

RUTHERFORD BOARD OF EDUCATION

MINUTES OF THE WORKSESSION MEETING OF February 4, 2013

A work session meeting of the Board of Education was held on Monday evening, February 4, 2013 in the High School Cafeteria. Meeting was called to order by Vice President Griggs at 7:35 P.M. with the Pledge of Allegiance to the Flag.

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

Also present were Dr. Jones, Mr. Kelly, and Mr. Chapin.

Mr. Casadonte arrived at 7:45 P.M.

Mr. McLean was 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 Mr. Novosielski, seconded by Mrs. Ahmed.

BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION that the minutes of the January 14, 2013 work session/regular meeting be approved as recorded.

Roll Call Vote on Minutes Item #1A :

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

SPECIAL PRESENTATIONS: None given.

REPORT OF THE PRESIDENT: None given.

REPORT OF THE STUDENT REPRESENTATIVE TO THE BOARD: None given.

MEETING OPEN TO THE PUBLIC (Action Items Only) 7:45 P.M. No one spoke.

NEW BUSINESS (Action to be Taken)

PERSONNEL: Motion by Mrs. Ahmed, 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.

LAUREN PETRONIO 1A. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to accept the resignation of Ms. Lauren Petronio, as a bus assistant for the district effective January 7, 2013.

CHRISTINE BUCCARATO 2A. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to accept the resignation of Ms. Christine Buccarato, as lunch monitor at Lincoln School effective January 17, 2013.

MAUREEN TULLO 3A. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to accept with regret the retirement of Maureen Tullo, grade 5 teacher at Union School, effective June 30, 2013.

APPOINTMENT 4A. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following person or firm to be appointed, to the position listed, through the 2013 Organization Meeting:

Public Agency Compliance Officer Mr. Joseph P. Kelly

PURCHASING AGENT 5A. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve:

WHEREAS, the Rutherford Board of Education recognizes the fact that Mr. Joseph P. Kelly meets the qualifications to be a qualified purchasing agent;

THEREFORE, BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to appoint Mr. Joseph P. Kelly as a qualified purchasing agent for the Rutherford School District, to be renewed on an annual basis.

UNEMPLOYMENT COMP. ACCOUNT CHECKS

6A. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION that the School Business Administrator/Board Secretary and the Treasurer be authorized to sign the Unemployment Compensation Account Checks, such checks requiring two signatures.

Roll Call Vote on Personnel Items #1A thru # 6A:

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

FINANCE:

Motion by Mr. Tully, seconded by Mrs. Jones to approve Finance Item #1A:

APPROVAL OF BILLS

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

Accounts Payable	155,511.53
Offline Checks	1,943,689.27
Payroll	<u>2,314,322.97</u>
General Activities	<u>36,887.19</u>
Total	4,450,410.96

Motion by Mr. Tully, seconded by Mrs. Lanni to approve Addendum 2A:

ADDENDUM:

CHECK VOID

2A. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the void of check # 008865, payable to Mr. Robert Brown, in the amount of \$2700.00.

Roll Call Vote on Finance Item #1A and Addendum #2A:

Mrs. Ahmed – aye	Mrs. Jones – aye	Mr. Novosielski – aye
Mr. Arce – aye	Mrs. Lanni – aye	Mr. Tully – aye
Mr. Griggs – aye, abstained on ck #8887	Mr. McLean – absent	Mr. Casadonte – aye

BUILDING AND GROUNDS:

Motion by Mr. Tully, seconded by Mr. Arce to approve Building & Grounds Item #1A:

Motion by Mr. Novosielski, seconded by Mrs. Ahmed to Table discussion and vote later in the meeting:

Approved by Voice Vote.

STEM LAB PROJECT

1A. Resolution by M_____, seconded by M_____.

BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the amendment of the District's Long Range Facilities Plan (LRFP) to add the Renovation of the existing Wood Shop Classroom 106 to become the Science, Technology, Engineering, and Mathematics (STEM) Lab 106,

And be it FURTHER RESOLVED to submit the Schematic Application to the Department of Education for review and approval of the STEM Lab Project, with such project, following all necessary approvals, to be paid for using funds available in the District's general operating budget, capital outlay accounts,

And be it FURTHER RESOLVED to submit the Final Educational Adequacy Review Application to the Department of Education for review and approval of the STEM Lab Project, with the DOE Review fee not to exceed \$3,000.

On roll call all members present voted _____.

NEW BUSINESS: (Action will not be taken)

PERSONNEL:

Chairperson Ahmed reported on the meeting of the Personnel Committee and items to be acted upon at the February 11, 2013 regular meeting.

LIBRARY ASSISTANTS

1. Resolution by M_____, seconded by M_____.

BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to adjust the hours for the following library assistants from 20 hours to 22.5 hours per week as listed below:

Wendy Armacost – Union School – effective - 1/18/13

Marie Lawlor – Union School – effective – 1/18/13

On roll call all members present voted _____.

JENNIFER KRAWIEC

2. Resolution by M_____, seconded by M_____.

BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve Jennifer Krawiec as a part-time Gifted and Talented teacher at Lincoln School effective January 28, 2013 through June 30, 2013 at the annual salary of \$25,898 (step 1, level 1). This is a replacement position.

On roll call all members present voted _____.

ANGELA CICCHETTI

3. Resolution by M_____, seconded by M_____.

BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve Angela Cicchetti as a part-time teacher assistant at Lincoln School for 4.9 hours per day effective January 28, 2013 through June 30, 2013 at the hourly rate of \$18.68 (step 1). This is a new position.

On roll call all members present voted _____.

ALYSIA GONSKA

4. Resolution by M_____, seconded by M_____.

BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve Alysia Gonska as a part-time teacher assistant at Lincoln School for 4.9 hours per day effective January 28, 2013 through June 30, 2013 at the hourly rate of \$18.68 (step 1). This is a new position.

On roll call all members present voted _____.

SHEA BENDER

5. Resolution by M_____, seconded by M_____.

BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve Shea Bender as a part-time teacher assistant at Washington School for 4.9 hours per day effective January 28, 2013 through June 30, 2013 at the hourly rate of \$18.68 (step 1). This is a replacement position.

On roll call all members present voted _____.

SERVICE PROVIDER

6. Resolution by M_____, seconded by M_____.

BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION for the Child Study Team to utilize the services of the following service providers for the 2012-2013 school year and fees:

Specialty	Name	Fee
Nursing Services	Bayada Pediatrics	\$38 per hour LPN \$48 per hour RN
Occupational/Physical	ALJ Physical and Occupational Therapy	\$95 per hour

On roll call all members present voted _____.

SUBSTITUTE TEACHERS

7. Resolution by M_____, seconded by M_____.
BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following substitute teachers for the 2012-2013 school year effective February 12, 2013 at the per diem rate of \$80.00 and in accordance with law:

Michael Caufield
Anjali Desai
Tara Philip
Marc Dolaghan

On roll call all members present voted _____.

SUBSTITUTE TEACHER ASSISTANTS

8. Resolution by M_____, seconded by M_____.
BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following substitute teacher assistants for the 2012-2013 school year at the hourly rate of \$10.00 effective February 12, 2013.

Anjali Desai
Tara Philip

On roll call all members present voted _____.

CAROLE BAUM

9. Resolution by M_____, seconded by M_____.
BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve Carole Baum as a lunch monitor at Pierrepont School for 2012-2013 school year at the hourly rate of \$9.20 (step 3) effective February 12, 2013.

On roll call all members present voted _____.

SUBSTITUTE LUNCH MONITOR

10. Resolution by M_____, seconded by M_____.
BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following substitute lunch monitor for the district for the 2012-2013 school year at the hourly rate of \$8.00 effective February 12, 2013:

Christine Buccarato

On roll call all members present voted _____.

