

RUTHERFORD BOARD OF EDUCATION
WORKSESSION – JANUARY 5, 2004

The Worksession Meeting was called to order at 7:32 P.M. in the High School Cafeteria by President Willis with the Pledge of Allegiance to the Flag. On roll call the following members were present: Mrs. Ahmed, Mr. Brancato, Mr. Casadonte, Mrs. Cevasco, Mr. Ferguson, Mrs. Monahan, Mr. Novosielski, and Mrs. Willis. Mr. Gibney was absent for the entire meeting. Mrs. Conlon and Mr. Brown were also present for the meeting.

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

As approved by the Rutherford Board of Education, we are taping and broadcasting our worksessions and regular meetings. These meetings will be broadcast without editing during a two-hour time segment on Tuesday evenings at 8:00 PM on the Comcast public access channel. At the conclusion of the two-hour segment, the broadcast will end regardless of what part of the meeting is currently being viewed due to the Comcast time constraint. Any member of the public who wishes to view the two-hour tape should make a written request to the Board Secretary who will have a copy of the tape made available within two weeks of the request. There will be a nominal fee charged for this tape reproduction. We welcome comments from residents viewing the broadcast.

A moment of silence was observed in memory of Anna Maria Amorelli, retired Principal of Pierrepont School, who passed away on December 23, 2003.

➤ **Presentation – Preliminary Review of 2004-2005 Appropriations Budget – Administrative Staff**

The Board took a brief recess at 9:07 P.M.

REPORT OF THE PRESIDENT:

Mr. Brancato read a statement that the REA contract was settled.

REPORT OF THE STUDENT REPRESENTATIVE TO THE BOARD

Mr. Casadonte left the meeting at this time (9:12 P.M.)

MEETING OPEN TO THE PUBLIC (Action Items Only) 9:12 P.M. No comments made.

NEW BUSINESS (Action to be Taken)

MINUTES APPROVAL

1A. Resolution by Mr. Novosielski, seconded by Mrs. Cevasco.

BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION that the minutes of the Regular Meeting and Executive Session of December 8, 2003 be approved as recorded.

Roll Call Vote:

Mrs. Ahmed – aye	Mrs. Cevasco – aye	Mrs. Monahan – aye
Mr. Brancato – aye	Mr. Ferguson – aye	Mr. Novosielski – aye
Mr. Casadonte – absent	Mr. Gibney – absent	Mrs. Willis – aye

PERSONNEL:

EMERGENT HIRES

1A. Resolution by Mrs. Ahmed, seconded by Mr. Brancato.

BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to employ the following applicant(s) under the emergent hiring law as per the State Department of Education:

Deborah Doyle – Substitute Teacher
RoseAnn Mesisco – Substitute School Nurse
Ryszard Chlewicki – Substitute Custodian
Anthony Tarantino – Substitute Teacher

Roll Call Vote Personnel Item #1A:

Mrs. Ahmed – aye	Mrs. Cevasco – aye	Mrs. Monahan – aye
Mr. Brancato – aye	Mr. Ferguson – aye	Mr. Novosielski – aye

MARIVEL QUINONES

2A. Motion by Mrs. Ahmed, seconded by Mrs. Cevasco to accept the resignation of Ms. Marivel Quinones, out-of-district teacher assistant, effective 1/5/04.

Approved.

FINANCE:

Motion by Mr. Brancato, seconded by Mr. Cevasco to approve Finance Items #1 and #2.

APPROVAL OF BILLS:

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

Accounts Payable	1/5/04	120,689.40
	Void Check	<u>(75.00)</u>
		\$120,614.40
Offline Checks		
Plan Review Fees for Lincoln/Washington		10,462.00
Horizon Blue Cross/Blue Shield		<u>208,358.70</u>
		\$218,820.70
Payroll	12/15/03	897,981.22
	12/15/03	<u>4,426.42</u>
		\$902,407.64
General Activities	12/5/03	1,015.51
	12/5/03	8,294.40
	12/8/03	299.00
	12/8/03	286.00
	12/8/03	2,865.68
	12/9/03	577.50
	12/9/03	156.00
	12/11/03	1,473.94
	12/12/03	1,650.00
	12/12/03	223.11
	12/15/03	485.00
	12/16/03	<u>170.49</u>
		\$17,496.63
Total		<u>\$1,259,339.37</u>

SECRETARY'S REPORT AND TREASURER'S REPORT:

2A. 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, 2003 and certifies that the reports indicate that no major account or fund is overexpended 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 attached in official minute book. Detailed summary in the office of the Board Secretary.

