

EAST RUTHERFORD BOARD OF EDUCATION

100 Uhland Street
East Rutherford, NJ

Combined Public Meeting Minutes

November 17, 2011

The regular public meeting of the East Rutherford Board of Education was held on the above date in the Alfred S. Faust Intermediate School. Mrs. Kathleen Winston, President, called the meeting to order at 7:00PM.

On roll call, the following answered to their names:

Mr. Kevin Felten, Mrs. Marguerite Hansen, Mr. Homaychak, Mrs. Maria Caruso, Mrs. Debbie Zoller, and Mrs. Kathleen Winston were present.

Mr. Dennis Monks entered the meeting at 7:07PM.

Also present were Mr. Ken Rota, Superintendent, Mr. Anthony Juskiewicz, Business Administrator, and Mr. Thomas Kobin, Board Attorney.

One (1) member of the public was present.

Mrs. Winston led the flag salute, announced the location of the fire exits and read the following statement:

OPENING STATEMENT

Required Notice of Open Public Meeting

The New Jersey Open Public Meetings Law was enacted to insure the right of the people to have advance notice of and to attend the meetings of public bodies at which any business affecting their interests is discussed or acted upon. In accordance with the provisions of the Act, the East Rutherford Board of Education has caused notice of this meeting to be published by having the date, time and place thereof published in The North Jersey Herald News and The Record News.

Materials that are provided to Board Members are available to public after the approval of the Board and subject to OPRA ACT (Open Public Records Act). Information regarding OPRA can be found at <http://www.nj.gov/grc/laws/act/act.pdf>.

Mission Statement– was read into the minutes by Mrs. Winston.

The East Rutherford Public Schools are committed to the achievement of individual academic excellence by achieving the New Jersey Core Curriculum Content Standards through high quality teaching, learning and community involvement, which results in students being well prepared to meet future educational challenges and to contribute to society.

Recognizing the needs of students, the East Rutherford school community strives to teach pupils how to learn effectively and attempt to motivate them to continuous learning throughout life. Students are encouraged to understand themselves, accept their worth, fulfill their potential, and become effective and responsible citizens in a democratic society and in a multicultural world.

OPEN TO THE PUBLIC FOR COMMENTS ON AGENDA ITEMS ONLY.

No need to 1st & 2nd a motion to open & close public session. This will be done by the Board President

None

Mr. Monks discussed basketball & dance schedules, both cannot take place at the same time.

Mr. Monks discussed the Faust parking with the new fence in place and what precautions should be taken to ensure damage does not occur to the fence, possibly rubber ground wheel bumpers, etc.

CORRESPONDENCE

From	Subject Matter	To
EREA, Mrs. Fallon	Open Negotiations	Mrs. K. Winston, Mr. K. Rota, Mr. A. Juskiewicz

Mr. Homyachak noted that the 1st meeting scheduled with the EREA will be 12-8-11.

ADOPTION OF MINUTES FROM PREVIOUS MEETINGS

Motion by Mrs. Zoller, seconded by Mr. Homyachak **to approve** the Public Minutes of the following meetings:

- 10/27/11

Unanimously carried

REPORTS TO THE BOARD

- **Superintendent's Report**
Mr. Kenneth Rota
 1. Review of Board of Education Self Evaluation – S. McCusker, NJSBA
 2. HIB Incident Report
- **Business Administrator's Report** – Nothing at this time
Mr. Anthony Juskiewicz

SUPERINTENDENT'S REPORT – This report is suspended due to meeting date in the middle of the month.

