

MINUTES OF A REGULAR MEETING  
OF THE  
RUTHERFORD BOARD OF EDUCATION  
SEPTEMBER 8, 2008

A regular meeting of the Board of Education was held on Monday evening, September 8, 2008 in the High School Cafeteria. Meeting was called to order by President Casadonte at 7:30 P.M. with the Pledge of Allegiance to the Flag.

On roll call the following members were present: Mrs. Ahmed, Mr. Casadonte, Mrs. Cevasco, Mr. Jasko, Mrs. Jones, Mr. McLean, Mr. Novosielski, and Mrs. Williams. Dr. Fiume was absent for the entire meeting. Also present were Ms. O'Keefe, Mr. Brown, and Ramy Yousef.

**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.

**MINUTES APPROVAL**

1. 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 July 14, 2008 be approved as recorded.

Roll Call Vote:

Mrs. Ahmed – abstain	Dr. Fiume – absent	Mr. McLean – aye
Mr. Casadonte – aye	Mr. Jasko – aye	Mr. Novosielski – aye
Mrs. Cevasco – aye	Mrs. Jones – aye	Mrs. Williams – aye

**SPECIAL PRESENTATIONS:**

- Rutherford Education Foundation 2008 Grant Recipients - Leslie O'Keefe
- Retirees - Beverly Walker/Dorothy Meissner

The Board took a brief recess at 8:00 P.M., returning at 8:11 P.M.

**REPORT OF THE PRESIDENT**

**REPORT OF THE STUDENT REPRESENTATIVE: Ramy Yousef**

**MEETING OPEN TO THE PUBLIC: (Agenda Items Only) 8:15 P.M.**  
Joshua Beck paid tribute to Dorothy Meissner.

Pat Kinsler asked about budget transfers.

Meeting was then closed to the public at 8:20 P.M.

**NEW BUSINESS (Action to be Taken)**

**PERSONNEL:**

Motion by Mrs. Ahmed, seconded by Mrs. Cevasco 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.

Approved.

**Motion by Mrs. Ahmed, seconded by Mrs. Williams to approve Personnel Items #1 through #46.**

**DOROTHY MEISSNER**

1. Motion to accept, with regret, the retirement of Mrs. Dorothy Meissner, reading specialist at Union School, effective 7/1/08.

**BEVERLY WALKER**

2. Motion to accept, with regret, the retirement of Mrs. Beverly Walker, school nurse at Washington School, effective 7/31/08.

**AMY DINCUFF**

3. Motion to accept the resignation of Ms. Amy Dincuff, district ESL teacher, effective 10/1/08.

**TERESA STAATS**

4. Motion to accept the resignation of Ms. Teresa Staats, leave replacement physical education teacher at Union School, effective 8/4/08.

- KRISTEEN OPPIDO 5. Motion to rescind the appointment of Ms. Kristeen Oppido as a full-time teacher assistant for the 2008-2009 school year.
- RETIREMENT MONIES 6. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following payback of sick days to retirees as per agreement between the Rutherford Board of Education and the Rutherford Education Association:
- |                  |   |                   |   |             |
|------------------|---|-------------------|---|-------------|
| Dorothy Meissner | - | 300.0 days (max.) | - | \$10,500.00 |
| Beverly Walker   | - | 8.5 days          | - | 255.00      |
- SIDEBAR AGREEMENT 7. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve a Sidebar Agreement between the Rutherford Board of Education and the Rutherford Administrators Association regarding the salary adjustment of Principal of Union School effective 7/1/08.
- KENNETH POLAKOWSKI 8. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to adjust the salary of Mr. Kenneth Polakowski to \$132,759 (includes \$2,500 longevity) effective 7/1/08 through 6/30/09 as a result of his re-assignment as Principal of Union School.
- SALARY CHANGES 9. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to change the salaries of the following employees due to obtaining additional graduate credits:
- |   |                                 |
|---|---------------------------------|
| Tina-Marie Golda  |                                 |
| From: \$46,366 (step 4, level 1)  | To: \$48,366 (step 4, level 2)  |
| Kristin Jugan   |                                 |
| From: \$47,299 (step 3, level 2)  | To: \$49,699 (step 3, level 3)  |
| Ana Capria  |                                 |
| From: \$53,359 (step 9, level 1)  | To: \$55,459 (step 9, level 2)  |
| Sarah Moran   |                                 |
| From: \$50,766 (step 4, level 3)  | To: \$53,266 (step 4, level 4)  |
| Margit Smith  |                                 |
| From: \$57,959 (step 9, level 3)  | To: \$60,459 (step 9, level 4)  |
| Charles Ryan  |                                 |
| From: \$58,502 (step 8, level 4)  | To: \$61,302 (step 8, level 5)  |
| Lawrence Sandmeyer  |                                 |
| From: \$62,826 (step 11, level 3)   | To: \$68,126 (step 11, level 5) |
| Deborah DeLia   |                                 |
| From: \$79,716 (step 15, level 4)   | To: \$83,516 (step 15, level 5) |
| David Frazier - Supervisor  |                                 |
| From: \$107,953 (step 7, level 3) (Including \$17,814 for 12 mos. & \$1,069 for 2 depts.) |                                 |
| To: \$112,599 (step 7, level 4) (Including \$18,581 for 12 mos. & \$1,115 for 2 depts.)   |                                 |
- ALISON HEINZEL 10. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve Mrs. Alison Heinzl as the instructor to the Summer 2008 Math Tutorial Program for seventh graders at the rate of \$2,800.00.
- ELEMENTARY CO-CURRICULAR 11. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to make the following changes to the Union School Co-Curricular list for the 2008-2009 school year:
- Rescind:  
Beverley Keegan as Homework Club Advisor
- Approve:  
Amanda Tripodi - Poetry Book - \$570.00  
Nicole Zayatz - Poetry Book Typist - \$269.00  
Assunta Smith - Homework Club Advisor - \$570.00
- AMANDA TRIPODI 12. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to employ Ms. Amanda Tripodi as a BSI reading teacher at Union School effective 9/1/08 through 6/30/09 at the annual salary of \$47,644 (step 1, level 3). This is a replacement position.
- JOSEPH VACCARO 13. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to employ Mr. Joseph Vaccaro as a leave replacement physical education teacher at Union School effective 9/1/08 through 6/30/09 at the annual salary of \$45,244 (step 1, level 2).
- ELEM. CO-CURRICULAR 14. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve Ms. Kristeen Oppido as the adviser for the Pierrepont Homework Club at the annual stipend of \$570.00.

