

RUTHERFORD BOARD OF EDUCATION
WORKSESSION – MAY 5, 2008

The Worksession Meeting was called to order at 7:30 P.M. in the High School Cafeteria by President Casadonte with the Pledge of Allegiance to the Flag. On roll call the following members were present: Mrs. Ahmed, Mr. Jasko, Mrs. Jones, Mr. McLean, Mr. Novosielski, Mrs. Williams and Mr. Casadonte. Dr. Fiume arrived at 7:32 P.M. Mrs. Cevasco was absent for the entire meeting. Ms. O’Keefe, Mr. Brown and Miss Schmitt were also present for the meeting.

N.J. OPEN PUBLIC MEETINGS LAW

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

TAPING AND BROADCASTING OF MEETINGS

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

MINUTES APPROVAL

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

BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION that the minutes of the Regular Meeting and Executive Session of April 14, 2008, Annual Meeting Minutes of April 15, 2008, and Reorganization Meeting of April 28, 2008 be approved as recorded.

Roll Call Vote:

Mrs. Ahmed – aye	Dr. Fiume – aye	Mr. McLean – abstain on 4/14 and 4/15, aye on 4/28
Mr. Casadonte – aye	Mr. Jasko – aye	Mr. Novosielski – aye
Mrs. Cevasco – absent	Mrs. Jones – aye	Mrs. Williams – aye

SPECIAL PRESENTATIONS:

➤ **Academic Decathlon:**

Akshaar Brahmabhatt
Robert Buell
Ryan Boland
Daniela Gallegos
Leland Gill
Megan Hild
Christina Jang
Vidhi Kacharia
Kristine Krzysztan
Gabrielle Lemly
Dania Shahzad
Emily Tabachuk
Shannon Thomas
Ramy Youssef
Thomas Zaorski

➤ **FCCLA Spring Leadership Conference:**

Meagan Germain
State Champion - 1st Place
Personal Patchwork and Gold Medal for Evening Wear

Katherine McLean
Gold Medal - Storybook Ethics

Tae Kyung (Joseph) Lee
Silver Medal - Project Earth

Bianca Smith
Silver Medal - Cake Decorating

Atalia Conroy
Gold Medal - Successories

Christine Chi
Bronze Medal - Sportswear

Christina Jang
Bronze Medal - Focus on Children
(Team Event)

Sung Eun (Grace) Lee
Bronze Medal - Focus on Children
(Team Event)

The Board took a brief recess at 7:42 P.M., returning at 7:48 P.M.

REPORT OF THE PRESIDENT

REPORT OF THE STUDENT REPRESENTATIVE TO THE BOARD

MEETING OPEN TO THE PUBLIC (Action Items Only) 7:55 P.M. No comments made.

NEW BUSINESS (Action to be Taken)

PERSONNEL:

Motion by Mrs. Ahmed, seconded by Dr. Fiume to approve the following Personnel Items #1A through #3A.

CYNTHIA MASON 1A. Motion to accept the resignation of Ms. Cynthia Mason, secretary in the attendance office at the high school, effective 6/30/08.

BETH CALAMIA 2A. Motion to accept the resignation of Ms. Beth Calamia, Latin teacher at the high school, effective 6/30/08.

RICHARD CURCI 3A. Motion to accept, with regret, the resignation of Mr. Richard Curci, Union School Principal, effective 6/30/08.

Roll Call Vote Personnel Items #1A - #3A:

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

FINANCE:

APPROVAL OF BILLS

1A. Resolution by Mr. Jasko, seconded by Mrs. Williams.
BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION that the bills listed below be approved.

Accounts Payable	284,122.38
Offline Checks	304,233.72
Payroll	1,144,787.43
General Activities	13,264.37

Total **1,746,407.90**

Roll Call Vote:

Mrs. Ahmed – aye, abstain #035846	Dr. Fiume – aye	Mr. McLean – aye
Mr. Casadonte – aye	Mr. Jasko – aye	Mr. Novosielski – aye
Mrs. Cevasco – absent	Mrs. Jones – aye	Mrs. Williams – aye

NEW BUSINESS: (Action will not be taken)

PERSONNEL:

Chairperson Ahmed reported on the items to be acted upon at the May 12, 2008 regular meeting.

PERSONNEL:

Motion 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.

CONTRACT RENEWALS
(certificated staff)

1. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION that in accordance with 18A:27-4.1, the employees on the attached list are being recommended for renewal positions in the 2008-2009 school year.

