

EAST RUTHERFORD BOARD OF EDUCATION
Work Meeting
THURSDAY, MARCH 17 2011

OPENING OF MEETING – 7:00PM

Required Notice of Open Public Meeting

OPENING STATEMENT

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>.

PLEDGE OF ALLEGIANCE

ROLL CALL by Anthony Juskiewicz, Business Secretary

Maria Caruso
Marguerite Hansen
Michael Homaychak
Dennis Monks

Debbie Zoller
Kathleen Winston, Vice President
Kevin Felten, President

ANNOUNCEMENT OF FIRE EXIT LOCATIONS

As a courtesy to all in attendance, please silence all cell phones and paging equipment during this meeting.

Mission Statement

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

CORRESPONDENCE

From	Subject Matter	To
Christine Bayeux	Leave of Absence	Mr. Felten, Board President
Mrs. Di Meola	Thank you letter	Mr. Rota & The Board

ADOPTION OF MINUTES FROM PREVIOUS MEETINGS

Motion to approve the Public Minutes of the following meetings:

- 2/24/2011

REPORTS TO THE BOARD

1. Superintendent's Report
2. Business Administrator's Report

SUPERINTENDENT'S REPORT

S1. APPROVAL OF OUT-OF-SCHOOL SUSPENSION REPORT

Motion to approve the suspension report for March, 2011 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 for March, 2011 as follows:

SCHOOL	TYPE OF DRILL	DATE/TIME	DURATION OF DRILL
Faust School			
Faust School			
McKenzie School			
McKenzie School			

S3. APPROVAL OF HOME INSTRUCTION REPORT

Motion to approve the Home Instruction Report for March, 2011 as follows:

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

**S4. APPROVAL OF FIELD TRIP/TRANSPORTATION REQUESTS:
FAUST SCHOOL**

Motion to approve the following requests:

DATE(S)	GRADE	DESTINATION	REQUESTED BY & NO. OF SEATS
03/16/11	7	(Walking) E.R. Municipal Bldg.	Mrs. Fox & Perrucci (33)
03/01/11	7	(Walking) Herman St Fire house	Mrs. Fox & Perrucci (33)
05/31/11	7	(Walking) Federal Reserve	Mrs. Perrucci (16)
05/23/11	7	(Walking) Federal Reserve	Mrs. Fox (17)

**S5. APPROVAL OF FIELD TRIP/TRANSPORTATION REQUESTS:
MCKENZIE SCHOOL**

Motion to approve the following requests:

DATE(S)	GRADE	DESTINATION	REQUESTED BY & NO. OF SEATS
3/29,4/1,4/6,4/7, 4/19,4/26,4/27,5/4	K	1hr. Tours of East Rutherford	K. Dey-(Enrichment) (30 each run)
6/8/11	3	Newark Museum	A. Vecchione(83)
04/04/11	PK-D	Rutherford Train Station Rutherford Railroad Café	E. Dorsi (13)

S6. APPROVAL OF TOTAL ENROLLMENTS REPORT

Motion to approve the Total Enrollments Report for March, 2011 as follows:

SCHOOL	TOTAL ENROLLMENT
McKenzie	
Faust	
Special Services- In District	

ROLL CALL for S1-S6

Maria Caruso
Marguerite Hansen
Michael Homaychak
Dennis Monks

Debbie Zoller
Kathleen Winston, Vice President
Kevin Felten, President

CURRICULUM COMMITTEE

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

CR1. APPROVAL OF 2011-2012 ANNUAL SCHOOL CALENDARS

Motion to approve the Annual 10-Month Student Calendar and 12-Month Employees Calendar for 2011-2012.

ROLL CALL

Maria Caruso

Marguerite Hansen

Michael Homaychak

Dennis Monks

Debbie Zoller

Kathleen Winston, Vice President

Kevin Felten, President

CR2. APPROVAL OF CHANGE TO 2010-2011 SCHOOL CALENDAR

Motion to approve the Change of the 10-Month Student Calendar and 12-Month Employees Calendar for 2010-2011. As a result of the school closings due to weather, East Rutherford Public Schools will be in session on April 25, 2011. All district employees will accommodate this change to the calendar.