TRAVEL APPROVALS

11. Resolution by M_____, seconded by M_____.
BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following travel reimbursements for the 2012-2013 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>
Helene Wetzel	Teacher	NJECC	3/13/13	\$190	None	None	None	None
Anthony Paterno	Supervisor	NJ Buildings and Grounds	3/26-27/13	\$100	None	None	None	\$180
Meghan Pergolis	Teacher	Summit Prof. Education	3/14/13	\$179	None	None	None	None
Anne Hetzel	Teacher	NJASK	2/27/13	\$150	None	None	None	None

On roll call all members present voted _____.

CURRICULUM AND INSTRUCTION:

Chairperson Lanni reported on the meeting of the Curriculum and Instruction Committee and items to be acted upon at the February 11, 2013 regular meeting.

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 #29593 – effective 1/22/13
- Student #10003 – effective 1/17/13
- Student #11388 – effective 1/28/13
- Student #29526 – effective 1/28/13
- Student #12572 – effective 1/30/13

On roll call all members present voted _____.

OUT OF DISTRICT PLACEMENT

2. Resolution by M_____, seconded by M_____.
BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to rescind/approve the following out-of-district placements (names on file in the office of special services and the office of the superintendent) for the 2012-2013 school year:

Rescind:

Student #2010080 – Holmstead
Tuition \$33,514.67

Approve:

Student #20122016 – CP Center Fair Lawn
Tuition \$38,940.18 plus transportation

Student #2012020 – SBJC Primetime
Tuition \$12,303.90

Student #11910 – Hackensack Public Schools
Tuition \$13,706.76

On roll call all members present voted _____.

ELEMENTARY
CURRICULUM COUNCIL

3. Resolution by M_____, seconded by M_____.

BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following as members of the Elementary Curriculum Council for the 2012-2013 school year and stipend of \$1500 per person:

Paula Risoli
Darlene Monochello
Jay Faigenbaum
Elizabeth Reenstra
Elizabeth Ersalesi
Lawrence Sandmeyer
RyanAnn Guglielmotti
Tina-Marie Viola

On roll call all members present voted _____.

NCLB CARRYOVER

4. Resolution by M_____, seconded by M_____.

BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the submission of an amendment to NCLB FY 13 to budget FY 12 carryover in the following amount:

Title IIA \$1,275

On roll call all members present voted _____.

STUDENT SUSPENSION

5. Resolution by M_____, seconded by M_____ WHEREAS, on November 19, 2012 the Rutherford Board of Education continued the suspension of student bearing identification number 11835 until the next regular board meeting; and

WHEREAS, January 14, 2013 the Board of Education continued the suspension until the next regular board meeting;

BE IT RESOLVED that the Board of Education hereby continues the suspension until the next regular board meeting;

BE IT RESOLVED that the suspension shall be reviewed at every subsequent regular board meeting to determine whether the suspension will be continued until the next regular board meeting; and

BE IT FURTHER RESOLVED that an alternate education shall continue to be provided to the student during his/her suspension.

On roll call all members present voted _____.

STUDENT SUSPENSION

6. Resolution by M_____, seconded by M_____.

WHEREAS, the Superintendent of Schools has recommended that the suspension of student bearing identification number 32586 be continued;

WHEREAS, the parent has waived his/her right to have a hearing on the Superintendent of Schools' recommendation and accepts the suspension;

BE IT RESOLVED that the Board of Education hereby continues the suspension until the next regular board meeting;

BE IT FURTHER RESOLVED that the suspension shall be reviewed at every subsequent regular board meeting to determine whether the suspension will be continued until the next regular board meeting; and

BE IT FURTHER RESOLVED that an alternate education shall be provided to the student during his/her suspension.

On roll call all members present voted _____.

SCHOOL CALENDAR

7. Resolution by M_____, seconded by M_____.

BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to adjust the 2012-2013 School Calendar to reflect a one-session day for students on Monday, March 11, 2012 due to professional development.

On roll call all members present voted _____.

FINANCE:

Committee Member Tully reported on the meeting of the Finance Committee and items to be acted upon at the February 11, 2013 regular meeting.

Presentation of Preliminary 2013/2014 Budget by Dr. Jones and Mr. Kelly.

