

**EAST RUTHERFORD BOARD OF EDUCATION**  
**Combined Meeting**  
**THURSDAY, NOVEMBER 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

Dennis Monks

Marguerite Hansen

Debbie Zoller

Michael Homaychak

Kathleen Winston, President

Kevin Felten

**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 1<sup>st</sup> & 2<sup>nd</sup> a motion to open & close public session. This will be done by the Board President**

**CORRESPONDENCE**

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

**ADOPTION OF MINUTES FROM PREVIOUS MEETINGS**

**Motion to approve the Public Minutes of the following meetings:**

- 10/27/2011

**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**  
Mr. Anthony Juskiewicz

**SUPERINTENDENT'S REPORT**

**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		
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### 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.

**ROLL CALL**

Maria Caruso  
 Kevin Felten  
 Michael Homaychak  
 Dennis Monks

Debbie Zoller  
 Marguerite Hansen, Vice President  
 Kathleen Winston, President

**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**

Maria Caruso  
 Kevin Felten  
 Michael Homaychak  
 Dennis Monks

Debbie Zoller  
 Marguerite Hansen, Vice President  
 Kathleen Winston, 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
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
		<b>TOTAL</b>	<b>\$816.36</b>		

**ROLL CALL**

Maria Caruso  
 Kevin Felten  
 Michael Homaychak  
 Dennis Monks

Debbie Zoller  
 Marguerite Hansen, Vice President  
 Kathleen Winston, President

**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
<b>Donovan Dinson</b>	<b>A.S. Faust</b>	<b>1/2/12 through 5/25/11</b>	<b>Mrs. Barrale/Mr. Cocozzo Physical Education</b>
<b>Christian Martinez</b>	<b>A.S. Faust</b>	<b>1/2/12 through 5/25/11</b>	<b>Mrs. Barrale/Mr. Cocozzo Physical Education</b>

**ROLL CALL**

Maria Caruso  
 Kevin Felten  
 Michael Homaychak  
 Dennis Monks

Debbie Zoller  
 Marguerite Hansen, Vice President  
 Kathleen Winston, President

**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 <sup>st</sup> Grade

**ROLL CALL**

Maria Caruso  
 Kevin Felten  
 Michael Homaychak  
 Dennis Monks

Debbie Zoller  
 Marguerite Hansen, Vice President  
 Kathleen Winston, President

**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.

**ROLL CALL**

Maria Caruso

Debbie Zoller

Kevin Felten  
 Michael Homaychak  
 Dennis Monks

Marguerite Hansen, Vice President  
 Kathleen Winston, President

**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  
 Kevin Felten  
 Michael Homaychak  
 Dennis Monks

Debbie Zoller  
 Marguerite Hansen, Vice President  
 Kathleen Winston, President

**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  
 Kevin Felten  
 Michael Homaychak  
 Dennis Monks

Debbie Zoller  
 Marguerite Hansen, Vice President  
 Kathleen Winston, President

**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

Kevin Felten

Michael Homaychak

Dennis Monks

Debbie Zoller

Marguerite Hansen, Vice President

Kathleen Winston, President

#### **TECHNOLOGY COMMITTEE**

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

**Nothing at this time**

#### **ROLL CALL**

Maria Caruso

Kevin Felten

Michael Homaychak

Dennis Monks

Debbie Zoller

Marguerite Hansen, Vice President

Kathleen Winston, President

#### **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.

<b>Date</b>	<b>Check#</b>	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
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
			<b>TOTAL</b>	<b>\$27,117.51</b>

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

<b>Date</b>	<b>Check#</b>	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
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
			<b>TOTAL</b>	<b>\$563.00</b>

### **ROLL CALL**

Maria Caruso

Kevin Felten

Michael Homaychak

Dennis Monks

Debbie Zoller

Marguerite Hansen, Vice President

Kathleen Winston, 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 **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**

Maria Caruso  
 Kevin Felten  
 Michael Homaychak  
 Dennis Monks

Debbie Zoller  
 Marguerite Hansen, Vice President  
 Kathleen Winston, President

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

**ROLL CALL**

Maria Caruso  
 Kevin Felten  
 Michael Homaychak  
 Dennis Monks

Debbie Zoller  
 Marguerite Hansen, Vice President  
 Kathleen Winston, President

**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**

Maria Caruso  
 Kevin Felten  
 Michael Homaychak  
 Dennis Monks

Debbie Zoller  
 Marguerite Hansen, Vice President  
 Kathleen Winston, President

**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.**

<b>I.D.</b>	<b>SERVICE(S) REQUESTED</b>	<b>PROVIDER</b>
<b>JP</b>	<b>Transportation</b>	<b>SBJC</b>
<b>1606051902</b>	<b>Transportation</b>	<b>SBJC</b>

**ROLL CALL**

Maria Caruso

Kevin Felten

Michael Homaychak

Dennis Monks

Debbie Zoller

Marguerite Hansen, Vice President

Kathleen Winston, President

**NEW BUSINESS**

**OLD BUSINESS**

**OPEN TO THE PUBLIC**

**No need to 1<sup>st</sup> & 2<sup>nd</sup> 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**

- 10/27/2011

**ROLL CALL**

Maria Caruso

Kevin Felten

Michael Homaychak

Dennis Monks

Debbie Zoller

Marguerite Hansen, Vice President

Kathleen Winston, President

**ADJOURNMENT**

Motion that the meeting be adjourned at \_\_\_\_\_ PM.