

RUTHERFORD BOARD OF EDUCATION

MINUTES OF THE REGULAR MEETING OF November 11, 2013

A regular meeting of the Board of Education was held on Monday evening, November 11, 2013 in the High School Cafeteria. Meeting was called to order by President Casadonte at 7:33 P.M. with the Pledge of Allegiance to the Flag.

On roll call the following members were present: Mr. Arce, Mrs. Jones, Mrs. Lanni, Mr. McLean, Mr. Novosielski, Mr. Tully and Mr. Casadonte.

Also present were Dr. Jones and Mr. Kelly.

Mrs. Ahmed and Mr. Griggs were absent.

N.J. OPEN PUBLIC MEETINGS LAW

The New Jersey Open Public Meetings Act 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 posted on the bulletin board outside the Borough Clerk's Office, mailed to the *Herald*, *South Bergenite*, and the *Record* newspapers, and filed with the Borough Clerk.

TAPING AND BROADCASTING OF MEETINGS

Work Sessions and Regular meetings of the Rutherford Board of Education will be broadcast without editing during a two-hour segment, as limited by Comcast's time constraints, on Tuesday evenings at 8:00 p.m. on the Comcast public access channel and on FiOS Channel 38. For a nominal fee, any member of the public who wishes to view the two-hour tape can make that request to the board secretary, who will have a copy of the tape made available within two weeks.

MINUTES APPROVAL

1A. Resolution by Mrs. Lanni, seconded by Mr. McLean.

BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION that the minutes of the Special Meeting of October 28, 2013 and the Work Session of November 4, 2013 be approved as recorded.

Roll Call Vote:

Mrs. Ahmed – absent	Mrs. Jones – aye	Mr. Novosielski – aye
Mr. Arce – aye	Mrs. Lanni – aye	Mr. Tully – aye
Mr. Griggs – absent	Mr. McLean – aye	Mr. Casadonte – aye

SPECIAL PRESENTATIONS: [None Given]

REPORT OF THE PRESIDENT: [None Given]

MEETING OPEN TO THE PUBLIC (Action Items Only) 7:36 P.M. No one spoke.

NEW BUSINESS (Action to be Taken)

PERSONNEL: Motion by Mrs. Jones, 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.

Approved by Voice Vote.

ELEM. CO-CURRICULAR

1. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following elementary co-curricular assignments and stipends for the 2013-2014 school year:

Approve:

Meetu Khanuja	Safety Patrol (Union)	\$ 801.00
Michael Faugno	Music Co-Director (Union)	\$ 301.00
Rachel Ladutke	Music Co-Director (Union)	\$ 301.00
Rachel Ladutke	Drama Director(Union)	\$1000.00
Michael Faugno	Drama Assistant Director	\$ 601.00

HIGH SCHOOL
CO-CURRICULAR

2. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following high school co-curricular assignment for the 2013-2014 school year:

Michael Stracco	Gay Straight Alliance (GSA)	Non-stipend
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RACHEL MEJIAS

3. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve a disability leave with pay for Rachel Mejias, grade 2 teacher at Washington School, effective January 6, 2014 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 May 2, 2014.

HALEH PODOLANCZUK

4. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve a disability leave with pay for Haleh Podolanczuk, grade 3 teacher at Washington School, effective January 23, 2014 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, 2014.

SUBSTITUTE TEACHERS

5. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following substitute teachers for the 2013-2014 school year effective November 12, 2013 unless otherwise indicated at the per diem rate of \$80.00 and in accordance with law:

Kaitlyn Cockcroft
Jillian Davis
Jack Madden
Rosemarie Doyle
Evelyn Pino
Xiomara Hernandez
Matthew Vaccaro
Ronald Kloor

SUBSTITUTE TEACHER ASSISTANTS

6. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following substitute teacher assistants for the 2013-2014 school year effective November 12, 2013 at the hourly rate of \$10.00:

Kaitlyn Cockcroft
Jack Madden
Ronald Kloor

TERESA THOMAS

7. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve Teresa Thomas as a lunch monitor at Washington School effective November 12, 2013 through June 30, 2014 at the hourly rate of \$10.00 (step 1) for two hours per day.

KELLY GALLEGOS

8. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve Kelly Gallegos as a lunch monitor at Lincoln School effective November 12, 2013 through June 30, 2014 at the hourly rate of \$10.00 (step 1) for two hours per day.

