

# RUTHERFORD BOARD OF EDUCATION

## REGULAR MEETING

JUNE 26, 2017

### 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. 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**

**Regular Meeting, June 5, 2017**

**Executive Session Meeting, June 5, 2017**

**REPORT OF THE STUDENT REPRESENTATIVE:**

**REPORT OF THE SUPERINTENDENT:**

**REPORT OF THE PRESIDENT:**

**MEETING OPEN TO THE PUBLIC:**

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

**PERSONNEL:**

SALARY APPROVALS

1. Resolution by M \_\_\_\_, seconded by M \_\_\_\_.

BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following salaried employees effective July 1, 2017 through June 30, 2018:

John Hurley	Superintendent of Schools	\$ 178,183
Anthony Paterno	Director of Buildings and Grounds	\$ 105,102
Maureen McKenna-Holt	Confidential Administrative Payroll	\$ 65,720
	(includes \$1750 (20) longevity thru 1.18.18 eff. 1.19.18 longevity \$2500 (25)-	\$ 66,470
Marianne Olvesen	Confidential Assistant to the Business Administrator	\$ 60,947
Donna Siegenthaler	Confidential Administrative Secretary	\$ 52,671
Linda Stio	Confidential Secretary to the Superintendent	\$ 71,660
Michael Kivowitz	Network Systems Administrator	\$ 89,227
	(Includes \$4375 for Webmaster)	
Christopher Richmond	Network Systems Administrator	\$ 83,987
	(Includes \$4375 for Webmaster)	
Charles Hetzel	Network Systems Technician	\$ 52,530
	(Includes \$3000 for two certificates)	

On roll call all members present voted \_\_\_\_.

SALARY APPROVALS

ADMINISTRATORS

2. Resolution by M \_\_\_\_, seconded by M \_\_\_\_.

BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following 12-month salaries for administrators effective July 1, 2017 through June 30, 2018 as per RAA contract:

<u>Name</u>	<u>School</u>	<u>Longevity</u>	<u>Base Salary</u>
Joan Carrion	Pierrepont		\$144,545
Billy Cunningham	HS		\$118,456
Frank Morano	HS		\$143,571
William Mulcahy	Washington	3000 (25)	\$151,176
Damon Placenti	Pierrepont		\$115,352
Charles Ryan	Union		\$117,096
Kurt Schweitzer	Union		\$142,181
Jeanna Velechko	Lincoln		\$155,176

On roll call all members present voted \_\_\_\_.

SALARY APPROVALS

SUPERVISORS

3. Resolution by M \_\_\_\_, seconded by M \_\_\_\_.

BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following salaries for the Supervisor effective September 1,

2017 through June 30, 2018 (unless otherwise noted) as per RSA contract:

<u>Name</u>	<u>School</u>	<u>Step</u>	<u>Level</u>	<u>Longevity</u>	<u>Base Salary</u>
Megan Caughey (+\$2879 smr work)	K-Center	02	4		\$ 95,956
Brian Ersalesi (+\$1053 2nd dept.+ \$3192 smr work)	HS	05	5		\$105,345
David Frazier (+\$24,334 + \$1460 12 months)	HS	12	4	2500 (20)	\$121,670
Shannon Hopkins (+\$23,383 for 12 mos)	HS	09	6		\$116,913
Barbara O'Donnell (+\$1516 for two depts + \$25,272 12 months)	HS	12	5	3000 (25)	\$126,358
Michelle Perez Hoen (+\$19,742 for 12 mos)	SS	02	5		\$ 98,711
Danica Schmeding (+\$937 2nd dept + \$2838 smr wk)	HS	03	3		\$ 93,656
Marisa Yoda (+\$1007 2nd dept +\$3053 smr wk)	HS	03	5		\$100,749

On roll call all members present voted \_\_\_\_.

SALARIES – SECRETARIES

4. Resolution by M \_\_\_\_, seconded by M \_\_\_\_.

BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following secretaries and salaries effective July 1, 2017 through June 30, 2018 as per REA contract:

<u>Name</u>	<u>Loc.</u>	<u>Step</u>	<u>Position</u>		<u>Base Salary</u>
Laura Abrom	W	08	12 month		39,280
Cecilia Andler	P	03	12 month		36,294
Patricia Artinger	U	14	11 month		48,416
Darlene Capobianco	HS	14	11 month	1250 (15)	48,416
Kathleen Cockcroft	SS	14	12 month	1250 (15)	52,564
Diane Doviak	U	14	12 month	1250 (15) eff 12/2/17	52,564
Irena Drywa	BO	13	Admin	1250 (15)	56,563
Linda Gaeta	HS	11	11 month		40,654
Carol Garity	HS	14	11 month	1250 (15) eff 10/2/17	48,416
JoAnn Hughes	SO	08	Admin		46,577
Joy Mariano	HS	12	12 month		46,918
Camille Mazur	HS	14	11 month	2500 (25)	48,416
Melissa Monaco	P	12	12 month		46,918
Laura O'Connor	HS	04	Admin		43,112
Elizabeth Rizzi	KC	02	12 month		36,211
Rhonda Sabatini	MA	11	12 month		44,096

Joy Scheibe	HS	06	11 month	34,885
Michelle Winand	L	08	12 month	39,280

On roll call all members present voted \_\_\_\_.

CUSTODIAL/  
MAINTENANCE

5. Resolution by M \_\_\_\_, seconded by M \_\_\_\_.

BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following salaries for custodial/maintenance personnel July 1, 2017 through June 30, 2018 as per REA contract:

<u>Name</u>	<u>Loc.</u>	<u>Step</u>	<u>Long.</u>	<u>Base Salary</u>	
Jason Bonilla (+\$2400 for Head Custodian)	P	11		45,762	
Nancy Brundage (+\$2400 for Head Custodian)	K-Center	13	1250 (15)	53,765	
Cory Emde	HS	02		36,948	
Moises Garcia (+\$2400 for Head Custodian)	W	13	1250 (15)	53,765	
Domingo Guichardo	P	02		36,948	
John Kowal (+\$2400 for Head Custodian)	U	13	2500 (25)	53,765	
Lynn LaTorre (+\$3700 for Head Custodian)	HS	13	1750 (20)	53,765	
Denise Lorenc	W/L	09		42,013	
Michael Moore	HS	13	2500 (25)	53,765	
Derrick Peoples (+\$2400 for Head Custodian)	L	04		37,238	
Kathleen Regan	U	13		53,765	
Mark Jannicelli	MA	Class A Electrician	13	2500 (25)	65,438
Anthony La Torre	MA	Class B Utility Man	13	1750 (20)	60,383
Joseph McTague	MA	Class B Utility Man	13	1250 (15)	60,383
Harry Western	MA	Class B Utility Man	13	1750 (20)	60,383

The following custodians, effective 9/1/17, will receive the 8% differential whenever they work the third shift:

High School	Michael Moore	\$4301
Union	Kathleen Regan	\$4301
Lincoln/Washington	Denise Lorenc	\$3361
Pierrepont	Domingo Guichardo	\$2956

On roll call all members present voted \_\_\_\_.

