

# **RUTHERFORD BOARD OF EDUCATION**

## **MINUTES OF THE REGULAR MEETING OF January 25, 2016**

A regular meeting of the Board of Education was held on Monday evening, January 25, 2016 in the High School Cafeteria. Meeting was called to order by President McLean at 7:30P.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. Lanni, Mrs. Librera, Mr. Recine, and Mr. McLean.

Also present were Mr. Hurley and Mr. Kelly.

### **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](http://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](http://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**

No corrections. Minutes approved as recorded. [8-0-0]

### **SPECIAL PRESENTATIONS:**

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

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

**REPORT OF STUDENT REPRESENTATIVE: [Sean Sullivan]**

Mr. Sullivan updated the Board on upcoming events for students at Rutherford High School.

**REPORT OF THE SUPERINTENDENT:**

Mr. Hurley reported on the following:

- The schools were closed today, due to ongoing snow removal efforts. He commended the maintenance and custodial staff, as well as Mayor DeSalvo and the Rutherford DPW for their efforts in the aftermath of the storm, as they have done a remarkable job in dealing with the volume of snow received.
- Preschool registration is now open and the response to date has been very strong. Interested parents are encouraged to make an appointment to register their children.
- Kindergarten registration will begin in February.
- With regard to the reorganization, the necessary curriculum work is ongoing, the Board is being asked to approve the makeup of the Transition and Transportation committees this evening, and the Union and Pierrepont principals switched places for a day to develop an understanding of their new customer bases.
- He is planning a community roundtable on Wednesday, February 24 to discuss school security and alcohol and drug awareness concerns. Further details will follow.
- Going forward, the video of the Regular Meetings of the Board will be available on a YouTube channel easily accessible from the district's website within 24 hours of the meeting.
- Tonight's student presentations, which were cancelled due to the snow removal operations, will be rescheduled.

**REPORT OF THE PRESIDENT:**

With regard to the audit report, Mr. McLean thanked the administration and Central Office staff for their professionalism and diligence.

**Interviews of Board of Education Candidates**

The Board interviewed five candidates for the open seat on the Board, allotting ten minutes for each, including questions posed by Board members to candidates and a statement from the candidates detailing their interests and experience.

**MEETING OPEN TO THE PUBLIC (Agenda Items Only)** 9:01 P.M. No one spoke.  
Meeting Closed at 9:01 P.M.

**NEW BUSINESS (Action to be Taken)**

**PERSONNEL:** Motion by Mrs. Ahmed, seconded by Mrs. Jones 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. [8-0-0]

**Motion by Mrs. Ahmed, seconded by Mr. Arce to approve Personnel Items #1 thru #30 plus Addenda Items #1A and #2A.**

RETIREMENT MONIES

1. 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

TONI MURPHY

2. 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.

LAURA VAHEY

3. 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.

SUBSTITUTE TEACHERS

4. 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

KRISTIANN MECCA

5. 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.

KATARINA HANNAWI 6. 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.

KATARINA HANNAWI 7. 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.

KRISTIANN MECCA 8. 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.

ELIZABETH GILMORE 9. 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.

NJSBA/BCSBA DELEGATES 10. 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. Jones
- New Jersey School Boards Association Alternate – Mr. Chu
- Bergen County School Boards Association Delegate – Mrs. Lanni
- 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

TRAVEL REIMBURSEMENTS 11. 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. Wkshop       | 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         |

SCHOOL BOARDS  
RECOGNITION MONTH

12. 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 12<sup>th</sup> 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.

PATRICIA TOSADO

13. 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.

SUBSTITUTE LUNCH MONITOR 14. 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.

SUBSTITUTE BUS ASSISTANTS 15. 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

SUBSTITUTE SECRETARY 16. 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.

CECILIA ANDLER 17. 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.

COACHING ASSIGNMENTS 18. 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

TRANSITION COMMITTEE 19. 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 |

TRANSPORTATION  
COMMITTEE

20. 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 |

LINDA SZABLICKI

21. 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.

KATHLEEN RUIZ

22. 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.

AFFIRMATIVE ACTION TEAM

23. 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 2018-2019:

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

JAMES BREHENEY

24. 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.

DONNA SIEGENTHALER

25. 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.

TODD CORY

26. 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.

SUBSTITUTE TEACHER ASSISTANTS

27. 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

NANCY BRUNDAGE

28. 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.

RYAN ANN GUGLIELMOTTI

29. 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.

ALEXIS KLUBECK

30. 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.

