

HARDING TOWNSHIP BOARD OF EDUCATION

34 Lee's Hill Road, New Vernon, NJ 07976

Reorganization/Regular Meeting Minutes

Tuesday, January 3, 2023, 6:30 p.m.

Mission Statement

The Harding Township School provides a strong educational foundation which inspires students to achieve academic excellence. Our dedicated faculty stimulates intellectual growth using a challenging curriculum within a supportive learning environment. We encourage students to become self-directed, lifelong learners who are well prepared for the academic and social challenges of the future.

The 2021-2022 Harding Township School District goals are inspired by and connected to the 2019-2024 Strategic Plan that was developed by key stakeholders.

District Goal 1: To identify reentry learning gaps and measure the academic progress of our students through the administration of pre- and post-grade-level assessments in Reading, Math, and Writing that correlate with the NJSL standards and Reader's/Writer's Workshop Reading progress will be measured by a DRA reading assessment administered to all K-2 students.

a.) Ninety percent (90%) of all K-2 students will be reading at grade level or will move up a grade level in the post-assessment results. All grade 3-8 students will be assessed using the STAR assessment. Ninety percent (90%) of all students will achieve grade level performance or improve by at least one grade level from their baseline assessment.

b.) Math progress will be assessed using the Star assessment which will be administered to all grade 3-8 students. Ninety percent (90%) of all grade 3-8 students shall achieve grade level performance or improve by at least one grade level from their baseline assessment.

c.) Writing progress will be measured by a district developed writing assessment administered to all K-8 students. Ninety percent (90%) of all K-8 students shall improve one point (one quintile) on the grade-level District Writing Assessment in the post-assessment results. Students scoring a 5 shall be counted as having met the goal.

District Goal 2: To provide Harding Township students with the social media skills to be safe and responsible digital citizens and learners.

District Goal 3: To expand student exploration opportunities, such as (examples), Husky TV, debate, a student newsletter, and other feasible collaborative projects that empower students to become active participants in their learning.

District Goal 4: The Harding Township School will continue to address the social, emotional, and recovery needs of all of its members by providing additional opportunities for social emotional learning for students and faculty as well as promoting practices and strategies for wellness.

I. **Call to Order** – The reorganization/regular session of the Harding Board of Education is called to order by John Jennings, Board Secretary at 6:30 p.m. in the STEM Lab of the Harding Township Middle School, 34 Lee's Hill Road, New Vernon, NJ 07976.

II. **Presiding Officers Statement/Sunshine Statement:**

In accordance with the Open Public Meetings Act, *N.J.S.A. 10:4-6 et seq.*, adequate notification of this meeting has been provided to the Daily Record, Observer Tribune and posted on the bulletin boards of the New Vernon Post Office, Green Village Post Office, Harding Township Municipal Building, Harding Township Elementary School and Harding Township Middle School on December 23, 2022.

III. **Pledge of Allegiance**

IV. **REORGANIZATION AGENDA**

Administer the Oath of Office to newly elected Board Members

Mr. Davor Gjivoje - 3 Year Term

Mr. Richard Bruno - 3 Year Term

John Jennings, Board Secretary noted the election results, which were presented at the December 19, 2022 BOE Meeting and congratulated Mr. Gjivoje and Mr. Bruno. John Jennings witnessed Mr. Gjivoje and Mr. Bruno recite the oath of office for School Board Members.

ROLL CALL

AYES: *Mr. Davor Gjivoje, Dr. Alex Anastasiou, Mr. Abi Singh, Mr. Richard Bruno, Mrs. Melissa Krikos*

Also present: *Superintendent, Mr. Matthew Spelker Business Administrator, Mr. John Jennings*

Note Mr. Bruno was present via teleconference

ELECTION OF OFFICERS

1) Election of Board President (18A: 15-1)

The Board Secretary calls for nominations for the Office of President of the Harding Township Board of Education for calendar year 2023. - Dr. Anastasiou nominated Mr. Gjivoje for Harding Township School Board President. No other nominations were presented.

John Jennings, Board Secretary called for a motion to close nominations for president, Mrs. Krikos motioned and Mr. Singh seconded the motion, unanimously approved.