HOURLY EMPLOYEES

6. Resolution by M \_\_\_\_, seconded by M \_\_\_\_.

BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following hourly employees, their positions and hourly rates for the 2017-2018 school year as per REA contract:

Bus Drivers					
First Name	Last Name	Rate	Step	Hours	Longevity
Paul	Bezzina	\$ 26.38	5	5.9	
Carlos	Duran	\$ 26.38	5	5.9	
Thomas	O'Hara	\$ 25.85	4	5.9	
Rafik	Saad	\$ 25.46	2	5.9	
Jessie	Takeall	\$ 26.38	5	7	
Debra	Zoller	\$ 27.44	7	7	
Clerical/Bus/Library Assistants					
First Name	Last Name	Rate	Step	Hours	Longevity
Maria	Aldridge	\$ 21.37	5	4	
Wendy	Armacost	\$ 21.37	5	4.5	
Regina	Buell	\$ 21.37	5	4	
Susan	Cicchetti	\$ 21.37	5	4	
Kristen	Davis	\$ 21.37	5	4	
Anna Maria	DiPlacido	\$ 19.10	2	4	
Marissa	Emord	\$ 19.10	2	4.9	
Theresa	Farrell	\$ 21.37	5	3.5	
Janice	Guzman	\$ 21.37	5	4	
Lyn	Hebert	\$ 21.37	5	4	
Eileen	Huelbig	\$ 21.37	5	7	\$850
Deborah	Jimenez	\$ 19.48	3	4	
Marie	Lawlor	\$ 21.37	5	4.5	
Loretta	Lowther	\$ 21.37	5	4.9	
Carissa	Malone	\$ 19.48	3	4.9	
Debra	Rovito	\$ 21.37	5	3.5	\$850 increased to \$1100 effective 1/7/18
Susan	Shortino	\$ 21.37	5	4	
Kyle	Smith	\$ 19.10	2	4	
Lauren	Snyder	\$ 19.48	3	4	
Pamela	Spohn	\$ 19.10	2	4	
Patricia	Tosado	\$ 19.48	3	4.9	
Margaret	Van Dyk	\$ 21.37	5	4	
Teacher Assistants					

First Name	Last Name	Rate	Step	Hours:	Longevity
Joseph	Annese	\$ 19.20	1	6.25	
Jenna	Bado	\$ 19.47	2	6.25	
Catherine	Batra	\$ 20.29	4	6.25	
Shea	Bender	\$ 22.02	5	6.25	
Nurhan Lisa	Botas	\$ 22.02	5	6.25	
Molly	Bush	\$ 20.29	4	4.9	
Jennifer	Capoano	\$ 22.02	5	6.25	
Danielle	Centurion	\$ 19.47	2	6.25	
Angela	Cipollina	\$ 19.47	2	4.9	
Christopher	Danny	\$ 19.47	2	6.25	
Makenzie	Dreher	\$ 19.47	2	5.9	
Angela	Feliciano	\$ 22.02	5	6.25	
Cynthia	Frazier	\$ 22.02	5	6.25	
Leslie	Gherghetta	\$ 22.02	5	6.25	
Sandra	Gonzalez	\$ 19.47	2	4.9	
Patricia	Hanlon	\$ 22.02	5	6.25	
Joyce	Kenyon	\$ 19.47	2	6.25	
Meetu	Khanuja	\$ 22.02	5	6.25	
Loren	Lichtenberger	\$ 19.20	1	6.25	
Jack	Madden	\$ 19.47	2	6.25	
Sandra	Maslag	\$ 22.02	5	6.25	
Christina	Mastrofilippo	\$ 19.47	2	6.25	
MaryAnn	McCann	\$ 20.29	4	4.9	
Monica	Mikolajczyk	\$ 19.47	2	6.25	
Taylor	Ocot	\$ 19.47	2	6.5	
Mary	Olivo	\$ 19.20	1	4.9	
Laura	Pashkowsky	\$ 19.47	2	6.55	
Tonianne	Paterno	\$ 19.20	1	6.25	
Mamata	Prabhu	\$ 19.47	2	4.9	
Kerry	Procida	\$ 19.85	3	6.25	
Diane	Rosamilia	\$ 22.02	5	6.25	\$850
Kevin	Sanchez	\$ 19.47	2	5.9	
Martin	Stio	\$ 22.02	5	6.25	
Patricia	Urdaz	\$ 19.47	2	5.9	
Linda	Van Dien	\$ 22.02	5	6.55	\$850
Laura	Van Winkle Seehaus	\$ 22.02	5	6.25	
Christine	Warren	\$ 22.02	5	6.25	
Cathy	Wenzelberg	\$ 22.02	5	6.25	
Lunch/Hall Monitors					
First Name	Last Name	Rate	Step	Hours	Longevity

Barbara	Ahearn	\$ 10.25	2	4
Valerie	Albecker	\$ 11.25	5	3.5
Carole	Aughenbaugh-Baum	\$ 11.25	5	2
Jose	Bernardes	\$ 11.25	5	2
Anna	Caputo	\$ 11.25	5	2
Nora	Clohessy	\$ 11.25	5	2
Elizabeth	Davin-Miele	\$ 10.00	1	2
Joanne	DeChellis	\$ 11.25	5	2
Margaret	DeSteno	\$ 11.25	5	3
Joanne	Dray	\$ 10.25	2	2
Ann Marie	Esca*	\$ 10.25	2	4
Christine	Farnum*	\$ 14.00	H	4
Cheryl	Garcia *	\$ 11.25	5	3
Joyce	Gardella-Hayes	\$ 10.50	3	2
Barbara	Gibson*	\$ 10.00	1	4
Jennifer	Henderson	\$ 10.50	3	3
Vasiliki	Magalias	\$ 11.25	5	2
Anne	Matino*	\$ 11.25	5	4
Louise	Micci	\$ 11.25	5	2
Juana	Moran	\$ 14.00	H	2
Michele	Muller	\$ 14.00	H	2
Danielle	Murray	\$ 11.00	4	3
Jayne	O'Connor	\$ 10.50	3	3
Patricia	Peeples	\$ 11.25	5	3
Jardine	Rennie*	\$ 14.00	H	4
Kathleen	Ruiz*	\$ 10.50	3	4
Tahereh	Sharife Zadeh *	\$ 11.25	5	3
Dana	Spellman	\$ 11.25	5	2
Teresa	Thomas	\$ 11.25	5	2
Barbara	Witter-Lembo *	\$ 11.25	5	4
Kris Ann	Wronko	\$ 11.25	5	3.5
* board approval to work up to 19.5 hours per week				
Home Instructors at \$35 per hour when needed				
Courtney Barrows	Bernadette Kennedy	Laurie Sabatino		
Richard Blanchard	Meetu Khanuja	Kevin Sanchez		
Richard Byrnes	Season Lyons	Harriet Saxon		
Megan Collins	Nicole Muller	Danica Schmeding		
Deborah Courtney	Margaret Nastasi	Laura Scotti		
Burcu Demirbulakli	Cristina Nicolau	Stephanie Smallstey		
Anna Di Meo	Rita O'Neill-Wilson	Anthony Spaldo		
Elizabeth Dispenza	Laura Pashkowsky	Gayle Strauss		

Bonnie Donnell	Michelle Raybeck	Nicole Uryniak
Jovan Evtimovski	Alex Robayo	Jeffrey Walensky
Cynthia Frazier	Maggie Rodriguez	Meghan White
Maria Goodman	Linda Rynd	Nicole Zayatz
Substitute Teachers at \$90 per diem when needed		
Mitra Afkari-O'Leary	Tara-Rose Durkin	Jin-Hee Park
Maria Aldridge	Aisha Elshinawy	Angelly Perez
Theodore Anastasio	Erica Farrell	Evelyn Pino
Christine Anderson	Angela Feliciano	Sabrina Pisciotta
Wendy Armacost	Angelica Fernandez	Danielle Porciello
Dalia Badawi	Gerald Ferraro	Kerry Procida
Jenna Bado	Michele Floriani	Ivette Pujadas
Ruth Barnes	John Gallagher	Charisse Rizzo
Courtney Barrows	Jamie Giaquinto	Harriet Saxon
Catherine Batra	Andrew Goll	Jessica Schear
Anthony Beatini	Kara Hall	Jesse Schnackenberg
Daniel Bielitz	Patricia Hanlon	Gary Schnapp
Nurhan Botas	James Henry	Samantha Singer
Molly Bush	Olimpia Jahrling	Matthew Small
Lorraine Caglio	Deborah Jimenez	Rasha Sourial
Katherine Calabrese	Jayme Kaczmarek	Francesca Spadaro
Jennifer Capoano	Amaal Kalds	Katherine Subbie
Judy Chorbajian	Lynn Kessopha	Beth Toole
Selena Christmas	Marianne Kunzmann	Kyle Trama
Susan Cicchetti	Robert Lamparello	Gina Viggiano
Angela Cipollina	JeniferRose Martin	David Walensky
Amy Coughlin	Lynda Meredith	Stephen Way
Robert Dailey	Martin Merezio	Meghan White
Christopher Danny	Monica Mikolajczyk	Lorena Wilde-Caneda
Kristen Davis	Monika Mittal	Laura Wusyk
Lucille Dinan	Shrook Mohamed	Robin Zak
Elizabeth Dispenza	Mary M Olivo	Mindy Zitzmann
Kathrine Driscoll		
Substitute Nurse at \$90 per diem when needed		
	Cara Caswell	
Substitute Teacher Assistants at \$10 per hour when needed		
Mitra Afkari-O'Leary	Kathrine Driscoll	Mary M Olivo
Theodore Anastasio	Tara-Rose Durkin	Jin-Hee Park
Christine Anderson	Andrew Goll	Angelly Perez
Jenna Bado	Kara Hall	Danielle Porciello