Roll Call Vote Finance Items #1A and #2A:

Mrs. Ahmed – aye	Mrs. Cevasco – aye	Mrs. Monahan – aye
Mr. Brancato – aye	Mr. Ferguson – aye	Mr. Novosielski – aye
Mr. Casadonte – absent	Mr. Gibney – absent	Mrs. Willis – aye

NEW BUSINESS: (Action will not be taken)

PERSONNEL:

Chairperson Ahmed reported on items to be acted upon at the January 12, 2004 Regular Meeting.

PERSONNEL:

Motion to move the following resignations, retirements, salary adjustments, reassignments, appointments, etc., pending approval from the State Department of Education, subject to the New Jersey Criminal Background Check and other legal requirements.

PAULA RISOLI

1. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve a disability leave with pay for Mrs. Paula Risoli, elementary teacher at Lincoln School, effective 4/5/04 through twenty (20) days following the birth of her baby, to be followed by a child rearing leave of absence under the Family Leave Act without pay, through 6/30/04.

ADRIENNE DEL ROSSO

2. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to employ Ms. Adrienne DelRosso as a teacher assistant at Union School effective 12/15/03 for 6.25 hours per day, 5 days per week at the hourly rate of \$12.50 (step 1) pending further negotiations. This is a new position.

NICOLE FRUSTERI

3. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION for the Child Study Team to increase the hours of Ms. Nicole Frusteri effective 1/5/04 for an additional three hours per week to provide ABA services at the rate of \$25.00 per hour to Students #2000345 and #2000183 (names on file in the office of special services). The increase was necessary due to the resignation of Ms. Flynn.

SUBSTITUTE TEACHERS

4. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to employ the following as substitute teacher(s) effective 1/13/04 at the per diem rate of \$70.00 and in accordance with law:

Deborah Doyle
RoseAnn Mesisco (Substitute School Nurse)
Kristen Guarini
Allison DiCostanzo
Anthony Tarantino

DEBORAH DOYLE

5. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to employ Ms. Deborah Doyle as a substitute teacher assistant effective 1/12/04 at the hourly rate of \$8.50.

RYSZARD CHLEWICKI

6. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to employ Mr. Ryszard Chlewicki as a substitute custodian effective 1/12/04 at the hourly rate of \$10.00.

JOB DESCRIPTIONS

7. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following job descriptions:

- | | |
|---------|--|
| 1-110 | Activity/Extracurricular Advisor |
| 1-145 | Athletic Coach |
| 1-150 | Athletic Director |
| 1-155 | Athletic Trainer |
| 1-210 | Media Specialist |
| 1-220 | Guidance Counselor |
| 1-240 | Learning Disabilities Teacher-Consultant |
| 1-250 | School Nurse |
| 1-290 | Psychologist |
| 1-310 | Social Worker |
| 1-320 | Speech-Language Specialist |
| 1-360 | Elementary Education Teacher |
| 1-360.2 | Health and Physical Education Teacher |

ALLISON DI COSTANZO 8. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to employ Miss Allison DiCostanzo as a long-term substitute at Lincoln School effective 4/12/04 through 6/30/04 at the per diem rate of \$180.00. This is a replacement for Mrs. Risoli.

DONNA JOSEPH-FORD 9. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to rescind the appointment of Mrs. Donna Joseph-Ford as a home economics teacher at the high school.

H.S. CO-CURRICULAR 10. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following changes for the 2003-2004 school year:

Rescind: effective 2/1/04
Leonard Williams as Advisor to the Gourmet Club – Pro-Rated Stipend: \$119.50

Appoint: effective 2/1/04
Geraldine Howard as Advisor to the Gourmet Club – Pro-Rated Stipend: \$119.50

COACHING ASSIGNMENT 11. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to rescind the appointment of Mr. John Herninko as Boys Spring Track Assistant for the 2003-2004 school year.

DONNA JOSEPH-FORD 12. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to employ Mrs. Donna Joseph-Ford as a long-term substitute at the high school effective 2/1/04 at the per diem rate of \$180.00.

CURRICULUM AND INSTRUCTION:

Chairperson Novosielski reported on items to be acted upon at the January 12, 2004 Regular Meeting.

