

RUTHERFORD BOARD OF EDUCATION

REGULAR MEETING

JANUARY 25, 2016

AGENDA

MEETING CALL TO ORDER AT 7:30 P.M.

PLEDGE OF ALLEGIANCE

ROLL CALL

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. Hard copies of the agenda are available in the meeting room and the agenda is posted electronically on the district's website at www.rutherfordschools.org.

TAPING AND BROADCASTING OF MEETINGS

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. A video of the meeting can also be viewed on our website, www.rutherfordschools.org. The video link can be found by opening the Board of Education link and clicking on "Public Meetings" and then "Videos". Any member of the public who wishes to view a DVD of the meeting can make that request in writing to the board secretary.

MINUTES APPROVAL

Worksession/Regular Meeting – December 7, 2015

Executive Session – December 7, 2015

Reorganization – January 4, 2016

Executive Session – January 4, 2016

SPECIAL PRESENTATIONS:

**Annual Report of District Audit – Mr. Robert Marrone,
Bowman&Co.,LLP**

School Self-Assessment under Anti-Bullying Bill of Rights – Mr. Hurley

Pep Band - Mr. Briganti, Union School

Legos – Ms. Zayatz, Union School

REPORT OF STUDENT REPRESENTATIVE:

REPORT OF THE SUPERINTENDENT: Interview of Board of Education Candidates

REPORT OF THE PRESIDENT:

MEETING OPEN TO THE PUBLIC: (Agenda Items Only)

NEW BUSINESS (Action to be Taken)

PERSONNEL:

Motion by M_____, seconded by M_____ to move the following resignations, retirements, salary adjustments, reassignments, appointments, etc., as recommended by the Superintendent of Schools, pending approval from the State Department of Education, subject to the New Jersey Criminal Background Check and other legal requirements.

Vote _____.

RETIREMENT MONIES

1. Resolution by M_____, seconded by M_____.

BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following payback of sick days to retiree as per agreement between the Rutherford Board of Education and the Rutherford Education Association:

Barbara Abrom	135.5 days	\$7,630.00
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On roll call all members present voted _____.

TONI MURPHY

2. Resolution by M_____, seconded by M_____.

BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to accept with regret, the retirement of Toni Murphy, elementary school teacher at Pierrepont School effective June 30, 2016.

On roll call all members present voted _____.

LAURA VAHEY

3. Resolution by M_____, seconded by M_____.

BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to accept with regret, the retirement of Laura Vahey, special education teacher at Pierrepont School effective June 30, 2016.

On roll call all members present voted _____.

SUBSTITUTE TEACHERS

4. Resolution by M_____, seconded by M_____.

BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following substitute teachers for the 2015-2016 school year effective January 26, 2016 at the per diem rate of \$80.00 and in accordance with the law:

Katarina Hannawi
Kristiann Mecca
Antonia Ricciardi
Monica Mikolajczyk
John C. Parnofiello
Dalia Badawi
Alexis Klubeck

On roll call all members present voted ____.

KRISTIANN MECCA

5. Resolution by M ____, seconded by M ____.

BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to adjust the end date for Kristiann Mecca, long-term substitute teacher, from December 18 to December 21, 2015.

On roll call all members present voted ____.

KATARINA HANNAWI

6. Resolution by M ____, seconded by M ____.

BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to adjust the end date for Katarina Hannawi, long-term substitute teacher, from December 18 to December 21, 2015.

On roll call all members present voted ____.

KATARINA HANNAWI

7. Resolution by M ____, seconded by M ____.

BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve Katarina Hannawi, as a long-term substitute special education teacher at Pierrepont School, effective January 4, 2016 through January 29, 2016 at the per diem rate of \$245.50 (step 1, level 1). This is a replacement position.

On roll call all members present voted ____.

KRISTIANN MECCA

8. Resolution by M ____, seconded by M ____.

BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve Kristiann Mecca, as a long-term substitute special education teacher at Pierrepont School, effective January 4, 2016 through February 4, 2016 at the per diem rate of \$245.50 (step 1, level 1). This is a replacement position.

On roll call all members present voted ____.