Ruth Barnes	Olimpia Jahrling	Charisse Rizzo
Courtney Barrows	Amaal Kalds	Jesse Schnackenberg
Molly Bush	Marianne Kunzmann	Gary Schnapp
Katherine Calabrese	JeniferRose Martin	Meghan White
Robert Dailey	Martin Merezio	Lorena Wilde-Caneda
Kristen Davis	Monica Mikolajczyk	Laura Wusyk
Elizabeth Dispenza	Monika Mittal	Mindy Zitzmann
Substitute Secretaries at \$11 per hour when needed		
Valerie Albecker	Christy Yuhasz	Deborah Rovito
Diane Rosamilia	Charisse Rizzo	Carol Villano
Margaret Van Dyk		
Substitute Bus Assistants at \$9 per hour when needed		
AnnMarie Esca	Kyle Smith	Michele Muller
Pamela Spohn	Anna DiPlacido	
Substitute Lunch Monitors at \$8.50 per hour when needed		
Carissa Malone	Christine Buccarato	Maria Piniero
Maureen Kraus	Kathleen McNeill	
Substitute Custodians at \$11 per hour when needed		
Thomas Fedarick	Patrick Baranello	
Substitute Bus Drivers at \$18 per hour when needed		
	Selena Christmas	

**Miscellaneous Hourly Employees:**

Computer Room Monitor – hourly rate: \$15.00

Pierrepoint School – Elizabeth Gilmore

Union School – Donna Lynn Currie

High School – Regina Buell

Attendance Officers – hourly rate \$15.00

James Ahearn

Anthony Serrao

Video – hourly rate \$35.00

Steven Mett

Alternate – Jonathan Kinne

**Miscellaneous Stipend Positions**

Parent Education Coordinator

Kimberly Huzzy-Simansky - \$2,000

District Newsletter

Donna Siegenthaler - \$500 per four page layout

On roll call all members present voted \_\_\_\_.

JUMPSTART PROGRAM

7. Resolution by M \_\_\_\_, seconded by M \_\_\_\_.

TEACHER ASSISTANTS

BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve an in-district teacher assistant to provide services as a personal aide for a student in the Jumpstart Program for up to 86 hours each over five weeks (July 5, 2017 through August 3, 2017) at the hourly rate of \$15.00:

Mamata Prabhu

On roll call all members present voted \_\_\_\_.

EXTENDED SCHOOL YEAR  
TEACHER ASSISTANTS

8. Resolution by M \_\_\_\_, seconded by M \_\_\_\_.

BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following teacher assistants to provide an Extended School Year Program, as per students' IEP's, at the hourly rate of \$15.00:

Taylor Ocot  
Jacki Mann  
Vanessa Campo  
Joyce Kenyon  
Angela Feliciano

On roll call all members present voted \_\_\_\_.

ABBIEY RABINOVICH

9. Resolution by M \_\_\_\_, seconded by M \_\_\_\_.

BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve Abbey Rabinovich, as long-term substitute guidance counselor at Union School effective September 1, 2017 through November 24, 2017 at the per diem rate of \$150, plus summer work if applicable.

On roll call all members present voted \_\_\_\_.

JONATHAN WEBBER

10. Resolution by M \_\_\_\_, seconded by M \_\_\_\_.

BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve Jonathan Webber, as a long-term substitute psychology teacher at Rutherford High School effective September 1, 2017 through November 24, 2017 at the per diem rate of \$170.

On roll call all members present voted \_\_\_\_.

ERICA AIELLO

11. Resolution by M \_\_\_\_, seconded by M \_\_\_\_.

BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve Erica Aiello, as a middle school science teacher at Union School effective September 1, 2017 through June 30, 2018 at the annual salary of \$52,212 (step 1, level 2). This is a replacement position.

On roll call all members present voted \_\_\_\_.

AMANDA KILEY

12. Resolution by M \_\_\_\_, seconded by M \_\_\_\_.

BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve Amanda Kiley, as a leave replacement elementary teacher at Washington School effective September 1, 2017 through June 30, 2018 at the annual salary of \$50,336 (step 2, level 1). This is a replacement position.

On roll call all members present voted \_\_\_\_.

SHANNON O'GRADY

13. Resolution by M \_\_\_\_, seconded by M \_\_\_\_.

BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve Shannon O'Grady, as a leave replacement special education teacher at Pierrepont School effective September 1, 2017 through June 30, 2018 at the annual salary of \$49,749 (step 1, level 1). This is a replacement position.

On roll call all members present voted \_\_\_\_.

RESCIND MOTION

14. Resolution by M \_\_\_\_, seconded by M \_\_\_\_.

BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to rescind the following Personnel motion from its June 5, 2017 meeting:

10. Resolution by M \_\_\_\_, seconded by M \_\_\_\_.

BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve Jaclyn Welsh, as an English teacher at Rutherford High School effective September 1, 2017 through June 30, 2018 at the annual salary of \$50,336 (step 2, level 1). This is a replacement position.

On roll call all members present voted \_\_\_\_.

RESCIND MOTION

15. Resolution by M \_\_\_\_, seconded by M \_\_\_\_.

BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to rescind the following Personnel motion from its June 5, 2017 meeting:

17. Resolution by M \_\_\_\_, seconded by M \_\_\_\_.

BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve Donna Siegenthaler, as the Confidential Business Analyst in the District Office effective July 1, 2017 through June 30, 2018 at the annual salary of \$62,000. This is a new position.

On roll call all members present voted \_\_\_\_.

AUDREY BLINSTRUB

16. Resolution by M \_\_\_\_, seconded by M \_\_\_\_.

BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve Audrey Blinstrub, as the Confidential Business Analyst in the

District Office effective July 1, 2017 through June 30, 2018 at the annual salary of \$62,000 plus \$1750 (20) longevity. This is a new position.

On roll call all members present voted \_\_\_\_.

LAUREN SNYDER

17. Resolution by M \_\_\_\_, seconded by M \_\_\_\_.

BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve Lauren Snyder, as an 11-month secretary in the Rutherford High School attendance office effective July 1, 2017 through June 30, 2018 at the annual salary of \$33,393 (step 2). This is a replacement position.

On roll call all members present voted \_\_\_\_.

HERA KALU

18. Resolution by M \_\_\_\_, seconded by M \_\_\_\_.

BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve a disability leave with pay for Hera Kalu, science teacher at Rutherford High School, effective November 13, 2017 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, 2018.

On roll call all members present voted \_\_\_\_.

TITLE I INSTRUCTOR

19. Resolution by M \_\_\_\_, seconded by M \_\_\_\_.

BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following Pierrepont School teacher as a Title I after school program instructor effective through June 30, 2017 at the hourly rate of \$60:

Alayne Lamba

On roll call all members present voted \_\_\_\_.