REIMBURSEMENT FOR TRAVEL

15. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following travel reimbursements for the 2008-2009 school year:

<u>Staff 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>Othe</u>
Leslie O'Keefe	Superintendent	NJASA Seminar	Sept 16-17	\$395	\$125	None	None	
Leslie O'Keefe	Superintendent	AASA National Conf	Feb 17-21	\$599	\$515	\$256	\$608	
Robert Brown	Bus Adm	NJASBO Seminar	17-Sep	\$90	\$20	None	None	
Robert Brown	Bus Adm	NJASBO Seminar	19-Nov	\$90	\$20	None	None	
Robert Brown	Bus Adm	NJASBO Seminar	16-Dec	\$90	\$20	None	None	
Robert Brown	Bus Adm	NJASBO Seminar	25-Feb	\$90	\$20	None	None	
Robert Brown	Bus Adm	NJASBO Seminar	21-Apr	\$90	\$20	None	None	
Robert Brown	Bus Adm	CPE Seminar	6-Oct	\$189.05	None	None	None	
Robert Brown	Bus Adm	CPE Seminar	25-Nov	\$189.05	None	None	None	
Robert Brown	Bus Adm	CPE Seminar	3-Dec	\$189.05	None	None	None	
Tom Potor	Teacher	Lake Conference	Oct 3-5	\$150	\$50	None	None	
Adelaide De Carlo	Librarian	Literacy Workshop	22-Oct	\$55	\$25	None	None	
Lori Dernelle	Supervisor	Literacy Workshop	22-Oct	\$55	\$25	None	None	
Patricia VanEs	Librarian	NJASL Conference	14-Nov	\$85	\$75	None	None	
Robert Brown	Bus Adm	NJSBA Workshop	Oct 28-30	\$175	\$125	\$135	\$234	
Diane Jones	Board Member	NJSBA Workshop	Oct 28-30	\$175	\$125	\$135	\$234	
Doreen Cevasco	Board Member	NJSBA Workshop	Oct 28-30	\$175	\$125	\$135	\$234	
Karen Williams	Board Member	NJSBA Workshop	Oct 28-30	\$175	\$125	\$135	\$234	
William Mulcahy	Administrator	NJSBA Workshop	Oct 28-30	\$175	\$200	\$135	\$234	
Diane Jones	Board Member	Pre-DA Training	24-Sep	None	None	None	None	
Diane Jones	Board Member	NJSBA Fall Mtg	2-Dec	None	None	None	None	
Diane Jones	Board Member	NJSBA Workshop	8-Jan	None	None	None	None	
Diane Jones	Board Member	NJSBA Training	3-Mar	None	None	None	None	
Diane Jones	Board Member	NJSBA Spring Mtg	7-May	None	None	None	None	
Denis Mullins	Supervisor	AENJ Conference	Oct 6-8	\$90	\$181.50	None	None	
Cheryl Butler	Supervisor	Communications Wksp	19-Aug	\$139	\$100	None	None	
Diana Hecking	Art Teacher	AENJ Conference	7-Oct	\$90	\$60	None	None	
Linda Dahse	SocSt Teacher	Vietnam War Seminar	17-Oct	\$60	\$46	None	None	
Roxane DiVuolo	Art Teacher	AENJ Conference	7-Oct	\$90	\$60	None	None	\$20
Barbara Constantiople	SpED Teacher	NJIDA Conference	17-Oct	\$157	\$75	None	None	
Stephanie Kowalski	Art Teacher	AENJ Conference	17-Oct	\$90	\$60	None	None	\$20
Barbara O'Donnell	Supervisor	PS User Mtg	23-Sep	None	\$25	None	None	\$9
Jack Hurley	Principal	NJPSA Mtg	26-Sep	None	\$90	None	None	
Margaret Vaccario	Principal	NJPSA Mtg	26-Sep	None	\$90	None	None	
Mercedes Duarte	Science Tchr	NJSTA Convention	8-Oct	\$80	\$90	None	None	
Laura Clossey	Art Teacher	AENJ Conference	7-Oct	\$90	\$60	None	None	
Kathleen Gonzales	LDTC	RTI Workshop	16-Oct	\$85	\$25	None	None	
William Mulcahy	Principal	RTI Workshop	16-Oct	\$85	\$25	None	None	
Geraldine Howard	FCS Teacher	RCS Fall Conference	29-Oct	\$100	\$100	None	None	\$20
Betsy Mannion	Trans. Coord.	NJSTS Meetings	10/17,1/16, 4/24	\$30	\$100	None	None	
Thom Casadonte	Board Member	NJSBA Training	2-Oct	\$37	\$50	None	None	
Gary Novosielski	Board Member	NJSBA Training	2-Oct	\$37	\$50	None	None	
Diane Jones	Board Member	NJSBA Training	2-Oct	\$37	None	None	None	
Fred Fiume	Board Member	NJSBA Training	2-Oct	\$37	\$50	None	None	
Janis Rose	Librarian	NJASL Convention	14-Nov	\$85	\$75	None	None	

