

RUTHERFORD BOARD OF EDUCATION

MINUTES OF THE WORK SESSION/REGULAR MEETING December 9, 2013

A Work Session/Regular Meeting of the Board of Education was held on Monday evening, December 9, 2013 in the High School Cafeteria. Meeting was called to order by President Casadonte at 7:00 P.M. with the Pledge of Allegiance to the Flag.

On roll call the following members were present: Mrs. Ahmed, Mrs. Jones, Mrs. Lanni, Mr. McLean, Mr. Tully and Mr. Casadonte. Dr. Jones and Mr. Kelly were also present. Mr. Griggs and Mr. Novosielski were absent. Mr. Arce arrived at 7:15 P.M.

N.J. OPEN PUBLIC MEETINGS LAW

The New Jersey Open Public Meetings Law was enacted to ensure the right of the public to have advance notice of and to attend the meeting of public bodies at which any business affecting their interests is discussed or acted upon. In accordance with the provisions of this Act, the Rutherford Board of Education has caused notice of this meeting to be published by having the date, time and place thereof posted on the bulletin board outside the Borough Clerk's Office, mailed to the News Leader, Herald, South Bergenite, and the Record newspapers, and filed with the Borough Clerk.

TAPING AND BROADCASTING OF MEETINGS

Work sessions and regular meetings of the Rutherford Board of Education will be broadcast without editing during a two-hour segment, as limited by Comcast's time constraints, on Tuesday evenings at 8:00 p.m. on the Comcast public access channel and on FiOS Channel 38. Any member of the public who wishes to view the two-hour tape can make that request to the board secretary.

MINUTES APPROVAL

1. Resolution by Mr. Tully, and seconded by Mrs. Lanni.
BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION that the minutes of the November 11, 2013 regular meeting be approved as recorded.

Roll Call Vote:

Mrs. Ahmed – abstained	Mrs. Jones – aye	Mr. Novosielski – absent
Mr. Arce – absent	Mrs. Lanni – aye	Mr. Tully – aye
Mr. Griggs – absent	Mr. McLean – aye	Mr. Casadonte – aye

SPECIAL PRESENTATION: Board Evaluation – Alfred Annunziata – NJSBA

Mr. Annunziata discussed the results of the 2012/2013 Board self-evaluation.

MEETING OPEN TO THE PUBLIC: (Agenda Items Only) 7:38 P.M. No one spoke.

REPORT OF THE SUPERINTENDENT:

Dr. Jones reported to the Board on her Roundtable meeting with parents. There were over 60 participants, including four board members. She thanked all for their participation.

Dr. Jones distributed the preliminary results of the community survey, noting that the survey is still open and will also be distributed to community leaders to get participation of all segments of the community.

Dr. Jones reported that representatives from the County Office of the DOE had been in to discuss plans for additional Kindergarten classes at Sylvan School and had preliminarily approved the use of all classrooms as long as classroom aides were hired to escort students to bathroom facilities.

Dr. Jones discussed the possibility of forming a Long-Range Planning Committee to discuss next steps for addressing challenges facing the district. She suggested the committee could meet on the evening of the January 6, 2014 board meeting.

Mr. Kelly discussed the approval by the NJDOE of the various ROD Grant applications, as listed in the Buildings & Grounds motion.

NEW BUSINESS (Action to be Taken)

PERSONNEL:

Motion by Mrs. Ahmed, seconded by Mrs. Jones to move the following resignations, retirements, salary adjustments, reassignments, appointments, etc., as recommended by the Superintendent of Schools, pending approval from the State Department of Education, subject to the New Jersey Criminal Background Check and other legal requirements.

Vote approved by Voice Vote.

TEST PREP COURSE

1. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following teachers to provide test readiness courses in math and language arts for the 2013-2014 school year to prepare students for the HSPA and NJAKS8:

High School:

HSPA – Math	Richard Blanchard	3 sections	\$1800
Lang. Arts	Dawn Gallo-Pasquale	3 sections	\$1800

Union School:

NJASK 8 Math	Christy Rayment	1 section	\$600
	Lisa Sandmeyer	1 section	\$600
	Nicole Zayatz	1 section	\$600

NJASK 8 Lang. Arts

Deborah Courtney	1 section	\$600
Megan Collins	1 section	\$600
Jamie Truncellito	1 section	\$600

Pierrepont School:

NJASK 8 - Math	David Padilla	3 sections	\$1800
Lang. Arts	Kaitlin Lucyk	3 sections	\$1800

CHRISTINA LUZZI

1A. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION approve Christina Luzzi as a long term substitute social studies teacher at Pierrepont School effective January 2, 2014 through March 3, 2014 at the per diem rate of \$236.00 (step 1, level 1).

