

MINUTES OF A REGULAR MEETING
OF THE
RUTHERFORD BOARD OF EDUCATION
February 14, 2011

A regular meeting of the Board of Education was held on Monday evening, February 14, 2011 in the High School Cafeteria. Meeting was called to order by President Casadonte at 7:32 P.M. with the Pledge of Allegiance to the Flag.

On roll call the following members were present: Mrs. Ahmed, Mr. Casadonte, Mrs. Chituck, Mr. Griggs, Mrs. Jones, Mrs. Lanni, and Mr. Novosielski. Mr. McLean arrived at 7:34 P.M. Dr. Fiume was absent. Also present were Ms. Baldwin and Mr. Brown.

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 and on FiOS Channel 38. 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.

MINUTES APPROVAL

1. Resolution by Mr. Griggs, seconded by Mr. Novosielski.
BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION that the minutes of the Work Session Meeting and Executive Session of February 7, 2011 be approved as recorded.

Roll Call Vote:

Mrs. Ahmed – aye	Dr. Fiume – absent	Mrs. Lanni – aye
Mr. Casadonte – aye	Mr. Griggs – aye	Mr. McLean – aye
Mrs. Chituck – abstained	Mrs. Jones – aye	Mr. Novosielski – aye

SPECIAL PRESENTATIONS:

➤ **Student Artists - Mr. Denis Mullins, Supervisor FPPA**

➤

➤ **Elementary - Art Awards**

- Jackie Arce
- George Avramidis
- Gabriella Campos
- Deanna Centrello
- Mackenzie Disbrow
- Olivia Katafigiotis
- Sara LaFaso
- Emily Laskey
- Amy Lee
- Gabrielle Leite
- Sophia Masullo
- Melissa Munoz
- Tony Nikolic
- Allison Regan
- Nicholas Rendine
- Jamie Sarro
- Hallie Schiller
- Skikha Shah
- Zuzanna Szmazinski
- Rowan Verhaalen
- Jonathan Yap

High School Art Awards

- Christian Balacuit
- Kimberly Balacuit
- Seo-Jin Chang
- Tiffany Chong
- Brielle Disbrow
- Victoria Garcia
- Amanda Godsil
- YeSol (Elly) Kim
- Seton Kristinnsdottir
- Steven Lopez
- Brianna Nema
- Ava Posner
- Antonia Ricciardi
- Charles Sachetta
- Christine Von Cappeln

➤ **Bergen County Chorus – Mr. Denis Mullins, Supervisor FPPA**

Bergen County Chorus

- Isabel DiStefano
- Rachel Goldstein
- Kathryn Mendonca
- Ji-Hee Park
- Chloe Catoya
- Julia Dzurillay
- Nadia Ghnaim

The Board took a brief recess at 7:46 P.M., returning at 7:51 P.M.

REPORT OF THE PRESIDENT:

Mr. Casadonte gave an update on the upcoming Governor's Budget address on February 22, 2011 and the State Aid figures due on February 24, 2011 as well as future board Meeting dates.

MEETING OPEN TO THE PUBLIC: (Agenda Items Only) 7:52 P.M. No one spoke.
Meeting was then closed to the public at 7:52 P.M.

NEW BUSINESS (Action to be Taken)

Motion by Mrs. Griggs, seconded by Mrs. Jones to approve New Business Item #1

CALENDAR CHANGE 1. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to amend the 2010-2011 Board of Education Meeting Schedule:

From March 21, 2011 Worksession/Budget Hearing
To March 28, 2011 Worksession/Budget Hearing

Roll Call Vote on New Business Item #1

Mrs. Ahmed – aye	Dr. Fiume – absent	Mrs. Lanni – aye
Mr. Casadonte – aye	Mr. Griggs – aye	Mr. McLean – aye
Mrs. Chituck – aye	Mrs. Jones – aye	Mr. Novosielski – aye

PERSONNEL:

Motion by Mrs. Ahmed, seconded by Mr. Novosielski 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.

Motion by Mrs. Ahmed, seconded by Mr. Novosielski to approve Personnel Items #1 thru #15.

KATHRYN O'CONNOR 1. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve a disability leave with pay for Mrs. Kathryn O'Connor, social studies teacher at Rutherford High School, effective April 13, 2011 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 June 30, 2011.