***Note: Any member may place a member's name in nomination; a second is not required (per NJSBA). Elections for each office will be conducted by a roll call vote when the nomination for that office are closed.*

ROLL CALL VOTE:

AYES: *Mr. Davor Gjivoje, Dr. Alex Anastasiou, Mr. Abi Singh, Mr. Richard Bruno, Mrs. Melissa Krikos*

Mr. Davor Gjivoje elected as President at 6:38 p.m. and will preside over the election of the Vice-President and the meeting.

2) Election of Board Vice-President

The President calls for nominations for the Office of Vice-President of the Harding Township Board of Education for calendar year 2023. - Mr. Bruno nominated Dr. Anastasiou for Harding Township School Board Vice-President. No other nominations were presented

The President calls for a motion to close nominations for Vice-President, Mr. Bruno motioned and Mrs. Krikos seconded the motion, unanimously approved.

ROLL CALL VOTE:

AYES: *Mr. Davor Gjivoje, Dr. Alex Anastasiou, Mr. Abi Singh, Mr. Richard Bruno, Mrs. Melissa Krikos*

Dr. Alex Anastasiou elected as Vice-President at 6:40 p.m.

3) Distribution/Discussion of the Code of Ethics for School Board Members pursuant to the School Ethics Act (c.178, P. L. 2001) - All Board members were presented with a copy of the Code of Ethics and signed the Acknowledgement of Receipt.

Code of Ethics for School Board Members

N.J.S.A 18A:12-24.1

- I will uphold and enforce all laws, rules and regulations of the State Board of Education, and court orders pertaining to schools. Desired changes shall be brought about only through legal and ethical procedures. – Read aloud by Mrs. Krikos
- I will make decisions in terms of the educational welfare of children and will seek to develop and maintain public schools that meet the individual needs of all children regardless of their ability, race, creed, sex, or social standing. – Read aloud by Mr. Gjivoje
- I will confine my board action to policy making, planning, and appraisal, and I will help to frame policies and plans only after the board has consulted those who will be affected by them. – Read aloud by Dr. Anastasiou
- I will carry out my responsibility, not to administer the schools, but, together with my fellow board members, to see that they are well run. – Read aloud by Mr. Singh
- I will recognize that authority rests with the board of education and will make no personal promises nor take any private action that may compromise the board. Read aloud by Mrs. Krikos
- I will refuse to surrender my independent judgment to special interest or partisan political groups or to use the schools for personal gain or for the gain of friends. Read aloud by Mr. Gjivoje
- I will hold confidential all matters pertaining to the schools which, if disclosed, would needlessly injure individuals or the schools. In all other matters, I will provide accurate information and, in concert with my fellow board members, interpret to the staff the aspirations of the community for its school. – Read aloud by Dr. Anastasiou
- I will vote to appoint the best qualified personnel available after consideration of the recommendation of the chief administrative officer. – Read aloud by Mr. Singh
- I will support and protect school personnel in proper performance of their duties. – Read aloud by Mrs. Krikos
- I will refer all complaints to the chief administrative officer and will act on the complaints at public meetings only after failure of an administrative solution. – Read aloud by Mr. Gjivoje

N.J.A.C. 6A:32-3.2

Requirements for the code of ethics for district board of education members:

- (a) Each district board of education shall:
1. Discuss annually the School Ethics Act and the Code of Ethics for School Board Members, pursuant to N.J.S.A. 18A:12-21 et seq., at a regularly scheduled public meeting;
 2. Adopt policies and procedures regarding the training of district board of education in understanding the Code of Ethics; and
 3. Provide documentation pursuant to (b) below that each member of the district board of education has received and reviewed the Code of Ethics.
- (b) Each member of the district board of education shall sign an acknowledgement of receipt of the Code of Ethics for School Board Members contained within N.J.S.A. 18A:12-21 et seq. The acknowledgement of receipt requires each district board of education member and charter school board of trustee member to read and become familiar with the Code of Ethics.