**ADDENDA:**

LEWIS MAZZONE

1A. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to accept, with regret, the retirement of Lewis Mazzone head custodian at Rutherford High School effective June 30, 2016.

JASON BONILLA

2A. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve Jason Bonilla as head custodian at Pierrepont School effective March 1, 2016 through June 30, 2016 at the annual salary of \$42,360 (step 10) pro-rated, plus a head custodian stipend of \$2400 (pro-rated). This is a replacement position.

Roll Call Vote on Personnel Items # 1 thru #30 plus Addenda Items #1A and 2A:

|                  |                    |                  |
|------------------|--------------------|------------------|
| Mrs. Ahmed – aye | Mrs. Jones – aye   | Mr. Recine – aye |
| Mr . Arce – aye  | Mrs. Lanni – aye   | Mr. McLean – aye |
| Mr. Chu – aye    | Mrs. Librera – aye |                  |



**CURRICULUM AND INSTRUCTION:**

**Motion by Mrs. Jones, seconded by Mr. Chu to approve Curriculum & Instruction Items #1 thru #15, plus Addendum Item #1A.**

HOME INSTRUCTION

1. 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

OUT-OF-DISTRICT  
PLACEMENTS

2. 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.

SCHOOL CALENDAR

3. 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<br><b>Teachers Professional Development Day</b> |
| Tuesday, November 8                       | Schools Closed, Election Day   |
| Thursday & Friday, Nov. 10, 11            | Schools Closed, NJEA Convention  |
| Thursday, November 17                     | One Session Day, Conferences <b>(K-5 ONLY)</b>                               |
| Friday, November 18                       | Schools Closed, Conferences <b>(K-5 ONLY)</b>                                |
| 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  |
| <b>Friday, May 26</b>                     | <b>Schools Closed (Schools will be open if</b>                               |
| <b><u>all</u> emergency</b>               | <b>closing days have been used.)</b>   |
| Monday, May 29                            | Schools Closed, Memorial Day   |

June 19, 20, 21

**One-Session Days for Students**

**Monday, June 19**  
**Tuesday, June 20**  
**Wednesday, June 21**

Union Graduation  
 High School Graduation  
**Last Day of School for Students/Teachers**  
**K-12 Report Cards Issued**

**NUMBER OF DAYS SCHOOLS ARE IN SESSION**

|           |               |
|-----------|---------------|
| September | 19            |
| October   | 20            |
| November  | 17            |
|           | 16 (K-5 Only) |
| December  | 17            |
| January   | 20            |
| Total:    | 93            |
|           | (92) K-5 Only |

|             |                        |
|-------------|------------------------|
| February    | 18                     |
| March       | 23                     |
| April       | 14                     |
| May         | 22                     |
| June        | 15                     |
| Total:      | 92                     |
| Total Days: | 185 (students 6-11)    |
|             | 184 (students K-5) 188 |

(faculty)

(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.

**HARASSMENT/INTIMIDATION**  
**BULLYING DECISION**

4. 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.

**HARASSMENT/INTIMIDATION**  
**BULLYING DECISION**

5. 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.

**HARASSMENT/INTIMIDATION**  
**BULLYING DECISION**

6. 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.

**HARASSMENT/INTIMIDATION**  
**BULLYING DECISION**

7. 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.

HARASSMENT/INTIMIDATION  
BULLYING DECISION

8. 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.

CURRICULUM GUIDES

9. 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

TEXTBOOK ADOPTION

10. 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.

JOB DESCRIPTION

11.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:

JOB DESCRIPTION

12. 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:

JOB DESCRIPTION

13. 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.
- 32.

**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:

FIELD TRIP APPROVALS

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

OVERNIGHT TRIP

15. 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

ADDENDUM:

SEMI PROGRAM WAIVER

1A. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION

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 2016/2017 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 projections of the district’s SEMI reimbursement for the 2016/2017 budget year.

Therefore, BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION, to approve the submission of a request for a waiver from participation in the SEMI program in the 2016/2017 year.

Roll Call Vote on Curriculum & Instruction Items # 1 thru #15, plus Addendum Item #1A:

|                  |                    |                  |
|------------------|--------------------|------------------|
| Mrs. Ahmed – aye | Mrs. Jones – aye   | Mr. Recine – aye |
| Mr . Arce – aye  | Mrs. Lanni – aye   | Mr. McLean – aye |
| Mr. Chu – aye    | Mrs. Librera – aye |                  |

**FINANCE:**

**Motion by Mrs. Librera, seconded by Mrs. Ahmed to approve Finance Items # 1 thru #6 plus Addendum Item #1A.**

APPROVAL OF BILLS

1. 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    |

SECY/TREAS REPORT  
DECEMBER 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 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.