LAUREN DEMATTEO 2. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve a leave of absence, without pay for Miss Lauren DeMatteo, English teacher at Rutherford High School, under the Family/Medical Leave Act from January 24, 2011 through March 16, 2011.

SERVICE PROVIDER 3. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION for the Child Study Team to utilize the services of Supreme Consultants to provide interpreter services on an as needed basis at the hourly rate of \$35.00.

SERVICE PROVIDER 4. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to adjust the hourly rate of Samiha E. Mussad from \$175 per diem to \$240 per diem due to increase in duties effective January 3, 2011.

SALARY LEVEL CHANGES 5. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following salary level change effective 9/1/10 due to advanced degrees or additional credits:

Vincent Tirri
From: \$50,435 (Step 6, Level 1) To: \$52,735 (Step 6, Level 2)

COACHING ASSIGNMENT 6. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve Julianne Sundberg as Girls Head Spring Track Coach – step 1 - \$6734 for the 2010-2011 school year.

TRAVEL REIMBURSEMENTS 7. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following travel reimbursements for the 2010-2011 school year:

Name	Position	Name of Activity	Dates	Fee	Trans.	Meals	Lodgings	Other
William Mulcahy	Principal	Improve Your NJ ASK	Feb 15 - March 29-	\$275	none	none	none	\$40
Anthony Paterno	Supervisor	B&Grounds Conf.	30, 2011	\$100	\$80	none	none	\$5.00
Steven Mett	Teacher	NJ Technology Ed.	3/18/11	\$195	none	none	none	none

Brenda Hernandez Forensics Seminar June 27-30, 2011 \$475 none none none none

LORETTA LOWTHER 8. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve Loretta Lowther as a part time bus assistant effective February 15, 2011 step 1 \$16.95 for 4.9 hours per day. This is a replacement position.

SUBSTITUTE TEACHERS 9. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following substitute teacher(s) effective February 15, 2011 at the per diem rate of \$80.00 and in accordance with law:

- Allison Banta
- Caitlin Murphy
- Gabriel Chelala
- Rachael Merrick * (eff. 2/14/11)
- Casey Eichler
- Keri Crescenzi
- Cory Dunn
- Bradley Marquart
- Kimberly Bongiovanni

HOME INSTRUCTOR 10. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following Home Instructor for the 2010 - 2011 school year effective February 15, 2011 at the hourly rate of \$35.00.

Cristina Vitale

CASEY EICHLER 11. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve Ms. Casey Eichler as a long-term substitute, Grade 5 teacher at Union School effective 3/1/11 through June 30, 2011 at the per diem rate of \$227.

LORETTA LOWTHER 12. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve Mrs. Loretta Lowther as a substitute bus assistant for the 2010-2011 school year effective January 18, 2011 – February 14, 2011.

JOSEPHINE LYNCH 13. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to accept, with regret, the retirement of Mrs. Josephine Lynch, social studies teacher at Union School effective June 30, 2011.

BARBARA WEISSMAN 14. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to accept, with regret, the retirement of Mrs. Barbara Weissman, guidance counselor at Rutherford High School effective June 30, 2011.

JENNIFER BLAUTH 15. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to adjust the resignation date for Ms. Jennifer Blauth from February 17, 2011 to February 11, 2011.

Roll Call Vote on Personnel Items # 1 thru #15

Mrs. Ahmed – aye	Dr. Fiume – absent	Mrs. Lanni – aye
Mr. Casadonte – aye	Mr. Griggs – aye	Mr. McLean – aye
Mrs. Chituck – aye	Mrs. Jones – aye	Mr. Novosielski – aye

CURRICULUM AND INSTRUCTION:

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

SCHOOL CALENDAR 2011-2012 1. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following school calendar for the 2011-2012 school year:

**RUTHERFORD PUBLIC SCHOOLS Version B
SCHOOL CALENDAR
2011-2012**

Thursday, September 1	Orientation of Teachers
Friday, September 2	Schools Open
Monday, September 5	Schools Closed – Labor Day
Monday, October 10	Schools Closed, Columbus Day Teacher Professional Development
Tuesday, November 8	Schools Closed, Election Day
Thursday & Friday, Nov. 10,11	Schools Closed, NJEA Convention
Thursday, November 17	One Session Day, Conferences (K-5 ONLY)