TRAVEL REIMBURSEMENTS

20. Resolution by M \_\_\_\_, seconded by M \_\_\_\_.

BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following travel reimbursements for the 2017-2018 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>
Mark Bergen	teacher	Orton-Gillingham	8/7-11/17	\$1000	none	none	none	none
Deborah Courtney	teacher	Orton-Gillingham	8/7-11/17	\$1000	\$57	none	none	none
Donna-Lynn Currie	teacher	Orton-Gillingham	8/7-11/17	\$1000	none	none	none	none
Elba Cruz	teacher	Orton-Gillingham	8/7-11/17	\$1000	none	none	none	none
Vanessa DeLuca	teacher	Orton-Gillingham	8/7-11/17	\$1000	none	none	none	none
Joy DeVita	teacher	Orton-Gillingham	8/7-11/17	\$1000	none	none	none	none
Jay Faigenbaum	teacher	Orton-Gillingham	8/7-11/17	\$1000	none	none	none	none
Denys Gardezabal	teacher	Orton-Gillingham	8/7-11/17	\$1000	none	none	none	none
Jennifer Krawiec	teacher	Orton-Gillingham	8/7-11/17	\$1000	none	none	none	none

Amanda Onofrio	teacher	Orton-Gillingham	8/7-11/17	\$1000	none	none	none	none
Christina Ruglio	teacher	Orton-Gillingham	8/7-11/17	\$1000	none	none	none	none
Judith Leonard	teacher	Google boot camp	7/10-28/17	\$ 249	none	none	none	none
Nicole Zayatz	teacher	Math workshop	11/27/17	\$185	\$55	none	none	none
Frank Morano	admin.	NJPSA Conference	10/19/17	\$285	\$36	\$86	none	none
Kurt Schweitzer	admin.	NJPSA Conference	10/19/17	\$285	\$36	\$86	none	none

On roll call all members present voted \_\_\_\_.

**CURRICULUM AND INSTRUCTION:**

HARASSMENT/INTIMIDATION  
BULLYING DECISION

1. Resolution by M \_\_\_\_, seconded by M \_\_\_\_.

BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to affirm the Superintendent's decision in HIB investigation #2016-21, 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.

On roll call all members present voted \_\_\_\_.

HARASSMENT/INTIMIDATION  
BULLYING DECISION

2. Resolution by M \_\_\_\_, seconded by M \_\_\_\_.

BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to affirm the Superintendent's decision in HIB investigation #2016-22, 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.

On roll call all members present voted \_\_\_\_.

HOME INSTRUCTION

3. Resolution by M \_\_\_\_, seconded by M \_\_\_\_.

BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve home instruction for the following student (name on file in the office of the superintendent):

Student #22066

On roll call all members present voted \_\_\_\_.

OUT-OF-DISTRICT  
PLACEMENTS

4. Resolution by M \_\_\_\_, seconded by M \_\_\_\_.

BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the attached list of contracts for tuition provided for out-of-district placements for the 2017-2018 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	675,532.16
Offline Checks	495,169.74
Food Service Checks	17,994.75
Payroll	2,677,642.67
Student Activities	<u>104,756.11</u>
Total	3,971,095.43

On roll call all members present voted \_\_\_\_\_.

SECY/TREAS REPORT  
MAY, 2017

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 May 31, 2017, 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 May 1, 2017 through May 31, 2017 as attached.

On roll call all members present voted \_\_\_\_\_.

FOOD SERVICES  
AGREEMENT

4. Resolution by M\_\_\_\_\_, seconded by M\_\_\_\_\_.  
BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the agreement between the Rutherford Board of Education and the Carlstadt-East Rutherford Regional Board of Education for food services for the 2017/2018 school year at a cost of \$2.70 per meal and \$0.40 per serving of milk and \$80.00 per day for delivery.

On roll call all members present voted \_\_\_\_\_.

STUDENT LUNCH  
PRICES

5. Resolution by M\_\_\_\_\_, seconded by M\_\_\_\_\_.  
BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to establish a price of \$3.65 for student lunches and \$0.40 for milk for the 2017/2018 school year.

On roll call all members present voted \_\_\_\_.

SERVICE CHARGE

6. Resolution by M\_\_\_\_, seconded by M\_\_\_\_.  
BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the monthly lunch ordering fee of \$2.00 for student lunch orders for the 2017/2018 school year.

On roll call all members present voted \_\_\_\_.

FOOD SERVICE  
CONCESSION

7. Resolution by M\_\_\_\_, seconded by M\_\_\_\_.  
BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to renew the agreement with Nu-Way Concessionaires, Inc. for the concession for food service at Rutherford High School, in accordance with the terms of their 2016 proposal.

On roll call all members present voted \_\_\_\_.

DONATION

8. Resolution by M\_\_\_\_, seconded by M\_\_\_\_.  
BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to accept, with gratitude, the donation of \$1000 from Patricia Flynn, to be used for the Pierrepont School Musical Arts program.

On roll call all members present voted \_\_\_\_.

TRANSPORTATION  
CONTRACT

9. 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 Mrs. Susan Sancilio to transport a student up to 210 days @ \$50.00 per day at a cost of \$10,500.

On roll call all members present voted \_\_\_\_.

DEPOSIT TO  
CAPITAL RESERVE

10. Resolution by M\_\_\_\_, seconded by M\_\_\_\_.  
WHEREAS, N.J.S.A. 18A:21-2 and N.J.S.A. 18A:7G-13 permit a Board of Education to establish and/or deposit into certain accounts at year end, and  
WHEREAS, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a board of education to transfer anticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution, and  
WHEREAS, the Rutherford Board of Education wishes to deposit potential current year surplus into the Capital Reserve account at year end, and

WHEREAS, the RUTHERFORD BOARD OF EDUCATION has determined that up to \$1,500,000 may be available for such purpose of transfer;

NOW THEREFORE BE IT RESOLVED by the RUTHERFORD BOARD OF EDUCATION that it hereby authorizes the district’s School Business Administrator to transfer an amount not to exceed \$1,500,000 into the district’s Capital Reserve account, as of June 30, 2017 consistent with all applicable laws and regulations.

On roll call all members present voted \_\_\_\_.

IDEA GRANT

11. Resolution by M \_\_\_\_, seconded by M \_\_\_\_.

BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to accept the 2017-2018 IDEA GRANT as follows and approve the submission of the application to the NJDOE for use of funds:

Basic:	\$536,539
Preschool:	\$20,532

On roll call all members present voted \_\_\_\_.

COOPERATIVE  
TRANSPORTATION  
AGREEMENT

12. Resolution by M \_\_\_\_, seconded by M \_\_\_\_.

BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the 2017/2018 contract for Participation in Cooperative Transportation with the Gloucester County Special Services School District.

On roll call all members present voted \_\_\_\_.

LEASE PURCHASE FOR  
CHROMEBOOKS

13. Resolution by M \_\_\_\_, seconded by M \_\_\_\_.

BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION WHEREAS, the Rutherford Board of Education, hereinafter referred to as the “Board”, has determined to fund the acquisition of student Chromebooks (at a purchase price not to exceed \$191,541.30) by means of lease purchase financing for a term that does not exceed four (4) years pursuant to the provisions of N.J.S.A. 18A:20-4.2(f), N.J.S.A. 18A:20-4.2(h) and N.J.S.A. 18A:18A-1 *et. seq.*; and

WHEREAS, in accordance with the procedures set forth in N.J.S.A. 18A:18A-1 *et. seq.* (“Public School Contract Law”) and the regulations promulgated thereunder, a notice of the bid was published and bids were returned to the Business Administrator to evaluate the lowest responsive and responsible bidder to purchase the lease from the Board; and

WHEREAS, on June 15, 2017, the Board received two (2) bids, as follows:

<b>FINANCE COMPANY</b>	<b>RATE BID</b>
Municipal Leasing Consultants	2.59%
US Bancorp Government Leasing and Finance, Inc.	2.652%

And WHEREAS, the quote submitted by Municipal Leasing Consultants is responsive in all material respects and it is the Board's desire to award the contract for the financing to Municipal Leasing Consultants; and

WHEREAS, the rate bid by Municipal Leasing Consultants will be fixed until July 14, 2017 in anticipation of closing/funding by that date; thereafter the rate will be indexed to 65% of the change in the ICE Swap Rate from .025%.

NOW, THEREFORE, BE IT RESOLVED THAT THE RUTHERFORD BOARD OF EDUCATION hereby awards the contract for the lease purchase financing to Municipal Leasing Consultants at an interest rate of 2.59%; and

BE IT FURTHER RESOLVED, that the Business Administrator/Board Secretary is hereby directed to prepare and to execute the Lease and other documents and agreements necessary or incidental to the transactions.