SUBSTITUTE TEACHERS

16. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to employ the following as substitute teacher(s) at the per diem rate of \$80.00 and in accordance with law:

- Lisa Puso
- Valerie Fonovic
- David Salfino
- Jose Romero-Bosch
- Yaludys Hernandez
- Toni Ann Sinacore
- Mary Sawyer
- Patricia Milner
- Cabrini Howell
- Christopher DellaFave
- Maureen Carroll - School Nurse
- Beverly Walker - School Nurse

- SUB TEACHER ASSISTANTS 17. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following substitute teacher assistants for the 2008-2009 school year at the hourly rate of \$9.00:
- Lisa Puso  
Valerie Fonovic  
Mary Sawyer  
Toni Ann Sinacore
- BUS ASSISTANTS 18. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following bus assistants for the 2008-2009 school year at the hourly rate of \$15.98 for up to 19.5 hours per week. These are replacement positions.
- Janice Burgess  
Louise Micci
- JOAN O'NEILL 19. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve Ms. Joan O'Neill as a full-time bus driver effective 9/1/08 at the hourly rate of \$21.82 (step 2). This is a replacement position.
- EMERGENT HIRES 20. 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:
- Francis Viola - Football Coach  
Maureen Carroll - Substitute School Nurse  
Brian Sartori - Substitute Custodian
- LUNCH MONITORS 21. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following lunch monitors for the 2008-2009 school year at the hourly rate of \$8.65 (step 1):
- |                  |   |            |
|------------------|---|------------|
| Hattie Alston    | - | Pierrepont |
| Joanne DeChellis | - | Pierrepont |
| Nancy Forsyth    | - | Pierrepont |
- HOME INSTRUCTOR(S) 22. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following as home instructor(s) for the 2008-2009 school year at the hourly rate of \$35.00:
- Nancy McEntee
- BARBARA THUMANN-CALDERARO 23. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve Mrs. Barbara Thumann-Calderaro as a teacher assistant at Pierrepont School effective 9/1/08 for 6.25 hours per day at the hourly rate of \$17.22 (step 2). This is a replacement position.
- NICHOLAS ACKERMANN 24. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve Mr. Nicholas Ackermann as a long-term substitute at the high school effective 9/1/08 through 9/30/08 at the per diem rate of \$226.22.
- JEAN SABATINI 25. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve Ms. Jean Sabatini as a long-term substitute at Union School effective 9/1/08 through 9/30/08 at the per diem rate of \$270.80.
- COLLEEN FENCIK 26. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve a disability leave with pay for Mrs. Colleen Fencik, Union School social studies teacher, effective 12/4/08 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 but with benefits through 4/1/09 and without benefits through 6/30/09.
- MEGAN CAUGHEY 27. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve a disability leave with pay for Mrs. Megan Caughey, special education teacher at Lincoln School, effective on or about November 17, 2008 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 (on or about) March 13, 2009.
- CHILD STUDY TEAM SERVICE PROVIDERS 28. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION for the Child Study Team to utilize the services of the following for the 2008-2009 school year:
- Maria Gross to perform independent educational evaluations as needed at the rate of \$500.00 per evaluation
- Comprehensive School Testing - to provide independent evaluations for students at the rate of \$400 per Educational, Psychological or Speech evaluations

Jamie An - to provide ABA Home Program Coordination for students at the rate of \$39.00 per hour

NINA COLANGELO 29. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to employ Ms. Nina Colangelo as a district ESL teacher effective 9/1/08 through 6/30/09 at the annual salary of \$46,229 (step 2, level 2). This is a replacement position.

CHARLES RYAN 30. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve Mr. Charles Ryan as the district liaison to the Rutherford Historic Preservation Commission.

JOSE GARCIA 31. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to employ Mr. Jose Garcia as a substitute bus driver for the 2008-2009 school year at the hourly rate of \$18.00.

FRANCIS VIOLA 32. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve Mr. Francis Viola as a volunteer football coach for the 2008-2009 school year.

MARIE FLETCHER 33. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve Mrs. Marie Fletcher as a long-term substitute school nurse on an as-needed basis effective 9/1/08 through 11/1/08 at the per diem rate of \$265 (step 1, level 5).

JESSICA SAXON 34. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve a disability leave with pay for Mrs. Jessica Saxon , science teacher at Pierrepont School, effective 1/5/09 through 1/23/09 (or until sick leave is exhausted), to be followed by a child rearing leave of absence under the Family Leave Act with benefits but without pay through 4/17/09.

LYNN MC SHANE 35. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to employ Ms. Lynn McShane as the school nurse at Washington School effective 11/1/08 through 6/30/09 at the annual salary of \$50,579 (step 6, level 2). This is a replacement position.

MAUREEN CARROLL 36. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to employ Ms. Maureen Carroll as a long-term substitute school nurse at Washington School effective 9/1/08 through 11/1/08 at the per diem rate of \$216.00.