COURSE OFFERINGS 1. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following RHS course offerings for the 2004-2005 school year:

A. ART DEPARTMENT

AP Studio Art
Basic Drawing and Design I
Basic Drawing and Design II
Ceramics I
Ceramics II
Painting
Photography I
Photography II
Studio Art

B. BUSINESS DEPARTMENT

Accounting I
Honors Accounting I
Accounting II
Fundamentals of Contemporary Business
Investing and the Stock Market
Marketing

C. COMPUTER PROGRAMMING DEPARTMENT

AP Computer Science - JAVA
Computer Programming I
Computer Programming II
Computer Independent Study
Honors Computer Programming C++
Honors Multimedia Design
Honors Network Academy I
Honors Network Academy II
Honors Network Academy III*
Honors Network Academy IV*
Introduction to JAVA Programming
*Alternate with Network Academy I--II;

D. ENGLISH DEPARTMENT

English 100
English 200
English 300
English 400
Honors English 100
Honors English 200
Honors English 300
Honors English 400
AP English Literature
Electives:
Basic Skills Language Arts Literacy
Creative Writing
English As A Second Language
Great Books
Hi Intensity ESL
Honors Humanities Seminar
Journalism
Mass Communications
Speech
Theatre Arts I
Theatre Arts II
Theatre Arts Workshop

E. FAMILY AND CONSUMER SCIENCES

American Foods
Child Care and Development
Fitness and Nutrition
International Foods
Textiles I
Textiles II

F. INTERDISCIPLINARY COMPUTER OFFERINGS

Advanced Computer Software Systems
Applied Computer Concepts
Architectural Drafting
Art by Computer Design
Computer Applications
Desktop Publishing
Honors Advanced Web Page Design
Music Technology
Personal Computer Keyboarding
Web Page Design

G. MATHEMATICS DEPARTMENT

Algebra I
Algebra II
Advanced Algebra
AP Calculus
Basic Skills Mathematics
Essentials of Algebra A
Essentials of Algebra B
Essentials of Geometry
Geometry
Honors Algebra II
Honors Calculus
Honors Geometry
Honors Pre Calculus
Pre Calculus
Probability of Statistics

H: MUSIC DEPARTMENT

AP Music Theory
Concert Band
Concert Choir
Rock Ensemble

I. PHYSICAL EDUCATION DEPARTMENT

Physical Education 9
Physical Education 10
Physical Education 11
Physical Education 12
Health 9
Health 10
Health 11
Health 12

J. SCIENCE DEPARTMENT

Anatomy and Physiology
AP Biology
Biology I
Chemistry I
Earth Science
Environmental Science
Honors Biology
Honors Chemistry I
Honors Chemistry II
Honors Physics
Marine Biology
Physics

K. SOCIAL STUDIES DEPARTMENT

AP United States History II
Honors United States History I
Honors United States History II
Honors World History
United States History I
United States History II
World Cultures
Electives:
Citizen and the Law
Dilemma of Vietnam
History of World War II
History of Religion
Pop Music and History
Psychology

L. TECHNOLOGY EDUCATION

CAD I (Computer Assisted Drafting)
CAD II (Computer Assisted Drafting)
Control Technology and Invention
Introduction to Technology
TV Production
TV Studio Workshop
Woodworking Technology I
Woodworking Technology II
Woodworking Technology III

M. WORLD LANGUAGE DEPARTMENT

French I
French II
French III
French IV
Honors French III
Honors French IV
AP French Language
Latin I
Latin II
Latin III
Latin IV
Spanish I
Spanish II
Spanish III
Spanish IV
Honors Spanish III
Honors Spanish IV
AP Spanish Language

N. VOCATIONAL

Centers in Technical Education

LIBRARY MEDIA
CURRICULUM GUIDE

2. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the revised K-12 Library Media Curriculum Guide.

FINANCE:

Chairperson Brancato reported on the meeting of the Finance Committee and items to be acted upon at the January 12, 2004 Regular Meeting.

SCOREBOARD DONATION

1. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to accept, with deepest thanks, the donation of a new scoreboard for the High School #216 gym by the Rutherford Recreation Department. The value of the donation is \$5,250.

APPROVAL OF TRANSFERS

2. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following transfers for the 2003-2004 school year.

From:

11-000-100-562-09	170,000
11-000-100-563-01	12,500

To:

11-000-100-564-09	12,500
11-000-100-565-09	100,000
11-000-100-566-09	70,000

Rationale: To record tuition adjustments necessary for the 2003-2004 school year.