Friday, November 18	Schools Closed, Conferences (K-5 ONLY)
Wednesday, Nov. 23	One Session Day
Thursday & Friday, Nov. 24, 25	Schools Closed, Thanksgiving
Friday, December 23	One-Session Day
December 26 – January 2	Schools Closed, Holiday Recess
Tuesday, January 3	Schools Reopen
Monday, January 16	Schools Closed, Dr. King's Birthday
February 17 & 20	Schools Closed, Winter Recess
Friday, April 6	Schools Closed, Good Friday
April 23 - 27	Schools Closed, Spring Recess
Friday, May 25	Schools will be closed if any emergency closing days are not used
Monday, May 28	Schools Closed, Memorial Day
June 19, 20, 21	One-Session Days for Students
Tuesday, June 19	High School Graduation
Wednesday, June 20	Pierrepont Graduation
Thursday, June 21	Union Graduation Last Day of School for Students/Teachers K-12 Report Cards Issued

NUMBER OF DAYS SCHOOLS ARE IN SESSION

September	20	February	19
October	20	March	22
November	17	April	15
	(16) K-5 Only	May	21
December	17	June	15
January	20		
Total:	94	Total:	92
	(93) K-5 Only	Total Days:	186
			(185) K-5
			(184) 12

The above calendar is subject to change if deemed necessary by the Board of Education. The Board of Education wishes to apprise all employees, students and parents that any recess period may be utilized for days lost due to inclement weather. Accordingly, the Board advises employees not to make travel plans that are non-refundable during any of these times since school may be in session

PARENT APPEAL

2. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION

WHEREAS, an appeal was filed by the parents of student no. 11159 on his/her grade placement; WHEREAS, the parents were given the opportunity to present arguments and documents in support of their appeal; and WHEREAS, the Board of Education has considered the parents' appeal and reviewed the factual basis for the student's placement; BE IT RESOLVED that the Board of Education denies the appeal and sustains the placement determination and the decision by the interim superintendent of schools; BE IT FURTHER RESOLVED that the board secretary shall notify the parents of student no. 11159 that their appeal was denied by the Board of Education and provide them with a copy of this resolution.

OVERNIGHT CLASS TRIP

3. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve an overnight class trip to YMCA Camp Mason in Hardwick, NJ for 34 students and 4 adults 3/21/11 to 3/23/11.

OVERNIGHT CLASS TRIP

4. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve an overnight class trip to Raritan Exhibit Hall in Edison, NJ for 9 students and 1 adult 3/10/11 to 3/11/11.

Roll Call Vote on Curriculum and Instruction Items #1 thru #4.

Mrs. Ahmed – aye	Dr. Fiume – absent	Mrs. Lanni – aye
Mr. Casadonte – aye	Mr. Griggs – aye	Mr. McLean – aye
Mrs. Chituck – abstained on #2	Mrs. Jones – aye	Mr. Novosielski – aye

FINANCE:

Motion by Mr. McLean, seconded by Mrs. Ahmed to approve Finance Items #1 thru #6.

CASH ADVANCE

1. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to authorize the following cash advance to the person listed, describing the following business purpose.

John Hurley, RHS Principal \$1,200

Purpose: To fund anticipated expenses needed for the reception following the Distinguished Graduate Award Ceremony.

SECY/TREAS REPORT
NOVEMBER 2010
DECEMBER 2010

2. 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 November 30, 2010 and December 31, 2010 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.

IDEA FUNDING

3. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to accept the IDEA Grant, Part B, flow through funds for fiscal year 2010-2011 in the following amounts:

Basic \$ 530,656
Preschool \$ 20,691

SEMI PROGRAM WAIVER

4. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION

WHEREAS, NJAC 6A:23A-5.3 provides that a school district may request a waiver of compliance with respect to the district's participation in the Special Education Medicare initiative (SEMI) Program for the 2010-2011 school year, and

WHEREAS, the Rutherford Board of Education desires to apply for this waiver due to the fact that participation in SEMI would not provide a cost benefit to the district based on the projection of the district's available SEMI reimbursement for the 2011-2012 budget year.

EXTRAORDINARY AID

5. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve submission to the State Department of Education of the Application for Extraordinary Aid for 2010 – 2011.