CHRISTINE FARNUM

9. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve Christine Farnum as a substitute secretary for the 2013-2014 school year at the hourly rate of \$11.00.

PATRICIA HANLON

10. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve Patricia Hanlon as a teacher assistant at Lincoln School effective November 12, 2013 through June 30, 2014 at the hourly rate of \$18.80 (step 1) for 6.25 hours per day. This is a replacement position.

COACHING ASSIGNMENTS

11. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following coaching assignments for the 2013-2014 school year:

Frank Viola	Assistant Winter Track Coach \$4677 (step 3)
Anthony Tesoriero	Assistant Winter Track Coach \$4677 (step 3)

TRAVEL REIMBURSEMENTS

12. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following travel reimbursements for the 2013-2014 school year:

<u>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>Other</u>
Paula Risoli	Teacher	Literacy Develop.	03/28/14	\$180	none	none	none	none
Emily Bregman	Teacher	Anxiety Treatment	12/6/13	\$189.99	none	none	none	none
Nicole Zayatz	Teacher	Middle School Math	12/13/13	\$195	none	none	none	none
Brian Ersalesi	Supervisor	Literacy Develop.	03/28/14	\$180	none	none	none	none
Elizabeth Reenstra	Teacher	Literacy Develop.	03/28/14	\$180	none	none	none	none
Jeanna Velechko	Admin.	Leadership Council	1/8/14, 1/22/14, 2/5/14, 2/26/14	\$500	none	none	none	none

CHRISTINE DYSON

13. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to adjust the Family Leave return date of Christine Dyson, math teacher at Rutherford High School from January 2, 2014 to December 16, 2013.

RACHEL MEJIAS

14. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to adjust the Disability Leave date of Rachel Mejias, grade 2 teacher at Washington from January 6, 2014 to November 18, 2013.

KENNETH POLAKOWSKI

15. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to accept with regret, the retirement of Kenneth Polakowski, principal at Union School effective June 30, 2014.

BRIAN MCGLYNN

16. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve Brian McGlynn as a substitute custodian for the 2013-2014 school year at the hourly rate of \$11.00 effective November 12, 2013.



Mrs. Jones acknowledged the upcoming retirement of Mr. Polakowski and his many years of service in various roles within the district, for which she thanked him.

Roll Call Vote on Personnel Items # 1 thru # 16:

Mrs. Ahmed – absent	Mrs. Jones – aye	Mr. Novosielski – aye
Mr . Arce – aye	Mrs. Lanni – aye	Mr. Tully – aye
Mr. Griggs – absent	Mr. Mc Lean – aye	Mr. Casadonte – aye

CURRICULUM AND INSTRUCTION:

Motion by Mrs. Lanni, seconded by Mr. Tully to approve Curriculum & Instruction Items #1 thru # 6.

OUT-OF-DISTRICT PLACEMENTS

1. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the attached list of contracts for tuition and other services provided for out-of-district placements for the 2013-2014 school year.

OVERNIGHT TRIP

2. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following overnight trip for the Band and Choir:

High Note Music Festival – Camp Hill, PA – May 15-16, 2014

NJQSAC

3. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to attest to the Accuracy of the NJQSAC Statement of Assurance for the 2013-2014 school year.

HOME INSTRUCTION

4. 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):

- Student #11046 – effective 10-18-13
- Student #49217 – effective 10-30-13

DISTRICT AND BOARD GOALS

5. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following District and Board Goals for the 2013-2014 school year:

District Goals

Goal #1

To increase student achievement in language arts and math for general education students and classified students on standardized assessments.

- Goal #2 To implement a uniform Response to Intervention (RTI) process across the district resulting in an integrated system of regular educational services to meet the needs of students.
- Goal #3 To continue to assess the facilities throughout the District and make prioritized recommendations based on capacity, instructional needs and fiscal prudence.
- Goal #4 To implement the Danielson model of teacher evaluations and the Marshall Evaluation Rubrics for Principals.

Board Goals

- Goal #1 To prepare a district budget that maintains the quality of the educational programs in a fiscally responsible manner and gains support from the community.
- Goal #2 To develop a plan to address the building capacity issues as they relate to the instructional needs of students.
- Goal #3 Relative to Board Goals #1 and 2, develop a strategy to ensure meaningful and timely communication between the district and the community through a variety of media.

