

RUTHERFORD BOARD OF EDUCATION

WORKSESSION/REGULAR MEETING

SEPTEMBER 14, 2015

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

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. Any member of the public who wishes to view the tape can make that request to the board secretary.

MINUTES APPROVAL **Worksession/Regular Meeting, August 17, 2015**
Executive Meeting, August 17, 2015

SPECIAL PRESENTATION: **School Self-Assessment under Anti-Bullying Bill of Right – Dr. Hopkins**
Rutherford Education Foundation Award Winners 2015

REPORT OF THE SUPERINTENDENT:

REPORT OF THE PRESIDENT:

REPORT OF THE STUDENT REPRESENTATIVE:

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 _____

JENNA IRWIN

1. Motion by M_____, seconded by M_____ to accept the resignation of Jenna Irwin, long-term substitute at Union School effective September 1, 2015.

Vote _____.

JOSEPH JOYCE

2. Resolution by M_____, seconded by M_____.

BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve Joseph Joyce, as a long-term substitute math teacher at Rutherford High School, effective September 1, 2015 through October 30, 2015 at the per diem rate of \$250.42 (step 3, level 1). This is a replacement position.

On roll call all members present voted _____.

DANIEL HENNESSY

3. Resolution by M_____, seconded by M_____.

BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve Daniel Hennessy, as a leave replacement social studies teacher at Rutherford High School, effective September 1, 2015 through January 29, 2016 at the annual salary of \$51,589 (step 1, level 2) pro-rated. This is a replacement position.

On roll call all members present voted _____.

NAOMI HAFT

4. Resolution by M_____, seconded by M_____.

BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve Naomi Haft, as a basic skills teacher at Union School effective September 28, 2015 through June 30, 2016 at the annual salary of \$50,084 (step 2, level 1). This is a replacement position.

On roll call all members present voted _____.

LAUREN SNYDER

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

BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve Lauren Snyder, as a part-time clerical assistant at Rutherford High School effective September 1, 2015 through June 30, 2016 at the hourly rate of \$18.30 (step 1) for 4 hours per day. This is a replacement position.

On roll call all members present voted ____.

KELLY LANCASTER

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

BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve Kelly Lancaster, as a part-time clerical assistant at Rutherford High school effective September 1, 2015 through June 30, 2016 at the hourly rate of \$18.30 (step 1) for 4 hours per day. This is a replacement position.

On roll call all members present voted ____.

SALARY LEVEL CHANGES

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

BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following level changes effective September 1, 2015 due to additional credits:

Tracey Scrimenti

From: \$61,889 (step 6, level 4) To: \$66,437 (step 6, level 5)

Diane Powell

From: \$54,416 (step 5, level 2) To: \$57,557 (step 5, level 3)

Adelaide DeCarlo

From: \$86,660 (step 16, level 4) To: \$91,860 (step 16, level 5)

On roll call all members present voted ____.

TITLE I INSTRUCTORS

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

BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following Lincoln School teachers for the Title I after school program effective September 1, 2015 through June 30, 2016 at the hourly rate of \$60.00:

Anissa Egar-Smith

Berna Demirbulakli

Nicole Uryniak

Paula Risoli

Bonnie DeBouter

Lisa Martinelli

On roll call all members present voted ____.

TITLE I INSTRUCTORS

9. Resolution by M ____, seconded by M ____.
BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following Washington School teachers for the Title I after school program effective September 1, 2015 through June 30, 2016 at the hourly rate of \$60.00:

Laurie Catalano
Megan Fisher
Bernadette Kennedy
Sarah Kupryk
Carmela LaFranca
Rachel Mejias
Caitlin Ratz
Louis Studer

On roll call all members present voted ____.

LUNCH MONITORS

10. Resolution by M ____, seconded by M ____.
BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following lunch monitors effective September 15, 2015 through June 30, 2016 for two hours per day, at the hourly rate of \$10.00 (step 1):

Rose Marie Woodruff – Union School
Cira Avecillas - Pierrepont School

On roll call all members present voted ____.