ELIZABETH GILMORE

9. Resolution by M ____, seconded by M ____.

BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to adjust to start date for Elizabeth Gilmore, long-term substitute teacher assistant, from January 19, 2016 to January 5, 2016.

On roll call all members present voted ____.

NJSBA/BCSBA
DELEGATES

10. Resolution by M ____, seconded by M ____.
BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION that the following Board members be appointed effective January 4, 2016:

New Jersey School Boards Association Delegate – Mrs. Lanni
New Jersey School Boards Association Alternate – Mr. Chu
Bergen County School Boards Association Delegate – Mrs. Jones
Bergen County School Boards Association Alternate– Mr. Chu
New Jersey School Boards Association Legislative Assembly – Mrs. Jones
New Jersey School Boards Association Legislative/Alternate – Mrs. Lanni

On roll call vote all members present voted _____.

TRAVEL REIMBURSEMENTS

11. Resolution by M ____, seconded by M ____.
BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following travel reimbursements for the 2015-2016 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>
Nicole Zayatz	Teacher	Math Conference	02/9/16	\$179	\$50	none	none	none
Louise Hetzel	Teacher	PhotoShop Wkshp	4/27/16	\$200	none	none	none	none
Courtney Boyle	Teacher	AMTNJ Conference	2/9/16	\$179	none	none	none	none
Alayne Lamba	Teacher	Math Workshop	4/20/16	\$195	none	none	none	none
Naomi Haft	Teacher	NGSS Wkshp	2/25/16	\$180	\$4.00	none	none	none
Colleen Sartori	Teacher	BER Wkshp	2/29/16	\$239	none	none	none	none
Joseph Kelly	Bus. Admin	NJSBA Neg. Wkshp	3/12/16	\$299	none	none	none	none
William Mulcahy	Admin.	ASCD Conference	4/1-5/16	\$289	\$270.20	\$310.50	\$873.76	none
Jeanna Velechko	Admin.	RTI Strategies	4/5/16	\$239	none	none	none	none

On roll call all members present voted ____.

SCHOOL BOARDS
RECOGNITION MONTH

12. Resolution by M _____, seconded by M _____.
BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION

WHEREAS, The New Jersey School Boards Association has declared January 2016 to be School Board Recognition Month, a time that all residents might acknowledge the contributions made by our local school board members; and

WHEREAS, The Rutherford Board of Education is one of more than 581 local school boards in New Jersey that sets policies and oversees operations for public school districts; and

WHEREAS, The Rutherford Board of Education embraces the goal of high-quality education for all New Jersey public school students; and

WHEREAS, New Jersey's local school boards help determine community goals for the education of approximately 1.4 million children in pre-kindergarten through 12th grade; and

WHEREAS, New Jersey's 4,800 local school board members, who receive no remuneration for their services, act as advocates for public school students as they work with administrators, teachers and parents for the betterment of public education; and

WHEREAS, School boards strive to provide the resources necessary to meet the needs of all students, including those with special needs; and

WHEREAS, Boards of education provide accountability to the public; they communicate the needs of the school district to the public; and they convey to school administrators the public's expectations for the schools; and

WHEREAS, New Jersey can take pride in its schools, which rank among the nation's best in indicators such as high school graduation rates, class size, college entrance exam participation, and Advanced Placement offerings and test scores. Now, therefore, be it

RESOLVED, That the Rutherford Board of Education, does hereby recognize the services of local school board members throughout New Jersey as we join communities statewide in observing January 2016 as SCHOOL BOARD RECOGNITION MONTH; and be it further

RESOLVED, That the Rutherford Board of Education urges all New Jersey citizens to work with their local boards of education and public school staffs toward the improvement of our children's education.

On roll call all members present voted ____.

PATRICIA TOSADO

13. Resolution by M ____, seconded by M ____.

BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve Patricia Tosado as a bus assistant for the district effective January 26, 2016 through June 30, 2016 for 4.9 hour per day at the hourly rate of \$18.30 (step 1). This is a replacement position.

On roll call all members present voted ____.

SUBSTITUTE LUNCH MONITOR 14. Resolution by M ____, seconded by M ____.
BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve Patricia Tosado, as a substitute lunch monitor for the 2015-2016 school year effective January 26, 2016 at the hourly rate of \$8.50.