SCHOOL GOALS

6. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following school goals for the 2013-2014 school year. (See attached.)

Roll Call Vote on Curriculum & Instruction Items # 1 thru #6:

Mrs. Ahmed – absent	Mrs. Jones – aye	Mr. Novosielski – aye
Mr . Arce – aye	Mrs. Lanni – aye	Mr. Tully – aye
Mr. Griggs – absent	Mr. Mc Lean – aye	Mr. Casadonte – aye

FINANCE:

Motion by Mr. McLean, seconded by Mrs. Jones to approve Finance Items # 1 thru # 3.

APPROVAL OF BILLS

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

Accounts Payable	445,891.25
Offline Checks	0.00
Payroll	0.00
General Activities	<u>13,369.25</u>
Total	459,260.50

COOPERATIVE PRICING
AGREEMENT

2. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION WHEREAS, N.J.S.A. 40A:11-11(5) authorizes contracting units to establish Cooperative Pricing Systems and to enter into Cooperative Pricing Agreements for its administration; and WHEREAS, the Hunterdon County Educational Services Commission, hereinafter referred to as the "Lead Agency " has offered voluntary participation in a Cooperative Pricing System for the purchase of goods and services; and WHEREAS, on November 11, 2013 the governing body of the Rutherford Board of Education, County of Bergen, State of New Jersey duly considered participation in a Cooperative Pricing System for the provision and performance of goods and services;

NOW, THEREFORE BE IT RESOLVED as follows:

- (1) This RESOLUTION shall be known and may be cited as the Cooperative Pricing Resolution of the Rutherford Board of Education;
- (2) Pursuant to the provisions of *N.J.S.A. 40A:11-11(5)*, the Business Administrator/Board Secretary is hereby authorized to enter into a Cooperative Pricing Agreement with the Lead Agency;
- (3) The Lead Agency shall be responsible for complying with the provisions of the *Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.)* and all other provisions of the revised statutes of the State of New Jersey; and
- (4) This resolution shall take effect immediately upon passage.

SECY/TREAS REPORT
SEPTEMBER 2013

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 September 30, 2013, and certifies that the reports indicate that no major account or fund is over expended 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 are included in the official minute book and a detailed summary is on file in the office of the Board Secretary.

Roll Call Vote on Finance Items #1 thru # 3:

Mrs. Ahmed – absent	Mrs. Jones – aye	Mr. Novosielski – aye
Mr . Arce – aye	Mrs. Lanni – aye	Mr. Tully – aye
Mr. Griggs – absent	Mr. Mc Lean – aye	Mr. Casadonte – aye

POLICY:

Motion by Mr. Novosielski, seconded by Mrs. Jones to approve Policy Items # 1 thru # 25.

ROLE OF PARENTS/
GUARDIANS

1. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following revisions to Policy #5020 Role of Parents/Guardians on second reading. (See attached.)

ADMISSIONS

2. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following revisions to Policy #5111 Admissions on second reading. (See attached.)

NONRESIDENTS

3. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following revisions to Policy #5118 Nonresidents on second reading. (See attached.)

ASSESSMENT OF
INDIVIDUAL NEEDS

4. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following revisions to Policy #5120 Assessment of Individual Needs on second reading. (See attached.)

REPORTING TO PARENTS/
GUARDIANS

5. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following revisions to Policy #5124 Reporting to Parents/Guardians on second reading. (See attached.)

PUPIL RECORDS

6. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following revisions to Policy #5125 Pupil Records on second reading. (See attached.)

COMMENCEMENT
ACTIVITIES

7. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following revisions to Policy #5127 Commencement Activities on second reading. (See attached.)

CONDUCT/DISCIPLINE

8. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following revisions to Policy #5131 Conduct/Discipline on second reading. (See attached.)

VANDALISM/VIOLENCE

9. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following revisions to Policy #5131.5 Vandalism/Violence on second reading. (See attached.)

HEALTH

10. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following revisions to Policy #5141 Health on second reading. (See attached.)

ACCIDENTS

11. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following revisions to Policy #5141.1 Accidents on second reading. (See attached.)

ILLNESS

12. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following revisions to Policy #5141.2 Illness on second reading. (See attached.)