BOARD RESOLUTIONS

MOTION presented by Mrs. Krikos and seconded by Mr. Singh to approve:

BB-001 RESOLVED, that the Harding Township Board of Education designates the following meeting dates for *Work/Regular Meetings*, to be held at the Middle School Building, 34 Lee's Hill Road, New Vernon, NJ, 07976 at 7:00 pm (unless otherwise noted), all meetings to be held on Mondays in accordance with the "Open Public Meetings Act" and formal action may be taken at any meeting:

January 3, 2023 (Reorganization) 6:30 p.m.	June 22, 2023 (Retreat 7 pm, Thursday)
January 23, 2023	July 17, 2023
February 13, 2023	August 28, 2023
March 13, 2023	September 18, 2023
April 17, 2023	October 16, 2023
May 1, 2023 (Budget Hearing)	November 6, 2023
May 22, 2023	December 4, 2023
June 12, 2023	
January 2, 2024 (Reorganization - Tuesday) 6:00 p.m.	

Note the time of the January 2, 2024 reorganization meeting was noted by Mr. Spelker to be at 6:00 p.m.

BB-002 RESOLVED, that the Harding Township Board of Education establishes the following Agenda Format to be observed and the order of business conducted at the Regular Meetings of the Board of Education as follows:

- I. Call to Order
- II. Presiding Officers Statement/Sunshine Statement
- III. Pledge of Allegiance
- IV. Roll Call

- V. Presentation
- VI. Hearing of Public Regarding Agenda Items
- VII. Reports/Discussions
- VIII. Correspondence
- IX. Board Business
 - Facilities/Finance
 - Curriculum and Instruction
 - Personnel and Management
- X. Hearing of Public
- XI. President's Comments
- XII. Executive Session (as needed)
- XIII. Return to Public session
- XIV. Other Board Business
- XV. Adjourn

Be It Further Resolved, that the Board President has sole discretion to change the Agenda Format and order of business in the best interest of the Board of Education.

Be It Further Resolved, that the Harding Township Board of Education does hereby designate the Daily Record, Star Ledger and The Observer Tribune as official newspapers to receive notice of meetings and other notices, if/as necessary, for the 2023 calendar year; and

Be It Further Resolved, that notices of meetings of the Harding Township Board of Education will be posted in the New Vernon Post Office, Green Village Post Office, Harding Township Municipal Building, Harding Township Elementary School and Harding Township Middle School; and

Be It Further Resolved, that the Harding Township Board of Education reserves the right to adjourn or recess a meeting at any time to discuss such matters that may be considered in closed session. However, the Board will first state the general nature of the subject to be discussed, and as precisely as possible, and any such items will be made available to the public at a later date and to the extent that the same is not prejudicial to the interests of the parties involved and would not result in a possible invasion of their right to privacy; and

Be It Further Resolved that, in order to conduct its meetings properly and efficiently, the Harding Township Board of Education shall require the following procedures pertaining to public participation at Board meetings:

- An individual desiring to speak shall give his or her name, address and the group, if any, that is represented.
- The presentation shall be brief as possible but no more than five (5) minutes per individual.
- The Board vests in its president, or other presiding officer, authority to terminate or extend the remarks of any individual if he/she deems it in the best interest of those present to do so.

BB-003 RESOLVED, that the Harding Township Board of Education approves the following standing committees for the 2023 calendar year.

1. Facilities and Finance
2. Curriculum and Instruction
3. Personnel and Management
4. Madison Board of Education
5. Morris County School Boards Association
6. Morris County Educational Services Commission
7. District Curriculum Council
8. Culture and Climate Committee
9. Policy Committee
10. Negotiations Committee
11. NJSBA Delegate
12. Building and Grounds Committee

BB-004 RESOLVED, that the Harding Township Board of Education authorizes the Business Administrator/Board Secretary to use *State Contracts*, where applicable, for the purchase of goods and services, for the 2023 calendar year; and

Be It Further RESOLVED, that the Board of Education establishes the Bid Threshold at \$32,000 and Quotation Threshold at \$4,800.

BB-005 RESOLVED, that the Harding Township Board of Education authorizes the Business Administrator/Board Secretary to pay bills and claims, as needed, between Board Meetings.

BB-006 RESOLVED, that the Harding Township Board of Education, in accordance with *N.J.A.C. 6A:23B-1.2(b)*, establishes maximum travel expenditures of \$25,000 for staff and Board Members for 2023 calendar year.