On roll call all members present voted \_\_\_\_.

ATTORNEY OF RECORD

14. Resolution by M\_\_\_\_\_, seconded by M\_\_\_\_\_.

BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION RESOLVED, that the Rutherford School District Board of Education, in the County of Bergen, New Jersey approves the firm of Fogarty & Hara, Esqs. of Fair Lawn, New Jersey as the Board of Education attorney to provide legal services for the 2017/2018 school year with fees paid in accordance with their professional fee schedule, and

BE IT FURTHER RESOLVED, that a brief notice of this action shall be printed once in the official school newspaper, stating its nature, duration, service, and amount, and that this resolution and contract are on file in the office of the Board of Education in the following form:

**"RUTHERFORD SCHOOL DISTRICT BOARD OF EDUCATION  
Notice of Award of Professional Services Contract**

At its meeting on June 26, 2017, the Board of Education authorized the awarding of a contract for professional legal services to Fogarty & Hara, Esqs. with offices in Fair Lawn, New Jersey, to provide special purpose architectural services to the district for the 2017/2018 school year. The contractual amount shall be at a fee to be determined for the work to be performed. This resolution and contract are on file and available for public inspection at the Board of Education's offices located at 176 Park Avenue, Rutherford, New Jersey."

On roll call all members present voted \_\_\_\_.

TUITION CONTRACTS -  
LYNDHURST BOE

15. Resolution by M\_\_\_\_\_, seconded by M\_\_\_\_\_.  
BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the tuition contracts with the Lyndhurst Board of Education for the enrollment of two students in the district’s 18-21 Community Based Instruction Program for the 2017/18 school year, subject to review and approval by the Lyndhurst Board of Education.

On roll call all members present voted \_\_\_\_\_.

**POLICY**  
STAUSS ESMAY POLICY

1. Resolution by M\_\_\_\_\_, seconded by M\_\_\_\_\_.  
WHEREAS, the Rutherford Board of Education (“Board”) has engaged Strauss Esmay Associates, LLP, to provide consulting services pertaining to the development and maintenance of a policy manual, including all district By-Laws, Policies and related Regulations, to be effective July 1, 2017; and

WHEREAS, members of the Board’s Policy Committee as well as the school district administration have reviewed the draft manual for consistency with the original manual, made corrections and additions where necessary so as to ensure it reflects the position and intent of the laws of the State of New Jersey as well as the Board in establishing the framework for governing and operating the school district; and

THEREFORE, BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the revised Policy Manual, including all district By-Laws, Policies and related Regulations on second reading.

On roll call all members present voted \_\_\_\_\_.

**BUILDINGS AND GROUNDS:**

INTERIOR PAINTING -  
PIERREPONT  
ELEMENTARY SCHOOL

1. Resolution by M\_\_\_\_\_, seconded by M\_\_\_\_\_.  
WHEREAS, the Rutherford Board of Education, (hereinafter referred to as the “Board”) seeks to paint interior portions of Pierrepont Elementary School and has included funds in the 2017/18 budget for this purpose; and

WHEREAS, the Board solicited quotes for the project to paint interior portions of Pierrepont Elementary School, and received two, as follows:

<b>CONTRACTOR</b>	<b>QUOTE</b>
CertaPro Painters, Ltd.	\$39,107.95
BMR Painting, LLC	\$39,500.00

NOW, THEREFORE, BE IT RESOLVED BY THE RUTHERFORD BOARD OF

EDUCATION to award a contract for the painting of interior portions of Pierrepont School to CertaPro Painters, Ltd., in accordance with the terms of their proposal, at a cost not to exceed \$39,107.95.

On roll call all members present voted \_\_\_\_.

ALTERNATE TOILET  
FACILITIES APPLICATION

2. 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 Kindergarten Center at Sylvan School's alternate kindergarten toilet facilities accommodations for the 2017/2018 school year.

On roll call all members present voted \_\_\_\_.

**2017/2018 APPOINTMENTS AND OPERATIONS**

**BOARD OPERATIONS**

1. Adoption of Code of Ethics
2. Approves of Board Secretary to Conduct Organization Meeting
3. Approves Parliamentary Procedure

**1. Adoption of Code of Ethics**

RESOLVED, that the Rutherford School District Board of Education, in the County of Bergen, New Jersey adopt the following Code Ethics of as per N.J.S.A. 18A:12-21 et seq. and Bylaw 0142:

The members of the board of education recognize that they hold authority not as individuals but as members of the board. In order to make a clear public statement of its philosophy of service to the pupils of the district, the board adopts this code of ethics:

- a. I will uphold and enforce all laws, rules and regulations of the State Board of Education, and court orders pertaining to schools. Desired changes shall be brought about only through legal and ethical procedures.
- b. I will make decisions in terms of the educational welfare of children and will seek to develop and maintain public schools which meet the individual needs of all children regardless of their ability, race, creed, sex or social standing.
- c. I will confine my board action to policymaking, planning and appraisal and I will help to frame policies and plans only after the board has consulted those who will be affected by them.
- d. I will carry out my responsibility, not to administer the schools, but together with my fellow board members, to see that they are well run.

- e. I will recognize that authority rests with the board of education and will make no personal promises nor take any private action that may compromise the board.
- f. I will refuse to surrender my independent judgment to special interest or partisan political groups or to use the schools for personal gain or for the gain of friends.
- g. I will hold confidential all matters pertaining to the schools which, if disclosed, would needlessly injure individuals or the schools. In all other matters, I will provide accurate information and, in concert with my fellow board members, interpret to the staff the aspirations of the community for its schools.
- h. I will vote to appoint the best-qualified personnel available after consideration of the recommendation of the chief administrative officer.
- i. I will support and protect school personnel in the proper performance of their duties.
- j. I will refer all complaints to the chief administrative officer and will act on the complaints at public meetings only after failure of an administrative solution.

The board shall see that all members of the board receive training in understanding and adhering to this code of ethics and shall discuss it annually at a regularly scheduled public meeting. Each member shall sign documentation that he/she has received a copy of it and has read and understood it.

**2. Approves Board Secretary to Conduct Organization Meeting**

RESOLVED, that the Rutherford School District Board of Education, in the County of Bergen, New Jersey approve the Board Secretary to serve as the acting chair of the Rutherford Board of Education at the annual organization meeting.

**3. Approves Parliamentary Procedure**

RESOLVED, that the Rutherford School District Board of Education, in the County of Bergen, New Jersey, to the extent consistent with State Law, Policies and By-laws of the Board will be guided by "Robert's Rules of Order".

**APPOINTMENTS AND DESIGNATIONS**

- 1. Appoints Board Secretary
- 2. Appoints Purchasing Agent
- 3. Appoints Insurance Brokers of Record
- 4. Appoints Professional Services
- 5. Appoints Custodian of Records
- 6. Appoints Public Agency Compliance Officer
- 7. Designates Official for Investments and Wires

8. Appoints ADA Officer
9. Appoints Indoor Air Quality Coordinator
10. Appoints Right-To-Understand Contact Person
11. Appoints Affirmative Action Officers
12. Appoints Section 504 Officers
13. Appoints IPM Coordinator and Approves IPM Plan
14. Appoints Issuing Officer for Working Papers
15. Appoints Safety and Health Designee
16. Appoints Asbestos/AHERA Coordinator
17. Appoints Chemical Hygiene Officer
18. Appoints Attendance Officers
19. Appoints Designee to NJ Department of Children and Family Services
20. Appoints Homeless Liaison
21. Appoints District Educational Stability Liaison
22. Appoints Representative to Jointure Commission
23. Appoints NJSIAA Membership
24. Appoints Worker's Compensation Pool Participation
25. Appoints Toxic Hazard Preparedness (THP) Officer
26. Appoints Policy Services Provider

**1. Appoints Board Secretary**

RESOLVED, that the Rutherford School District Board of Education, in the County of Bergen, New Jersey, appoints Mr. Joseph Kelly as Board Secretary, (N.J.S.A. 18A: 13-13, N.J.S.A. 18A:17-2, 17-5), effective July 1, 2017 to June 30, 2018; and

BE IT FURTHER RESOLVED, that the Rutherford School District Board of Education, in the County of Bergen, New Jersey, appoints the Superintendent of Schools as Acting Board Secretary to function in the absence of the Board Secretary effective July 1, 2017 to June 30, 2018.