From:

11-120-100-101-03	5,184
11-120-100-101-04	5,161
11-120-100-101-05	5,161
11-120-100-101-07	5,161

To:

11-204-100-320	20,667
----------------	--------

Rationale: Position that was budgeted in-house was contracted out to South Bergen Jointure Commission

From:

11-000-219-104-09	25,000
-------------------	--------

To:

11-000-213-100-09	25,000
-------------------	--------

Rationale: To transfer funds for individual nursing services for special education student.

From:

11-204-100-610-09	2,500
11-190-100-610-04	3,000
11-190-100-500-06	3,000
11-213-100-610-09	11,000

To:

11-190-100-640-06	1,500
11-204-100-640-09	5,500
11-000-240-610-04	3,000
11-000-222-610-06	1,500
11-213-100-640-09	8,000

Rationale: To adjust classroom supplies, textbooks, and copy supplies to reflect the proper amounts needed during the year.

From:
 11-000-262-520-01 3,245
 To:
 12-000-240-730-06 445
 12-000-290-730-01 2,800
 Rationale: Transfer funds to purchase new replacement printer in the Business Office and additional funds to provide outside installation services for Union School movie screen in auditorium.

From:
 11-140-100-101-02 600
 To:
 11-000-240-580-10 600
 Rationale: To reclass inter-school travel expenses for the ESL teacher to the proper account.

From:
 11-000-291-220-01 1,439
 11-000-291-270-01 1,440
 To:
 11-000-291-260-41 2,879
 Rationale: To transfer funds needed to cover higher workers compensation costs than budgeted

From:
 11-000-240-610-10 2,000
 To:
 11-000-223-110-10 2,000
 Rationale: To set up summer curriculum stipend paid to a labor account.

From:
 11-000-240-610-10 8,200
 To:
 11-000-223-890-01 8,200
 Rationale: To reclass budgeted stipends for district staff professional development activities to the proper account.

From:
 11-000-291-220-01 3,321
 To:
 11-000-291-290-00 3,321
 Rationale: To increase miscellaneous employee benefits for unbudgeted insurance policy.

From:
 11-000-230-331-01 3,000
 To:
 11-000-230-339-01 3,000
 Rationale: To increase budgeted architectural fees to cover high school roofing project

RUTHERFORD EDUCATION
 FOUNDATION

3. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to accept the following donations from the Rutherford Education Foundation totaling \$6,325.00:

- | | |
|---|------------|
| 1. Rutherford Renaissance – Michael Stracco | \$1,500.00 |
| 2. Ancillary Reading Materials for Grades 2-4 Science – Alison Heinzl | \$2,500.00 |
| 3. Festival of Languages “World Language Emergent Day” – Harriet Saxon and Patricia Fackina | \$1,500.00 |
| 4. Class Web Page – Joan Macri | \$ 825.00 |
| Total | \$6,325.00 |

POLICY:

Chairperson Cevasco reported on items to be acted upon at the January 12, 2004 Regular Meeting.

6000 SERIES POLICIES

1. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following Series 6000 policies on first reading:

6142.2	English as a Second Language
R6142.2	Entrance and Exit Policy for ESL
6142.6	Basic Skills
R6142.6	Required Attendance in Basic Skills Improvement Program
6142.7	Controversial Issues
6145.3	Publications
6151	Class Size
6152	Field Trips
6156	Instructional Planning/Scheduling
6160	Instructional Services and Resources
6161.1	Guidelines for Evaluation and Selection of Instructional Materials
6161.2	Complaints Regarding Instructional Materials

BUILDINGS AND GROUNDS:

Chairperson Monahan reported on items to be acted upon at the January 12, 2004 Regular Meeting.

**TESTING OF MATERIALS
LINCOLN/WASHINGTON**

1. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to appoint U.S. Engineering Laboratories, Inc. to conduct required testing of materials during construction at Lincoln and Washington Schools per the attached rate schedule.

OLD BUSINESS: (No action to be Taken)

- Mr. Ferguson reported that the tax rebate senior citizen program is starting up again.
- The Board agreed to place a resolution regarding No Child Left Behind on the agenda for the regular meeting.

MEETING OPEN TO THE PUBLIC: 9:36 P.M. No comments made.

EXECUTIVE SESSION:

Motion by Mrs. Ahmed, seconded by Mr. Brancato that an Executive Session be held at 9:37 P.M. for the purpose of discussing negotiations. Action may or may not be taken. The Board expects to return within 15 minutes.

Approved.

The Board returned at 9:40 P.M.

ADJOURNMENT:

Motion by Mrs. Ahmed, seconded by Mrs. Brancato that the meeting be adjourned at 9:42 P.M.

Approved.