BUDGET  
TRANSFERS

3. 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.

NCLB

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

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

DONATION

5. 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.

UNPAID INTERNSHIP

6. 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.

**ADDENDUM:**  
**2014/2015 AUDIT**

1A. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION that it acknowledges receipt of the 2014/2015 school year audit, that a copy of the Summary of Audit Report is available for public inspection; and

BE IT FURTHER RESOLVED that the Rutherford Board of Education acknowledges that there are two (2) audit recommendations and that a Corrective Action Plan will be filed with the Bergen County Office of the New Jersey Department of Education; and

BE IT FURTHER RESOLVED that the Rutherford Board of Education acknowledges the audit recommendation, “that the district implement additional review procedures over the preparation of the extraordinary aid application”; and

BE IT FURTHER RESOLVED that the Rutherford Board of Education acknowledges the audit recommendation, “that the district review all travel expenditures for compliance with the district school travel policy and New Jersey Administrative Code”; and

BE IT FURTHER RESOLVED that the Rutherford Board of Education approve the Corrective Action Plan for the aforementioned recommendations.

Roll Call Vote on Finance Items #1 thru #6 plus Addendum Item #1A:

|                  |                    |                  |
|------------------|--------------------|------------------|
| Mrs. Ahmed – aye | Mrs. Jones – aye   | Mr. Recine– aye  |
| Mr . Arce – aye  | Mrs. Lanni – aye   | Mr. McLean – aye |
| Mr. Chu – aye    | Mrs. Librera – aye |                  |

**POLICY: [None]**

**BUILDINGS AND GROUNDS:**

**Motion by Mr. Arce, seconded by Mr. Recine to approve Policy Items # 1 and #2.**

**USE OF SCHOOL BUS  
RECREATION SUMMER  
CAMP**

1. 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.

**CHANGE ORDER**

2. 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.

Roll Call Vote on Building and Grounds Items # 1 and #2:

|                  |                    |                  |
|------------------|--------------------|------------------|
| Mrs. Ahmed – aye | Mrs. Jones – aye   | Mr. Recine – aye |
| Mr . Arce – aye  | Mrs. Lanni – aye   | Mr. McLean – aye |
| Mr. Chu – aye    | Mrs. Librera – aye |                  |

**OLD BUSINESS: (No action to be Taken) [None]**

**LEGISLATIVE UPDATE:**

Mrs. Lanni reported on a presentation she attended by a representative from the New Jersey Department of Education, who reported that there are only minor changes to the curriculum standards.

Mr. Hurley clarified that there are actually 275 minor changes to the standards, all of which will require administration and Board attention to enact.

**MEETING OPEN TO THE PUBLIC: 9:33 P.M.** No one spoke.

Meeting closed to the public at 9:33 P.M.

**EXECUTIVE SESSION:**

Motion by Mrs. Jones, seconded by Mr. Arce, that an Executive Session be held at 9:34 P.M. for the purpose of discussing a Student Matter, Personnel and a contractual matter. Action may be taken. The Board expects to return within 45 minutes.

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

The Board returned at 10:58 P.M.

**NEW BUSINESS:**

**Motion by Mrs. Ahmed, seconded by Mrs. Lanni to approve New Business Item # 1.**

**APPOINT BOARD MEMBER**

1. WHEREAS, following the resignation of Mr. Gary Novosielski from the Rutherford Board of Education (Board) on December 31, 2015, the Board actively sought candidates for this open seat, reviewed letters of interest and resumes and interviewed all qualified candidates, and having identified a qualified candidate to fill this vacant seat on the Board, therefore

BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION, to appoint Mr. Dennis Mazono to fill the seat recently vacated by Mr. Novosielski, effective immediately and until the Board’s 2016/2017 organization meeting tentatively scheduled for January 3, 2017.

Roll Call Vote on New Business Item #1:

|                  |                    |                  |
|------------------|--------------------|------------------|
| Mrs. Ahmed – aye | Mrs. Jones – aye   | Mr. Recine – aye |
| Mr. Arce – aye   | Mrs. Lanni – aye   | Mr. McLean – aye |
| Mr. Chu – aye    | Mrs. Librera – aye |                  |

**ADJOURNMENT:**

Motion by Mr. Recine, seconded by Mr. Chu, that the meeting be adjourned at 10:59 P.M.

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

Respectfully submitted,

Joseph P. Kelly  
Business Administrator/Board Secretary