ROLL CALL

Maria Caruso

Marguerite Hansen

Michael Homaychak

Dennis Monks

Debbie Zoller

Kathleen Winston, Vice President

Kevin Felten, President

PERSONNEL COMMITTEE

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

P1. APPROVAL OF SUBSTITUTES 2010-2011 SCHOOL YEAR

Motion to approve the following individual(s) to the list of approved district substitutes for the 2010-2011 school year:

- Leah Wright

ROLL CALL

Maria Caruso

Marguerite Hansen

Michael Homaychak

Dennis Monks

Debbie Zoller

Kathleen Winston, Vice President

Kevin Felten, President

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
3/25/2011	E. Dorsi	NJABA Conference	\$122.15	NCLB	Y
5/23-5/24/11	K. Rota	NJASA/NJSBA Spring Conf	528.00	BUDGET	N
5/5/2011	K. Rota	NJASA	120.00	NCLB	N
4/7/2011	E. Corsale	Changing Student Behaviors	233.10	NCLB	Y
4/4/2011	J. Ballester	IDEA Training Session	9.30	NCLB	N
5/6/2011	S. Guhl	Practical Ideas & Strategies for wrkg successfully with students	199.00	NCLB	Y
5/6/2011	A. Jankowski	Same as above	199.00	NCLB	Y
4/14/2011	H. Srednicki	Legal 1 Advanced NJ Bullying Law	75.00	NCLB	N
3/25/2011	M. Gaxis	Math Strategies for Improving NJ ASK Scores	206.83	NCLB	Y
3/25/2011	L. Koch	Math Strategies for Improving NJ ASK Scores	199.00	NCLB	Y
		TOTAL	\$1,891.38		

ROLL CALL

Maria Caruso

Marguerite Hansen

Michael Homaychak

Dennis Monks

Debbie Zoller

Kathleen Winston, Vice President

Kevin Felten, President

P3. APPROVAL OF REQUEST FOR UNPAID LEAVE OF ABSENCE – C. BAYEUX

Motion to approve the request from Christine Bayeux for an extended unpaid child-rearing leave-of-absence from September 1, 2011 through June 30, 2012. Ms. Bayeux plans to return to her teaching position in September, 2012.

ROLL CALL

Maria Caruso

Marguerite Hansen

Michael Homaychak

Dennis Monks

Debbie Zoller

Kathleen Winston, Vice President

Kevin Felten, President

P4. APPROVAL OF PART-TIME AIDE – JESSICA VIRTUOSO

Motion to approve that the Board hire Jessica Virtuoso as a part-time aide, from March 11, 2011 through June 20, 2011 (dates subject to change) at an hourly rate of Certified Aide Step 1 at rate of \$16.44 per hour.

ROLL CALL

Maria Caruso

Marguerite Hansen

Michael Homaychak

Dennis Monks

Debbie Zoller

Kathleen Winston, Vice President

Kevin Felten, President

PHYSICAL FACILITIES COMMITTEE

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

COMMUNITY RELATIONS COMMITTEE

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

TECHNOLOGY COMMITTEE

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

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 **\$0** for the period of February 22, 2011 to March 23, 2011. **(The bills list will be prepared by 3/21/11)**

- b) **Approve invoices for Food Services Account** in the amount of **\$23,745.48** for the period of March 2, 2011 to March 15, 2011:

Date	Check#	Vendor	Description	Amount
03/2/11	1136	L.J'S Catering	Invoice #37	\$12,688.14
03/15/11	1137	L.J'S Catering	Invoice #38	\$11,057.34
			TOTAL	\$23,745.48

- c) **Approve invoices for Special Activities Account** in the Amount of **\$159.50** for the period of March 15, 2011 to March 15, 2011.

