

MINUTES OF A REORGANIZATION MEETING  
OF THE  
RUTHERFORD BOARD OF EDUCATION  
APRIL 28, 2008

A Reorganization meeting of the Board of Education was held on Monday evening, April 28, 2008 in the High School Cafeteria. Meeting was called to order at 7:30 P.M. with the Pledge of Allegiance to the Flag.

**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.

**RESULTS OF ANNUAL SCHOOL ELECTION MEETING**

The School Business Administrator/Board Secretary announced the results of the Annual School Election, announcing that Thomas Casadonte, Diane M. Jones, and Gary Novosielski were elected to the Board for three-year terms, and that the budget proposition for general fund expenses in the amount of \$32,475,800 had passed 904 – 619.

**OATH OF OFFICE**

The School Business Administrator/Board Secretary administered the oath of office to the newly elected Board Members Thomas Casadonte, Diane M. Jones, and Gary Novosielski.

**ROLL CALL**

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

**BOARD PRESIDENT**

2A. Motion by Mrs. Ahmed, seconded by Mrs. Williams, that Mr. Casadonte be nominated for the office of President of the Board of Education.

2B. Motion by Mr. Jasko, seconded by Mrs. Cevasco, that nominations be closed.

Approved

**The School Business Administrator/Board Secretary turned the meeting over to the newly elected President, Mr. Casadonte.**

**BOARD VICE PRESIDENT**

3A. Motion by Mrs. Jones, seconded by Mrs. Cevasco, that Mr. Novosielski be nominated as Vice President of the Rutherford Board of Education.

3B. Motion by Mrs. Cevasco, seconded by Mrs. Williams, that nominations be closed.

Approved.

**NJSBA/BCSBA  
DELEGATES**

3C. Resolution by Mr. Novosielski, seconded by Dr. Fiume.  
BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION that the following Board members be appointed as follows for 2008-2009:

New Jersey School Boards Association Delegate	Mrs. Jones
New Jersey School Boards Association Alternate	Mrs. Williams
Bergen County School Boards Association Delegate	Mr. Novosielski
Bergen County School Boards Association Alternate	Dr. Fiume
New Jersey School Boards Association Legislative Assembly	Mrs. Jones

Roll Call Vote Item #3C:

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

**Motion by Mrs. Cevasco, seconded by Mrs. Williams to approve Items #4 through #5D.**

**BOARD MEETING  
SCHEDULE 2008-2009**

4. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to adopt the following Board meeting schedule for the 2008-2009 school year. Meetings are to be held at 7:30 P.M. unless otherwise noted.

**Rutherford Board of Education  
Meeting Schedule  
2008 - 2009**

May	5	Worksession	7:30 p.m.
	12	Regular Meeting	7:30 p.m.
June	2	Worksession	7:30 p.m.
	9	Regular Meeting	7:30 p.m.
July	14	Worksession/Regular Meeting	7:30 p.m.
August	11	Worksession/Regular Meeting	7:30 p.m.
September	8	Worksession/Regular Meeting	7:30 p.m.
October	6	Worksession	7:30 p.m.
	13	Regular Meeting *	7:30 p.m.
November	3	Worksession	7:30 p.m.
	10	Regular Meeting	7:30 p.m.
December	1	Worksession	7:30 p.m.
	8	Regular Meeting	7:30 p.m.
January	12	Worksession/Regular Meeting	7:30 p.m.
February	2	Worksession	7:30 p.m.
	9	Regular Meeting	7:30 p.m.
March	2	Worksession	7:30 p.m.
	9	Regular Meeting	7:30 p.m.
	23	Worksession/Budget Hearing	7:30 p.m.
April	13	Regular Meeting	7:30 p.m.
April	27	Reorganization Meeting	7:30 p.m.

\* Board of Education Scholastic Awards

**APPOINTMENTS**

5A. Motion that the following person or firm be appointed, to the position listed, through the 2009 Organization Meeting:

Public Agency Compliance Officer	--Mr. Robert R. Brown, Jr.
Treasurer	--Mr. Edward Cortright
Medical Inspector	--Dr. David L. Isralowitz
Affirmative Action Officers	--Ms. Brenda Fargo - District --Mr. Edwin Rentel – RHS (thru 12/31/08)  --Mr. Kenneth Polakowski – Lincoln --Mr. William Mulcahy – Washington --Mr. Charles Miller – Union --Mrs. Margaret Vaccarino - Pierrepont
Sec. 504 Coordinators	--Ms. Judith DePasquale - RHS --Ms. Kim Fecanin - Union --Ms. Julie Frattarola - Pierrepont --Ms. Beverly Walker -Washington --Mrs. Maria Considine –Lincoln

**BOARD ATTORNEY**

5B. Motion that the following person or firm be appointed, to the position listed, through the 2009 Organization Meeting:

Board Attorney	--Rodney T. Hara
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DISTRICT ARCHITECT 5C. Motion that the following person or firm be appointed, to the position listed, through the 2009 Organization Meeting:

District Architect --Chapin Architectural Services, P.A.