On roll call all members present voted ____.

SUBSTITUTE BUS ASSISTANTS 15. Resolution by M ____, seconded by M ____.
BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following as substitute bus assistants for the 2015-2016 school year effective January 26, 2016 (unless otherwise noted) at the hourly rate of \$9.00:

Patricia Tosado (effective 12/21/15)
Louise Micci
Michele Muller

On roll call all members present voted ____.

SUBSTITUTE SECRETARY 16. Resolution by M ____, seconded by M ____.
BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve Cecilia Andler, as a substitute secretary for the 2015-2016 school year effective January 26, 2016 at the hourly rate of \$11.00.

On roll call all members present voted ____.

CECILIA ANDLER 17. Resolution by M ____, seconded by M ____.
BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve Cecilia Andler, as a 12 month secretary at Pierrepont School effective March 1, 2016 through June 30, 2016 at the annual salary of \$35,483 (step 2) (pro-rated). This is a replacement position.

On roll call all members present voted ____.

COACHING ASSIGNMENTS 18. Resolution by M ____, seconded by M ____.
BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve/rescind the following coaching assignments for the 2015-2016 school year:

Rescind:
Andrew Howell – Assistant Baseball Coach

Approve:
Curtis Arsi – Assistant Boys' and Girls' Spring Track Coach – Step 1
\$4,874

On roll call all members present voted ____.

TRANSITION COMMITTEE

19. Resolution by M ____, seconded by M ____.

BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following as members of the district's Transition Committee:

Kurt Schweitzer, Co-chair	Rosemarie Paolazzi, parent
Joan Carrion, Co-chair	Maggie MacFadyen-Doty, teacher
Cori Verdino, parent	Sarah Manocchio, teacher
Joanne D'Avanzo, parent	Joan Macri, teacher
Heidi Linsalata, parent	Sherrienne Herninko, parent/teacher

On roll call all members present voted ____.

TRANSPORTATION COMMITTEE

20. Resolution by M ____, seconded by M ____.

BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following as members of the district Transportation Committee:

Joseph Kelly, Chairperson	Melody LaRossa, parent
Anthony Paterno, B&G	Denise DeSalvo, parent
Det. Al Anderson, SRO	Lori Rogers, parents
	Jeannine Hill-Fletcher, parent
	Colleen Fencik, parent/teacher

On roll call all members present voted ____.

LINDA SZABLICKI

21. Resolution by M ____, seconded by M ____.

BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to accept the resignation of Linda Szablicki, lunch monitor at Union School effective January 12, 2016.

On roll call all members present voted ____.

KATHLEEN RUIZ

22. Resolution by M ____, seconded by M ____.

BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve Kathleen Ruiz, as a lunch monitor at Lincoln School, effective January 26, 2016 for two hours per day at the hourly rate of \$10.00 (step 1). This is a replacement position.

On roll call all members present voted ____.

AFFIRMATIVE ACTION TEAM

23. Resolution by M ____, seconded by M ____.

BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to appoint the following persons to the district Affirmative Action Team conducting

a needs assessment in the areas of equality and equity in educational programs and developing a Comprehensive Equity Plan for the academic years 2016-2017 through 2018-2109:

Brenda Fargo
Joan Carrion
Billy Cunningham
Shannon Hopkins
Jason Killian
William Mulcahy
Barbara O'Donnell
Charles Ryan
Jeanna Velechko

On roll call all members present voted ____.

JAMES BREHENEY

24. Resolution by M ____, seconded by M ____.

BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve a child rearing leave of absence under the Family Leave Act without pay effective April 18, 2016 through May 9, 2016.

On roll call all members present voted ____.

DONNA SIEGENTHALER

25. Resolution by M ____, seconded by M ____.

BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve Donna Siegenthaler to layout the District Newsletter for the amount of \$500 per four-page newsletter.

On roll call all members present voted ____.

TODD CORY

26. Resolution by M ____, seconded by M ____.

BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to adjust the hours of Todd Cory bus assistant from 3 hours per day to 4.9 hours per day effective January 26, 2016.

On roll call all members present voted ____.