CONTRACT RENEWALS
(non-certificated non-tenured)

2. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION that in accordance with 18A:27-4.1, the employees on the attached list are being recommended for renewal positions in the 2008-2009 school year.

KAITLYN HOLLAND

3. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to employ Ms. Kaitlyn Holland as a Latin teacher at the high school effective 9/1/08 through 6/30/09 at the annual salary of \$43,244 (step 1, level 1). This is a replacement position.

SAMANTHA INCARBONE

4. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve Ms. Samantha Incarbone as the assistant to the director of the 2008 Summer Band School at the stipend of \$1,000.

TEACHER ASSISTANTS

5. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to employ the following as temporary teacher assistants for Lincoln School effective 5/1/08 at the hourly rate of \$16.10 (step 1):

Sonia Ensuncho - for up to 19.5 hours per week
Simone Kucharyk - for 6.25 hours per day/5 days per week

SUBSTITUTE TEACHERS

6. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to employ the following as substitute teacher(s) effective 5/13/08 at the per diem rate of \$80.00 and in accordance with law:

Phillip Sgroi
Wanda Kopic

SUB TEACHER ASSISTANTS

7. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to employ the following as substitute teacher assistant(s) effective 5/13/08 at the hourly rate of \$9.00:

Linda Gaeta

CURRICULUM AND INSTRUCTION:

Chairperson Williams reported on the items to be acted upon at the May 12, 2008 regular meeting.

HOME INSTRUCTION

1. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve home instruction for the following students (names on file in the office of the superintendent) effective 4/14/08:

Student "G"
Student "H"

SUMMER READING CLINIC

2. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to provide a summer reading clinic/social skills group to classified students utilizing two in-district teachers for a total of 60 hours each over the course of 4 weeks at the hourly rate of \$35.00.

SUMMER BAND SCHOOL

3. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the Summer Band School effective 7/1/08 through 7/30/08.

OUT-OF-DISTRICT PLACEMENTS

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

#2007054 - SBJC Maywood - effective 4/14/08 - annual tuition: \$45,960.00 plus transportation

#2007036 - SBJC Rutherford - effective 5/6/08 annual tuition: \$15,620.00

SOUTH BERGEN JOINTURE COMMISSION

5. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to contract with the South Bergen Jointure Commission for the 2008-2009 school year to provide the following services:

- Occupational Therapy
- Physical Therapy
- Evaluations for Occupational and Physical Therapy
- Transportation for Special Education Students

SPECIAL EDUCATION WEEK

6. WHEREAS the week of May 11-17, 2008 has been designated as Special Education Week "Building the Future, One Student at a Time" by the New Jersey School Boards Association and the Association of Schools and Agencies for the Handicapped; and

WHEREAS, in the Rutherford Public Schools we are dedicated to provide excellence in our special education programs;

NOW, THEREFORE, BE IT RESOLVED, that the Rutherford Board of Education does hereby declare May 11-17, 2008 as Special Education Week "Building the Future, One Student at a Time" in the Rutherford Public Schools. The Board of Education, furthermore, is proud to be committed to programs to assist every child in reaching his or her potential.

SCHOOL CALENDAR REVISION 2008-2009

7. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following revisions to the school calendar for the 2008-2009 school year:

**RUTHERFORD PUBLIC SCHOOLS
SCHOOL CALENDAR
2008-2009**

Monday, September 1
Tuesday, September 2
Wednesday, September 3

Schools Closed, Labor Day
Orientation of Teachers
Schools Open

Tuesday, November 4
Thursday & Friday, Nov. 6, 7
Thursday, November 13
Friday, November 14
Wednesday, Nov. 26
Thursday & Friday, Nov. 27, 28

Schools Closed, Presidential Election
Schools Closed, NJEA Convention
One Session Day, Conferences (**K-5 ONLY**)
Schools Closed, Conferences (**K-5 ONLY**)
One Session Day
Schools Closed, Thanksgiving

Tuesday, December 23
December 24 – January 2

One-Session Day
Schools Closed, Holiday Recess

Monday, January 5
Monday, January 19

Schools Reopen
Schools Closed, Dr. King's Birthday

February 13 & 16	Schools Closed, Winter Recess
Friday, April 10	Schools Closed, Good Friday
April 13 - 17	Schools Closed, Spring Recess
Friday, May 22	Schools will be closed if any emergency closing days are not used
Monday, May 25	Schools Closed, Memorial Day
Thursday, June 18	High School Graduation
Friday, June 19	Union Graduation
Monday, June 22	Pierrepoint Graduation
Monday, June 22	One-Session Day for Students Last Day of School for Students K-12 Report Cards Issued
Tuesday, June 23	Teacher Workshop In-Service Day

NUMBER OF DAYS SCHOOLS ARE IN SESSION

September	20	February	18
October	23	March	22
November	15	April	17
	(14) K-5 Only	May	19
December	17	June	16
January	19		
Total:	94	Total:	92
	(93) K-5 Only	Total Days:	186
			(185) K-5

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.