APPROVAL OF BILLS

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

Accounts Payable	782,560.57
Offline Checks	287,149.10
Payroll	0.00
General Activities	20,153.96
Total	1,089,863.63

Roll Call Vote on Finance Items #1 thru #6

Mrs. Ahmed – aye, abstained on checks #3033, #3034, #3035, & #3036	Dr. Fiume – absent	Mrs. Lanni – aye
Mr. Casadonte – aye	Mr. Griggs – aye, abstained on checks #2999, #3058, & #488	Mr. McLean – aye
Mrs. Chituck - aye	Mrs. Jones – aye	Mr. Novosielski – aye

2011-2012 Budget Appropriations

Discuss the proposed appropriations for the 2011-2012 budget.

Mr. Casadonte announced that a Special Meeting will be called on February 24, 2011 to discuss State Aid results.

POLICY:

Motion by Mr. Novosielski, seconded by Mrs. Jones to approve Policy Items #1 thru #4.

CONCEPTS AND ROLES IN ADMINISTRATION; GOALS AND OBJECTIVES

1. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following revisions to Policy #2010 Concepts and Roles in Administration; Goals and Objectives on first reading:

CONCEPTS AND ROLES IN ADMINISTRATION; GOALS AND OBJECTIVES

The board of education shall establish policies that govern all aspects of district operations. The board expects the educational administration to direct, coordinate and supervise pupils and staff in their efforts to reach goals and objectives adopted by the board.

Within the guidelines of board policy, negotiated agreements and New Jersey law, the board expects the educational administration to:

- A. Provide up-to-date information and sound professional advice to the board, as an aid in informed decision-making;
- B. Plan, organize, implement and evaluate the educational programs established by board policy, in order to provide optimum educational opportunities to the pupils of the district;
- C. Provide these optimum educational opportunities at the lowest possible cost;
- D. Use efficient administrative and management procedures including supervision and evaluation of teaching staff, pursuant to law and regulations, and developed after consultation with and among the board, administrators and appropriate staff members;
- E. Coordinate the resources of the community with those of the district;
- F. Keep the board informed of all new legislative actions or changes in code and statute that affect the policies, programs or operations of the district.

Adopted: June 10, 2002

Revised:

Legal References:	<u>N.J.S.A. 18A:7A-3 et al.</u>	Public School Education Act of 1975
	<u>N.J.S.A. 18A:7F-1 et seq.</u>	Comprehensive Education Improvement and Financing Act of 1996
	<u>N.J.S.A. 18A:7F-43</u>	<u>School Funding Reform Act 2008</u>
	<u>N.J.S.A. 18A:11-1</u>	General mandatory powers and duties
	<u>N.J.S.A. 18A:12-21 et seq.</u>	School Ethics Act
	<u>N.J.S.A. 18A:54-20</u>	Powers of board (county vocational schools)
	<u>N.J.A.C. 6:3-4.1</u>	Supervision of instruction; observation and evaluation of nontenured teaching staff members
	<u>N.J.A.C. 6:3-4.3</u>	Evaluation of tenured teaching staff members
	<u>N.J.A.C. 6:8-1.1 et seq.</u>	Thorough and Efficient System of Free Public Schools
	<u>N.J.A.C. 6A:8-1.1 et seq.</u>	Standards and Assessment
	<u>N.J.A.C. 6A:28-1.1 et seq.</u>	School Ethics Commission
	<u>N.J.A.C. 6A:30-1.1 et seq.</u>	Evaluation of the Performance of School Districts

CHIEF SCHOOL ADMINSTRATOR: 2. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following revisions to Policy # 2131 Chief School Administrator on first reading:

CHIEF SCHOOL ADMINISTRATOR

The board of education, in compliance with state law, will evaluate the chief school administrator at least annually. Every newly appointed or elected board member shall complete the New Jersey School Boards Association's training program on evaluation of superintendents within six months of commencement of his/her term of office. The purpose of the evaluation shall be:

- A. To promote professional excellence and improve the skills of the chief school administrator;
- B. To improve the quality of the education received by the pupils served by the public schools of the district;
- C. To provide a basis for the review of the job performance of the chief school administrator.