JOB DESCRIPTION - BUS ASSISTANT 37. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following job description for Bus Assistant:

BOARD OF EDUCATION RUTHERFORD ADMINISTRATION Locator: 2-400

Position: Bus Aide

Responsible to: Director of Buildings/Grounds

- Qualifications:
1. High School diploma or equivalent education
  2. Ability to administer simple first aid
  3. Ability to maintain passenger discipline
  4. Meet physical requirements to safely assist students
  5. Required criminal history background check and proof of U.S. Citizenship or legal resident alien status

Terms of Employment: Ten Months (Summer Work as needed)  
Position is non-tenure and subject to annual reappointment

Goal: To assist in the safe and efficient transportation of students and staff

Duties and Responsibilities:

1. Assists the bus driver in maintaining good student conduct on the bus
2. Assists young and/or disabled students
3. Assures that students get on and off the bus in an orderly fashion
4. Assures that only authorized students are transported
5. Collects and turns over to school secretary those personal items left on the bus by students
6. Administers simple first aid as may be required
7. Performs other tasks as required by supervisor

Adopted: October 8, 2001

JOB DESCRIPTION - BUS DRIVER 38. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following job description for Bus Driver:



BOARD OF EDUCATION  
Rutherford

ADMINISTRATION  
Locator: 2-200

Position: Bus Driver

Responsible to: Director of Buildings/Grounds

- Qualifications:
1. Valid Commercial Driver's License
  2. Minimum of five years' previous safe driving experience
  3. Ability to maintain passenger discipline
  4. Meet physical requirements to safely operate vehicle
  5. Required criminal history check and proof of U.S. Citizenship or resident alien status

Terms of Employment: Ten Months (Summer Work as needed)  
Position is non-tenured and is subject to annual reappointment

Goal: To provide for the safe and efficient transportation of students and staff  
And perform all activities related to the safe operation of the school bus

Duties and Responsibilities:

1. Completes a pre-trip safety inspection of the bus prior to every trip and reports on bus condition
2. Notifies Transportation Coordinator and/or mechanic of any malfunctions or safety hazards
3. Adheres to established routes, designated bus stops and keeps to assigned time schedule
4. Transports only authorized students
5. Obeys all traffic laws and observes mandatory school bus safety regulations
6. Maintains discipline on the bus and reports violations to the building principal or other authorized individual; initiates written reports to supervisor as necessary
7. Reports all accidents and pupil injuries and completes required reports
8. Participates in emergency evacuation drills and instructs passengers regarding safety regulations and other bus rules
9. Performs interior bus cleaning duties, cleans windows as needed and monitors the refueling of the bus
10. Enforces regulations against eating and smoking on the bus; enforces the wearing of seat belts by all passengers
11. Performs other such duties or tasks as may be assigned

Adopted: October 8, 2001

JOB DESCRIPTION -  
STUDENT ASSISTANCE  
COUNSELOR

39. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following job description for Student Assistance Counselor:

BOARD OF EDUCATION  
RUTHERFORD

LOCATOR: 1-221  
PAGE 1 OF 2

Position: Student Assistance Counselor

Responsible to: Director of Guidance/Building Principal

- Qualifications:
1. Valid New Jersey Education Service or Guidance Counselor Certificate
  2. Minimum three years' experience as a teacher, guidance counselor, school social worker or school psychologist
  3. Successful experience in counseling and student development
  4. Ability to work effectively with students, staff, parents, outside agencies and community groups
  5. Required criminal history background check and proof of U.S. citizenship or legal resident alien status.

Terms of Employment: Work year and salary as per negotiated contract

Goal: To assist students, and families in the prevention, intervention and resolution of school-family and related issues.

Duties and Responsibilities:

1. Interview and counsel students
2. Counseling of parents as related to students' needs

- 3. Confer with classroom teachers
- 4. Assists in coordinating student programs
- 5. Responsible for running educational support groups
- 6. Work closely with members of the Child Study Team and other professionals
- 7. Assists in the coordination of supplemental programs and guest speakers
- 8. Counsel chronic tardy and absent students
- 9. Assists in the development and coordination of a referral system and intervention services for early identification of students who are at-risk. Coordinates a referral system with other agencies.
- 10. Provides in service for all teachers and staff in mental health and related areas

Adopted: April 2, 2001  
 Revised; June 11, 2001  
 Revised:

JOB DESCRIPTION - 40. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the  
SUBSTANCE AWARENESS following job description for Substance Awareness Coordinator:  
COORDINATOR

BOARD OF EDUCATION  
 RUTHERFORD

LOCATOR: 1-315  
 PAGE 1 OF 2

Position: Substance Awareness Coordinator  
 Responsible to: Director of Guidance/High School Principal  
 Qualifications:

- 1. Valid New Jersey Education Service Certificate with Substance Awareness Coordinator endorsement
- 2. Minimum three years' experience as a teacher, guidance counselor, or school social worker
- 3. Successful experience in substance abuse curriculum development, counseling and staff development
- 4. Ability to work effectively with students, staff, parents, outside agencies and community groups
- 5. Required criminal history background check and proof of U.S. citizenship or legal resident alien status.

Terms of Employment: Work year and salary as per negotiated contract

Goal: To provide leadership in the development of substance abuse prevention and intervention activities in the school community

Duties and Responsibilities:

- 1. Provides leadership and information on development, implementation and coordination of a comprehensive chemical health education curriculum
- 2. Assists in the coordination of supplemental programs and guest speakers
- 3. Assists in the research and review of instructional materials for possible purchase and use
- 4. Develops and coordinates a referral system and intervention services for early identification of students who are at-risk for substance abuse of demonstrating symptoms of substance use and abuse. Coordinates a referral system with local, state and other services, providers or agencies.
- 5. Works in cooperation with resources available within the school district (i.e. child study team, guidance counselor, nurse, etc.).
- 6. Assesses students' drug/alcohol involvement, makes appropriate referral to treatment facilities when necessary.
- 7. Works in cooperation with treatment facility, counselors, parents, school personnel and students in developing and following through with the students' aftercare plan.
- 8. Provides short-term counseling or group counseling for students with substance abuse problems or concerns.
- 9. Assesses the district's prevention/intervention program on an annual basis and makes recommendations.