SUBSTITUTE TEACHERS

11. 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 September 15, 2015 at the per diem rate of \$80.00 and in accordance with law:

Paige Baffuto
Deborah Jimenez
Naomi Haft
Amy Coughlin
Ivette Pujadas
Mary Wood

On roll call all members present voted ____.

SUBSTITUTE TEACHER ASSISTANTS

12. 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 September 15, 2015 at the hourly rate of \$10.00:

Paige Baffuto
Mary Wood

On roll call all members present voted ____.

SUBSTITUTE BUS ASSISTANT

13. Resolution by M ____, seconded by M ____.
BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following substitute bus assistant for the 2015-2016 school year effective September 15, 2015 at the hourly rate of \$18.00:

Vermateen Mitchell

On roll call all members present voted ____.

SUBSTITUTE CUSTODIAN

14. Resolution by M ____, seconded by M ____.
BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following substitute custodian for the 2015-2016 school effective September 15, 2015 at the hourly rate of \$11.00:

Vermateen Mitchell

On roll call all members present voted ____.

SUBSTITUTE BUS DRIVER

15. Resolution by M ____, seconded by M ____.
BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following substitute bus driver for the 2015-2016 school year effective September 15, 2015 at the hourly rate of \$18.00:

Maria Zavaleta

On roll call all members present voted ____.

ELIZABETH RIZZI

16. Resolution by M ____, seconded by M ____.
BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to adjust the hourly rate for Elizabeth Rizzi, clerical assistant at the Lincoln Annex/Kindergarten Center from \$18.75 (step 2) to \$19.25 (step 3).

On roll call all members present voted ____.

KATARINA HANNAWI

17. 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 Union School effective September 1, 2015 through December 18, 2015 at the per diem rate of \$245.50 (step 1, level 1). This is a replacement position.

On roll call all members present voted ____.

AMY COUGHLIN

18. Resolution by M ____, seconded by M ____.
BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve Amy Coughlin, as a long-term substitute elementary teacher at Lincoln School effective September 28, 2015 through January 8, 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 ____.

TRAVEL REIMBURSEMENTS

19. 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>
Michele Sabia	Teacher	Writing Conference	10/23/15	\$180	none	none	none	none
Beth Falker	Social Worker	Reading Conference	10/16/15	\$129	\$54.85	none	none	none
Kurt Schweitzer	Administrator	NJPSA Conference	10/22-23/15	\$295	\$35.48	none	none	none
Erica Fata	Teacher	Orton-Gillingham	12/14-18/15	\$975	none	none	none	none
Nicole Uryniak	Teacher	Reading Conference	10/23/15	\$180	none	none	none	none
Tracey Scrimenti	Teacher	PRISM	10/13/15	\$150	none	none	none	\$5.83
Rita Brosnan	Teacher	Orton-Gillingham	12/14-18/15	\$975	none	none	none	none
Michele Sabia	Teacher	Orton-Gillingham	12/14-18/15	\$975	none	none	none	none
Elana Rudnick	Counselor	Counselor Conf.	10/11-12/15	\$195	\$255	none	none	none
Megan Collins	Teacher	Reading Wkshop	12/1/15		\$199	none	none	none

On roll call all members present voted ____.

JOVAN EVTIMOVSKI

20. 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 up to two hours per week at the hourly rate of \$35.00 for the 2015-2016 school year.

On roll call all members present voted ____.

CURRICULUM AND INSTRUCTION:

ANTI-BULLYING BILL OF RIGHTS ACT (ABR)

1. Resolution by M ____, seconded by M ____.
 BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to attest to the accuracy of the School Self-Assessment for Determining Grades under the Anti-Bullying Bill of Rights Act (ARB) Statement of Assurance for the 2014-2015 school year.

On roll call all members present voted ____.

NURSING SERVICES PLAN

2. Resolution by M ____, seconded by M ____.
 BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to adopt the district's Nursing Services Plan for the 2015-2016 school year.

On roll call all members present voted ____.

CODES OF CONDUCT

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

BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the Student Codes of Conduct for each of the schools in the Rutherford School District for the 2015-2016 school year. (See attached.)

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 2015-2016 school year. (See attached.)

On roll call all members present voted ____.

PROFESSIONAL DEVELOPMENT
PLAN

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

BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the District Professional Development Plan for the 2015-2016 school year.