The role and responsibility of the board in this evaluation shall be:

- A. To review, revise and adopt procedures suggested by the chief school administrator for implementation of this policy;
- B. To determine whether the services of a qualified consultant will contribute substantially to the evaluation process, and to engage such a consultant if the board deems it desirable;
- C. To adopt an individual plan for professional growth and development of the chief school administrator based in part upon any needs identified in the evaluation. This plan shall reflect contributions by both the board and the chief school administrator;
- D. To hold an annual summary conference between a majority of the full membership of the board and the chief school administrator. This conference shall include a review of the chief school administrator's performance in terms of his/her job description;

- E. To adopt, by April 30, subsequent to the annual summary conference, an annual written performance report, approved by a majority of the full membership of the board. This report shall include:
1. Performance areas of strength;
 2. Performance areas needing improvement based upon the job description and evaluation criteria set forth below;
 3. Recommendations for professional growth and development;
 4. A summary of available indicators of pupil progress and growth and a statement of how these available indicators relate to the effectiveness of the overall program and the performance of the chief school administrator;
 5. Provision for performance data which have not been included in the report prepared by the board of education to be entered into the record by the chief school administrator within 10 working days after the completion of the report.

The role and responsibility of the chief school administrator shall be to provide information and propose procedures for:

- A. Development of a job description and evaluation criteria, based upon the district's local goals, program objectives, policies, instructional priorities, state goals, statutory requirements, and the functions, duties and responsibilities of the chief school administrator. The evaluation criteria shall include but not be limited to available indicators of pupil progress;
- B. Specification of methods of data collection and reporting appropriate to the job description;
- C. Design of evaluation instruments suited to reviewing the chief school administrator's performance based upon the job description;
- D. Establishing an evaluation calendar to include a date for the annual conference and including appropriate information to allow proper consideration of all the items to be included in the subsequent written performance report;
- E. After the board's adoption of the annual written performance report, to provide all other appropriate information relative to evaluation of his/her performance not contained in the report.

The policy shall be delivered to the chief school administrator upon adoption. Amendments to the policy shall be distributed within 10 working days after adoption.

Adopted: June 10, 2002

Revised:

Legal References: NOTE: These legal references pertain primarily to the chief school administrator's employment and evaluation. Many specific responsibilities are assigned by other statutes and administrative code regulations.

<u>N.J.S.A.</u> 18A:4-15	General rule-making power
<u>N.J.S.A.</u> 18A:6-10 through -17	Dismissal and reduction in compensation of persons under tenure in public school system ...
<u>N.J.S.A.</u> 18A:12-21 <u>et seq.</u> <u>N.J.S.A.</u> 18A:17-15	School Ethics Act
<u>N.J.S.A.</u> 18A:17-20	through -21 Appointment of superintendents; terms; apportionment of expense ...
<u>N.J.S.A.</u> 18A:17-24	Tenured and non-tenured superintendents;
<u>N.J.S.A.</u> 18A:17-24.1	general powers and duties
<u>N.J.S.A.</u> 18A:27-4.1	Clerks in superintendent's office
	Sharing of personnel by school boards
	Appointment, transfer, removal or renewal of officers and employees; exceptions
<u>N.J.S.A.</u> 18A:28-3 through -6.1	No tenure for noncitizens ...
<u>N.J.S.A.</u> 18A:29-14	Withholding increments; causes; notice of appeals
<u>N.J.S.A.</u> <u>40A: 65-1</u>	<u>Uniformed shared services and consolidation act</u>
<u>N.J.A.C.</u> 6:3-1.4	Local district responsibility for employment of staff
<u>N.J.A.C.</u> 6:3-2.1	Chief school administrator
<u>N.J.A.C.</u> 6:3-2.2	Evaluation of tenured and non-tenured chief school administrators
<u>N.J.A.C.</u> 6:8-1.1 <u>et seq.</u>	Thorough and Efficient System of Free Public Schools
<u>N.J.A.C.</u> 6:11-9.1 <u>et seq.</u> <u>See particularly:</u>	Requirements for Administrative Certification

N.J.A.C. 6:11-9.1, -9.2,
-9.3(a), -9.4
N.J.A.C. 6A:28-1.1 et seq. School Ethics Commission
N.J.A.C. 6A:30-1.1 et seq. Evaluation of the Performance of School Districts

8 U.S.C. 1101 et seq. - Immigration and Nationality Act

Manual for the Evaluation of Local School Districts (August 2000)

RESEARCH, EVALUATION AND PLANNING: 3. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following revisions to Policy #2240 Research, Evaluation and Planning on first reading:

RESEARCH, EVALUATION AND PLANNING

As required by law, the chief school administrator shall annually direct development or review of district long- and short-range goals and the plan of action to attain them. Objectives shall be developed with community participation and approved by the board of education; the plan of action shall be prepared in consultation with teaching staff members. The district's plans shall be discussed at a public meeting before the date required by law.