- 10. Facilitates conferences with parents or child's guardian to review, discuss and/or implement appropriate steps and stages of intervention and options.
- 11. Assists in the design, implementation and coordination of staff development related to substance awareness.
- 12. Provides in-service for all teachers and staff responsible for the delivery of chemical health education.
- 13. Provides training for all school staff on substance abuse issues, the district program to combat substance abuse, and intervention and referral procedures.
- 14. Serves as a resource to district personnel on substance awareness/abuse issues as well as on the availability of training programs.
- 15. Maintains professional standards through readings, attendance at conferences, and membership in professional organizations.
- 16. Maintains a continuing review of statutes and codes related to drug and alcohol programming.
- 17. Assists with the development and annual review of policies and procedures regarding substance abuse, use and chemical health education, and recommends changes to administration.
- 18. Assists the administration in assessing school substance use.
- 19. Implements and coordinates parent education programs related to substance awareness.
- 20. Serves as a member of or participates in the community-based Municipal Alliance to facilitate the liaison between school and community.
- 21. Provides coordination of school-based prevention programs with community-based prevention programs.
- 22. Develops community awareness through active participation as a school liaison to appropriate community groups and organizations.

Evaluation: Performance of this job will be evaluated annually in accordance with state law and the provisions of the Board's policy on evaluation of certified staff.

Adopted: April 2, 2001  
Revised; June 11, 2001

Revised:

AFFIRMATIVE ACTION OFFICERS

41. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following as Affirmative Action officers for the 2008-2009 school year:

Brenda Fargo	District
William Mulcahy	Washington School
Jeanna Velechko	Lincoln School
Margaret Vaccarino	Pierrepont School
Kurt Schweitzer	Union School
Barbara O'Donnell	Rutherford High School

PROFESSIONAL DEVELOPMENT

42. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following as members of the district professional development committee and members of the schools' individual professional development committee:

COMMITTEES

**District Committee**

- 1. Judith DePasquale
- 2. Michael Cassidy
- 3. Laura Clossey
- 4. Lynne Crawford
- 5. Jill Kochan
- 6. Michael Stracco
- 7. Charles Terry

**Lincoln School**

Administrator: Jeanna Velechko

- 1. Anissa Egar-Smith
- 2. Darlene Monochello
- 3. Paula Risoli

**Pierrepont School**

Administrator: Margaret Vaccarino

- 1. Margaret Byrnes
- 2. William Helpingstine
- 3. Laura Vahey

**Rutherford High School**

Administrator: Jack Hurley

1. Barbara Constantinople
2. Robert Hemmel
3. Carol Drewes

**Union School**

Administrator: Kenneth Polakowski

1. Deborah Courtney
2. Season Lyons
3. Alayne Mayerson

**Washington School**

Administrator: William Mulcahy

1. Ana Capria
2. Elizabeth Ersalesi
3. Judith Gioia

MARIA DE TRIZIO

43. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to adjust the salary of Ms. Maria DeTrizio to reflect the contracted two weeks of summer work as follows:

From: \$59,459 (step 7, level 5) To: \$62,432 (step 7, level 5)  
(includes \$2,973 for 2 wks smr wk)

and to approve 11.25 additional summer hours for Ms. Maria DeTrizio to attend child study team meetings and to test students during the summer of 2008 at the per diem rate of \$297.30.

JENNIFER DE SANTO

44. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve a disability leave with pay for Mrs. Jennifer DeSanto , grade 2 teacher at Lincoln School, effective December 22, 2008 through 10 days following the birth of her baby (or until sick leave is exhausted), to be followed by a child rearing leave of absence under the Family Leave Act without pay but with benefits , through April 17, 2009.

SUBSTITUTE CUSTODIAN

45. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to employ Mr. Brian Santori as a substitute custodian effective 9/9/08 at the hourly rate of \$11.00.

BEVERLY WALKER

46. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve Mrs. Beverly Walker as a long-term substitute school nurse on an as-needed basis effective 9/1/08 through 11/1/08 at the per diem rate of \$265 (step 1, level 5).

Roll Call Vote Personnel Items #1-#46:

Mrs. Ahmed – aye	Dr. Fiume – absent	Mr. McLean – aye
Mr. Casadonte – aye	Mr. Jasko – aye	Mr. Novosielski – aye
Mrs. Cevasco – aye	Mrs. Jones – aye	Mrs. Williams – aye

**CURRICULUM AND INSTRUCTION:**

**Motion by Mrs. Williams, seconded by Mr. Novosielski to approve Curriculum and Instruction Items #1 through #8.**

UNIFORM MEMORANDUM OF AGREEMENT

1. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the Annual Uniform Memorandum of Agreement between the Rutherford Board of Education and the Rutherford Police Department for the 2008-2009 school year.

NCLB GRANT

2. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve submission of the NCLB FY2009 grant application.

IDEA GRANT

3. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve submission of the IDEA FY2009 grant application.

PROFESSIONAL DEVELOPMENT PLAN

4. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the Local Professional Development Plan for the 2008-2009 school year.

IDEA GRANT AMENDMENT

5. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to amend the 2007-2008 IDEA grant to incorporate the carryover from the 2006-2007 IDEA grant as follows:

Basic: \$41,125.00  
Preschool: \$ 1,738.00

BERGEN TECH/ACADEMY

6. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the attendance of the following students (name on file in the office of the superintendent) to the Bergen Tech/Academy H.S. for the 2008-2009 school year:

Hackensack Campus: Gr. 9 - 4  
Gr. 10 - 6  
Gr. 11 - 6  
Gr. 12 - 5

Paramus Campus: Gr. 9 - 2  
Gr. 11 - 2  
Gr. 12 - 1

Teterboro Campus: Gr. 9 - 2  
Gr. 10 - 1

SUSPENSION ALTERNATIVE

7. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the

PROGRAM (SAP

Memorandum of Agreement with the Bergen County Special Services School District to provide the Suspension Alternative Program (SAP) for the 2008-2009 school year.

