the 2016-2017 school year, attached by reference.

Carried in a roll call vote, Dr. Cusmano and Mr. O'Melia, yes (as it pertains to the High School)

**APPROVAL OF ADDITIONAL CO-CURRICULAR APPOINTMENTS**

Motion: Mr. Herbst Second: Dr. Soobryan

Be it resolved, that the Board of Education, approve additional co-curricular appointments for the 2016-2017 school year, attached by reference.

Carried in a roll call vote, Dr. Cusmano and Mr. O'Melia, yes (as it pertains to the High School)

**APPROVAL OF REVISED STEP/HOURLY RATES OF 2016-2017 AIDES**

Motion: Mr. Herbst Second: Dr. Soobryan

Be it resolved, that the Board of Education, approve revised Step/hourly rates for aides for the 2016-2017 school year, attached by reference.

Carried in a roll call vote, Dr. Cusmano and Mr. O'Melia, yes (as it pertains to the High School)



**APPROVAL OF RESCISSIONS/APPOINTMENTS OF CO-CURRICULAR CLUBS**

Motion: Mr. Herbst

Second: Dr. Soobryan

Be it resolved, that the Board of Education, rescissions/appointments of co-curricular clubs for the 2016-2017 school year, attached by reference.

Carried in a roll call vote, Dr. Cusmano and Mr. O'Melia, yes (as it pertains to the High School)

**APPROVAL OF MERIT GOALS**

Motion: Mr. Herbst

Second: Dr. Soobryan

Be it resolved, that the Board of Education, approve merit goal criteria for Gail Woiczkowski, Business Administrator, for the 2016-2017 school year, attached by reference.

Carried in a roll call vote, Mr. Moore – No; Dr. Cusmano and Mr. O'Melia, yes (as it pertains to the High School)

**BOARD COMMENT ON C SECTION AGENDA ITEMS**

Motions are accepted by Mr. Herbst and Dr. Soobryan as amended.

**APPROVAL OF WORKSHOP ATTENDANCE**

Motion: Mr. Herbst

Second: Dr. Soobryan

Be it resolved, that the Board of Education, upon the recommendation of the approve workshop attendance for the 2016-2017 school year, attached by reference.

Carried in a roll call vote, Dr. Cusmano and Mr. O'Melia, yes (as it pertains to the High School)

**APPROVAL OF FIELD TRIPS**

Motion: Mr. Herbst

Second: Dr. Soobryan

Be it resolved, that the Board of Education, approve field trips for the 2016-2017 school year, attached by reference.

Carried in a roll call vote, Dr. Cusmano and Mr. O'Melia, yes (as it pertains to the High School)

**ANNUAL APPROVAL OF NURSING SERVICES PLANS**

Motion: Mr. Herbst

Second: Dr. Soobryan

Be it resolved, that the Board of Education, approve Nursing Services Plans from each of the four district schools for the 2016-2017 school year.

Carried in a roll call vote, Dr. Cusmano and Mr. O'Melia, yes (as it pertains to the High School)

**APPROVAL OF SUBMISSION OF THE NJQSAC STATEMENT OF ASSURANCE**

Motion: Mr. Herbst

Second: Dr. Soobryan

Be it resolved, that the Board of Education, approve submission of the 2016-2017 NJQSAC Statement of Assurance, attached by reference.

Carried in a roll call vote, Dr. Cusmano and Mr. O'Melia, yes (as it pertains to the High School)

**APPROVAL OF FUNDRAISER**

Motion: Mr. Herbst

Second: Dr. Soobryan

Be it resolved, that the Board of Education, approve fundraiser at Hackettstown Middle School for the 2016-2017 school year, attached by reference.

Carried in a roll call vote, Dr. Cusmano and Mr. O'Melia, yes (as it pertains to the High School)



### **APPROVAL OF NEW CURRICULUM**

Motion: Mr. Herbst

Second: Dr. Soobryan

Be it resolved, that the Board of Education, approve new curriculum for the 2016-2017 school year, attached by reference.

Carried in a roll call vote, Dr. Cusmano and Mr. O'Melia, yes (as it pertains to the High School)

### **NEW BUSINESS**

- Mr. Herbst said that any rate increases for substitute nurses will have to go through personnel and finance committee.
- Mr. Bordi stated the Board of Education received two letters of intent for the open Board seat. Mr. Bordi suggested these should be public interviews.
- Mr. O'Melia questioned the process of interviewing in public and deliberating in executive session. He said there wouldn't be much to say in public.
- Mr. Toscano, Board Attorney stated the actual vote must take place in public. He said the Board of Education can conduct interviews and deliberate in public or private.
- Mr. Bordi recommended to interview in public, deliberate in executive session and then vote public.
- Mr. Toscano, Board Attorney stated the following procedure: Only Hackettstown members can vote. Need majority of remaining 8 (eight) members of the board even though 2 (two) members are not here. Therefore, need 5 (five) votes for new member to be appointed. Whoever is motioned first, gets voted on first. Interviews in public can have the other candidate step out. Should ask the same questions to both candidates. If a question is not applicable to one of the candidates, that is okay. Interviews will be in the order the letters were received.

#### 1) Damian Fracasso –

- a. Ms. Maciag asked the question, "Why are you returning to the Board of Education?"
- b. Dr. Soobryan asked the question, "Do you have a child in the system and what made you leave the Board of Education?"
- c. Mr. Moore asked the question, "If you wanted to come back, why didn't you go on the ballot?"
- d. Mr. Herbst had no questions.
- e. Mr. Bordi asked the question, "What is your perception of the Board?"