Further, the chief school administrator shall coordinate continual research and evaluation of programs and facilities. The master plan shall be studied and revised periodically to keep it in accord with the changing circumstances and aspirations of the district.

Quality Assurance

~~By October 30 of each year, the chief school administrator shall provide a quality assurance report to the public at a regular meeting of the board. The report shall include all information specified in the administrative code. This report shall be disseminated to all staff and parents, and made available to the media.~~

State Monitoring

The superintendent shall ensure and coordinate the District Performance Review every three years, in compliance with New Jersey Quality Single Accountability Continuum (NJQSAC). Upon completion of the district's conduct of the District Performance Review, the board shall fix a date, place and time for the holding of a public meeting for approval by board resolution. The board shall comply with meeting procedures specified in N.J.A.C. 6A:30-3.2.

School-Level Planning

By September 30, the principal of each school in the district shall coordinate development and implementation of a two-year school-level plan based on school report card data. This plan shall include pupil performance objectives, a review of progress by teaching and administrative staff, and the involvement of parents.

The performance objectives shall be based on pupil performance or behavior standards as defined in the administrative code.

At least once per semester, the principal of each school shall conduct meetings by grade level, department, team or similarly appropriate group to review the school-level plan. The review shall include:

- A. School report card data;
- B. Progress toward achieving pupil performance objectives;
- C. Progress toward achieving core curriculum content standards.

Each principal shall sign a statement of assurance attesting to these activities on the form prescribed by the commissioner of education.

The chief school administrator shall submit each school's objectives to the county superintendent for review and approval. The report on the achievement of objectives or progress toward benchmarks for the previous year shall be contained in the October 30th annual report.

Adopted: January 14, 2002

Revised:

Legal References: N.J.S.A. 18A:7A-10 Evaluation of performance of each school
N.J.S.A. 18A:7A-11 Annual report of local school district; contents; annual report of commissioner;
report on improvement of basic skills
N.J.S.A. 18A:7A-14 Review of evaluation and reports ...
N.J.S.A. 18A:7A-14.1 Legislative findings; need for evaluation and monitoring system
N.J.S.A. 18A:7A:14.3 Evaluation and monitoring of public school districts;

N.J.S.A. 18A:7A-14.4

legislative findings and declarations
Alternative monitoring and evaluation programs;
participation; application

N.J.S.A. 18A:7F-46

Review, update of the CCCS; Educational

Adequacy Report

N.J.S.A. 40A: 65-1

Uniformed shared services and

consolidation act

ACTION PLANNING FOR
T&E CERTIFICATION:

4. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to
approve the following revisions to Policy #2255 Action Planning for T&E
Certification on first reading:

ACTION PLANNING FOR T&E CERTIFICATION STATE MONITORING NJQSAC

~~The chief school administrator shall be responsible for assembling all the necessary documentation to meet state certification requirements.~~

~~He/she shall ensure the district's compliance with all indicators when it is within his/her power to do so. He/she shall inform the board in a timely fashion of any areas in which board action is required to bring the district into compliance, and suggest to the board feasible plans of action.~~

~~In the event that the district, or a school within the district, does not receive a recommendation for certification from the commissioner, the board of education shall cooperate in undertaking corrective action by the development of remedial plan pursuant to the New Jersey administrative code.~~

~~Certification requirements for teaching staff members shall not be violated.~~

The board of education recognizes that it has important functions under the New Jersey state monitoring system: Quality Single Accountability Continuum (NJQSAC). The board shall comply with the requirements of the Department of Education's three year monitoring system by completing the District Performance Review (DPR). The district shall be assessed in the following five key areas:

- A. Operations;
- B. Instruction and Program;
- C. Governance;
- D. Fiscal managements;
- E. Personnel.