S1. APPROVAL OF OUT-OF-SCHOOL SUSPENSION REPORT

Motion to approve the Suspension Report as follows:

SCHOOL	GRADE-STUDENT I.D.
Faust School	
McKenzie School	

S2. APPROVAL OF FIRE AND EMERGENCY DRILL REPORT

Motion to approve the Fire Drill Report as follows:

SCHOOL	TYPE OF DRILL	DATE/TIME	DURATION OF DRILL
Faust School	Fire		
Faust School	Non Fire Evacuation		
McKenzie School	Fire		
McKenzie School	Non Fire Evacuation		

S3. APPROVAL OF HOME INSTRUCTION REPORT

Motion to approve the Home Instruction Report as follows:

SCHOOL	GRADE/STUDENT I.D.	DATE
Faust School	N/A	
McKenzie School	N/A	

S4. APPROVAL OF FIELD TRIP/TRANSPORTATION REQUEST – FAUST SCHOOL

Motion to approve the following requests as follows:

DATE(S)	GRADE	DESTINATION	REQUESTED BY & NO. OF SEATS	COST TO PARENTS

S5. APPROVAL OF FIELD TRIP/TRANSPORTATION REQUESTS- McKENZIE SCHOOL

Motion to approve the following requests as follows:

DATE(S)	GRADE	DESTINATION	REQUESTED BY & NO. OF SEATS	COST TO PARENTS

S6. APPROVAL OF TOTAL ENROLLMENTS REPORT

Motion to approve the Total Enrollments Report as follows:

SCHOOL	TOTAL ENROLLMENT
McKenzie	
Faust	
Special Services- In District	

ROLL CALL S1-S6

Maria Caruso
Kevin Felten
Michael Homaychak
Dennis Monks

Debbie Zoller
Marguerite Hansen, Vice President
Kathleen Winston, President

CURRICULUM COMMITTEE

The Superintendent and the Curriculum Committee recommend the approval of the following motions:

Nothing at this time.

PERSONNEL COMMITTEE

The Superintendent and the Personnel Committee recommend the approval of the following motions:

P1. APPROVAL OF SUBSTITUTES

Motion to approve the following substitutes for the 2011-2012 school year:

- Molly Bush
- Nicole Bruce
- Folami Haughton

ROLL CALL

M Maria Caruso-Aye	S Debbie Zoller-Aye
M Kevin Felten-Aye	Marguerite Hansen, Vice President-Aye
Michael Homaychak-Aye	Kathleen Winston, President-Aye
Dennis Monks-Aye	

7 Ayes Motion P1 Passes

P2. APPROVAL OF TRAVEL EXPENDITURES

Motion to approve the following workshops/conferences for Board pre-approval for the staff members for workshops and travel expenses as authorized by Board Resolution adopted on November 5, 2007.

DATE	EMPLOYEE(S)	WORKSHOP	FEE	FUNDING	SUB
1/16/2012	J. Lee	Clinical Interventions for Anxiety & Depression	206.11	NCLB	Yes
10/17/2011	P. Monks	Rachel’s Challenge Presentation	32.47	NCLB	Yes
11/17/2011	K. Rota	NJASA Seminar: Impact of New State Policies	120.00	NCLB	Yes
12/4/2011 to 12/5/2011	K. Martell	Alert Program (Cost to be split w/Carlstadt)	453.76	NCLB	No
1/12/2012	J. Ballester	Hot topics in NJ Special Education	5.02	NCLB	No
		TOTAL	\$816.36		

ROLL CALL

M Maria Caruso-Aye	S Debbie Zoller-Aye
M Kevin Felten-Aye	Marguerite Hansen, Vice President-Aye
S Michael Homaychak-Aye	Kathleen Winston, President-Aye
Dennis Monks-Aye	

7 Ayes Motion P2 Passes

P3. APPROVAL OF REQUEST FOR FIELDWORK EXPERIENCE

Motion to approve the following request for fieldwork experience:

NAME	SCHOOL	DATES	SUPERVISING TEACHER/SUBJECT

Christina Sammarone	A.S. Faust	1/9/12 through 5/18/12 (60 hours total)	Mrs. Barrale/Mr. Cocozzo Physical Education
Donovan Dinson	A.S. Faust	1/2/12 through 5/25/11	Mrs. Barrale/Mr. Cocozzo Physical Education
Christian Martinez	A.S. Faust	1/2/12 through 5/25/11	Mrs. Barrale/Mr. Cocozzo Physical Education