OUT-OF-DISTRICT PLACEMENTS

8. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following out-of-district student placements (name on file in the office of special services):

Rescind:  
Student #2000387 - SBJC Garfield

Approve:  
Student #2000387 - Midland School - Tuition: \$45,937.50 plus transportation  
Student #2007011 - SBJC Lyndhurst - Tuition: \$48,258.00

Roll Call Vote Curriculum & Instruction Items #1-#8:

Mrs. Ahmed – aye	Dr. Fiume – absent	Mr. McLean – aye
Mr. Casadonte – aye	Mr. Jasko – aye	Mr. Novosielski – aye
Mrs. Cevasco – aye	Mrs. Jones – aye	Mrs. Williams – aye

**FINANCE:**

**Motion by Mr. Jasko, seconded by Mrs. Williams to approve Finance Items #1 through #5.**

APPROVAL OF BILLS

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

Accounts Payable	\$1,426,582.94
Offline Checks	1,467,429.21
Payroll	958,126.87
General Activities	20,513.30
<b>Total</b>	<b><u>\$3,872,652.32</u></b>

PARENT TRANSPORTATION CONTRACTS

2. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve parent transportation contracts for the following students (names on file in the office of special services):

#2004066	1 <sup>st</sup> Cerebral Palsy of NJ \$8.77 per day x 180 days	\$1,578.60
#2003111	Children’s Therapy Center \$16.00 per day x 205 days	\$3,280.00
#2007039	JCC Therapeutic Nursery \$18.80 per day x 210 days	\$3,948.00

SECY/TREAS. REPORT JUNE 2008

3. 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 June 30, 2008, 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.

SEMI PROGRAM WAIVER

4. 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 2008-09 school year, and WHEREAS, the Rutherford Board of Education desires to apply for this waiver due to the fact that it projects having fewer than 30 Medicaid eligible classified students, and 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 2008-2009 budget year. NOW, THEREFORE, BE IT RESOLVED, that the Rutherford Board of Education hereby authorizes the Chief School Administrator to submit to the Executive County Superintendent of Schools in the County of Bergen an appropriate waiver of the requirements of NJAC 6A23A-5.3 for the 2008-2009 school year.

TRANSFERS

5. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following budget transfers for the 2007-08 school year:

From:		
11-000-216-100	Salaries – Speech	10,324
11-000-219-104	Salaries – CST	16,621
11-000-222-100	Salaries – Librarians	10,579
11-000-222-610	Salaries – Library Supplies	3,004
11-000-251-100	Salaries – Business Office	20
11-000-251-340	Business Office – Outside Services	1,270
11-000-252-580	Travel Expense - Technology	1,161
11-000-252-890	Misc. Expenses – Technology	4,200
11-000-261-420	Maintenance – Outside Repairs	1,302
11-000-262-100	Salaries – Custodial	23,676
11-000-270-162	Salaries – Bus Drivers Athletics	6,899
11-000-270-420	Transportation – Outside Repairs	2,517
11-000-270-514	Contracted Transportation	42,138
11-000-291-260	W/C Insurance Exp.	211
11-000-291-270	Health Benefits	16,813
11-110-100-101	Salaries – Kindergarten	868

11-120-100-101	Salaries – Grades 1-5	16,287
11-140-100-101	Salaries – Grades 9-12	10,530
11-190-100-500	Contracted Services – Direct Instruction	5,600
11-190-100-640	Textbooks	5,000
11-204-100-320	Outside Services – Special Ed.	26,250
11-204-100-101	Salaries – Resource Room	3,100
11-204-100-610	Supplies – Resource Room	2,780
11-204-100-640	Textbooks – Resource Room	9,609
11-213-100-610	Supplies – Special Ed.	4,834
11-213-100-640	Textbooks – Special Ed.	6,714
11-230-100-101	Salaries – Basic Skills	4,837
11-240-100-101	Salaries – ESL	4,263
11-401-100-610	Supplies – Co-Curricular	976
11-402-100-100	Salaries – Coaches	5,274
11-402-100-610	Athletic Supplies	891
11-403-100-320	Contracted Services – Home Instruction	10,000
To:		
11-000-218-104	Salaries – Guidance	2,000
11-000-222-105	Salaries – Library Assistants	15,233
11-000-240-105	Salaries – School Secretaries	181
11-000-252-110	Salaries – Technology	6,470
11-000-261-100	Salaries – Maintenance	62,273
11-000-270-161	Salaries – Bus Drivers Special Ed.	50,230
11-130-100-101	Salaries – Grades 6-8	10,969
11-150-100-101	Salaries – Home Instruction	33,548
11-190-100-106	Salaries – Clerical Assistants	1,419
11-204-100-106	Salaries – Special Ed. Assistants	36,612
11-213-100-101	Salaries – Resource Room	33,448
11-401-100-100	Salaries – Co-Curricular Activities	6,165

*Rationale: To record transfers necessary to adequately fund payroll accounts from January through June, 2008.*

From:		
11-000-100-564	Tuition – Vocational Spec. Ed.	11,892
11-000-100-566	Tuition – Private Schools In-State	26,579
11-000-100-569	Tuition – Prior Year Adjustments	183
To:		
11-000-100-562	Tuition – Other LEAs	35,954
11-000-100-563	Tuition – Academies	2,700

*Rationale: To record tuition adjustments necessary for the 2008-2009 school year from January through June.*

From:		
11-000-100-565	Tuition-Regional Day Schools	9,010
11-000-216-320	Contracted Services-Speech	1,400
11-000-252-890	Misc. Expense – Technology	3,291
11-000-261-420	Outside Repairs – Technology	6,360
11-000-291-220	Employer FICA Taxes	5,113
11-000-291-270	Health Benefits	54,373
12-140-100-730	Equipment-Technology	4,111
To:		
11-190-100-610	Supplies-Technology	13,762
12-000-260-730	Equipment-Maintenance	5,113
12-000-400-450	Construction Services	64,783