The chief school administrator shall take the following steps to oversee the efficient completion of the District Performance Review every three years as required by law:

- A. District Performance Review form shall be completed by the district committee. The chief school administrator shall determine the total number of people that will serve on the committee. The chief school administrator shall appoint the following persons to the committee, and, in his or her discretion, may include other persons on the committee with the approval of the board of education:
 - 1. Chief school administrator;
 - 2. One or more members of the administrative staff;
 - 3. One or more teaching personnel, representative of different grade levels and/or;
 - 4. The business administrator and assistant superintendent for curriculum and instruction, as well as other appropriate personnel;
 - 5. One or more member representatives of the local collective bargaining unit of the educational staff selected by the local collective bargaining unit; which may include the teaching personnel otherwise appointed in "3" above; and
 - 6. One or more members of the board selected by the board.
- B. The chief school administrator shall:
 - 1. Ensure that the process used by the committee in completing the District Performance Review provides for participation and input by all committee members;
 - 2. Consult with the committee in formulating a response to all weighted quality performance indicators of each component of school district effectiveness;
 - 3. Ensure that the responses to the District Performance Review encompass and reflect the

circumstances that exist in the school district; and

4. Ensure that all responses to the District Performance Review can be verified by data and supporting documentation or otherwise and provide this verification to the department upon request. (N.J.A.C. 6A:30-3.2 District Performance Review).

Additionally, the chief school administrator shall ensure the district's compliance with all indicators when it is within his/her power to do so. He/she shall inform the board in a timely fashion of any areas in which board action is required to bring the district into compliance, and suggest to the board feasible plans of action.

Upon completion of the proposed responses to the District Performance Review, the board of education shall fix a date, place and time for the holding of a public meeting, which may be a regularly scheduled meeting of the district board of education. The proposed responses to the District Performance Review and statement of assurance shall be presented to the board for approval by resolution.

The board shall ensure that:

- A. The proposed responses to the District Performance Review and statement of assurance shall be posted on its internet site, if one exists, at least five working days prior to the date fixed for the meeting, and shall make it available for examination by the public at the district board offices or another reasonable location;
- B. Notice of the meeting shall be published as required by the Open Public Meeting Act and this notice shall inform the public that the District Performance Review and statement of assurance will be discussed at the meeting and the times and manner in which members of the public may view the proposed responses to the District Performance Review; and
- C. At the public meeting the public shall have the opportunity to comment and be heard with respect to the proposed responses to the District Performance Review. The public shall have the opportunity to submit written comments prior to the meeting, as well. (N.J.A.C. 6A:30-3.2 District Performance Review)

If the school district fails to satisfy the evaluation criteria, the board of education shall cooperate in undertaking corrective action plans indicated by the executive county superintendent and pursuant to the New Jersey administrative code.

Certification requirements for teaching staff members shall not be violated.

Equivalency and Waiver Procedures

The board may apply to the commissioner for a waiver of a specific rule or an equivalent means of implementing a r through alternate procedures so long as the following criteria are met:

- A. The spirit and intent of New Jersey statutes, applicable federal laws and regulations, and the administrative code are served by granting the equivalency or waiver;
- B. The provision of a thorough and efficient education to the students in the district is not compromised as a result of the equivalency or waiver; and
- C. There will be no risk to student health, safety or civil rights by granting the equivalency or waiver.

All applications for equivalency and waivers shall be ~~signed by the chief school administrator and approved by the board of education.~~ in accordance with N.J.A.C. 6A:5-1.4 and shall be signed by the chief school administrator and approved by the board of education.

Alternative Monitoring

~~If the district meets the standards set out in the administrative code in student performance and attendance, the board may decide on an alternative method of evaluation in compliance with code and statute.~~

Adopted: June 10, 2002
Revised:

Legal References: N.J.S.A. 18A:7A-10
N.J.S.A. 18A:7A-14
N.J.S.A. 18A:7A-14.1

N.J.S.A. 18A:7F-43
N.J.A.C. 6A:23A-9.5

Evaluation of performance of each school
Review of evaluation and reports ...
Legislative findings; need for evaluation and monitoring system
N.J.S.A. 18A:7A-14.3 Evaluation
and monitoring of public school districts; legislative findings and
declarations
School Funding Reform Act of 2008
Commission to ensure achievement of the Core Curriculum Content
Standards

Roll Call Vote on Policy Items #1 thru #4.