SUBSTITUTE TEACHERS

2. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following substitute teachers for the 2013-2014 school year effective December 10, 2013 at the per diem rate of \$80.00 and in accordance with law:

Joseph Dorando
Daniel Hennessy
Edward Egbert
Choi H. Yee

SUBSTITUTE TEACHER

2A. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following substitute teachers for the 2013-2014 school year effective December 10, 2013 at the per diem rate of \$80.00 and in accordance with the law:

Christina Luzzi
Denys Gardeazabel

SUBSTITUTE TEACHER ASSISTANTS

3. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following substitute teacher assistants for the 2013-2014 school year effective December 10, 2013 at the hourly rate of \$10.00:

Xiomara Hernandez
Daniel Hennessy

ELBA CRUZ

3A. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve Elba Cruz as a part-time teacher assistant at Lincoln School for 4.9 hours per day effective January 10, 2014 through June 30, 2014 at the hourly rate of \$18.80 (step 1). This is a replacement position.

BONNIE MOSCOWITZ

4. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION approve Bonnie Moscovitz as a leave replacement middle school math teacher at Pierrepont School effective October 15, 2013 through June 30, 2014 at the annual salary of \$47,217 (step 1, level 1).

MEGAN CAUGHEY

5. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to extend the child rearing leave of absence for Megan Caughey, special education teacher at Lincoln without pay from January 29, 2014 to February 4, 2014.

FRANK KASPER

6. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to adjust the end date for Frank Kasper, long term substitute at Lincoln School from January 29, 2014 to February 7, 2014.

AMANDA CUPPI

7. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve Amanda Cuppi as a leave replacement grade 2 teacher at Washington School effective December 3, 2013 through May 5, 2014 at the annual salary of \$52,526 (step 1, level 3) (pro-rated). This is a replacement position.

JENNIFER TARANTINO

8. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve Jennifer Tarantino as a part-time teacher assistant at Washington School effective December 10, 2013 at the hourly rate of \$19.02 (step 2) for up to 4.9 hour per day. This is a new position.

JORGE ANEL

9. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to accept with regret, the retirement of Jorge Anel, custodian at the Lincoln School Annex effective March 3, 2014.

ALYSIA GONSKA

10. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to accept the resignation of Alysia Gonska, teacher assistant at Lincoln School effective January 10, 2014.

COACHING ASSIGNMENT

11. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following coaching assignment for the 2013-2014 school year:

Brad Marquart – Assistant Volunteer Wrestling Coach

SIDEBAR AGREEMENT

12. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the attached Sidebar Agreement to the Master Contract between the Rutherford Board of Education and the Rutherford Education Association for the period of July 1, 2013 through June 30, 2016. The Sidebar Agreement addresses additional health benefit plan offerings.

TRAVEL REIMBURSEMENTS

13. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following travel reimbursements for the 2013-2014 school year:

<u>Name</u>	<u>Position</u>	<u>Name of Activity</u>	<u>Dates</u>	<u>Fee</u>	<u>Trans.</u>	<u>Meals</u>	<u>Lodgings</u>	<u>Other</u>
Megan Collins	Teacher	Reading and Writ.	3/20/14	\$175	none	none	none	none
Megan Collins	Teacher	Reading and Writ	2/20/14	\$175	none	none	none	none
Justin VanDyk	Teacher	Tech in S. Studies	1/22/14	\$229	none	none	none	none
Alecia Scelsa	Teacher	Common Core	1/14/14	\$175	none	none	none	none
Jennifer Oddo	Teacher	Common Core	1/14/14	\$175	none	none	none	none
Jonathan Kinne	Teacher	NJMEA Conference	2/21/14	\$150	none	none	none	\$13.16
Nicole Zayatz	Teacher	AMTNJ	1/8/14	\$179	none	none	none	none
Jaclyn Levine	Teacher	Common Core	2/12/14	\$179	none	none	none	none
Christy Rayment	Teacher	Math Conference	1/8/14	\$179	none	none	none	none
Christy Rayment	Teacher	Algebra Workshop	2/6/14	\$195	none	none	none	\$20
Christy Rayment	Teacher	Math & Technology	2/10/14	\$195	none	none	none	\$20
Christy Rayment	Teacher	Geometry Workshop	2/20/14	\$195	none	none	none	\$20
Christy Rayment	Teacher	Visualizing Fractions	4/23/14	\$195	none	none	none	\$20

Roll Call Vote on Personnel Items # 1 thru #13 plus Addendums #1A-2A-3A:

Mrs. Ahmed – aye	Mrs. Jones – aye	Mr. Novosielski – absent
Mr. Arce – aye	Mrs. Lanni – aye	Mr. Tully – aye
Mr. Griggs – absent	Mr. McLean – aye	Mr. Casadonte – aye

CURRICULUM AND INSTRUCTION:

Motion by Mrs. Lanni, seconded by Mr. Tully to approve Curriculum and Instruction Items #1 thru #4:

HOME INSTRUCTION

1. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve home instruction for the following student (name on file in the office of special services):
Student #2002486 – effective 11-25-13

CURRICULUM GUIDES

2. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following new*/revised curriculum guides:

- A. Art
Advanced Placement Art History*
- B. Business Education
Elementary Keyboarding
- C. English Language Arts
Advanced Placement English Language and Composition*
Generational Media: Mass Communication in an Ever-Changing World*
- D. STEM
Technology Design*

OUT-OF-DISTRICT PLACEMENTS

3. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the attached list of contracts for tuition and other services provided for out-of-district placements for the 2013-2014 school year.

HIGH SCHOOL ELECTIVE REQUIREMENTS

4. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the list of electives in the areas of Fine and Performing Arts and Practical and Vocational Arts as elective graduation requirements. (See attached list.)

Roll Call Vote on Curriculum & Instruction Items #1 thru #4:

Mrs. Ahmed – aye	Mrs. Jones – aye	Mr. Novosielski – absent
Mr. Arce – aye	Mrs. Lanni – aye	Mr. Tully – aye
Mr. Griggs – absent	Mr. McLean – aye	Mr. Casadonte – aye

FINANCE:

Motion by Mr. McLean, seconded by Mrs. Jones to approve Finance Items #1 thru #7

APPROVAL OF BILLS

1. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION that the bills listed below be approved.

Accounts Payable	1,305,740.75
Offline Check	356,876.75
Payroll Expense	2,526,472.37
General Activities	<u>7,340.81</u>
	4,196,430.68

DONATION

2. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to accept, with gratitude, the donation of \$2,000 to the athletic department from MJZ Productions, for the inconvenience to the athletic program while shooting a commercial at Memorial Field.

DONATION

3. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to acknowledge, with gratitude, the generous donation by Mr. Rick Doren of two scoreboards to be installed and used at the Pierrepont and Lincoln Schools for the benefit of the children of the Borough of Rutherford, whether they be students or community members.

SECY/TREAS REPORT
OCTOBER 2013

4. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION that it has received and accepts the financial reports of the Secretary and Treasurer of School Monies for the month ending October 31, 2013, and certifies that the reports indicate that no major account or fund is over expended in violation of NJAC 6:20-2.13 and that sufficient funds are available to meet the district's financial obligations for the remainder of the school year. Summary pages are included in the official minute book and a detailed summary is on file in the office of the Board Secretary.

NO CHILD LEFT BEHIND

5. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve submission of an amendment to FY 2014 NCLB for carryover funds in the following amount:

Title II A	\$3006.00
Title III	123.00

TRANSPORTATION
AGREEMENT

6. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the Joint Transportation Agreements & Transportation Services Agreement with the Lenape Valley Regional High School Board of Education to transport a student to Windsor Prep High School in Paramus, NJ for the 2013/14 school year, at a cost of \$18,413.90

CAPITAL RESERVE
FUND

7. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION WHEREAS, N.J.S.A. 18A:21-2 and N.J.S.A. 18A:7G-31 permit a Board of Education to establish a capital reserve account, to be used to finance the district's long range facilities plan, and

WHEREAS, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, permit a board of education to transfer anticipated excess current revenue

or unexpended appropriations into reserve accounts during the month of June by board resolution, and

WHEREAS, the Rutherford Board of Education wishes to establish a capital reserve account, and

NOW THEREFORE BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION that it hereby authorizes the district's School Business Administrator to establish a Capital Reserve account, as of June 1, 2013, consistent with all applicable laws and regulations.