P4. APPROVAL OF REQUEST FOR STUDENT TEACHING EXPERIENCE

Motion to approve the following request for student teaching experience:

NAME	SCHOOL	DATES	SUPERVISING TEACHER/SUBJECT
Angela Cicchetti	Faust	1/18/12 – 5/10/12	Mrs. Petraitis – Language Arts
Kathleen Berta	McKenzie	1/23/12 – 5/4/12	Mrs. Corsale – 1 st Grade

ROLL CALL

Maria Caruso-Aye	Debbie Zoller-Aye
M Kevin Felten-Aye	Marguerite Hansen, Vice President-Aye
S Michael Homaychak-Aye	Kathleen Winston, President-Aye
Dennis Monks-Aye	

7 Ayes Motion P3 through P4 Pass

P5. ACCEPTANCE OF RESIGNATION AS LIBRARY BOARD LIAISON – P. ALBERTA

Motion to accept the resignation of Phyllis Alberta as BOE Liaison to the East Rutherford Library Board.

P6. APPROVAL OF APPOINTMENT OF NEW LIBRARY BOARD LIAISON - J. VIRTUOSO

Motion to approve the appointment of Jessica Virtuoso as BOE Liaison to the East Rutherford Library Board.

ROLL CALL

Maria Caruso-Aye	Debbie Zoller-Aye
M Kevin Felten-Aye	Marguerite Hansen, Vice President-Aye
S Michael Homaychak-Aye	Kathleen Winston, President-Aye
Dennis Monks-Aye	

7 Ayes Motion P5 through P6 Pass

PHYSICAL FACILITIES COMMITTEE

The Business Administrator and the Physical Facilities Committee recommends the approval of the following motions:

PF1. APPROVAL OF NJ LEADERS TO LEADERS MEETING

Motion to Approve New Jersey Leaders to Leaders Program to hold a mentoring meeting at the McKenzie School on Thursday, December 1, 2011 from 4:00PM to 6:00PM.

ROLL CALL

Maria Caruso	Debbie Zoller
Kevin Felten	Marguerite Hansen, Vice President
S Michael Homaychak	Kathleen Winston, President
M Dennis Monks	

7 Ayes Motion PF1 Passes

The Board thanked the Mayor and Council for the new fence at Faust School on Paterson Avenue.

COMMUNITY RELATIONS COMMITTEE

The Superintendent and the Community Relations Committee recommend approval of the following motions:

CR1. MOTION TO APPROVE SECOND READING OF REVISED BYLAWS, POLICIES AND REGULATIONS

Motion to approve the first reading of the following revised bylaws, policies and regulations of the East Rutherford Board of Education:

Bylaw 0142: Board Member Qualification, Prohibited Acts and Code of Ethics
Policy 1230: Superintendent's Duties
Policy 1522: School Level Planning
Policy 2431.4: Prevention and Treatment of Sports Related Concussion and Head Injuries
Policy 2461: Special Education/Receiving Schools
Policy 6150: Tuition Income
Policy 6220: Budget Preparation
Policy 6820: Financial Reports
Regulation 2431.4: Prevention and Treatment of Sports Related Concussion and Head Injuries
Regulation 2461.1: Special Education/Receiving Schools- IEP Implementation
Regulation 2461.2 :Special Education/Receiving Schools - Suspension
Regulation 2461.3 : Special Education/Receiving Schools- Pupil Records
Regulation 2461.4: Special Education/Receiving Schools- Special Education and Related Services
Regulation 2461.5: Special Education/Receiving Schools- IEP Compliance
Regulation 2461.6: Special Education/Receiving Schools- Highly Qualified and Appropriately Certified Staff
Regulation 2461.7 : Special Education/Receiving Schools- Termination of Placement
Regulation 2461.8: Special Education/Receiving Schools- In-service Training
Regulation 2461.9: Special Education/Receiving Schools- Statewide and District Wide Assessment Programs
Regulation 2461.10: Special Education/Receiving Schools- Full Educational Opportunity
Regulation 2461.11: Special Education/Receiving Schools- Staff Consultation
Regulation 2461.12: Special Education/Receiving Schools- Length of School Day and Academic Year