BB-007 RESOLVED, that the Harding Township Board of Education, in accordance with *N.J.A.C. 6A:23A-9.3(c)14*, establishes a maximum dollar limit for public relations expenditures of \$0.00 for calendar year 2023.

BB-008 RESOLVED, that the Harding Township Board of Education, adopts Roberts Rules of Order as the official parliamentary procedure manual to be used to conduct meetings and appoint the board secretary and board attorney to act as the parliamentarians for the 2023 calendar year.

BB-09 RESOLVED, that the Harding Township Board of Education, readopts all existing policies, by-laws, job descriptions, directives/plans, official communications of plans/procedures/authorities, rules and regulations and contracts now in force and effect, in accordance with the Policies and Procedures (Governance Manual) of the Harding Township Board of Education, prepared by Strauss Esmay, adopted June 2008, and/or in accordance with, or prepared by, any other duly authorized body, and shall include all revisions and additions which were subsequently adopted and in accordance with New Jersey state rules and regulations for the ensuing calendar year, 2023. – Mr. Gjivoje read BB-09 aloud at the meeting

ROLL CALL VOTE:

AYES: Mr. Davor Gjivoje, Dr. Alex Anastasiou, Mr. Abi Singh, Mrs. Melissa Krikos

ABSENT: Mr. Richard Bruno

REGULAR AGENDA

V. PRESENTATION

HIB – if necessary No presentation

VI. HEARING OF PUBLIC REGARDING AGENDA ITEMS (Policy 0167)

MOTION to open public comments presented by Mrs. Krikos and seconded by Dr. Anastasiou, unanimously approved to open public comment regarding agenda items only at 6:50 p.m.

No public comments

MOTION to close public comments presented by Dr. Anastasiou and seconded by Mrs. Krikos, unanimously approved to close public comment regarding agenda items only at 6:50 p.m.

VII. REPORTS/DISCUSSIONS

- a. Superintendent- Dr. Spelker noted that HTS is waiting for Madison to finalize their calendar for 2023-2024 before Harding presents their calendar for approval by the BOE. Madison has postponed their referendum until September 2023. HTS has begun the process of determining the expense for a new roof for the Elementary School. HTS will also be working to replace the existing ramp at the Middle School. An update to the LRFP will be given by Dr. Spelker at the April 17th BOE Meeting. A number of inflationary expenses (health insurance, busing etc.) have become clearer over the past few months which will undoubtedly have a negative affect on the District's 2023-2024 budget. Dr. Spelker also mentioned that 7 new students joined the District on January 3, 2023.
- b. Business Administrator – John Jennings discussed FF-001 and FF-002 with the Board. He noted that while Chapter 44 was intended to save money for both School Districts and employees, it has actually resulted in an increase in costs to the District given lower employee contributions.
- c. Madison BOE – No comments.

VIII. CORRESPONDENCE

1. Fire Drill Log – December

IX. BOARD BUSINESS

BB-010 Approve Regular Session Minutes

BB-011 Re-Appointment of Richard Bruno Harding Township Representative - Note the Board President called for a motion to add **BB-011** to the agenda motioned by Dr. Anastasiou and seconded by Mrs. Krikos, unanimously approved.

MOTION presented by Mrs. Krikos and seconded by Mr. Singh to approve:

BB-010 RESOLVED, that the Harding Township Board of Education approves the following minutes:

- Regular Session, December 19, 2022
- No Executive Session held on December 19, 2022

BB-011 RESOLVED, that the Harding Township Board of Education, pursuant to N.J.S.A 18A:38-8.2 et seq; appoints Mr. Richard Bruno Harding Townships (Sending District) representative to the Madison School District's Board of Education (Receiving District) for Calendar year 2023.

ROLL CALL VOTE:

AYES: *Mr. Davor Gjivoje, Dr. Alex Anastasiou, Mr. Abi Singh, Mrs. Melissa Krikos*

ABSENT: *Mr. Richard Bruno*

FACILITIES AND FINANCE

FF-001 Approve Chapter 44 Data Submission

FF-002 Approve Architect of Record

MOTION presented by Dr. Anastasiou and seconded by Mrs. Krikos to approve:

FF-001 RESOLVED, that the Harding Township Board of Education, upon the recommendation of the Superintendent of Schools, approves the submission of Chapter 44 School District Employee Health Benefit Data Collection Report.