Date	Check#	Vendor	Description	Amount
03/15/11	1315	Joseph O'Brien	3/2,3/5/11 SPO	159.50
			TOTAL	\$159.50

ROLL CALL

Maria Caruso

Marguerite Hansen

Michael Homaychak

Dennis Monks

Debbie Zoller

Kathleen Winston, Vice President

Kevin Felten, President

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 **February 28, 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 **February 28, 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

Maria Caruso

Marguerite Hansen

Michael Homaychak

Dennis Monks

Debbie Zoller

Kathleen Winston, Vice President

Kevin Felten, President

F3. MONTHLY REPORTS

Motion to approve the Treasurer's and Board Secretary's report for the month ending **February 28, 2011** and to be placed on file in the Board Office.

ROLL CALL

Maria Caruso

Marguerite Hansen

Michael Homaychak

Dennis Monks

Debbie Zoller

Kathleen Winston, Vice President

Kevin Felten, President

F4. APPROVAL OF TRANSFERS

Motion to approve upon the recommendation of the Business Administrator, to approve the list of transfers attached as of **February 28, 2011**.

FROM ACCOUNT	DESCRIPTION	TO ACCOUNT	DESCRIPTION	AMOUNT
11-000-291-270-00-514	Medical Benefits	11-000-261-420-02-000	Cleaning, Repair, Maint. McKenzie	\$9,729.00
11-190-100-610-00-000	General Supplies	11-190-100-610-01-116	Principal	\$109.35
20-280-200-320-00-000	Title IV Prof. Develop.	20-280-200-300-11-000	Title IV St. Joe Purch Prof. Svc.	\$497.00
11-000-251-500-00-537	Purch. Serv. (copiers)	11-000-251-340-00-536	Purch. Tech Svc.	\$290.76
11-000-251-580-00-000	Central Svc. Travel	11-000-251-340-00-536	Purch. Tech Svc.	\$358.84
11-190-100-610-01-104	2 nd Gr. Supplies	11-190-100-610-01-107	Music	\$74.79
11-000-262-100-00-000	Custodial Salaries	11-000-262-100-00-100	Lunch Aides	\$1,000.00
11-000-270-160-00-000	Sal. Trans-Bus Driver Reg. Ed	11-000-270-164-00-000	Student Trans Sport Events	\$1,000.00
11-000-291-270-00-514	Medical Benefits	11-000-291-290-00-522	Empl. Ben. Unused Sick Leave	\$11,942.58
11-213-100-101-00-000	Resource Center Sal.	11-000-211-100-00-100	Attendance Subs	\$250.00
11-213-100-101-00-000	Resource Center Sal.	11-402-100-100-00-000	Athletic Salaries	\$1,000.00
11-000-291-270-00-514	Medical Benefits	11-000-100-562-00-000	Spcl. Ed Tuition	\$85,767.00
11-000-100-565-00-000	Tuition to CSSD/Reg. Day School	11-000-100-562-00-000	Spcl Ed Tuition	\$12,955.52
11-000-262-100-00-000	Custodial Salaries	11-000-262-100-02-000	Cust. Sal. Faust	\$688.12
11-000-270-107-00-000	Salaries of Bus Aides	11-190-100-610-02-114	Toner Cartridges	\$549.44
11-190-100-610-01-104	2 nd Gr. Supplies	11-190-100-610-02-114	Toner Cartridges	\$2,500.00

11-190-100-610-02-103	Math	11-190-100-610-02-114	Toner Cartridges	\$1,000.00
11-000-217-110-00-000	Extraordinary Svc. Other Sal.	11-000-217-320-00-000	Extraordinary Purch. Prof. Svcs.	\$468.00
11-000-291-220-00-000	Social Security Contr.	11-000-291-290-00-526	Uniform Purchases	\$127.20

ROLL CALL

Maria Caruso

Marguerite Hansen

Michael Homaychak

Dennis Monks

Debbie Zoller

Kathleen Winston, Vice President

Kevin Felten, President

F5. APPROVAL OF LJ'S (TJ Rocco) FOOD SERVICE REPORT – JANUARY 2011

Motion to approve LJ Monthly Food Service report for the month of **February 2011**, which shows a monthly profit of **\$4,283.00** and a year-to-date income of **\$18,027.34** profit.