SUBSTITUTE TEACHER ASSISTANTS

27. Resolution by M ____, seconded by M ____.

BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following substitute teacher assistants for the 2015-2016 school year effective January 26, 2016 at the hourly rate of \$10.00:

Antonia Ricciardi
Monica Mikolajczyk

On roll call all members present voted ____.

NANCY BRUNDAGE

28. Resolution by M ____, seconded by M ____.
BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the transfer of Nancy Brundage, head custodian at Pierrepont School to the Kindergarten Center as head custodian effective March 1, 2016. This is a replacement position.

On roll call all members present voted ____.

RYAN ANN GUGLIELMOTTI

29. Resolution by M ____, seconded by M ____.
BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve a disability leave with pay for RyanAnn Guglielmotti, elementary teacher at Pierrepont School, effective April 4, 2016 through (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, 2017.

On roll call all members present voted ____.

ALEXIS KLUBECK

30. Resolution by M ____, seconded by M ____.
BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve Alexis Klubeck, as an Art Teacher at Union School effective February 1, 2016 through June 30, 2016 at the annual salary of \$49,098 (step 1, level 1). This is a replacement position.

On roll call all members present voted ____.

CURRICULUM AND INSTRUCTION:

HOME INSTRUCTION

1. Resolution by M ____, seconded by M ____.
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 #16766 – effective 1/4/16
Student #10786 – effective 1/6/16
Student #17094 – effective 1/11/16

On roll call all members present voted ____.

OUT-OF-DISTRICT
PLACEMENTS

2. Resolution by M ____, seconded by M ____.
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 2015-2016 school year.

On roll call all members present voted ____.

SCHOOL CALENDAR

3. Resolution by M ____, seconded by M ____.
 BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following school calendar for the 2016-2017 school year:

**RUTHERFORD PUBLIC SCHOOLS
 SCHOOL CALENDAR
 2016-2017**

Thursday, September 1	Orientation of Teachers
Friday, September 2	Teachers Professional Development Day
Tuesday, September 6	Schools Open
Monday, October 10	Schools Closed, Columbus Day Teachers Professional Development Day
Tuesday, November 8	Schools Closed, Election Day
Thursday & Friday, Nov. 10, 11	Schools Closed, NJEA Convention
Thursday, November 17	One Session Day, Conferences (K-5 ONLY)
Friday, November 18	Schools Closed, Conferences (K-5 ONLY)
Wednesday, Nov. 23	One-Session Day
Thursday & Friday, Nov. 24, 25	Schools Closed, Thanksgiving
Friday, December 23	One-Session Day
December 26 – January 2	Schools Closed, Holiday Recess
Tuesday, January 3	Schools Reopen
Monday, January 16	Schools Closed, Dr. King's Birthday
Friday, February 17 & Monday, February 20	Schools Closed, Winter Recess
Friday, April 14	Schools Closed, Good Friday
April 17-21	Schools Closed, Spring Recess
Friday, May 26	Schools Closed (Schools will be open if
all emergency	closing days have been used.)
Monday, May 29	Schools Closed, Memorial Day
June 19, 20, 21	One-Session Days for Students
Monday, June 19	Union Graduation
Tuesday, June 20	High School Graduation
Wednesday, June 21	Last Day of School for Students/Teachers K-12 Report Cards Issued

NUMBER OF DAYS SCHOOLS ARE IN SESSION

September	19	February	18
October	20	March	23
November	17	April	14
	16 (K-5 Only)		
December	17	May	22

January	20	June	15
Total:	93	Total:	92
	(92) K-5 Only	Total Days:	185 (students 6-11)
(faculty)			184 (students K-5) 188
			(184) 12 Grade

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.

On roll call all members present voted ____.

HARASSMENT/INTIMIDATION 4.Resolution by M ____, seconded by M ____.

BULLYING DECISION

BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to affirm the Superintendent's decision in HIB investigation #2015-07, for the reasons set forth in the Superintendent's decision to the students' parents, and directs the Business Administrator/Board Secretary to transmit a copy of the Board's decision to the affected students' parents.

On roll call all members present voted ____.

HARASSMENT/INTIMIDATION 5.Resolution by M ____, seconded by M ____.