*Rationale: To record transfer to fund new floor cleaning and burnishing equipment at RHS, to partially fund boiler replacement at RHS, and to purchase district computers under \$2,000 per piece.*

From:		
11-000-100-565	Tuition-Regional Day School	7,556
11-000-100-566	Tuition-Private Schools	12,342
11-000-100-567	Tuition-Prior Year Adjustments	7,365
11-000-213-610	Nurse’s Supplies	1,363
11-000-216-320	Speech-Contracted Services	8,398
11-000-218-104	Salaries-Guidance	13,252
11-000-219-104	Salaries-CST	7,192
11-000-219-105	Salaries- CST Secretary	1,120
11-000-219-610	Supplies-CST	1,644
11-000-222-610	Library Supplies	1,960
11-000-230-530	Telephone Expense	786
11-000-230-610	Board Office-Supplies	12,236
11-000-230-890	Board Office-Misc. Expense	6,564
11-000-251-340	Bus. Office-Outside Services	2,731
11-000-252-890	Technology-Misc. Expense	2,065
11-000-291-270	Health Benefits	249,853
11-190-100-500	Contracted Services-Instruction	2,219
11-190-100-610	Classroom Supplies	1,027

11-190-100-640	Textbooks	10,634
11-204-100-320	Contracted Services-Spec. Ed.	45,059
11-204-100-610	Supplies-Resource Room	5,608
11-401-100-100	Salaries-Co-Curricular	2,237
12-140-100-730	Equipment-Technology	200

To:  
 12-000-400-721                      Lease Purchase Payments-Principal                      403,411

*Rationale: To record transfer required to pay off in advance short-term notes for musical instrument replacement, wide area network installation, and district lighting project.*

From:  
 11-000-240-890                      Administrative – Misc. Exp.                      1,800  
 11-190-100-610                      Classroom Supplies                      200  
 11-401-100-930                      Co-Curricular-Other                      4,316  
 11-402-100-100                      Coaches Salaries                      7,871

To:  
 11-401-100-610                      Co-Curricular Supplies                      14,187

*Rationale: To purchase new choral risers at RHS to fit the new reconfigured stage area. Old risers were transferred to Washington School for use at that school.*

From:  
 11-000-291-250                      U/C Insurance                      4,457  
 11-000-291-270                      Employee Benefits                      145,864

To:  
 11-000-261-420                      Outside Repairs                      150,321

*Rationale: To record transfer to finance construction projects at Union School, including installation of supplemental air conditioning in the new addition, an asbestos abatement required for the gym floor repair, and various other small projects.*

From:  
 11-000-100-562                      Tuition-Other LEAs                      1,535  
 11-000-100-564                      Tuition-Vocational Reg. Ed.                      9,108  
 11-000-100-565                      Tuition-Regional Day Schools                      5,055  
 11-000-100-567                      Tuition-Private Schools Out-of-State                      6,485  
 11-000-270-514                      Contracted Transportation                      14,713  
 11-190-100-610                      Classroom Supplies                      9,035

To:  
 11-000-262-490                      Water Expense                      10,222  
 11-000-262-620                      Gas & Electric Expense                      35,709

*Rationale: To record increases in water, gas and electric from January through June, 2008.*

From:  
 11-000-100-566                      Tuition-Private Schools                      25,000  
 11-000-230-331                      Legal Expense                      5,500  
 11-000-230-100                      Salaries – Supt. Office                      1,519  
 11-000-240-580                      Administrative Travel                      2,340  
 11-000-240-610                      Administrative Supplies                      5,695  
 11-000-251-590                      Board Office-Outside Services                      966  
 11-000-251-832                      Interest Exp – Lease Purchase                      104  
 11-000-252-110                      Salaries – Technology                      3,500  
 11-000-252-340                      Contracted Services – Technology                      352  
 11-000-291-250                      U/C Benefits                      8,550  
 11-140-100-101                      Salaries – Grades 9-12                      15,000

To:  
 11-000-230-339                      Other Prof. Fees                      30,500  
 11-000-240-320                      Purchased Services – Administrative                      38,026

*Rationale: To transfer funds to pay for Interim Assistant Principal at RHS, to pay for engineering services for RHS boiler replacement, and to pay for services due to architect design of various construction projects. The need to rebid and redesign some of the construction projects added to the amount originally estimated.*

From:  
 11-000-100-567                      Tuition-Private Schools Out-of-State                      25,000  
 11-000-240-590                      Admin – Other Exp.                      18  
 11-000-251-100                      Salaries-Bus. Office                      23  
 11-000-261-890                      Maintenance Exp. – Misc.                      479  
 11-000-270-514                      Transportation – Contracted                      18,823  
 11-000-270-600                      Transportation Supplies                      27  
 11-110-100-101                      Salaries – Kindergarten                      15,000

To:  
 11-000-261-610                      Maintenance Supplies                      58,823  
 11-000-262-610                      Custodial Supplies                      547

*Rationale: To record transfer for increase to maintenance and custodial supplies due to more work being done in-house.*

From:  
 11-000-261-890                      Maintenance Exp. – Misc.                      83  
 11-000-262-610                      Custodial Supplies                      166

To:

11-000-262-441 Building Rental Expense 249

*Rationale: To transfer funds needed for storage trailers at Union School and Pierrepont School.*

From:

11-000-218-610 Guidance – Supplies 1,166  
 11-000-218-890 Guidance – Misc. exp. 925  
 11-000-219-580 Travel exp. – CST 600  
 11-000-223-890 Prof. Development 889  
 11-000-230-580 Board Office – Travel Expense 337  
 11-000-251-832 Interest Exp. – Leases 596  
 11-000-291-220 Payroll Tax Expense 20,000  
 11-120-100-101 Salaries – Grades 1-5 55,000