FF-002 RESOLVED, that the Harding Township Board of Education, upon the recommendation of the Superintendent of Schools, approves Parette Somjen Architects as Architect of Record for the remainder of the 2023 school year.

ROLL CALL VOTE:

AYES: *Mr. Davor Gjivoje, Dr. Alex Anastasiou, Mr. Abi Singh, Mrs. Melissa Krikos*

ABSENT: *Mr. Richard Bruno*

CURRICULUM AND INSTRUCTION – No Resolutions

PERSONNEL AND MANAGEMENT

PM-001 Approve Leave Replacement Teacher Prorated Salary

PM-002 Approve Teacher Assistant Assignment

MOTION presented by Mrs. Krikos and seconded by Dr. Anastasiou to approve:

PM-001 RESOLVED, that the Harding Township Board of Education, upon the recommendation of the Superintendent of Schools approves the following retroactive salary to be paid:

Mrs. Sarah Verrone, Grade 2 leave replacement teacher effective September 1, 2022 through January 13, 2023, at an annual salary of \$61,950 prorated to \$27,877.50

PM-002 RESOLVED, that the Harding Township Board of Education, upon the recommendation of the Superintendent of Schools approves the following assignment and salary:

Mrs. Elise Blechner, Teacher Assistant, effective January 1, 2023 through June 30, 2023 at an annual salary of \$25,375 prorated to \$15,225.

ROLL CALL VOTE:

AYES: *Mr. Davor Gjivoje, Dr. Alex Anastasiou, Mr. Abi Singh, Mrs. Melissa Krikos*

ABSENT: *Mr. Richard Bruno*

X. HEARING OF PUBLIC REGARDING (Agenda and non-Agenda Items- Policy 0167)

MOTION presented by Mrs. Krikos and seconded by Dr. Anastasiou, unanimously approved to open public comments at 7:28p.m.

No public comments

MOTION presented by Mrs. Krikos and seconded by Dr. Anastasiou, unanimously approved to close public comments at 7:29 p.m.

XI. PRESIDENT'S COMMENTS – No comments

XII. EXECUTIVE SESSION

MOTION presented by Mrs. Krikos and seconded by Dr. Anastasiou to enter Executive Session at 7:35 p.m. to discuss;

- Administrative Personnel Superintendent

Be It Resolved, that the Harding Township Board of Education convenes Executive Session in full compliance with the Open Public Meetings Act, N.J.S.A. 10:4-6 et seq.; and the minutes of the discussion of any of these items will be available to the public when such minutes have been approved by the Board pursuant to N.J.S.A. 47:1A-1.1

ROLL CALL VOTE:

AYES: *Mr. Davor Gjivoje, Dr. Alex Anastasiou, Mr. Abi Singh, Mrs. Melissa Krikos*

ABESNT: *Mr. Richard Bruno*

XIII. RETURN to PUBLIC SESSION

MOTION presented by Mrs. Krikos and seconded by Dr. Anastasiou to return to Public Session at 7:55 p.m.

ROLL CALL VOTE:

AYES: *Mr. Davor Gjivoje, Dr. Alex Anastasiou, Mr. Abi Singh, Mrs. Melissa Krikos*

ABSENT: *Mr. Richard Bruno*

XIV. OTHER BOARD BUSINESS - None

XV. ADJOURN

MOTION presented by Dr. Anastasiou and seconded by Mrs. Krikos to adjourn at 7:56 p.m.

ROLL CALL VOTE:

AYES: *Mr. Davor Gjivoje, Dr. Alex Anastasiou, Mr. Abi Singh, Mrs. Melissa Krikos*

ABSENT: *Mr. Richard Bruno*

Respectively Submitted,

A handwritten signature in black ink that reads "John Jennings". The signature is written in a cursive style with a large, looping initial "J".

John Jennings
Business Administrator/Board Secretary