Mrs. Ahmed – aye	Dr. Fiume – absent	Mrs. Lanni – aye
Mr. Casadonte – aye	Mr. Griggs – aye	Mr. McLean – aye
Mrs. Chituck – aye	Mrs. Jones – aye	Mr. Novosielski – aye

BUILDING AND GROUNDS:

Motion by Mrs. Jones, seconded by Mrs. Lanni to approve Building and Grounds Items #1 and #2.

**USE OF SCHOOL BUS
RECREATION SUMMER CAMP
2011**

1. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the use of one Board of Education school bus by Rutherford Recreation Summer Day Camp Program 2011, Monday through Friday from June 27, 2011 through August 12, from 7:15 a.m. to 4:00 p.m., as well as the use of a second bus for field trips.

**AUTHORIZATION TO
SOLICIT BIDS-BOILERS**

2. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to authorize the Board Secretary to request bids from vendors for the replacement of Boilers at Lincoln School, Washington School, Union School, and Rutherford High School.

Roll Call Vote on Building and Grounds Items #1 and #2.

Mrs. Ahmed – aye	Dr. Fiume – absent	Mrs. Lanni – aye
Mr. Casadonte – aye	Mr. Griggs – aye	Mr. McLean – aye
Mrs. Chituck – aye	Mrs. Jones – aye	Mr. Novosielski – aye

OLD BUSINESS:

Legislative Update

MEETING OPEN TO THE PUBLIC: (Any Topic) Meeting opened at 8:08 P.M. No one spoke.

Meeting was then closed at 8:09 P.M.

EXECUTIVE SESSION:

Motion by Mr. Griggs, seconded by Mr. McLean, that an Executive Session be held at 8:09 P.M. for the purpose of discussing Personnel. Action may or may not be taken. The Board expects to return within 15 minutes.

The Board returned at 8:37 P.M.

ADJOURNMENT:

Motion by Mrs. Ahmed, seconded by Mr. Novosielski that the meeting be adjourned at 8:39 P.M.

Vote Approved by Voice Vote.

Respectfully submitted,

Robert R. Brown
School Business Administrator/Board Secretary

Following is an extract of action taken at the February 7, 2010

MINUTES APPROVAL

1. Resolution by Mr. Griggs, seconded by Mr. Novosielski.
 BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION that the minutes of the Regular Meeting of January 10, 2010 be approved as recorded.

Roll Call Vote:

Mrs. Ahmed – aye	Dr. Fiume – absent	Mrs. Lanni – aye
Mr. Casadonte – aye	Mr. Griggs – aye	Mr. McLean – aye
Mrs. Chituck - absent	Mrs. Jones– aye	Mr. Novosielski – aye

NEW BUSINESS (Action to be Taken)

PERSONNEL:

Motion by Mrs. Ahmed, seconded by Mr. Novosielski 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.

Voice Vote.

Motion by Mrs. Ahmed, seconded by Mrs. Jones to approve Personnel Item #1A.

AMY MURPHY:

1A. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION accept the resignation of Mrs. Amy Murphy as special education teacher at Washington School, effective 6/30/2011.

Roll Call Vote Personnel Item #1A

Mrs. Ahmed – aye	Dr. Fiume – absent	Mrs. Lanni – aye
Mr. Casadonte – aye	Mr. Griggs – aye	Mr. McLean – aye
Mrs. Chituck - absent	Mrs. Jones– aye	Mr. Novosielski – aye

FINANCE:

Motion by Mr. McLean, seconded by Mrs. Jones to approve Finance Item #1A.

APPROVAL OF BILLS

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

Accounts Payable	49,362.41
Offline Checks	1,471,287.66

Payroll	2,239,231.33
General Activities	<u>3,439.63</u>
Total	3,763,821.03

Roll Call Vote Finance Item #1A

Mrs. Ahmed – aye	Dr. Fiume – absent	Mrs. Lanni – aye
Mr. Casadonte – aye	Mr. Griggs – aye	Mr. McLean – aye
Mrs. Chituck - absent	Mrs. Jones– aye	Mr. Novosielski – aye