To:

11-000-261-420 Outside Repairs – Maintenance 79,513

*Rationale: To record transfer to fund the upgrading of the electrical service at Pierrepont School.*

From:

11-000-230-590 Bus. Office Outside Services 2,195  
 11-000-270-162 Salaries – Transportation 5,000  
 11-000-270-514 Transportation – Contracted Services 554

To:

11-000-270-420 Outside Repairs – Transportation 2,749  
 11-000-270-600 Supplies – Transportation 5,000

*Rationale: To transfer funds for repairs to bus fleet just prior to annual inspection, and to provide funding for increased fuel costs.*

From:

11-204-100-640 Textbooks – Resource Room 5,000

To:

11-402-100-610 Athletic Supplies 5,000

*Rationale: Transfer funds fro new swimming pool lane markers and basketball backboards at Union School outdoor playground.*

From:

11-000-217-104 Salaries – CST 20,412  
 11-000-230-610 Supplies – Board Office 8,500  
 11-000-240-105 Salaries – Admin. Clerical 1,134  
 11-000-240-580 Admin. Travel Exp. 2,150  
 11-401-100-610 Supplies-Co-Curricular 1,115

To:

11-000-222-340 Library – Outside Services 16,877  
 11-000-240-610 Administrative Supplies 15,527  
 11-000-240-890 Administrative exp. Misc. 907

*Rationale: To transfer funds to purchase library computers at Pierrepont School for the expanded section, to purchase furniture for new faculty room, nurse’s office, main office and conference room.*

From:

11-000-216-320 Speech – Contracted Services 261  
 11-000-230-530 Telephone Exp. 1,739  
 11-000-291-270 Health Benefits 14,498  
 11-000-291-280 Tuition Reimbursement 2,600

To:

11-000-216-610 Speech Supplies 261  
 11-000-230-331 Legal Expense 1,739  
 11-000-291-220 Payroll Taxes 7,522  
 11-000-291-290 Dental Insurance 3,600  
 11-190-100-610 Classroom Supplies 5,976

*Rationale: To record miscellaneous transfers required for fiscal year-end activity.*

**Roll Call Vote Finance Items #1-#5:**

Mrs. Ahmed – aye, abstain checks #036795, 036796, 036492, 036493	Dr. Fiume – absent	Mr. McLean – aye
Mr. Casadonte – aye	Mr. Jasko – aye	Mr. Novosielski – aye
Mrs. Cevasco – aye	Mrs. Jones – aye	Mrs. Williams – aye

**POLICY:**

**5-YR POLICY REVIEW CYCLE**

1. Resolution by Mr. Novosielski, seconded by Mrs. Cevasco.  
 BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following Policy 5-Year Review Schedule:

	<u>Last Overall</u>	<u># of Policies</u>	<u>Series</u>	<u>Description</u>
2008-2009	2003-2004	50	5000	Pupils
2009-2010	2004-2005	69	6000	Instruction
2010-2011	2005-2006	20 23 7	9000 1000 2000	By-Laws Community Administration
2011-2012	2006-2007	36 4	3000 7000	Business Operation Property
2012-2013	2007-2008	46/36	4000	Teaching Staff/Support Staff

Roll Call Vote Policy Item #1:

Mrs. Ahmed – aye	Dr. Fiume – absent	Mr. McLean – aye
Mr. Casadonte – aye	Mr. Jasko – aye	Mr. Novosielski – aye
Mrs. Cevasco – aye	Mrs. Jones – aye	Mrs. Williams – aye

**BUILDINGS AND GROUNDS:**

**Motion by Mrs. Jones, seconded by Mrs. Williams to approve Buildings and Grounds Items #1 and #2.**

SCHOOL BUS DONATION TO BOROUGH

1. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION that Bus #2, a 1996 Blue Bird 16 Passenger, be taken out of service for use as a school bus and donated to the Borough of Rutherford for use as a spare bus for community activities. All costs of the conversion from school bus to non-school bus shall be borne by the Borough of Rutherford.

USE OF SCHOOL BUS RECREATION DEPT

2. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the use of one school bus for Rutherford Recreation Preschool Program on the following dates: Recreation will provide bus driver, and will pay all gasoline charges.

October 15, 2008 Green Meadows – Hazlet, NJ  
 January 21, 2009 Children’s Museum – Paramus  
 February 18, 2009 Newark Museum – Newark  
 March 6, 2009 Bergen PAC – Englewood  
 May 13, 2009 Flatbrook Nature, Tenafly

Roll Call Vote Buildings and Grounds Items #1-#2:

Mrs. Ahmed – aye	Dr. Fiume – absent	Mr. McLean – aye
Mr. Casadonte – aye	Mr. Jasko – aye	Mr. Novosielski – aye
Mrs. Cevasco – aye	Mrs. Jones – aye	Mrs. Williams – aye

**OLD BUSINESS:**

➤ **Legislative Update**

**MEETING OPEN TO THE PUBLIC:** (Any Topic) 9:20 P.M.

Robert Genardi inquired about the clock repair at Union School, and asked what the functional student capacity was at each school building.

Meeting was then closed to the public at 9:30 P.M.

**EXECUTIVE SESSION:**

Motion by Mr. Novosielski, seconded by Mr. McLean that an Executive Session be held at 9:31 P.M. for the purpose of discussing a student matter. Action may or may not be taken. The Board expects to return within 30 minutes.

Approved.

The Board returned at 10:10 P.M.

**ADJOURNMENT:**

Motion by Mr. McLean, seconded by Mr. Jasko that the meeting be adjourned at 10:11 P.M.

Approved.

Respectfully submitted,

Robert Brown  
 School Business Administrator/Board Secretary