**2. Appoints Purchasing Agent**

WHEREAS, N.J.S.A. 18A:18A-3 provides that contracts that do not annually exceed, in the aggregate, the bid threshold (currently \$40,000 for a Qualified Purchasing Agent) may be awarded by the purchasing agent without advertising for bids when so authorized by Board Resolution, and

WHEREAS, N.J.S.A. 18A:18A-37, provides that all contracts that are in the aggregate less than 15% of the bid threshold may be awarded by the purchasing agent without soliciting competitive quotations, if so authorized by Board Resolution,

RESOLVED, that the Rutherford School District Board of Education,

in the County of Bergen, New Jersey, approves the appointment of the School Business Administrator as the Purchasing Agent for the district according to the rules and regulations of P.L. 1999 c.440; and BE IT FURTHER RESOLVED, that the Purchasing Agent is authorized to award contracts up to his bid threshold of \$40,000 and establish the quote threshold at \$6,000 as per N.J.S.A. 18A:18A-2.

**3. Appoints Insurance Brokers of Record**

RESOLVED, that the Rutherford School District Board of Education, in the County of Bergen, New Jersey, designates the following as Insurance Agents for the Rutherford School District Board of Education, in the County of Bergen, New Jersey, commencing July 1, 2017, through June 30, 2018:

Commercial Insurance                      Morville Agency

**4. Appoints Professional Services**

RESOLVED, that the Rutherford School District Board of Education, in the County of Bergen, New Jersey, designates the following as Insurance Consultants for the Rutherford School District Board of Education, in the County of Bergen, New Jersey, commencing July 1, 2017, through June 30, 2018:

Computer Management Consultant                      --Computer Solutions, Inc.  
Environmental Consultant                                      --ER&M Management, Inc.  
Security Consultant    --StoneGate Associates

**5. Appoints Custodian of Records**

RESOLVED, the Rutherford School District Board of Education, in the County of Bergen, New Jersey appoints the Board Secretary as Custodian of Records in accordance with N.J.S.A. 47:1A-1 et seq. for the 2017/2018 school year; and

BE IT FURTHER RESOLVED, the Rutherford School District Board of Education indemnifies the Custodian of Records for all legal costs which might arise from this appointment.

**6. Appoints Public Agency Compliance Officer**

WHEREAS, in accordance with N.J.A.C., the State of New Jersey Division of Contract Compliance and Equal Employment Opportunity requires that each public agency annually designate an officer or employee to serve as its public agency compliance officer, and

WHEREAS, the public agency compliance officer is responsible for administering contracting procedures pertaining to equal employment opportunity regarding both the Public Agency and the service providers. The service providers shall include but shall not be limited to goods and

services vendors, professional service vendors and construction contractors; and

WHEREAS, the Board of Education has determined that the Board Secretary can effectively and appropriately perform the duties of the public agency compliance officer;

RESOLVED, that the Rutherford School District Board of Education, in the County of Bergen, New Jersey hereby designates the Board Secretary as the Public Agency Compliance Officer for the 2016/2017 school year in accordance with the provisions of N.J.A.C. 17:27-3.2.

**7. Designates Official for Investments and Wires**

RESOLVED, that the Rutherford School District Board of Education, in the County of Bergen, New Jersey designates the Board Secretary as the person responsible for any and all Board of Education investments; and

BE IT FURTHER RESOLVED that the Board Secretary or his designee be authorized to make wire transfers amongst the board accounts as may be necessary for the 2017/2018 school year.

**8. Appoints ADA Officer**

RESOLVED, that the Rutherford School District Board of Education, in the County of Bergen, New Jersey appoints the Supervisor of Student Services the Americans with Disabilities Act (ADA) Officer for the 2017/2018 school year.

**9. Appoints Indoor Air Quality Coordinator**

RESOLVED, that the Rutherford School District Board of Education, in the County of Bergen, New Jersey appoints the Director of Building and Grounds as the Indoor Air Quality Coordinator for the 2017/2018 school year.

**10. Appoints Right-To-Understand Contact Person**

RESOLVED, that the Rutherford School District Board of Education, in the County of Bergen, New Jersey appoints the Director of Building and Grounds as the Right-To-Understand contact person for the 2017/2018 school year.

**11. Appoints Affirmative Action Officers**

RESOLVED, that the Rutherford School District Board of Education, in the County of Bergen, New Jersey in accordance with N.J.A.C. 6A:7-1.5 appoints the following as Affirmative Action Officers for the 2017/2018 school year:

Affirmative Action Officers:

District	--Supervisor of Planning, Research & Testing
RHS	--Supervisor of Technology
Lincoln	--Principal
Washington	--Principal
Union	--Assistant Principal
Pierrepont	--Principal

BE IT FURTHER RESOLVED, that the Board Secretary is directed to advertise the name, office address and telephone number of the Affirmative Action Officer's office; and

BE IT FURTHER RESOLVED, that the Superintendent is directed to develop and distribute the grievance procedure as per 28 CFR 35.107(a).

**12. Appoints Section 504 Officers**

RESOLVED, that the Rutherford School District Board of Education, in the County of Bergen, New Jersey in accordance with 34 CFR 104.7(a) and Policy 6171 appoints the following school nurses for their respective schools, as Section 504 Officers for the 2017/2018 school year; and appoints the director of guidance as the District Section 504 Coordinator for the 2017/2018 school year,

Section 504 District-wide Coordinator:

-- Director of Guidance

Section 504 Coordinators:

RHS	-- School Nurse
Union	-- School Nurse
Pierrepont	-- School Nurse
Washington	-- School Nurse
Lincoln	-- School Nurse
Kindergarten Center	-- School Nurse

**13. Appoints IPM Coordinator and Approves IPM Plan**

RESOLVED, that the Rutherford School District Board of Education, in the County of Bergen, New Jersey appoints the Director of Building and Grounds as the district's designated Integrated Pest Management (IPM) Coordinator as per N.J.A.C. 7:30-13.3 for the 2017/2018 school year; and

BE IT FURTHER RESOLVED, to approve the IPM Plan on file in the school offices.

**14. Appoints Issuing Officer for Working Papers**

RESOLVED, that the Rutherford School District Board of Education,

in the County of Bergen, New Jersey appoints the Director of Guidance at Rutherford High School or her designee as the district's Issuing Officer for Working Papers for the 2017/2018 school year.

**15. Appoints Safety and Health Designee**

RESOLVED, that the Rutherford School District Board of Education, in the County of Bergen, New Jersey appoints the Director of Building and Grounds as the Safety and Health Designee for the 2017/2018 school year.

**16. Appoints Asbestos/AHERA Coordinator**

RESOLVED, that the Rutherford School District Board of Education, in the County of Bergen, New Jersey appoints the Director of Building and Grounds as the district's designated person and program manager to carry out the duties required under the AHERA (Asbestos Hazard Emergency Response Act) 40 CFR-763 for the 2017/2018 school year.

**17. Appoints Chemical Hygiene Officer**

RESOLVED, that the Rutherford School District Board of Education, in the County of Bergen, New Jersey appoints the Supervisor of Science as the district's Chemical Hygiene Officer as per 29 CFR 1910.1450 for the 2017/2018 school year .

**18. Appoints Attendance Officer**

RESOLVED, upon the recommendation of the Superintendent, the Rutherford School District Board of Education, in the County of Bergen, New Jersey, appoints the following as the Attendance Officers for the 2017/2018 school year (N.J.S.A. 18A: 38-32);

Anthony Serrao  
James Ahearn

**19. Appoints Designee to NJ Department of Children and Family Services**

RESOLVED, upon the recommendation of the Superintendent, the Rutherford School District Board of Education, in the County of Bergen, New Jersey, appoints the Director of Guidance or her designee as the liaison to the New Jersey Department of Children and Families, Child Protection and Permanency (CP&P) for the 2017/2018 school year.

