

RUTHERFORD BOARD OF EDUCATION

MINUTES OF THE WORK SESSION/REGULAR MEETING

OF

September 14, 2015

A work session/regular meeting of the Board of Education was held on Monday evening, September 14, 2015 in the High School Cafeteria. Meeting was called to order by President Novosielski at 7:30 P.M. with the Pledge of Allegiance to the Flag.

On roll call the following members were present: Mrs. Ahmed, Mr. Arce, Mr. Chu, Mrs. Jones, Mrs. Librera, Mr. McLean, Mr. Recine and Mr. Novosielski. Also present were Mr. Hurley and Mr. Kelly.

Absent: Mrs. Lanni

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.

MINUTES APPROVAL

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

No corrections. Minutes approved as recorded.

SPECIAL PRESENTATION:

Dr. Hopkins presented the district's self-assessment under the Anti-Bullying Bill of Rights, noting a score of 64 (out of 75) that was consistent with prior years and with neighboring districts.

Mr. Novosielski and Dr. Sergio Alati and Ms. Christina Cole of the Rutherford Education Foundation presented certificates to the recipients of the 2015-2016 REF grants:

RUTHERFORD EDUCATION FOUNDATION AWARD WINNERS 2015

Technology Initiative – Kurt Schweitzer

Newsela – Internet-based Reading for the Entire School – Kurt Schweitzer

Chrome Books – Frank Morano

Physics and Engineering Club: Hera Kalu (RHS)

Classroom Hydroponics – Diane Powell (RHS)

Document Cameras in the Classroom – Gr.1, 2, & 3 Wash. School – Megan Fisher

Robo Code – Lou Studer (Washington)
Seeing the Bigger Picture – Danielle Angelson (Lincoln)
Learning Through Fun – Jamie Foy (Pierrepoint)
Architectural Amazements – Nicole Zayatz (Union)
Bundle O’ Books – Sarah Kupryk (Washington)
Publishing Children’s Books – Melissa Dougard (RHS)
TV Studio Lighting Chroma Key – Steven Mett (RHS)
Pair Up with Great Texts! – Caitlin Ratz (Washington)
College Tour – Cristina Nicolau (RHS)
Kin-Ball Game Unit – Tom Potor (Lincoln)
Hands on Math – Elizabeth Freitag (Lincoln)
Starfall Premium Phonics – Jay Faigenbaum (Kindergarten Center)
Heroes and Cool Kids – Frank Stout (RHS)

Mr. Novosielski called for a five-minute recess.

The Board returned at 7:55 P.M.

REPORT OF THE SUPERINTENDENT:

Mr. Hurley reported on the following:

- The schools enjoyed an excellent opening, with discussions on Linkit and Blended Curriculum with staff and four full days of instruction for students. He further thanked the custodial, maintenance and administrative staff for their efforts in preparing the district for the new school year.
- He congratulated student Alexandra Tasev for her acceptance into the All-National Mixed Choir.
- He remembered former music teacher, Mr. Ray Heller and Mr. Calvin Spann, a former student and Tuskegee Airman, who passed away recently.
- He reported on the RHS Choir’s recent performance at Rutherford’s 9/11 memorial tribute and on an upcoming performance by the Union School Band in the Fire Department Parade.
- He reported that, earlier in the day, he had met with a large group of teachers to discuss the goals for the Blended Curriculum program.
- He reminded the Board that on Monday, September 21, meetings of the Policy, Buildings & Grounds and Long-Term Strategic Planning committees would be held, and asked that the Negotiations committee also plan for a quick meeting.
- He reminded the Board that he would be holding the Superintendent’s Roundtable on Tuesday, September 29 to discuss publicly the plans for district reorganization. The plans will again be discussed at the Board meeting on October 5, and he expects to seek Board approval to proceed with the plans at its October 19 meeting.
- He further noted that the BOE Awards would be held at the October 5 meeting of the Board.

REPORT OF THE PRESIDENT:

Mr. Novosielski announced the members of the Board committee for upcoming negotiations with the Rutherford Education Association: Mrs. Librera, Mrs. Lanni, Mr. McLean and Mr. Recine.

REPORT OF THE STUDENT REPRESENTATIVE:

Mr. Sean Sullivan reported on various school events.

MEETING OPEN TO THE PUBLIC: (Agenda Items Only) 8:05 P.M. No One Spoke.

NEW BUSINESS (Action to be Taken)

PERSONNEL:

Motion by Mrs. Ahmed, seconded by Mr. McLean 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. [8-0-1]

Motion by Mrs. Ahmed, seconded by Mrs. Jones to approve Personnel Items #1 thru #20:

JENNA IRWIN

1. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to accept the resignation of Jenna Irwin, long-term substitute at Union School effective September 1, 2015.

JOSEPH JOYCE

2. 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.

DANIEL HENNESSY

3. 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.

NAOMI HAFT

4. 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.

LAUREN SNYDER

5. 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.

KELLY LANCASTER

6. 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.