ROLL CALL

Maria Caruso-Aye
 Kevin Felten-Aye
S Michael Homaychak-Aye
 Dennis Monks-Aye

Debbie Zoller-Aye
M Marguerite Hansen, Vice President-Aye
 Kathleen Winston, President-Aye

7 Ayes Motion CR1 Passes**TECHNOLOGY COMMITTEE**

The Superintendent and the Technology Committee recommend approval of the following motions:

Nothing at this time.

FINANCE COMMITTEE-

The Finance Committee, in consultation with the School Business Administrator/Board Secretary, recommends the Board approves the following:

F1. SCHOOL BUSINESS**1. PAYMENT OF BILLS****Audit of Invoices**

- a) **Approve** invoices for Current Expense in the amount of **\$1,204,345.48** for the period of October 25, 2011 to November 15, 2011.
- b) **Approve** invoices for **Food Services Account** in the amount of \$ for the period of October 25, 2011 to November 15, 2011.

Date	Check#	Vendor	Description	Amount
10/27/2011	1203	G. Grehanov	Refund of lunch charges	10.60
11/2/2011	1204	LJ Caterers	Food Service	15,925.11
11/14/2011	1205	LJ Caterers	Food Service	11,181.80
			TOTAL	\$27,117.51

- c) **Approve** invoices for **Special Activities Account** in the Amount of \$ for the period of October 25, 2011 to November 15, 2011.

Date	Check#	Vendor	Description	Amount
10/27/2011	1410	Void	Void	0
10/27/2011	1411	National Breast Cancer Foundation	Fund raiser	218.00
11/1/2011	1412	National Breast Cancer Foundation	Fund raiser	345.00
			TOTAL	\$563.00

ROLL CALL

Maria Caruso-Aye
 Kevin Felten-Aye
S Michael Homaychak-Aye

M Debbie Zoller-Aye
 Marguerite Hansen, Vice President-Aye
 Kathleen Winston, President-Aye

Dennis Monks-Aye

7 Ayes Motion F1 Passes

CERTIFICATION BY BUSINESS ADMINISTRATOR

I, Anthony Juskiewicz, Business Administrator, do hereby certify that there are no over expenditures in any of the major accounts or funds as of **October 31, 2011**.

F2. VERIFICATION OF SUFFICIENT FUNDS REMAINING IN BUDGET

Motion to approve Pursuant to N.J.A.C 6A:23-2:11(a), the East Rutherford Board of Education acknowledges receipt of the secretary's certification that, to the best of knowledge, as of **October 31, 2011** no major account or fund has been over expended in violation of N.J.A.C 6A:23-2:11 (b) and those sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

ROLL CALL

<p>Maria Caruso-Aye S Kevin Felten-Aye Michael Homaychak-Aye Dennis Monks-Aye</p>	<p>M Debbie Zoller-Aye Marguerite Hansen, Vice President-Aye Kathleen Winston, President-Aye</p>
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7 Ayes Motion F2 Passes

F3. APPROVAL OF TRANSFERS

Motion to approve upon the recommendation of the Business Administrator, to approve the list of transfers attached as of **October 31, 2011**.