Roll Call Vote on Finance Items #1 thru #7:

Mrs. Ahmed – aye,abstained on ck#11068,11069	Mrs. Jones – aye	Mr. Novosielski – aye
Mr. Arce – aye	Mrs. Lanni – aye,abstained on ck# 10992	Mr. Tully – aye
Mr. Griggs – aye	Mr. McLean – aye	Mr. Casadonte – aye

POLICY:

Motion by Mrs. Jones, seconded by Mrs. Lanni to approve Policy Items #1 thru #6

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| <u>LINE OF RESPONSIBILITY</u> | 1. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following revisions to Policy #2121 Line of Responsibility on <u>first reading</u> . (See attached.) |
| <u>LINE OF RESPONSIBILITY CHART</u> | 2. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following revisions to the Line of Responsibility Chart on <u>first reading</u> . (See attached.) |
| <u>RELATIONS WITH VENDORS</u> | 3. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following revisions to Policy #3327 Relations with Vendors on <u>first reading</u> . (See attached.) |
| <u>OPERATION AND MAINTENANCE OF PLANT</u> | 4. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following revisions to Policy #3510 Operation and Maintenance of Plant on <u>first reading</u> . (See attached.) |
| <u>EMERGENCIES AND DISASTER PREPAREDNESS</u> | 5. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following revisions to Policy #6114 Emergencies and Disaster Preparedness on <u>first reading</u> . (See attached.) |

ELIGIBILITY OF NON-RESIDENT PUPILS

6. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following revisions to Regulation #5118R Eligibility of Non-Resident Pupils on first reading. (See attached.)

Roll Call Vote on Policy Items # 1 thru #6:

Mrs. Ahmed – aye	Mrs. Jones – aye	Mr. Novosielski – absent
Mr. Arce – aye	Mrs. Lanni – aye	Mr. Tully – aye
Mr. Griggs – absent	Mr. McLean – aye	Mr. Casadonte – aye

BUILDINGS AND GROUNDS:

Motion by Mr. Tully, seconded by Mr. Arce to approve Addendum #1:

ADDENDUM

SCHOOL FACILITIES PROJECTS

1. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION WHEREAS, the Rutherford Board of Education in the County of Bergen, New Jersey (hereinafter referred to as the “Board”), at its Special Meeting on August 26, 2013 authorized the submission of Schematic Plans and applications for various facilities projects to the New Jersey Department of Education (NJDOE) for its consideration of its Regular Operating District Grant program, and WHEREAS, the Board received from the NJDOE, Preliminary Eligible Cost letters, dated December 4, 2013, indicating preliminary approval of certain of the projects, as applied for, for grant funding, as follows:

1. High School Storm Water System (State Project #4600-050-14-1001)
2. Rutherford HS 100 Gym Roof Replacement (State Project #4600-050-14-1002)
3. RHS Wall Rehabilitation at 230 Gym (State Project #4600-050-14-1003)
4. RHS Lintel Repair Project at 230 Gym (State Project #4600-050-14-1004)
5. Sylvan Electrical Service and Distribution Improvements (State Project #4600-090-14-1006)
6. Pierrepoint School Fire Alarm System Upgrade (State Project #4600-080-14-1010)
7. Pierrepoint School Selected Flat Roof Replacements (State Project #4600-080-14-1009)
8. Sylvan School Fire Alarm System Upgrade (State Project #4600-090-14-1011)
9. Sylvan School Selected Lintel Replacements (State Project #4600-090-14-1012)
10. Sylvan School Vault Roof Reconstruction (State Project #4600-090-14-1013)
11. Washington School Playground Renovation (State Project #4600-110-14-1017)

12. Washington School Exterior Envelope Restoration (State Project #4600-110-14-1018)
13. Lincoln School Exterior Envelope Restoration (State Project #4600-070-14-1008)
14. Union School Selected Masonry Wall Repair (State Project #4600-100-14-1015)

NOW, THEREFORE, BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to formally accept the Preliminary Eligible Costs, without change, in anticipation of the further approval and issuance by the New Jersey Department of Education of Final Eligible Cost letters for the aforementioned projects.

This resolution shall take effect on January 1, 2014.

Roll Call Vote on Building & Grounds Addendum # 1:

Mrs. Ahmed – aye	Mrs. Jones – aye	Mr. Novosielski – absent
Mr. Arce – aye	Mrs. Lanni – aye	Mr. Tully – aye
Mr. Griggs – absent	Mr. McLean – aye	Mr. Casadonte – aye

OLD BUSINESS:

➤ **LEGISLATIVE UPDATE: (None)**

MEETING OPEN TO THE PUBLIC: (Any Topic) No one spoke.

Meeting was then closed at 8:40 P.M.

EXECUTIVE SESSION:

Motion by Mr. Tully, seconded by Mr. McLean, that an Executive Session be held at 8:41 P.M. for the purpose of discussing Student and Personnel Matters. Action will not be taken. The Board expects to return within 30 minutes.

Approved by Voice Vote.

The Board returned at 9:03 P.M.

ADJOURNMENT:

Motion by Mr. Tully, seconded by Mr. McLean that the meeting be adjourned at 9:03 P.M.

Vote Approved by Voice Vote.

Respectfully submitted,

Mr. Joseph P. Kelly
Business Administrator/Board Secretary