SALARY LEVEL CHANGES

7. 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)

TITLE I INSTRUCTORS

8. 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

TITLE I INSTRUCTORS

9. 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

LUNCH MONITORS

10. 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

SUBSTITUTE TEACHERS

11. 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

SUBSTITUTE TEACHER ASSISTANT

12. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following substitute teacher assistant for the 2015-2016 school year effective September 15, 2015 at the hourly rate of \$10.00:

Paige Baffuto

SUBSTITUTE BUS DRIVER

13. 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:

Vermateen Mitchell

SUBSTITUTE CUSTODIAN

14. 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

SUBSTITUTE BUS DRIVER

15. 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

ELIZABETH RIZZI

16. 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).

KATARINA HANNAWI

17. 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.

AMY COUGHLIN

18. 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.

TRAVEL REIMBURSEMENTS

19. 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	\$5.83		
Rita Brosnan	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

JOVAN EVTIMOVSKI

20. 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.

Roll Call Vote on Personnel Items # 1 thru #20:

Mrs. Ahmed – aye	Mrs. Jones – aye	Mr. Mc Lean – aye
Mr. Arce – aye	Mrs. Lanni – absent	Mr. Recine – aye
Mr. Chu – aye	Mrs. Librera – aye	Mr. Novosielski – aye

CURRICULUM AND INSTRUCTION:

Motion by Mrs. Jones, seconded by Mr. Chu to approve Curriculum and Instruction Items #1 thru #8:

ANTI-BULLYING BILL OF RIGHTS ACT (ABR)

1. 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.

NURSING SERVICES PLAN

2. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to adopt the district’s Nursing Services Plan for the 2015-2016 school year.

CODES OF CONDUCT

3. 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.)

SCHOOL GOALS

4. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following school goals for the 2015-2016 school year. (See attached.)

PROFESSIONAL DEVELOPMENT PLAN

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

HOME INSTRUCTION

6. 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

CURRICULUM GUIDE

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

World Languages

Spanish IV

OUT-OF-DISTRICT PLACEMENTS

8. 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.

Mr. McLean noted that the Codes of Conduct should be structured in such a way as to reflect reality and to be enforceable. Mr. Hurley responded that they are.

Mr. McLean asked if the HIB Codes of Conduct were in line with the district’s HIB policies and procedures. Mr. Hurley responded that they are.

Mrs. Librera asked for elaboration on the types of reporting that Linkit would provide. Mr. Hurley responded, noting that Linkit would provide comparative analysis among the local school population of all standardized test results, including PARCC.

Roll Call Vote on Curriculum and Instruction Items # 1 thru #8:

Mrs. Ahmed – aye	Mrs. Jones – aye	Mr. Mc Lean – aye
Mr. Arce – aye	Mrs. Lanni – absent	Mr. Recine – aye
Mr. Chu – aye	Mrs. Librera – aye	Mr. Novosielski – aye

FINANCE:

Motion by Mr. McLean, seconded by Mrs. Jones to approve Finance Items #1 thru #10:

APPROVAL OF BILLS

1. 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

SECY/TREAS REPORT
JULY 2015

2. 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.

BUDGET
TRANSFERS

3. 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.

NON-PUBLIC
NURSING

4. 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.

BROWN & BROWN
BENEFITS ADVISORS

5. 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.

EDUCATIONAL SERVICES
CONTRACT AGREEMENT

6. 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.

ENERGY AUDIT

7. 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.

PAYROLL BANK ACCOUNT

8. 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.

DIRECT DEPOSIT

9. 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.

SUSTAINABLE JERSEY FOR SCHOOLS

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

Roll Call Vote on Finance Items # 1 thru #10:

Mrs. Ahmed – aye	Mrs. Jones – aye	Mr. Mc Lean – aye
Mr. Arce – aye	Mrs. Lanni – absent	Mr. Recine – aye
Mr. Chu – aye	Mrs. Librera – aye	Mr. Novosielski – aye

POLICY: None

BUILDINGS AND GROUNDS:

Mrs. Jones reported that she and Mr. Arce had toured the schools prior to the first day, noting that they were in good shape. She also reported on the demonstration

OLD BUSINESS: [None]

➤ **Legislative Update**

Mrs. Jones reminded the Board that Board self-evaluations are due October 23, 2015.

MEETING OPEN TO THE PUBLIC: (Any Topic) [None] 8:30 P.M. None

Meeting closed 8:30 P.M.

EXECUTIVE SESSION:

Motion by Mr. McLean, seconded by Mr. Recine that an Executive Session be held at 8:30 P.M. for the purpose of discussing Student Matters. Action may or may not be taken. The Board expects to return within 10 minutes.

Approved by Voice Vote. [8-0-1]

The Board returned at 9:01 P.M.

ADJOURNMENT:

Motion by Mr. Arce, seconded by Mr. Recine that the meeting be adjourned at 9:01 P.M.

Approved by Voice Vote. [8-0-1]

Respectfully submitted,

Joseph P. Kelly
Business Administrator/Board Secretary