**20. Appoints Homeless Liaison**

WHEREAS, pursuant to IASA, Section 323 of P.L. 103-382, each district must appoint a homeless liaison to serve the families of homeless children in the district,

RESOLVED, that the Rutherford School District Board of Education,

in the County of Bergen, New Jersey approve the Confidential Administrative Secretary in the Superintendent's Office as the Homeless Liaison for the district for the 2017/2018 school year.

**21. Appoints District Educational Stability Liaison**

RESOLVED, upon the recommendation of the Superintendent, the Rutherford School District Board of Education, in the County of Bergen, New Jersey, appoints the Director of Guidance or her designee as the District Education Stability Liaison for the 2017/2018 school year.

**22. Appoints Representative to Jointure Commission**

RESOLVED, upon the recommendation of the Superintendent, to appoint the Superintendent of Schools as the district's representative to the South Bergen Jointure Commission from July 1, 2017 until the 2018 reorganization meeting.

**23. Approves N.J.S.I.A.A Membership**

RESOLVED, upon the recommendation of the Superintendent, that Rutherford High School be enrolled as a member of the N.J.S.I.A.A. to participate in the approved interscholastic athletic programs sponsored by the N.J.S.I.A.A. under Ch. 172, L1979 (NJSA 18A:11-3, et seq) for the district for the 2017/2018 school year.

**24. Appoints Worker's Compensation Pool Participation**

RESOLVED, upon the recommendation of the Superintendent, that authorization be granted for participation in the South Bergen Region VII Workers Compensation Pool for the 2017/2018 school year.

**25. Appoints Toxic Hazard Preparedness (THP) Officer**

RESOLVED, that the Rutherford School District Board of Education, in the County of Bergen, New Jersey appoints the Director of Building and Grounds as the Toxic Hazard Preparedness Officer for the 2017/2018 school year.

**26. Appoints Policy Services Provider**

RESOLVED, that the Rutherford Board of Education appoints Strauss Esmay Associates, LLP to provide Board of Education Policy Update Services for the 2017/2018 school year at an annual fee of \$4,500.

**DISTRICT OPERATIONS**

1. Approves Curriculum
2. Approves Textbooks
3. Approves Nursing Services Plan
4. Approves Emergency Management Plan
5. Approves Collection and Maintenance of Pupil Records
6. Approves Chart of Accounts

7. Designates Official Newspaper for Legal Notices
8. Approves the Investment of Funds
9. Approves Facsimile Signatures
10. Approves Petty Cash Organization Accounts
11. Approves District Travel Expenditures
12. Designates Tax Shelter Annuity Companies
13. Authorizes the Use of State Contracts
14. Authorizes the Use of Joint Purchasing Agreements
15. Approves Payment of Bills Between Meetings
16. Approves Transfers of Budgeted Funds Between Meetings
17. Approves Tax Payment Schedules
18. Approves Participation in ACT
19. Approves Participation in ACES
20. Approves Use of District Bank Accounts

**1. Approves Curriculum**

RESOLVED, that the Rutherford School District Board of Education, in the County of Bergen, New Jersey adopt all existing curriculum guides and all existing programs for the Rutherford Public Schools for the 2017/2018 school year as maintained on file in the office of the Superintendent of Schools, in accordance with N.J.S.A. 18A:33-1.

**2. Approves Textbooks**

RESOLVED, that the Rutherford School District Board of Education, in the County of Bergen, New Jersey adopt the textbooks as noted on the official textbook listing for the Rutherford Public Schools as maintained in the office of the Superintendent of Schools, for the 2017/2018 school year.

**3. Approves Nursing Services Plan**

RESOLVED, that the Rutherford School District Board of Education, in the County of Bergen, New Jersey adopt the Nursing Services Plan on file in the office of the Superintendent of Schools, as required in NJAC 6A:16-2.1(b) for the 2017/2018 school year.

**4. Approves Emergency Management Plan**

RESOLVED, that the Rutherford School District Board of Education, in the County of Bergen, New Jersey adopt the Emergency Management Plan on file in the office of the Superintendent of Schools for the 2017/2018 school year.

**5. Approves Collection and Maintenance of Pupil Records**

RESOLVED, that the Rutherford School District Board of Education, in the County of Bergen, New Jersey authorizes certified school personnel to collect and maintain the following mandated pupil

records as per N.J.A.C. 6A:32-7.3 and Policies 5308 and 8330 for the 2017/2018 school year:

- a. The student's name, address, telephone number, date of birth, name of parent(s), gender, standardized assessment and test answer sheets (protocol), grades, attendance, classes attended, grade level completed, and year completed.
- b. Record of daily attendance;
- c. Descriptions of student progress according to the system of student evaluation used in the school district;
- d. History and status of physical health compiled in accordance with State regulations, including results of any physical examinations given by qualified school district employees;
- e. Records pursuant to rules and regulations regarding education of students with disabilities; and
- f. All other records required by the State of New Jersey Department of Education.

**6. Approves Chart of Accounts**

RESOLVED, that the Rutherford School District Board of Education, in the County of Bergen, New Jersey designates the NJDOE Chart of Accounts as the minimum Chart of Accounts for use in the district for the 2017/2018 school year; and

BE IT FURTHER RESOLVED, that the business office is authorized to add additional sub account designations (both within the existing sub accounts as well as additional sub positions), as the School Business Administrator may deem necessary; and

BE IT FURTHER RESOLVED, that the Superintendent is authorized to make any necessary transfer below the level of the NJDOE Chart of Accounts.

**7. Designates Official Newspaper for Legal Notices**

RESOLVED, that the Rutherford School District Board of Education, in the County of Bergen, New Jersey designates the *Record* as the official newspaper for legal notices for the 2017/2018 school year and the *Star Ledger* be so designated should it be impossible to advertise in the *Record* for reasons of timely notice, emergency, or other reasons (N.J.S.A 18A: 22-11, 39-3 and 10:4-18); and

BE IT FURTHER RESOLVED, that personnel postings may also be placed on the district website, NJhire.com, and NJSchooljobs.com.

**8. Approves the Investment of Funds**

RESOLVED, that the Business Administrator/Board Secretary be

authorized to invest funds not immediately needed in any authorized bank in the State of New Jersey in accordance with N.J.S.A. 18A:20-37, and report investments to the Board and also designate the state of New Jersey Cash Management Fund as a legal depository for the investment of funds for the 2017/2018 school year.

**9. Approves Facsimile Signatures**

RESOLVED, that the Rutherford School District Board of Education, in the County of Bergen, New Jersey approves the use of facsimile signatures for the Board President, Board Secretary, Superintendent of Schools and Treasurer of School Monies for the ensuing term of the board on warrants, paychecks, and contracts for the 2017/2018 school year.

**10. Approves Petty Cash Organization Accounts**

WHEREAS, there has been a need to establish a petty cash fund for the purpose of making immediate payments of comparatively small amounts as per board policy;

WHEREAS, the State Board of Education has amended N.J.A.C. 6A:23-2.9, N.J.S.A. 18A:19-13, and Policy 6620 to establish requirements which strengthen the fiscal controls and accountability for petty cash funds; RESOLVED, that the Rutherford School District Board of Education, in the County of Bergen, New Jersey authorizes the establishment of the following petty cash funds for the 2017/2018 school year in the amounts indicated below:

<u>Location</u>	<u>Acct. Single Amount</u>	<u>Expenditure</u>
High School	\$ 300	\$ 35
Lincoln School	\$ 250	\$ 35
Kindergarten Center	\$ 200	\$ 35
Special Services	\$ 250	\$ 35
Pierrepont School	\$ 250	\$ 35
Washington School	\$ 250	\$ 35
Maintenance Department	\$ 500	\$ 35
Union School	\$ 250	\$ 35
Gifted and Talented	\$ 100	\$ 35
Technology Dept.	\$ 100	\$ 35
Business Office	\$ 2,000	\$ 35
Athletic Department	\$ 100	\$ 35

Each primary signatory shall insure that:

- a. Petty cash funds are spent for budgeted items only.