DISTRICT AUDITOR 5D. Motion that the following person or firm be appointed, to the position listed, through the 2009 Organization Meeting:

District Auditor --Inverso and Stewart, LLC

Roll Call Vote:

Mrs. Ahmed – aye	Dr. Fiume – aye	Mr. McLean – aye
Mr. Casadonte – aye	Mr. Jasko – aye, no #5A and #5B	Mr. Novosielski – aye, no #5B
Mrs. Cevasco – aye	Mrs. Jones – aye	Mrs. Williams – aye

**Motion by Mr. McLean, seconded by Mr. Novosielski to approve Items #6 though #10.**

SECRETARY PRO-TEM 6. BE IT RESOLVED THAT THE RUTHERFORD BOARD OF EDUCATION that in the absence of the School Business Administrator/Board Secretary, the Superintendent of Schools is appointed Secretary pro-tem, and in the absence of both the School Business Administrator/Board Secretary and the Superintendent of Schools, the Vice President of the Board of Education is appointed Secretary pro-tem.

DEPOSITORIES 7. BE IT RESOLVED THAT THE RUTHERFORD BOARD OF EDUCATION authorizes the School Business Administrator/Board Secretary to invest excess funds in approved banking institutions, such institutions being covered by the Governmental Unit Deposit Act.

Boiling Springs Savings & Loan, Rutherford, N.J.  
Bank of America, Rutherford  
NJ ARM

SCHOOL DISTRICT WARRANTS 8. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION that the following officers' signatures be approved for school district warrants:

President or Vice President and  
School Business Administrator/Board Secretary or Superintendent of Schools and  
Treasurer

PAYROLL CHECKS 9. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION that the Treasurer be designated to sign the Payroll Checks.

PAYROLL AGENCY CHECKS 10. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION that the School Business Administrator/Board Secretary or the Superintendent of Schools and the Treasurer be authorized to sign the Payroll Agency Checks.

Roll Call Vote Items #6-#10:

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

**Motion by Dr. Fiume, seconded by Mr. McLean to approve Items #11 through #15.**

CAFETERIA CHECKS 11. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION that the Superintendent of Schools, the School Business Administrator/Board Secretary or the Treasurer be authorized to sign the Cafeteria Checks-such checks requiring two of the above three signatures.

PETTY CASH CHECKS 12. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION that the Superintendent of Schools, the School Business Administrator/Board Secretary or the Treasurer be authorized to sign the Petty Cash Checks-such checks requiring two of the above three signatures.

SCHOOL ACTIVITIES CHECKS 13. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION that the Superintendent of Schools, the School Business Administrator/Board Secretary or the Treasurer be authorized to sign the School Activities Checks, such checks requiring two of the above three signatures.

ATHLETIC ACCOUNT CHECKS 14. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION that the Athletic Director and the High School Principal be authorized to sign the Athletic Account Checks, such checks requiring two signatures.

BUSINESS CONDUCT

15. BE IT RESOLVED THAT THE RUTHERFORD BOARD OF EDUCATION will conduct the business of the Board of Education according to the appropriate statutes, administrative codes, rules, regulations, and policies and procedures of the district, which are hereby readopted.

Roll Call Vote Items #11-#15:

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

BOARD MEMBER  
CODE OF ETHICS

16. Resolution by Mr. Jasko, seconded by Mr. Novosielski.  
BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION that the Board of Education adopt Board Member Code of Ethics, as adopted May 10, 1975 by the Delegate Assembly, New Jersey School Boards Association, as follows:

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

Roll Call Vote:

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

**Motion by Mrs. Williams, seconded by Dr. Fiume to approve Items #17 through Item #23.**

ADVERTISEMENTS/  
NEWSPAPERS

17. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION that the School Business Administrator/Board Secretary be authorized to advertise for Bids for school supplies, equipment, and services as outlined in the statutes governing local public contracts, and other legal advertisements in one of the following newspapers which circulate in the school District:

- The Herald & News
- The Leader of Rutherford
- The Record
- The South Bergenite
- The Star Ledger

COOPERATIVE PRICING  
PROGRAM

18. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION that authorization be granted for participation in a cooperative pricing program with the County of Bergen for the purchase of selected items needed for continued operation of schools. (N.J.S. 40A:11-11(5))

REP. TO JOINTURE COMMISSION

19. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to appoint Ms. Leslie O'Keefe as the district's representative to the South Bergen Jointure Commission from July 1, 2008 until the 2009 reorganization meeting.