FROM ACCOUNT	DESCRIPTION	TO ACCOUNT	DESCRIPTION	AMOUNT
11-190-100-610-01-102	2 ND Gr. Supplies	11-190-100-610-01-102	Kind. Supplies	\$1.00
11-190-100-640-00-000	Textbooks	11-190-100-610-00-000	Gen. Supplies	\$938.17
11-000-230-332-00-000	Audit Fees	11-000-230-340-00-000	Purch. Tech. Services	\$600.00
11-190-100-610-01-104	2 nd Gr. Supplies	11-190-100-610-01-103	1 st Gr. Supplies	\$48.52
11-190-100-640-00-000	Textbooks	11-190-100-610-00-000	General Supplies	\$2,289.60
11-190-100-610-02-116	Character Ed	11-190-100-610-00-000	General Supplies	\$3,500.00

ROLL CALL

<p>Maria Caruso-Aye Kevin Felten-Aye S Michael Homaychak-Aye Dennis Monks-Aye</p>	<p>M Debbie Zoller-Aye Marguerite Hansen, Vice President-Aye Kathleen Winston, President-Aye</p>
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7 Ayes Motion F3 Passes

F4. APPROVAL OF LJ’S (TJ Rocco) FOOD SERVICE REPORT – SEPTEMBER 2011

Motion to approve LJ Monthly Food Service report for the month of **October 2011**, which shows a monthly profit of **\$5,284.27** and a year-to-date income of **\$5,889.44** profit.

ROLL CALL

- | | |
|---|---|
| <p>S Maria Caruso-Aye
 Kevin Felten-Aye
 Michael Homaychak-Aye
 Dennis Monks-Aye</p> | <p>M Debbie Zoller-Aye
 Marguerite Hansen, Vice President-Aye
 Kathleen Winston, President-Aye</p> |
|---|---|

7 Ayes Motion F4 Passes

F5. APPROVAL OF REQUEST FOR SERVICES

Motion to approve upon the recommendation of the Business Administrator and the Student Services Director, to approve the following request(s) for service for students currently enrolled in programs operated by The East Rutherford Board of Education.

I.D.	SERVICE(S) REQUESTED	PROVIDER
JP	Transportation	SBJC
1606051902	Transportation	SBJC

ROLL CALL

- | | |
|---|---|
| <p>S Maria Caruso-Aye
 Kevin Felten-Aye
 Michael Homaychak-Aye
 Dennis Monks-Aye</p> | <p>M Debbie Zoller-Aye
 Marguerite Hansen, Vice President-Aye
 Kathleen Winston, President-Aye</p> |
|---|---|

7 Ayes Motion F5 Passes

NEW BUSINESS

- Mrs. Caruso discussed the Shared Service Meeting and discussion ensued about sharing a Child Study Team Director between Carlstadt & Becton HS.

OLD BUSINESS

None

OPEN TO THE PUBLIC

No need to 1st & 2nd a motion to open & close public session. This will be done by the Board President

Nothing at this time

EXECUTIVE/CLOSED SESSION

Based upon the recommendation of the Superintendent, Mr. Monks requests a motion to approve the following Resolution to enter into Executive Session at 7:39PM, Mr. Felten seconded.

RESOLVED that the East Rutherford Board of Education move into closed session for the purpose of discussing exempt matters pertaining to **Legal, and Negotiation matters**; and be it further

RESOLVED that the results of the discussion will be made public as soon thereafter as possible and once the reasons for nondisclosure no longer exists.

Based upon the recommendation of the Superintendent, Mrs. Zoller requests a motion, Mr. Felten seconded to approve the following Resolution to exit out of Executive Session at 8:11 PM unanimously carried.

RECONVENE PUBLIC SESSION

E1. ADOPTION OF EXECUTIVE MINUTES FROM PREVIOUS MEETINGS

- 10/27/11

ROLL CALL

M	Maria Caruso-Aye	S	Debbie Zoller-Aye
M	Kevin Felten-Aye		Marguerite Hansen, Vice President-Aye
	Michael Homaychak-Aye		Kathleen Winston, President-Aye
	Dennis Monks-Abstain		

7 Ayes E1 Passes.

ADJOURNMENT

Motion by Mrs. Zoller and seconded by Mr. Monks that the meeting be adjourned at 8:12PM.

Unanimously carried.

Respectfully submitted,

Anthony Juskievicz
Board Secretary/Business Administrator
lb