BULLYING DECISION

BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to affirm the Superintendent's decision in HIB investigation #2015-08, for the reasons set forth in the Superintendent's decision to the students' parents, and directs the Business Administrator/Board Secretary to transmit a copy of the Board's decision to the affected students' parents.

On roll call all members present voted ____.

HARASSMENT/INTIMIDATION 6.Resolution by M ____, seconded by M ____.

BULLYING DECISION

BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to affirm the Superintendent's decision in HIB investigation #2015-09, for the reasons set forth in the Superintendent's decision to the students' parents, and directs the Business Administrator/Board Secretary to transmit a copy of the Board's decision to the affected students' parents.

On roll call all members present voted ____.

HARASSMENT/INTIMIDATION 7.Resolution by M ____, seconded by M ____.

BULLYING DECISION

BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to affirm the Superintendent's decision in HIB investigation #2015-10, for the reasons set forth in the Superintendent's decision to the students' parents, and directs the Business Administrator/Board Secretary to transmit a copy of the Board's decision to the affected students' parents.

On roll call all members present voted ____.

HARASSMENT/INTIMIDATION 8. Resolution by M ____, seconded by M ____.

BULLYING DECISION

BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to affirm the Superintendent's decision in HIB investigation #2015-11, for the reasons set forth in the Superintendent's decision to the students' parents, and directs the Business Administrator/Board Secretary to transmit a copy of the Board's decision to the affected students' parents.

On roll call all members present voted ____.

CURRICULUM GUIDES

9. Resolution by M ____, seconded by M ____.

BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following new/revised curriculum guides:

- A. English Language Arts
 - English Language Arts Literacy - Kindergarten
 - English Language Arts Literacy – Grade 3
 - English Language Arts Literacy – Grade 4
 - English Language Arts Literacy – Grade 5
 - English Language Arts – Grade 6
 - Sports in Literature – RHS Elective (Fall 2016)
 - Science Fiction and Fantasy: Literature and Media – RHS Elective (Fall 2016)
 - Film and Literature – RHS Elective (Fall 2016)

The following possible middle school electives /upper elementary cycle classes are recommended for Board approval for scheduling for the 2016 – 2017 school year:

- B. Electives and Cycle Classes for 2016 – 2017
 - Communications and A/V Technology
 - Broadcast Journalism – Grade 6
 - Computer and Information Technology
 - Computer Tech 4
 - Computer Tech 5
 - Computer Tech 6

Integrated Arts – Grade 6

English Language Arts

Creative Writing Workshop – Grades 7 & 8

Digital Media Studies – Grades 7 & 8

Musical on Broadway and in Hollywood – Grades 7 & 8

Not Your Traditional Literature Class – Grades 7 & 8

Pop Culture in Literature and the Media – Grades 7 & 8

Digital Storytelling – Grade 4

Foreign Languages

Spanish 4

Spanish 5

Music, Art and Drama

Concert Band – Grades 7 & 8

Concert Choir – Grades 7 & 8

Combined Band and Choir – Grades 7 & 8

Art – Grade 7

Art – Grade 8

Creative Art Comprehensive – Grade 8

Drama Comprehensive – Grade 7

Drama Comprehensive – Grade 8

Studio Art – Grades 7 & 8

Three Dimensional Design – Grades 7 & 8

Social Studies

Global Perspective – Grade 7

Intro to Personal finance – Grades 7 & 8

United States Government & Law – Grade 8

American Humanities – Grade 8

STEM

MythBusters – Grades 7 & 8

Computer Coding 1 – Grades 7 & 8

Computer Coding 2 – Grades 7 & 8

Dissections and Diseases – Grades 7 & 8

Intro to Desktop Publishing – Grades 7 & 8

Multimedia Design and Beyond – Grades 7 & 8

Logical Thinking through Puzzles and Games – Grades 7 & 8

Robotics – Grades 7 & 8

Architecture – Grades 7 & 8

Amusement Parks and Bridges – Grades 7 & 8

STEM 4

STEM 5

STEM 6

On roll call all members present voted ____.

TEXTBOOK ADOPTION

10. Resolution by M ____, seconded by M ____.

BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following textbooks:

The Natural by Bernard Malamud. Farrar, Strauss and Giroux publishers. Copyright 1952, latest revision 2003. For English Language Arts elective Sports and Literature, grades 10-12.

