

RUTHERFORD BOARD OF EDUCATION

WORKSESSION MEETING

OCTOBER 6, 2014

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.

TAPING AND BROADCASTING OF MEETINGS

Tonight's Special Presentation 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. Any member of the public who wishes to view the two-hour tape can make that request to the board secretary.

MINUTES APPROVAL **Worksession/Regular Meeting, September 8, 2014**

SPECIAL PRESENTATIONS: **Annual Board of Education Scholastic Awards – Mrs. Hopkins**

REPORT OF THE SUPERINTENDENT

REPORT OF THE PRESIDENT

REPORT OF THE STUDENT REPRESENTATIVE TO THE BOARD

MEETING OPEN TO THE PUBLIC (Action 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 _____.

DOROTHEA CRAYTON

1A. Motion by M ____, seconded by M ____ to accept the resignation of Dorothea Crayton, lunch monitor at Union School effective September 20, 2014.

Vote _____.

MAUREEN KRAUS

2A. Motion by M ____, seconded by M ____ to accept the resignation of Maureen Kraus, lunch monitor at Lincoln Annex effective September 18, 2014.

Vote _____.

FINANCE:

APPROVAL OF BILLS

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

Accounts Payable	333,393.19
Offline Checks	592,062.43
Food Service Checks	0.00
Payroll	2,408,653.07
General Activities	<u>19,040.14</u>
Total	3,353,148.83

On roll call all members present voted _____.

TRANSPORTATION CONTRACT

2A. Resolution by M ____, seconded by M ____.
BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve a transportation contract between the Rutherford Board of Education and Mr. Alex Dwek to transport a student up to 205 days @ \$20.00 per day at a cost of \$4,100.

On roll call all members present voted _____.

TRANSPORTATION
CONTRACT

3A. Resolution by M ____, seconded by M ____.

BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve a transportation contract between the Rutherford Board of Education and Mr. & Mrs. A. Torino to transport a student up to 180 days @ \$ 9.00 per day at a cost of \$1,620.

On roll call all members present voted ____.

BUILDING AND GROUNDS:

DUAL USE OF ROOMS
APPLICATIONS

1A. Resolution by M ____, seconded by M ____.

BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to authorize the Business Administrator/Board Secretary to submit applications to the Bergen County Office of the New Jersey Department of Education for the following changes of room use:

RHS: Room 221, Instructional/ Choir

On roll call all members present voted ____.

CHANGE OF ROOM USE
APPLICATIONS

2A. Resolution by M ____, seconded by M ____.

BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to authorize the Business Administrator/Board Secretary to submit applications to the Bergen County Office of the New Jersey Department of Education for the following changes of room use:

Union: Room 134, from Instructional Space to Guidance Office
Pierrepoint: Room 5B, from Small Group Instruction to Guidance Office

On roll call all members present voted ____.

ALTERNATE TOILET
FACILITIES APPLICATIONS

3A. Resolution by M ____, seconded by M ____.

BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to authorize the Business Administrator/Board Secretary to submit applications to the Bergen County Office of the New Jersey Department of Education for the following schools' alternate kindergarten toilet facilities accommodations:

Kindergarten Center at Sylvan School

On roll call all members present voted ____.

NEW BUSINESS: (Action will not be taken)

PERSONNEL:

Chairperson Ahmed will report on the items to be acted upon at the October 13, 2014 regular meeting.

SALARY LEVEL CHANGES

1. Resolution by M _____, seconded by M _____.

BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following level changes effective September 1, 2014 due to additional credits:

Jessica Saxon

From: \$69,669 (step 11, level 4) To: \$74,065 (step 11, level 5)

Danielle Sabato

From: \$91,594 (step 17, level 4) To: \$98,094 (step 17, level 5)

Tracey Scrimenti

From: \$56,665 (step 5, level 3) To: \$59,805 (step 5, level 4)

Stephanie Smallstey

From: \$52,584 (step 4, level 2) To: \$55,619 (step 4, level 3)

On roll call all members present voted _____.

ELEM. CO-CURRICULAR

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

BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve/rescind the following elementary co-curricular assignments and stipends for the 2014-2015 school year:

Rescind:

William Helpingstine – Literary Journal Advisor

Aundrea Georgatos – Drama Club Co-Advisor

Alan Goodman – School Story Advisor

Approve:

William Helpingstine – Literary Journal Co-Advisor \$351.00

Maggie M.-Doty – Literary Journal Co-Advisor \$351.00

Matthew Vaccaro – Drama Club Co-Advisor \$800.50

Julie Frattarola – School Store Advisor \$602.00

Jennifer Augusterfer – Technology Co-Advisor \$250.00

Louis Studer – Technology Co-Advisor \$250.00

Paula Risoli – Technology Advisor \$500.00

On roll call all members present voted _____.

BUILDING WEBSITE/
NEWSLETTER CONTACTS

3. Resolution by M ____, seconded by M ____.
BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following as Building Website Newsletter Contacts as indicated at the annual stipend of \$150.00 for the 2014-2015 school year:

Eileen Huelbig – Lincoln School
Karen Travellin – Rutherford High School

On roll call all members present voted ____.