FINANCE:

Chairperson Jasko reported on the items to be acted upon at the May 12, 2008 regular meeting.

AUTHORIZATION FOR PURCHASES UNDER STATE/FED. CONTRACT

1. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to authorize the School Business Administrator to purchase goods and services from the following companies that have been awarded New Jersey State Procurement Contracts or Federal General Services Administration (GSA) Procurement Contracts during the 2007-2008 school year.

New Jersey State Contracts

Action Office Supplies	#A59754
Steps to Literacy	#A65591
Gov Connection	#A56534
Princeton Nassau/Conover Ford	#A63965
Pro Media	#A81225
S.W Equipment Company	#A65427
Stewart Industries	#A51464

Apple Computers	#A81253
Central Lewmar	#A61057
School Specialty	#A65606
Bio Shine	#A60719
Tanner Furniture of North Jersey	#A60687
Hertz Furniture Systems	#A56341
Maco Office Supplies	#A59755
Virco Education Solutions	#A60861
Pearson Learning	#A58781
Xerox Corporation	#A53586
Canon USA	#A64045
A. Stempler Inc.	#A65753
Fisher Scientific	#A61493
Nextel Communications	#A64429
Verizon Wireless	#A64428
Dell Computers	#A81247
<u>Federal GSA Contracts</u>	
Sherwin-Williams Company	#GS-10F-0004J
Home Depot USA, Inc.	#GS-06F-0052N
W.W. Grainger, Inc.	#GS-06F-0007J
Staples Inc.	#GS-14F-0036K

SECY/TREAS. REPORT

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 March 31, 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.

NCLB FY-2007

3. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to accept the grant award for FY-2007 No Child Left Behind in the following amounts:

NCLB Title II Part A	\$55,057
NCLB Title III	11,085
NCLB TitleIV	5,285
NCLB Title V	3,835

NCLB FY-2008

4 BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to accept the grant award for FY-2008 No Child Left Behind in the following amounts:

NCLB Title II Part A	\$54,934
NCLB Title III	10,333
NCLB TitleIV	5,650
NCLB Title V	3,362

POLICY:

Chairperson Novosielski reported on the items to be acted upon at the May 12, 2008 regular meeting.

FORMULATION, ADOPTION, AMENDMENT OF POLICIES

1. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following revisions to Policy #9311 Formulation, Adoption, Amendment of Policies on second reading:

FORMULATION, ADOPTION, AMENDMENT OF POLICIES

The governance of the district through policies directed toward providing a thorough and efficient education for its pupils is one of the most important functions of the board of education. Therefore, the board shall establish a careful process to ensure:

- A. Development of clear, workable, legal policies that reflect mature consideration of the will and needs of the community, and
- B. Timely, accurate evaluation of the effectiveness of the policies in the achievement of district objectives and progress toward goals.

In order to ensure that the total policy process is implemented effectively, the board appoints the chief school administrator as policy coordinator. In cooperation with the board, he/she shall establish procedures to implement this bylaw that shall include an action plan for the careful development of policies and their regular review; appropriate policy goal-setting; a process for evaluation of district and school progress toward or achievement of policy goals; and appropriate standards of measurement and criteria for judging such progress. The Board shall adopt a Five Year Policy Review Cycle that will ensure that all Board policies are reviewed according to an established schedule.

The procedures shall conform in all respects to the bylaws of the board concerning agenda and meetings. The procedures shall provide a means whereby all interested parties in the school community may submit proposals for additions and amendments to the school district governance manual, and may contribute opinions and information for the board's consideration.

The policy coordinator shall ascertain any conflicts between proposed and existing policies and bring them to the attention of the board at the first reading of the draft. Policies may be adopted on second reading by a majority vote of the members of the board present and voting or may be further revised until consensus is reached.