The Losing Season by Pat Conroy. Dial Press, publisher. Copyright 2002, latest revision 2011. For the RHS English Language Arts elective Sports and Literature, grades 10-12.

The Great Santini by Pat Conroy. Dial Press, publisher. Copyright 1976, latest revision 2013. For the RHS English Language Arts elective Sports and Literature, grades 10-12.

Friday Night Lights by H.G. Bissinger. Da Capo Press, publisher. Copyright 1990, latest revision 2015. For the RHS English Language Arts elective Sports and Literature, grades 10-12.

Western Civilization since 1300 by Jackson J. Spielvogel. Ninth Edition. Cengage Learning, publisher. Copyright 2012, 2015, 2016, latest revision 2016. For Advanced Placement European History, grade 12.

On roll call all members present voted ____.

JOB DESCRIPTION

11. Resolution by M ____, seconded by M ____.

BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following new job description for Preschool Elementary Education Teacher:

Job Description 1-360.4

Position: Preschool Elementary Education Teacher

Responsible to: Elementary Vice Principal

Qualifications:

1. Valid New Jersey Preschool through Grade 3 Instructional Certificate **and** Students with Disabilities
2. Demonstrated knowledge of effective teaching methods and developmentally appropriate classroom activities
3. Ability to maintain a positive learning environment
4. Strong interpersonal and communication skills
5. Required criminal history background check and proof of US citizenship or legal resident alien status.

Terms of Employment: Work year and salary as per negotiated agreement.

Goal: To provide an approved elementary education program and establish a class environment that fosters learning and personal growth; to help pupils to develop skills, attitudes and knowledge needed to provide a good foundation for continued education; and to maintain good relationships with parents and other staff members.

Duties and Responsibilities:

1. Works to achieve state core curriculum content standards and district educational goals and objectives by promoting active learning in the classroom using board-adopted curriculum to the needs of each pupil.
2. Develops lesson plans and instructional materials and provides individualized and small group instruction in order to adapt the curriculum to the needs of each pupil.
3. Sets specific objectives wherever possible in lesson preparation and weekly lesson plans and carries through presentation to effectively achieve these objectives.
4. Monitors pupil academic progress and personal growth toward stated objectives of instruction.
5. Maintains records of pupil's educational progress in class record books and/or board approved forms and summarizes these marks for reporting purposes.
6. Identified pupil needs and cooperates with other professional staff members in assessing and resolving learning problems.
7. Establishes and maintains standards of pupil behavior needed to achieve a classroom climate conducive to learning.
8. Budget class time effectively.
9. Communicates with parents through conferences and other means to inform them about the school program and to discuss pupil progress.
10. Devises written and oral assignments and assessments that require analytical and critical thinking as well as the reproduction of facts.
11. Plans class activities and lesson presentations that are age-appropriate for the class and meet the individual needs, interests and ability levels of all pupils.
12. Maintains professional competence and continuous improvement through in-service education activities and other professional growth activities.
13. Participates in school-level planning, faculty meetings/committees and other school system groups.
14. Makes effective use of community resources to enhance the instructional program.
15. Upholds and enforces school rules, administrative regulations and board policy.
16. Utilizes appropriate technologies to enhance instruction and to affect administrative tasks.
17. Assist students with self-care needs as appropriate.
18. Performs other duties which may be within the scope of his/her employment and certification as may be assigned.

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

Adopted:

On roll call all members present voted ____.

JOB DESCRIPTION

12. Resolution by M ____, seconded by M ____.

BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following new job description for the Supervisor of Student Services:

Job Description – 1-180.7

Position: Supervisor of Student Services

Responsible to: Elementary Vice-Principal

Qualifications:

1. Holds or is eligible to hold a valid New Jersey Supervisor Certificate and a valid certificate in one or more of the following areas: Learning Disabilities Teacher-Consultant, School Psychologist, School Social Worker, Speech-Language Specialist, Student Assistance Counselor, School Counselor, Student Personnel Services, or School Nurse.
2. Minimum five years experience in specific certificated field.
3. Demonstrated leadership and experience in programs dealing with student services.
4. Required criminal history background check and proof of U.S. citizenship or legal resident alien status.