ROLL CALL

Maria Caruso

Marguerite Hansen

Michael Homaychak

Dennis Monks

Debbie Zoller

Kathleen Winston, Vice President

Kevin Felten, President

F6. APPROVAL OF BUDGET FOR THE 2011-2012 SCHOOL YEAR

The Board of Education of East Rutherford hereby adopts the following proposed budget for 2011-2012 school year:

The proposed budget includes sufficient funds to provide curriculum and instruction which will enable all students to achieve the core Curriculum Content Standards, and is in compliance with N.J.S.A. 18A and N.J.A.C. Title 6 and 6A.

Anticipated Enrollment: **814**

ExpendituresGeneral Current Expense \$13,268,779Capital Outlay 21,651Special Revenue Fund 339,063Repayment of Debt 631,826**Total Expenditures \$14,261,319**RevenueBudgeted Fund Balance 0

Local Tax Levy

 Current \$12,645,826

Debt Service	<u>631,825</u>
Budgeted Fund Balance	
Debt Service	1
Misc Revenue	<u>9,500</u>
Tuition	<u>75,000</u>
State Aid	
Current	<u>560,104</u>
Special Revenue Fund	<u>339,063</u>
Total Revenue	<u>\$14,261,319</u>

As per NJAC 6A:23B-1.2(b), the proposed budget provides for a maximum expenditure amount that may be allotted for travel and expense reimbursement.

The 2011-2012 tentative budget includes a maximum travel appropriation of **\$16,250**

The School Business Administrator shall track and record these costs to insure that the maximum amount is not exceeded.

Be it further resolved, that the district's general tax requirements to support the proposed 2011-2012 budget, as stipulated by the East Rutherford Board of Education Finance Committee and East Rutherford Borough Municipal Officials, as follows:

General Fund:	<u>\$12,645,826</u>
Debt Service:	<u>631,825</u>
Total:	<u>\$13,277,651</u>

Be it further resolved, that the Superintendent and Business Administrator be authorized to implement the 2011-2012 school district budget.

RESOLVED, that there should be raised for General Funds **\$12,645,826** for the ensuing 2011-2012 School Year.

Note: The 2011-2012 School District Budget is tentative pending approval by the Executive County Superintendent.

ROLL CALL

Maria Caruso
Marguerite Hansen
Michael Homaychak
Dennis Monks

Debbie Zoller
Kathleen Winston, Vice President
Kevin Felten, President

F7. APPROVAL TO ADVERTISE THE TENTATIVE PRELIMINARY BUDGET AND PUBLIC HEARING FOR 2011-2012 SCHOOL YEAR

Motion to approve to authorize the Business Administrator/Board Secretary to advertise the posting of the tentative Preliminary Budget and Public Hearing for 2011-2012 School Year to be held on Thursday, March 24, 2011 in the Gymnasium at the Alfred Faust School, commencing at 7:00PM for Public Session.

Note: The advertisement of the School District Budget is preliminary pending approval of the Executive County Superintendent.

ROLL CALL

Maria Caruso

Marguerite Hansen

Michael Homaychak

Dennis Monks

Debbie Zoller

Kathleen Winston, Vice President

Kevin Felten, President

NEW BUSINESS

OLD BUSINESS

OPEN TO THE PUBLIC

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

EXECUTIVE/CLOSED SESSION

Based upon the recommendation of the Superintendent, request a motion to approve the following Resolution to enter into Executive Session.

RESOLVED that the East Rutherford Board of Education move into closed session for the purpose of discussing exempt matters pertaining to

_____ ; 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.

RECONVENE PUBLIC SESSION

E1. ADOPTION OF EXECUTIVE MINUTES FROM PREVIOUS MEETINGS

- 2/24/2011

ROLL CALL

Maria Caruso
Marguerite Hansen
Michael Homaychak
Dennis Monks

Debbie Zoller
Kathleen Winston, Vice President
Kevin Felten, President

ADJOURNMENT

Motion by _____ and seconded by _____ that the meeting be adjourned at _____ PM.