The following procedure shall be followed when a new or revised policy or bylaw is presented for Board consideration.

- 1. Each member of the Board must be supplied with a copy of the proposed policy or bylaw at the time of the first reading.
- 2. Each policy or bylaw must be read and approved by a majority vote of the entire Board at the first reading before it may be presented for a second reading.
- 3. Two weeks minimum must intervene between first and second reading of the proposed policy or bylaw.
- 4. Approval by a majority vote of the entire Board at the second reading constitutes adoption of the policy or bylaw.
- 5. The reading and vote on any policy must take place at a regularly scheduled public meeting of the Board.
- 6. Requests for preparation of a new or revised policy ~~must~~ shall be made at a regular meeting of the Board or upon the recommendation of the policy committee, or upon recommendation of the Chief School Administrator.

NOTE: FIRST READING MEANS THE FIRST TIME THE POLICY IS PRESENTED, NOT THE FIRST TIME A POLICY IS APPROVED IN ITS FINAL FORM.

In the interest of efficient administration, the chief school administrator shall have the power to decide all matters of detail that may arise for which no specific provision is made in the policies adopted by the board, but no emergency action shall constitute official board policy. The chief school administrator shall present the matter at the next board meeting, so the board can consider policy to deal with that situation in the future.

The board reserves to itself the right to final determination of what shall be the official policy of the school district.

Adopted: June 10, 2002

Revised:

Legal References: N.J.S.A. 10:4-6 et seq.

N.J.S.A. 18A:10-6

N.J.S.A. 18A:11-1

N.J.S.A. 18A:17-20

Open Public Meetings Act

Board meetings public; frequency; hours of commencement; adjournment, etc., for lack of quorum

General mandatory powers and duties

Tenured and nontenured superintendents; general powers and duties

N.J.S.A. 18A:54-20 Powers of board (county vocational schools)
New Jersey Department of State, Division of Archives and Records Management, School District
Records Retention
Matawan Teachers Assn. v. Board of Education, 223 N.J. Super. 504 (App. Div. 1988)

BUILDINGS AND GROUNDS:

Chairperson Jones reported on the items to be acted upon at the May 12, 2008 regular meeting.

- COMMUNITY POOL PROG. 1. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve a renewal of the contract between the Board of Education and the Meadowlands YMCA to operate the community pool program from 9/1/08 through 8/31/09.
- POOL MAINT. CONTRACT 2. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to award a maintenance contract for the Rutherford High School swimming pool to the Meadowlands Area YMCA. The amount of the contract shall be for \$19,608.00, payable in twelve (12) equal monthly installments. The term of the contract shall be from 7/1/08 through 6/30/09.
- YMCA LIFEGUARD
SHARED SERVICES 3. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to enter into an agreement with the Meadowlands Area YMCA to participate in shared services for lifeguard coverage for the district's elementary swim program at an annual cost of \$9,780.

LEGISLATIVE:

DELEGATE ASSEMBLY
RESOLUTION

1. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION that the Rutherford Board of Education (Bergen) calls upon the New Jersey School Boards Association to adopt new policy language to the NJSBA *Manual of Policies and Positions on Education*, stating that NJSBA believes all New Jersey schools, on all election days, should be encouraged to provide lessons on civic responsibility and the importance of exercising these hard-earned rights.

DELEGATE ASSEMBLY
RESOLUTION

2. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION that the Rutherford Board of Education (Bergen) calls upon the New Jersey School Boards Association to adopt new policy language to the NJSBA *Manual of Positions and Policies on Education*, stating that NJSBA opposes the provision of a supermajority (60%) vote for school district special questions and seeks restoration of the principle of "one person one vote" in the State of New Jersey.

NEW BUSINESS:

- Discussion - Board Self-Improvement Plan

OLD BUSINESS: (No action to be Taken)

- Legislative Update

MEETING OPEN TO THE PUBLIC: 8:31 P.M.

Joshua Betts commended Mr. Curci for his service.

Meeting was then closed to the public at 8:32 P.M.

EXECUTIVE SESSION:

Motion by Mr. Novosielski, seconded by Mrs. Jones that an Executive Session be held at 8:33 P.M. for the purpose of discussing Personnel. Action may or may not be taken. The Board expects to return within 15 minutes.

Approved.

The Board returned at 8:51 P.M.

ADJOURNMENT:

Motion by Mrs. Williams, seconded by Mr. McLean that the meeting be adjourned at 8:52 P.M.

Approved.