LUNCH MONITORS

4. Resolution by M ____, seconded by M ____.
BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following lunch monitors effective September 1, 2014 through June 30, 2015 for two hours per day, as indicated below. These are replacement positions.

Dana Spellman	\$10.25 (step 2) Union School (eff. 10/14/14)
Maureen Kraus	\$10.25 (step 2) Lincoln Annex (eff. 9/15/14)

On roll call all members present voted ____.

BARBARA WITTER-LEMBO

5. Resolution by M ____, seconded by M ____.
BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to increase the hours of Barbara Witter-Lembo, lunch monitor at the Lincoln School Annex from 2 hours per day to 3 hours per day effective September 9, 2014.

On roll call all members present voted ____.

JOVAN EVTIMOVSKI

6. Resolution by M ____, seconded by M ____.
BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve Jovan Evtimovski as an after school Orton-Gillingham tutor for two hours per week at the rate of \$35.00 per hour for the 2014-2015 school year.

On roll call all members present voted ____.

LAURA VAN WINKLE

7. Resolution by M ____, seconded by M ____.
BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to adjust the hours of Laura Van Winkle, teacher assistant at Washington School from 4.9 hour per day to 6.25 hours per day effective 9/1/14.

On roll call all members present voted ____.

SUBSTITUTE TEACHERS

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

BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following substitute teachers for the 2014-2015 school year effective October 14, 2014 at the per diem rate of \$80.00 and in accordance with the law:

Kerry Procida-Greenwood
Veronica Grace
Megan Baldwin
Asiah Lemon
Christine Ferraioli
MaryRose Curcio
Alexander Calleros
Kenya Carruthers
Mark Dolaghan

On roll call all members present voted ____.

SUBSTITUTE TEACHER ASSISTANTS

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

BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following substitute teacher assistants for the 2014-2015 school year effective October 14, 2014 at the hourly rate of \$10.00:

Ashiah Lemon
Christine Ferraioli
MaryRose Curcio

On roll call all members present voted ____.

LINDSAY RICHMOND

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

BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve a disability leave with pay for Lindsay Richmond, Business Education teacher at Rutherford High School, effective February 9, 2015 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, 2015.

On roll call all members present voted ____.

MICHAEL GAYDOS

11. Resolution by M ____, seconded by M ____.
 BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve Michael Gaydos as a substitute custodian for the 2014-2015 school year at the hourly rate of \$11.00.

On roll call all members present voted ____.

SERVICE PROVIDER

12. 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 provider for the 2014-2015 school year:

Rosemarie Canova – ABA Coordinator \$39.00 - per hour

On roll call all members present voted ____.

BETH FESKEN

13. Resolution by M ____, seconded by M ____.
 BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve a disability leave with pay for Beth Fesken, special education teacher at Washington School, effective January 7, 2015 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, 2015.

On roll call all members present voted ____.

TRAVEL REIMBURSEMENTS

14. Resolution by M ____, seconded by M ____.
 BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following travel reimbursements for the 2014-2015 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	Reading Conf.	01/23/15	\$180	none	none	none	none
Thomas Tamburin	Teacher	Library Conf.	10/25-26/14	\$145	\$30.45	none	none	none
Elizabeth Reenstra	Teacher	Reading Conf.	01/23/15	\$180	none	none	none	none
Ken Lacy	Teacher	History Wkshp	11/6/14	\$265	none	none	none	none
Jovan Evtimovski	Teacher	Orton-Gillingham	10/13-17/14	\$975	none	none	none	none
Jamie Tzeiler	Teacher	Reading Conf.	01/23/15	\$180	\$25	none	none	none
Lynn Rosenzweig	Teacher	Speech Conf.	12/8-9/14	\$389	none	none	none	none
Nicole Zayatz	Teacher	Standards Grading	01/16/15	\$195	\$25	none	none	none
Tom Potor	Teacher	NJAPHERD	09/26-28/14	\$175	none	none	none	none
Rufina Rodriguez	Teacher	AP Workshop	11/01/14	\$215	none	none	none	none
Shannon Hopkins	Supervisor	Student Records	12/9/14	\$299	none	none	none	none
Lorraine DeCaprio	Teacher	Common Core	11/25/14	\$229	none	none	none	none
Colleen Sartori	Teacher	Common Core	11/25/14	\$229	none	none	none	none

Nicole Zayatz	Teacher	Common Core	10/23/14	\$205	\$25	none	none	none
Maria DeTrizio	Teacher	Speech Conference	12/8-9/14	\$389	none	none	none	none

On roll call all members present voted ____.

CURRICULUM AND INSTRUCTION:

Chairperson Jones will report on items to be acted upon at the October 13, 2014 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 #35368 – effective 9/5/14

Student #16715 – effective 9/15/14

On roll call all members present voted ____.

OVERNIGHT TRIP

2. Resolution by M ____, seconded by M ____.

BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following overnight trip for the NJSIAA State Wrestling Championship:

NJSIAA State Wrestling Championship – Atlantic City, NJ – March 6-8, 2015

On roll call all members present voted ____.