Dr. Jones and Mr. Kelly reported to the board on the budget development process, and particularly the major factors expected to impact the 2013/2014 budget.

SECY/TREAS. REPORT
December, 2012

1. 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, 2012, 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 attached in official minute book. Detailed summary in the office of the Board Secretary.

On roll call vote all members present voted _____.

CASH ADVANCE

2. Resolution by M_____, seconded by M_____.

BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to authorize the following cash advance to the person listed, describing the following business purpose.

John Hurley, RHS Principal \$1,200

Purpose: To fund anticipated expenses needed for the reception following the Distinguished Graduate Award Ceremony.

On roll call vote all members present voted _____.

SEMI PROGRAM WAIVER

3. WHEREAS, NJAC 6A:23A-5.3 provides that a school district may request a waiver of compliance with respect to the district's participation in the Special Education Medicare initiative (SEMI) Program for the 2013-2014 school year, and

WHEREAS, the Rutherford Board of Education desires to apply for this waiver due to the fact that participation in SEMI would not provide a cost benefit to the district based on the projection of the district's available SEMI reimbursement for the 2013-2014 budget year.

On roll call vote all members present voted _____.

POLICY:

Chairperson Novosielski reported on items to be acted upon at the February 11, 2013 regular meeting.

No discussion.

BUILDINGS AND GROUNDS:

Chairperson Tully reported on the meeting of the Buildings and Grounds Committee and items to be acted upon at the February 11, 2013 regular meeting.

Mr. Chapin of Chapin Architectural Services, P.A. reported to the board on changes to the planning and NJDOE application phases of the STEM Lab Project, including suggestions for restructuring the project so that it would not exceed the board’s budget considerations.

Tabled Item to be discussed and voted on:

STEM LAB PROJECT

1A. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the amendment of the District’s Long Range Facilities Plan (LRFP) to add the Renovation of the existing Wood Shop Classroom 106 to become the Science, Technology, Engineering, and Mathematics (STEM) Lab 106,

Roll Call Vote on Building and Grounds Item #1A – Section 1:

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

Motion by Mr. Novosielski, seconded by Mrs. Ahmed to Table Section 2 & 3 of this resolution:

And be it FURTHER RESOLVED to submit the Schematic Application to the Department of Education for review and approval of the STEM Lab Project, with such project, following all necessary approvals, to be paid for using funds available in the District’s general operating budget, capital outlay accounts,

And be it FURTHER RESOLVED to submit the Final Educational Adequacy Review Application to the Department of Education for review and approval of the STEM Lab Project, with the DOE Review fee not to exceed \$3,000.

Roll Call Vote to Table Building and Grounds Item #1A – Sections 2 & 3:

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

OLD BUSINESS: (No action to be Taken)

Mr. Griggs reminded board members of the importance of attending PT Council Meetings.

Mr. Casadonte reminded board members of the Self-Evaluation Forms and procedure. Mrs. Jones will spearhead the project. She reminded everyone that once they complete the Self Evaluation of the board, they had to complete the Superintendent's Evaluation.

Mr. Kelly reminded the Board that a decision to reschedule the school date to November must be made no later than the February 11, 2013 board meeting. If the board chooses to leave the election in April, then the candidate petition process must start as soon as possible.

LEGISLATIVE UPDATE

None given.

MEETING OPEN TO THE PUBLIC: 10:34 P.M. No one spoke.

EXECUTIVE SESSION: Motion by Mr. Griggs, seconded by Mr. Novosielski that an Executive Session be held at 10:35 P.M. for the purpose of discussing Personnel and Student Matters. Action will not be taken. The Board expects to return within 15 minutes.

Approved by Voice Vote.

Motion by Mr. Novosielski, seconded by Mrs. Lanni to come out of Executive Session.

The Board returned at 10:59 P.M.

ADJOURNMENT: Motion by Mr. Novosielski, seconded by Mrs. Lanni, that the meeting be adjourned at 10:59 P.M.

Approved by Voice Vote.

Respectfully submitted:

Joseph P. Kelly
Business Administrator/Board Secretary