Terms of Employment:

Twelve-month position. Salary and benefits as per negotiated contract agreement with the Rutherford Supervisor's Association.

Goal: To provide leadership in the development and implementation of programs including Special Education, Response to Intervention, 504, Anti-Bullying, and Wellness.

Duties and Responsibilities:

1. Monitors Response to Intervention, Special Education, 504, anti-bullying, and social, emotional, and physical wellness programs. Advises the Superintendent and administrators on needs, problems, and opportunities and suggests possible solutions and course of action.
2. Works with administrators to implement the Response to Intervention program ensuring compliance with federal, state and district regulations.
3. Manages the district's student data management plans and assists in the preparation and the analysis of student data reports.
4. Maintains and updates the district's Response to Intervention manual.
5. Coordinates the activities between Special Service personnel and the school based Response to Intervention teams to ensure effective general education interventions.
6. Assists the Elementary Vice-Principal with implementing special education programs and services with an emphasis on grades 4-12 and out-of-district students.
7. Visits out-of-district schools to ensure proper placement of students.
8. Coordinates and monitors 504 activities with appropriate staff.
9. Collaborates with the Anti-Bullying Specialists, the Board of Education, and the Superintendent to prevent, identify, and respond to the harassment, intimidation, and bullying of students in the district.
10. Assists in the preparation of state reports regarding harassment, intimidation, and bullying.

11. Assists the Elementary Vice-Principal in conducting observations and providing supervision of Child Study Team members, Student Assistance Counselors, Anti-Bullying Specialists, and nurses as requested by the Superintendent or building administrators.
12. Assists the Elementary Vice-Principal with litigation involving students.
13. Assists the administrators in organizing and conducting meetings with staff, students, and parents in each area of responsibility.
14. Assists the administration in the preparation of federal, state, county and district reports and grants as necessary.
15. Facilitates the exchange of information between the district and local, county, state, and federal educational service agencies.
16. Provides input for the development of departmental/program budgets in areas of responsibility.
17. Performs other duties that may be assigned by the Superintendent.

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

Adopted:

On roll call all members present voted ____.

JOB DESCRIPTION

13. Resolution by M ____, seconded by M ____.

BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following job description revision for the Elementary Vice Principal:

Job Description 1-136.2

Position: Elementary Vice Principal

Responsible to: Principal/Superintendent

Qualifications:

1. Valid New Jersey Provisional or Standard Principal Certificate.
2. Minimum experience as determined by the Board.
3. Demonstrated leadership capability in the areas of curriculum, instruction, student discipline and special education.
4. Demonstrated skill with differentiation of instruction
5. Knowledge of special education procedures.
6. Strong interpersonal and communication skills.
7. Required criminal history background check and proof of U.S. citizenship or legal resident alien status.

Terms of Employment: 12 month as per RAA contract

Goal: To assist the principal in providing school-wide leadership; supervise special education programs and services.

Duties and Responsibilities:

1. Assists the principal in duties related to instruction, supervision, evaluation and the overall administration of the school.
2. Serves as building administrator in the absence of the principal.

3. Assists with requisitions, supplies, texts and equipment, conducts inventories, maintains records and reviews receipts and purchase orders for such materials.
4. Supervises programs and services offered to students with disabilities.
5. Assists in planning and conducting of safety inspections, safety/crisis drills, and practice activities.
6. Coordinates transportation, custodial, food service and other support services.
7. Supervises the reporting and monitoring of student attendance and progress.
8. Assists in developing student behavior management programs and in maintaining discipline throughout the school; deals with special cases as necessary.
9. Coordinates child study team functions.
10. Ensures that students' IEPs are implemented.
11. Conducts interviews and recommends candidates to the Superintendent.
12. Provides oversight to the assessment and evaluation processes.
13. Recommends to the principal and superintendent changes for existing procedures, policies, personnel practice and other such matters that may result in more effective and efficient school practices.
14. Compiles and maintains student records in compliance with federal and state law.
15. Performs such other record-keeping functions as the principal may direct or is required by federal and state law.
16. Supervises teachers and departments as assigned by the principal or superintendent.
17. Assists in scheduling students and teachers.
18. Assists in the supervision of students during lunch periods and before/after school.
19. Prepares mandated federal and state reports.
20. Participate in litigation involving students.
21. Supervises extracurricular programs, assembly programs and assignment of faculty members to assist at school functions.
22. Supervises the differentiation of instruction for all students, as needed.
23. Provides ongoing relevant professional development to staff, as needed.
24. Provides assistance with budget development.
25. Coordinates and supervises special education programs and services.
26. Maintains linkages between the school, community mental health agencies and other supportive agencies.
27. Plans and supervises activities to promote student and employee health and safety.
28. Monitors and supervises educational placements, including home instruction.
29. Coordinates parent training opportunities.
30. Maintains a positive and productive relationship with parents, staff, and students.
31. Performs such duties as may be assigned by the principal or superintendent.