ADMINISTERING
MEDICATION

13. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following revisions to Policy #5141.21 Administering Medication on second reading. (See attached.)

HEALTH EXAMINATIONS

14. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following revisions to Policy #5141.3 Health Examinations on second reading. (See attached.)

CHILD ABUSE AND
NEGLECT

15. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following revisions to Policy #5141.4 Child Abuse and Neglect on second reading. (See attached.)

PUPIL SAFETY

16. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following revisions to Policy #5142 Pupil Safety on second reading. (See attached.)

QUESTIONING AND
APPREHENSION

17. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following revisions to Policy #5145.11 Questioning and Apprehension on second reading. (See attached.)

SEARCH AND SEIZURE

18. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following revisions to Policy #5145.12 Search and Seizure on second reading. (See attached.)

EQUAL EDUCATIONAL
OPPORTUNITY

19. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following revisions to Policy #5145.4 Equal Educational Opportunity on second reading. (See attached.)

PHOTOGRAPHS OF
PUPILS

20. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following revisions to Policy #5145.5 Photographs of Pupils on second reading. (See attached.)

PUPIL GRIEVANCE
PROCEDURE

21. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following revisions to Policy #5145.6 Pupil Grievance Procedure on second reading. (See attached.)

BASIC SKILLS

22. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following revisions to Policy #6142.6 Basic Skills on second reading. (See attached.)

ATTENDANCE IN BASIC SKILLS IMPROVEMENT

23. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following revisions to Regulation #6142.6R Attendance in Basic Skills Improvement Program (BSIP) on second reading. (See attached.)

GRADING SYSTEM - GRADES FOUR AND FIVE

24. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following revisions to Regulation #6147.2R Grading System Grades Four and Five on second reading. (See attached.)

GRADING SYSTEM GRADES K, 1, 2

25. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following revisions to Regulation #6147.3R Grading System Grades K, 1, and 2 on second reading. (See attached.)

Roll Call Vote on Policy Items # 1 thru # 25:

Mrs. Ahmed – absent	Mrs. Jones – aye	Mr. Novosielski – aye
Mr . Arce – aye	Mrs. Lanni – aye	Mr. Tully – aye
Mr. Griggs – absent	Mr. Mc Lean – aye	Mr. Casadonte – aye

Motion by Mr. Novosielski, seconded by Mrs. Jones to approve Policy Items # 26 and # 27.

GRADING SYSTEM - GRADE 3

26. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to rescind the following to Regulation #6147.4R Grading System – Grade 3. (See attached.)

USE OF AUTOMATED EXTERNAL DEFIBRILLATOR

27. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to rescind the following Policy #5300 Use of Automated External Defibrillator (AED). (See attached.)

Roll Call Vote on Policy Items # 26 and # 27:

Mrs. Ahmed – absent	Mrs. Jones – aye	Mr. Novosielski – aye
Mr . Arce – aye	Mrs. Lanni – aye	Mr. Tully – aye
Mr. Griggs – absent	Mr. Mc Lean – aye	Mr. Casadonte – aye

BUILDINGS AND GROUNDS: [No Report Given]

OLD BUSINESS: (No action to be Taken) [None]

LEGISLATIVE UPDATE:

Mrs. Jones reported that the State Assembly is still considering a change to the budget submission deadline dates but has approved a change to school board candidate declaration deadlines.

MEETING OPEN TO THE PUBLIC: 7:50 P.M.

Mr. Ray Tomczak of Walnut Street asked about the implementation of The Common Core Standards, about the extent of his children's homework as a result of the implementation and about the possibility of after-school academic programs to assist students in meeting their educational goals.

Dr. Jones responded that the district is well underway with the implementation of the standards and that she would be holding a Superintendent's Roundtable on December 2nd to discuss these issues.

Mr. Tomczak also reported on damaged sidewalks around Union School and asked the district to work with the Borough to correct.

Mr. Casadonte responded that the sidewalks are the responsibility of the Borough, and while the district will be happy to relay the message, Mr. Tomczak should be sure to bring up the topic at the next council meeting.

Meeting closed to the public at 8:02 P.M.

EXECUTIVE SESSION: [None held]

ADJOURNMENT: Motion by Mr. Tully, seconded by Mr. Arce, that the meeting be adjourned at 8:03 P.M.

Approved by Voice Vote.