#### 2) Anthony Putignano

- a. Ms. Maciag asked the question, "How did you hear of the opening and what made you decide to apply?"
- b. Ms. Cochran asked the question, "How you feel with the difference in level of experience?"
- c. Dr. Soobryan asked the question, "Do you have any family members in the school system?"
- d. Mr. Moore asked the question, "Do you plan on staying in Hackettstown?"
- e. Mr. Herbst asked the question, "If in a Board of Education meeting and trying to get your point across, would you vote no on all items?"
- f. Mr. Bordi asked the question, "What is your perception of the Board?"

**PUBLIC COMMENT**

- Mrs. Lisa Strutton, an Allamuchy resident, stated she was at the Middle School on 10/18/16 for a security drill. She stated the drill went very well, but said no one asked why she was just standing in the front of the building. Mrs. Strutton heard security was cut at all the buildings due to the budget. She feels the vestibules do not replace security personnel in the buildings. Mrs. Strutton also spoke about Shared Services. She agrees on sharing, however, but feels certain things cannot be shared such as the Child Study Team.
- Mr. Mango replied that with the increase in students, districts need teachers to support programs.
- Mrs. Dana Hare, a Middle School and Willow Grove School parent, questioned what changes were made to security since last year.
- Mr. Mango replied that during Strategic Planning meetings in 2013, people were passionate about security and neighborhood schools. To meet these needs, Mr. Stephen Speirs was hired as Director of Security. Then security personnel were hired in 2014-2015 at the High School level. In 2015-2016, security personnel was added for K-8. Mr. Mango said tough budgetary decisions have to be made for sports, security and academic programs. Security was decreased by \$100K when vestibules were put into Hatchery Hill and Willow Grove Schools. Mr. Mango said that if there is a decision between security and academic programs, tough decisions need to be made.
- Mr. O'Melia replied it always comes down to money. He suggested that we look into a regionalization study. He feels we need to do the study to see if it would benefit the towns.
- Mrs. Hare replied that security is an important issue.

The Board took a break between 8:48 p.m. to 8:58 p.m.

**EXECUTIVE SESSION**

Motion: Dr. Soobryan

Second: Dr. Cusmano

WHEREAS, the Open Public Meetings Act authorizes Boards of Education to meet in executive session under certain circumstances;

WHEREAS, the Open Public Meetings Act requires the Board to adopt a resolution at a public meeting to go into private session at 8:58 pm;

NOW THEREFORE BE IT RESOLVED by the Hackettstown Board of Education that it is necessary to meet in executive session to discuss certain items involving:

Matters of personal confidentiality rights, including but not limited to, staff and/or student discipline matters, and specifically:

- HIB Reports

Matters involving personnel issues, including but not limited to, the employment, appointment, termination of employment, terms and conditions of employment, evaluation of performance, promotion or discipline of any public officer or employee, and specifically:

- Personnel Issues

**BE IT FURTHER RESOLVED** that any discussion held by the Board which need not remain

confidential will be made public as soon as feasible. The minutes of the executive session will not be disclosed until the need for confidentiality no longer exists.

**FURTHER RESOLVED** that the Board will return to open session to conduct business at the conclusion of the executive session. Carried in a voice vote – unanimous.

**RECONVENE**

Motion: Ms. Cochran

Second: Dr. Soobryan

Be it resolved that the Board of Education reconvene into regular session at 9:14 p.m. Carried in a voice vote – unanimous.

**NEW BUSINESS**

**APPROVAL OF HIB**

Motion: Ms. Maciag

Second: Dr. Soobryan

Be it resolved, that the Board of Education adopt and approve the verbal HIB reports and finding as presented in Executive Session.

Carried in a voice vote, Dr. Cusmano and Mr. O'Melia - abstain.

**NOMINATIONS FOR BOARD VACANCY**

Motion: Ms. Cochran

Second: Dr. Soobryan

Be it resolved, that Anthony Putignano be nominated for the open member vacancy on the Hackettstown Board of Education. Carried in a voice vote – unanimous.

Motion: Mr. Bordi

Second: Ms. Maciag

Be it resolved, that Damiano Fracasso be nominated for the open member vacancy on the Hackettstown Board of Education. Carried in a voice vote – unanimous.

Motion: Mr. Moore

Second: Dr. Soobryan

Be it resolved that nominations be closed for the open member vacancy on the Hackettstown Board of Education. Carried in a voice vote – unanimous.

Roll Call Vote for Mr. Putignano –Ms. Cochran-Yes; Mr. Herbst – Yes; Mr. Moore – Yes; Dr. Soobryan – Yes; Ms. Maciag – Yes; Mr. Bordi – No;

Mr. Putignano is elected to fill the open member vacancy on the Hackettstown Board of Education.

Mtg. Date: 10/19/16

8600

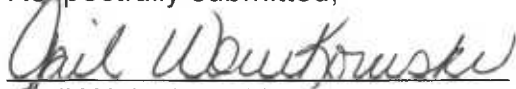
**ADJOURNMENT**

Motion: Dr. Soobryan

Second: Mr. Moore

Be it resolved that the Board adjourn at 9:23 pm. Carried in a voice vote – unanimous.

Respectfully submitted,



Gail Woicekowski  
Board Secretary



Gus Bardi  
Board President