On roll call all members present voted ____.

HOME INSTRUCTION

6. 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) effective September 8, 2015:

Student # 15082

Student #13162

Student #11196

Student #11388

On roll call all members present voted ____.

CURRICULUM GUIDE

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

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

World Languages

Spanish IV

On roll call all members present voted ____.

OUT-OF-DISTRICT
PLACEMENTS

8. 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 ____.

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	576,253.18
Offline Check	684,936.31
Food Service Checks	63.75
Payroll Expense	1,363,143.82
General Activities	<u>543.89</u>
Total	2,624,940.95

On roll call vote all members present voted _____.

SECY/TREAS REPORT
JULY 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 July 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 July1,2015 through July 31, 2015 as attached.

On roll call all members present voted _____.

NON-PUBLIC
NURSING

4. Resolution by M_____, seconded by M_____.

BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to enter into an agreement with the Board of Health of the Borough of Rutherford to provide nursing services to the non-public schools in the Borough of Rutherford for the 2015/16 school year, at a cost not to exceed \$ 38,520, using Non-Public Nursing Aid to be received from the State of New Jersey.

On roll call all members present voted _____.

BROWN & BROWN
BENEFITS ADVISORS

5. Resolution by M_____, seconded by M_____.
WHEREAS, the Rutherford Board of Education issued a Request for Proposals for Health Benefits Broker of Record services for the 2015/2016 school year and received one response, from Brown & Brown Benefits Advisors, the district's current Broker of Record; therefore

BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the contract with Brown & Brown Benefits Advisors to serve as Health Insurance Broker of Record and to provide health benefits consulting services to the district for the 2016 calendar year at a cost of \$15,000.

On roll call all members present voted _____.

EDUCATIONAL SERVICES
CONTRACT AGREEMENT

6. Resolution by M_____, seconded by M_____.
BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to agree to the contract with the Department of Children and Families Office of Education to educate student #13069 at a rate of \$1,296.90 per month from 9/1/15 thru 6/30/16.

On roll call all members present voted _____.

ENERGY AUDIT

7. Resolution by M_____, seconded by M_____.
WHEREAS, the New Jersey Board of Public Utilities, Office of Clean Energy administers the Local Government Energy Audit Program (Program), an incentive program to assist local government agencies to conduct energy audits and to encourage implementation of energy conservation measures; and,

WHEREAS, the Governing Body of the Rutherford Board of Education has decided to apply to participate in the Local Government Energy Audit Program; and,

WHEREAS, the facilities to be audited are in New Jersey, are owned by the Rutherford Board of Education, are served by a New Jersey regulated public utility, and that the Rutherford Board of Education has not already reserved \$100,000 in the Program this year as of this application; and,

WHEREAS, it is acknowledged that acceptance into the Program is dependent on the Scope of Work and cost proposal, and that Program rules will have to be met in order to receive incentive funds; and,

WHEREAS, upon acceptance into the Program, the Rutherford Board of Education will prepare Facility Data Forms and Scopes of Work for each facility to be audited, solicit quotations from the authorized contractors, and submit the Firm Selection Form; and,

WHEREAS, the Rutherford Board of Education understands that energy audit work cannot proceed until a Application Approval Notice is received from the Program; and,

NOW, THEREFORE, BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the submission of an Application for participation in the Local Government Energy Audit Program of the New Jersey Board of Public Utilities.

On roll call all members present voted ____.

PAYROLL BANK
ACCOUNT

8. Resolution by M_____, seconded by M_____.

BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION, to authorize the Business Administrator to establish a new bank account for the purpose of payroll administration and to close the existing account.

On roll call all members present voted ____.

DIRECT DEPOSIT

9. Resolution by M_____, seconded by M_____.

BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to authorize the Business Administrator to pursue full enrollment of all staff into a direct deposit plan for net payroll disbursements.

On roll call all members present voted ____.

SUSTAINABLE JERSEY FOR
SCHOOLS

10. Resolution by M_____, seconded by M_____.

BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve permission to apply for a Sustainable Jersey for Schools \$2,000 NJEA grant.

On roll call all members present voted_____.

POLICY:

BUILDINGS AND GROUNDS:

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_____