N.J.S.I.A.A.

20. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION that Rutherford High School be enrolled as a member of the N.J.S.I.A.A. to participate in the approved interscholastic athletic programs sponsored by the N.J.S.I.A.A. under Ch. 172, L1979 (NJSA 18A:11-3, et seq).

WORKERS COMP.

21. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION that authorization be granted for participation in the South Bergen Region VII Workers Compensation Pool.

POLICIES

22. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the existing policies of the Rutherford Board of Education for the 2008-2009 school year.

TEXTBOOKS

23. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the existing elementary and high school textbooks for the 2008-2009 school year.

Roll Call Vote:

Mrs. Ahmed – aye abstain #19	Dr. Fiume – aye	Mr. McLean – aye
Mr. Casadonte – aye	Mr. Jasko – aye	Mr. Novosielski – aye
Mrs. Cevasco – aye	Mrs. Jones – aye	Mrs. Williams – aye

**Motion by Mrs. Jones, seconded by Mrs. Williams to approve Items #24 through #29.**

5-YEAR CURRICULUM CYCLE

24. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the 5-Year Curriculum Cycle for the Rutherford Public Schools for the 2008-2009 school year.

CURRICULUM

25. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the existing elementary and high school curriculum for the 2008-2009 school year.

SCHOOL NURSING PLAN

26. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the School Nursing Plan for 2008-2009.

PURCHASING AGENT

27. WHEREAS, the Rutherford Board of Education recognizes the fact that Mr. Robert Brown meets the qualifications to be a qualified purchasing agent; THEREFORE, BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to appoint Mr. Robert Brown as a qualified purchasing agent for the Rutherford School District, to be renewed on an annual basis.

PETTY CASH AMOUNTS

28. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to establish petty cash amounts for the following locations for the 2008-2009 school year:

High School	\$300
Lincoln School	\$250
Special Services	\$100
Pierrepont School	\$250
Washington School	\$250
Maintenance Department	\$500
Union School	\$250
Gifted and Talented	\$100
Technology Dept.	\$100
Business Office	\$2,000

FACILITIES FEE SCHEDULE

29. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION that the following Fee Schedule be adopted for the use of school facilities.

**FEE SCHEDULE  
USE OF SCHOOLS**

FACILITY	CLASS A	CLASS B	CLASS C
Classroom	0	\$60	\$120
Elementary All Purpose Room	0	\$187	\$375
Elementary Gym	0	\$187	\$375
Elementary Auditorium	0	\$187	\$375
High School Cafeteria	0	\$225	\$450
High School Auditorium	0	\$275	\$550
High School Gym	0	\$275	\$550

Class A – Non-Profit groups

Class B – For-Profit groups with 50% or more participants residing in the Borough of Rutherford

Class C – For-Profit groups with less than 50% participants residing in the Borough of Rutherford

The above fees are based upon six hours or less of each facility when a custodian is on duty.

The custodian will add time required for the opening/set-up and closing/cleaning of facility.

When a custodian is not on duty and is brought in to open a building, in addition to the fixed facility fee above, the following fees will be charged to the sponsoring organization:

<b>DAYS USED</b>	<b>CLASS A</b>	<b>CLASS B</b>	<b>CLASS C</b>
Monday-Saturday	\$28/hr.	\$28/hr.	\$28/hr.
Sunday-Holiday	\$35/hr.	\$35/hr.	\$35/hr.

The Board of Education requires completion of a Hold Harmless Agreement and submission of an Organizational Liability Certificate of Insurance for \$1,000,000 with the Board of Education named as additional insured under the policy.

Formal approval by the Board of Education is only required when exceptions to these schedules are needed or requested. Board of Education Policy #7510 will govern the Use of Schools within the Rutherford School District.

Roll Call Vote Items #24-#29:

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

ADJOURNMENT:

Motion by Mrs. Ahmed, seconded by Mr. Novosielski, that the meeting be adjourned at 8:04 P.M.

Approved.

Respectfully submitted,

Robert Brown  
School Business Administrator/Board Secretary