DISTRICT AND BOARD GOALS

3. Resolution by M ____, seconded by M ____.

BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following District and Board Goals for the 2014-2015 school year:

District Goals

1. To increase student achievement in writing by developing a comprehensive writing program for grades K-12.
2. To implement a district-wide study for a Blended Curriculum resulting in a five year action plan to revise curriculum, develop a budget, and acquire and implement grade level appropriate technology platforms for students.
3. To develop a middle school schedule to be aligned with the requirements of the Common Core Content Standards.

Board Goals

1. Prepare a district budget that maintains the quality of the educational programs in a fiscally responsible manner and gains support from the community.
2. Develop a plan to address the building capacity issues as they relate to the instructional needs of students.
3. To identify and implement strategies to improve communication among the committees of the Board of Education and between the committees and the entire Board.
4. To ensure that the transition to a new district administrative team is a success.

On roll call all members present voted ____.

SCHOOL GOALS

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

BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following school goals for the 2014-2015 school year. (See attached.)

On roll call all members present voted ____.

OUT-OF-DISTRICT
PLACEMENTS

5. 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 2014-2015 school year.

On roll call all members present voted ____.

FINANCE:

Chairperson McLean will report on items to be acted upon at the October 13, 2014 regular meeting.

SECY/TREAS REPORTS
July 2014

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 months ending July 31, 2014 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 ____.

SECY/TREAS REPORTS
August 2014

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 months ending August 31, 2014 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 July 1, 2014 through August 31, 2014 as attached.

On roll call all members present voted ____.

CUSTODIAL
OVERTIME
AGREEMENT

4. Resolution by M_____, seconded by M_____.
BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to accept the Memorandum of Understanding between the Rutherford Board of Education and the Borough of Rutherford as pertains to payment of Custodial Overtime, as on file in the office of the Business Administrator/Board Secretary.

On roll call all members present voted ____.

POLICY:

Chairperson McLean will report on the meeting of the Policy Committee and items to be acted upon at the October 13, 2014 regular meeting.

LOCAL WELLNESS/
NUTRITION

1. Resolution by M_____, seconded by M_____.
BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following revisions to Policy #3542.1 Local Wellness/Nutrition on first reading. (See attached.)

On roll call all members present voted ____.

ELECTRONIC
COMMUNICATION BY
SCHOOL STAFF

2. Resolution by M_____, seconded by M_____.
BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following new Policy #4119.26 Electronic Communication by School Staff on first reading. (See attached.)

On roll call all members present voted ____.

ELECTRONIC
COMMUNICATION BY
SCHOOL STAFF

3. Resolution by M ____, seconded by M ____.
BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to
approve the following new Policy #4219.26 Electronic
Communication by School Staff on first reading. (See attached.)

On roll call all members present voted ____.

STUDENT ACCESS TO AND USE
OF NETWORKED INFORMATION

4. Resolution by M ____, seconded by M ____.
BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to
approve the following revisions to Policy #6142.10 Student Access
to and Use of Networked Information Resources Rutherford Public
Schools on first reading. (See attached.)

On roll call all members present voted ____.

BUILDINGS AND GROUNDS:

Chairperson Arce will report on items to be acted upon at the October 13, 2014 regular meeting.

COMPREHENSIVE
MAINTENANCE
PLAN

1. Resolution by M ____, seconded by M ____.
BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION
WHEREAS, the New Jersey Department of Education requires New
Jersey school districts to submit three-year maintenance plans
documenting “required” maintenance activities for each of its public
school facilities, and

WHEREAS, the required maintenance activities as listed in the
attached document of the various school facilities of the
Rutherford School District are consistent with these requirements,
and

WHEREAS, all past and planned activities are reasonable to keep
school facilities open and safe for use or in their original condition
and to keep their systems warranties valid, therefore

BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to
approve the submission of the annual three-year Comprehensive
Maintenance Plan and Form M-1 by the Business Administrator to
the Bergen County Executive County Superintendent of Schools.

On roll call all members present voted ____.

SHARED SERVICES
AGREEMENTS

2. Resolution by M ____, seconded by M ____.
BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following shared services agreements between the Rutherford Board of Education and the Borough of Rutherford effective 7/1/14 through 6/30/19:

- Facility Usage
- Shared Services:
 - Transportation Services
 - Vehicle Fueling
 - Solid Waste and Recycling
 - Office Space
 - Special Equipment
 - Computer Services

On roll call all members present voted ____.

CONSTRUCTION FEES

3. Resolution by M ____, seconded by M ____.
BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION in the interest of inter-governmental agency cooperation as well as the development and improvement of Rutherford's public school facilities, the Borough agrees to waive all construction and plan review fees for projects the Board of Education initiates in its facilities and grounds for the term of this agreement. The Board of Education would continue to cooperate with the Borough's construction officials in planning and executing such projects and would request permits, on a no-fee basis, as required by code and Borough ordinance.

On roll call all members present voted ____.

OLD BUSINESS: (No action to be Taken)

LEGISLATIVE UPDATE

MEETING OPEN TO THE PUBLIC:

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 _____