- b. Funds are not used to subvert the regular purchasing procedures.
- c. The checking accounts are to be reconciled on a monthly basis.
- d. Petty cash is distributed in check form on the two signatures indicated above.
- e. All petty cash funds shall be established by board approved voucher and all unused cash is to be returned to the depository at the close of each fiscal year.

**11. Approves District Travel Expenditures**

WHEREAS, the Rutherford Board of Education is required pursuant to N.J.S.A. 18A:11-12 to adopt policy and approve travel expenditures by district employees to ensure that travel is educationally necessary and fiscally prudent; and rate per mile permitted by the State of New Jersey, Office of Management and Budget Guidelines, or, if the employee has an unexpired negotiated agreement, as permitted by the Internal Revenue Service, therefore be it

RESOLVED, that the Rutherford Board of Education authorizes travel for regular business at an amount not to exceed \$1,500.00 per employee for the 2017/2018 school year.

**12. Designates Tax Shelter Annuity Companies**

RESOLVED, that the Rutherford School District Board of Education, in the County of Bergen, New Jersey designates the current Tax Sheltered Annuity Companies, open for enrollment to any district employee for Section 403(B) and Section 403(b) Roth programs for the 2017/2018 school year as per N.J.S.A. 18A:66-127:

Metropolitan Life (2)  
Equitable  
Lincoln National  
Lincoln Investment Planning  
American United

**13. Authorizes the Use of State Contracts**

WHEREAS, Title 18A:18A-10 provides that, "A board of education, without advertising for bids, or after having rejected all bids obtained pursuant to advertising therefore, by resolution may purchase any goods or services pursuant to a contract or contracts for such goods or services entered into on behalf of the State by the Division of Purchase and Property"; and

WHEREAS, the Rutherford School District Board of Education has the need, on a timely basis, to procure goods and services utilizing state contracts; and

WHEREAS, the Rutherford School District Board of Education desires to authorize its purchasing agent for the 2017/2018 school year to make any and all purchases necessary to meet the needs of the school district throughout the school year; and therefore be it RESOLVED, that the Rutherford School District Board of Education, in the County of Bergen, New Jersey does hereby authorize the District Purchasing Agent to make purchases of goods and services pursuant to a contract or contracts for such goods or services entered into on behalf of the State by the Division of Purchase and Property.

**14. Authorizes the Use of Joint Purchasing Agreements**

WHEREAS, N.J.S.A 18A:18A-11 provides that, "The boards of education of two or more districts may provide jointly by agreement for the provision and performance of goods and services for their respective districts, or one or more boards of education may provide for such provision or performance of goods or services by joint agreement with the governing body of any municipality or county", and

WHEREAS, the Rutherford School District Board of Education has the need, on a timely basis, to procure goods and services utilizing joint purchasing agreements; and

WHEREAS, the Rutherford School District Board of Education desires to authorize its purchasing agent for the 2017/2018 school year to make any and all purchases necessary to meet the needs of the school district throughout the school year; and therefore be it

RESOLVED, that the Rutherford School District Board of Education, in the County of Bergen, New Jersey does hereby authorize the district purchasing agent to make purchases of goods and services utilizing joint purchasing agreements.

**15. Approves Payment of Bills Between Meetings**

RESOLVED, that the Rutherford School District Board of Education, in the County of Bergen, New Jersey appoints the Business Administrator as Claims Auditor to verify and pay bills as needed to protect the interests of the board between meetings in accordance with N.J.S.A. 18A:19-4.1. Such bills which will be listed as paid at the next regular board meeting.

**16. Approves Transfers of Budgeted Funds Between Meetings**

RESOLVED, that the Rutherford School District Board of Education, in the County of Bergen, New Jersey approves the Business Administrator to make budget transfers as needed to maintain account balances between meetings. Such transfers will be submitted to the board at the next regular board meeting.

**17. Approves Tax Payment Schedules**

RESOLVED, that the Rutherford School District Board of Education, in the County of Bergen, New Jersey approves the schedule of tax payments from the municipality for the 2017/2018 school year as follows in accordance with N.J.S.A. 18A:13-23:

**Rutherford Board of Education – Tax Levy Collections  
2017/2018**

	<b>General Fund</b>	<b>Debt Service Fund</b>	<b>Total</b>
July	4,019,662	267,463	4,287,125
August	4,019,662	0	4,019,662
September	3,014,746	0	3,014,746
October	3,014,746	0	3,014,746
November	3,014,747	0	3,014,747
December	3,014,747	0	3,014,747
<b>Subtotal</b>	<b>20,098,310</b>	<b>267,463</b>	<b>20,365,773</b>
January	3,349,719	1,067,550	4,417,269
February	3,349,718	0	3,349,718
March	3,349,718	0	3,349,718
April	3,349,718	0	3,349,718
May	3,349,718	0	3,349,718
June	3,349,719	0	3,349,719
Subtotal	20,098,310	1,067,550	21,165,860
<b>Total</b>	<b>40,196,620</b>	<b>1,335,013</b>	<b>41,531,633</b>

**18. Approves Participation in ACT**

RESOLVED, that the Rutherford School District Board of Education, in the County of Bergen, New Jersey approve the district’s participation in the Alliance for Competitive Telecommunications (ACT) program for the 2017/2018 school year.

**19. Approves Participation in ACES**

RESOLVED, that the Rutherford School District Board of Education, in the County of Bergen, New Jersey approve the district’s participation in the Alliance for Competitive Energy Services (ACES) program for the 2017/2018 school year.

**BANK ACCOUNTS**

**20. Approves Use of District Bank Accounts**

RESOLVED, that the Rutherford School District Board of Education, in the County of Bergen, New Jersey approve the use of the following bank accounts for the 2017/2018 school year:

<b>ACCOUNT</b>	<b>SIGNATORIES</b>	<b>BANK</b>	<b>ACCT #</b>
General	Superintendent/Business Admin.,	Wells Fargo	XXXXXXXXXX9755

	Treasurer of School Monies, Board President		
Payroll	Treasurer of School Monies	Wells Fargo	XXXXXXXX5655
Payroll Agency	Superintendent/Business Admin., Treasurer of School Monies	Wells Fargo	XXXXXXXXXX9807
Flexible Spending	Business Administrator	Wells Fargo	XXXXXXXXXX9823
Cafeteria	Superintendent/Business Admin., Treasurer of School Monies	Wells Fargo	XXXXXXXXXX9784
Adult School	Business Administrator, Adult School Manager	Wells Fargo	XXXXXXXXXX4333
Athletic	Business Administrator, RHS Principal, Athletic Director	Wells Fargo	XXXXXXXXXX9836
General Activities	Superintendent/Business Admin., Treasurer of School Monies	Wells Fargo	XXXXXXXXXX9768
Scholarship	Business Administrator, Treasurer of School Monies	BCB Community Bank	XXXXXXXXXX0195
Unemployment	Business Administrator, Treasurer of School Monies	Wells Fargo	XXXXXXXXXX9849
Petty Cash:			
Board Office	Superintendent/Business Admin., Treasurer of School Monies	Wells Fargo	XXXXXXXXXX9797
RHS	Principal, School Secretary	Wells Fargo	XXXXXXXXXX5044
Pierrepont School	Principal, School Secretary	Wells Fargo	XXXXXXXXXX5002
Union School	Principal, School Secretary	Wells Fargo	XXXXXXXXXX5060
Lincoln School	Principal, School Secretary	Wells Fargo	XXXXXXXXXX5015
Washington School	Principal, School Secretary	Wells Fargo	XXXXXXXXXX5028
Special Services	Director of Special Services, Secretary	Wells Fargo	XXXXXXXXXX5057
Technology Dept.	Supervisor of Technology, Secretary	Wells Fargo	XXXXXXXXXX4993
Athletic Dept.	Athletic Director	Wells Fargo	XXXXXXXXXX4540
G&T	Lincoln School Principal, Secretary	Wells Fargo	XXXXXXXXXX5031

**OLD BUSINESS:**

**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\_\_\_\_\_