Evaluation: Performance of this job will be evaluated in accordance with state law and regulation as well as the provisions of board policy on the evaluation of certified staff.

Adopted: June 10, 2013

Revised:

On roll call all members present voted ____.

FIELD TRIP APPROVALS

14. Resolution by M ____, seconded by M ____.
BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the attached list of Field Trips for the 2015-2016 school year.

On roll call all members present voted ____.

OVERNIGHT TRIP

15. Resolution by M ____, seconded by M ____.
BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following overnight trip for FBLA (Future Business Leaders of America) State Competition:

FBLA State Competition – Atlantic City, NJ – February 18-19, 2016

Sponsor – Judith Leonard

On roll call all members present voted ____.

FINANCE:
APPROVAL OF BILLS

1. Resolution by M_____, seconded by M_____.
BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION that the bills listed below be approved.

Accounts Payable	1,867,850.06
Offline Checks	2,301,957.12
Food Service Checks	743.75
Payroll	1,226,073.14
General Activities	<u>4,735.97</u>
Total	5,401,360.04

On roll call all members present voted _____.

SECY/TREAS REPORT
DECEMBER 2015

2. Resolution by M_____, seconded by M_____.
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 December 31, 2015, 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.

On roll call all members present voted ____.

BUDGET
TRANSFERS

3. Resolution by M_____, seconded by M_____.
BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve budget line transfers for the period December 1, 2015 through December 31, 2015 as attached.

On roll call all members present voted ____.

NCLB

4. Resolution by M ____, seconded by M ____.

BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve submission of an amendment to 2016 NCLB for the following carryover amounts:

Title IA	\$ 2,429
Title IIA	\$ 8,102
Title III - Immigrant	\$10,662

On roll call all members present voted ____.

DONATION

5. Resolution by M_____, seconded by M_____.

BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to accept, with gratitude, the donation of \$150 from New Memory Productions to be utilized by the Rutherford High School music department.

On roll call all members present voted ____.

UNPAID INTERNSHIP

6. Resolution by M_____, seconded by M_____.

BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to appoint Kathy Masbang to an unpaid internship position in the Business Office beginning February 8, 2016.

On roll call all members present voted ____.

POLICY

BUILDINGS AND GROUNDS:

USE OF SCHOOL BUS
RECREATION SUMMER
CAMP

1. Resolution by M_____, seconded by M_____.

BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the use of one Board of Education school bus by Rutherford Recreation Summer Day Camp Program 2016, Monday through Friday from June 27, 2016 through August 5, 2016 from 7:30 a.m. to 4:30 p.m.

On roll call all members present voted_____.

CHANGE ORDER

2. Resolution by M _____, seconded by M _____.

BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the change order presented by Arch Concept Construction, Inc. with regard to the 100 Gym Roof Replacement Project at Rutherford High School. The change order details a total decrease to the contract value of \$10,900.83.

On roll call all members present voted _____.

OLD BUSINESS:

LEGISLATIVE UPDATE

MEETING OPEN TO THE PUBLIC: (Any Topic)

EXECUTIVE SESSION:

Motion by M _____, seconded by M _____ that an Executive Session be held at _____ P.M. for the purpose of discussing _____ . Action may or may not be taken. The Board expects to return within _____ minutes.

Vote _____

The Board returned at _____ P.M.

ADJOURNMENT:

Motion by M _____, seconded by M _____ that the meeting be adjourned at _____ P.M.

Vote _____