

EAST RUTHERFORD BOARD OF EDUCATION
Work Meeting
THURSDAY, FEBRUARY 24, 2011

OPENING OF MEETING – 6:30PM

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.

NJSBA Ethics Training presented by Susan McClusker

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

ADOPTION OF MINUTES FROM PREVIOUS MEETINGS

Motion to approve the Public Minutes of the following meetings:

- 1/31/11
- 2/16/11

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 February, 2011 as follows:

SCHOOL	GRADE-STUDENT I.D.
Faust School	Gr. 8 - #10645
McKenzie School	Gr. K - # 11288 Gr. 1- # 10487

S2. APPROVAL OF FIRE AND EMERGENCY DRILL REPORT

Motion to approve the fire drill report for February, 2011 as follows:

SCHOOL	TYPE OF DRILL	DATE/TIME	DURATION OF DRILL
Faust School	Fire	2/23/11	4:00
Faust School	Lock Down	2/23/11	15:00
McKenzie School	Fire	2/7/11	2:10
McKenzie School		TBD	

S3. APPROVAL OF HOME INSTRUCTION REPORT

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

SCHOOL	GRADE/STUDENT I.D.	START DATE
Faust School	Gr. 7- #10768	2/1/11
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
03/02/11	8	Faust to McKenzie School Read Across America	V. Dunay(14)
05/20/11	8	Bergen Comm. Teen Arts	L. Speer (88)
05/25/11	8	Riggins Field	H. Srednicki (83)
05/31/11	5	Liberty Science Center	H. Srednicki (100)
06/15/11	8	Becton Regional H.S.	H. Srednicki (79)

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

Motion to approve the following requests:

DATE(S)	GRADE	DESTINATION	REQUESTED BY & NO. OF SEATS
04/20/11	4	Liberty Hall Museum, Union NJ	L. Kaplanovich(23)
04/21/11	4	Liberty Hall Museum, Union NJ	L. Kaplanovich (45)
05/05/11	1	Newark Museum	J. Pilat (92)
05/06/11	K	Newark Museum	K. Barone (58)
05/11/11	K	Newark Museum	G. Ferrell (56)
05/12/11	2	Liberty Science Center	C. Carti (98)
06/01/11	4	McKenzie to Faust School Orientation	H. Srednicki (70)

S6. APPROVAL OF TOTAL ENROLLMENTS REPORT

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

SCHOOL	TOTAL ENROLLMENT
McKenzie	449
Faust	306
total	755
Special Services- In District	90

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:

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:

- Fernando Febus - teacher

ROLL CALL

Maria Caruso
 Marguerite Hansen
 Michael Homaychak
 Dennis Monks

Debbie Zoller
 Kathleen Winston, Vice President
 Kevin Felten, President

P2. APPROVAL OF SALARY GUIDE MOVEMENT FOR 2010-2011

Motion to approve the following salary guide movement for the 2010-2011 school year, prorated from February 1, 2011 through June 30, 2011:

- Jo-Anne Kelly FROM: \$79,615 (MA, Step 11) TO: \$ 83,416 (MA+15, Step 11)

ROLL CALL

Maria Caruso
 Marguerite Hansen
 Michael Homaychak
 Dennis Monks

Debbie Zoller
 Kathleen Winston, Vice President
 Kevin Felten, President

P3. APPROVAL OF REQUEST FOR STUDENT TEACHING EXPERIENCE

Motion to approve the following request for student teaching experience:

NAME	SCHOOL	DATES	SUPERVISING TEACHER/SUBJECT
Melissa Cuyutupac	Faust	TBD* - June 3, 2011	Mrs. Fox/Spanish

*starting date to be determined pending Board approval.

ROLL CALL

Maria Caruso

Marguerite Hansen

Michael Homaychak

Dennis Monks

Debbie Zoller

Kathleen Winston, Vice President

Kevin Felten, President

P4. REQUEST FOR MEDICAL LEAVE-OF-ABSENCE – R. CARUSO

Motion to approve the request from Richard Caruso for a paid medical leave-of-absence from March 7, 2011 through June 30, 2011 * (return date subject to change pending return-to-work release from Mr. Caruso's physician).

ROLL CALL

Maria Caruso

Marguerite Hansen

Michael Homaychak

Dennis Monks

Debbie Zoller

Kathleen Winston, Vice President

Kevin Felten, President

P5. ACCEPTANCE OF RESIGNATION – D. NEW

Motion to accept the letter of resignation from Debra New, part-time lunchroom aide, effective February 25, 2011.

ROLL CALL

Maria Caruso

Marguerite Hansen

Michael Homaychak

Dennis Monks

Debbie Zoller

Kathleen Winston, Vice President

Kevin Felten, President

P6. 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
3/18/2011	Valerie Benish	1 st Grade Forum	\$150.00	NCLB	Yes
3/21/2011	B. Willging	State ASK testing mtg.	\$0	N/A	Yes
3/4/2011	L. Evans	Cert & PTP Assist for Dist.	\$18.60	NCLB	Yes

2/25/2011	D. Kattas-VanWinkle	Common Core Standards in NJ	0	N/A	Yes
3/10/2011	S. Loeb	Character Ed & School Culture	\$25.00	NCLB	Yes
4/14-4/17/2011	K. Martell	American Occupational Therapy Conference	\$526.00	NCLB	No
		TOTAL	\$719.60		

ROLL CALL

Maria Caruso
 Marguerite Hansen
 Michael Homaychak
 Dennis Monks

Debbie Zoller
 Kathleen Winston, Vice President
 Kevin Felten, President

P7. APPROVAL OF TEACHER MONITORS

Motion to approve the following staff for monitoring duties during the Faust Boys/Girls Wildcat Basketball games, at a rate of \$50.00 per game for approximately 11 games.

- **Kelly Barone**
- **Jamie Haadrava**

ROLL CALL

Maria Caruso
 Marguerite Hansen
 Michael Homaychak
 Dennis Monks

Debbie Zoller
 Kathleen Winston, Vice President
 Kevin Felten, President

P8. APPROVAL OF HIRING OF P/T LUNCH AIDE - CYNTHIA HEBER

Motion to approve Cynthia Heber for the position of a part-time lunch aide at McKenzie School from 02/28/11 through 6/30/11, at \$11.50 per hour (lunch aide rate).

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:

PF1. APPROVAL OF REQUEST FOR FACILITIES 2011-2012 SCHOOL YEAR YMCA- SACC PROGRAM

Motion to approve the following request(s) for use of facilities as follows:

DATE(S)	TIME	ORGANIZATION	PURPOSE
McKenzie School September 2011- June 2012	Mon. – Fridays School Dismissals through 6:00PM	YMCA – School Age Child Care Program	After-School Program

Note: A rate of \$4,000.00 will be charged per year.

ROLL CALL

Maria Caruso

Marguerite Hansen

Michael Homaychak

Dennis Monks

Debbie Zoller

Kathleen Winston, Vice President

Kevin Felten, President

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 **\$1,183,566.97** for the period of January 25, 2011 to February 22, 2011.
- b) **Approve** invoices for **Food Services Account** in the amount of **\$21,291.30** for the period of January 25, 2011 to February 22, 2011:

Date	Check#	Vendor	Description	Amount
2/04/11	1134	LJ's Caterers	Food Service	\$11,462.04
2/22/11	1135	LJ's Caterers	Food Service	\$9829.26
			TOTAL	\$21,291.30

- c) **Approve** invoices for **Special Activities Account** in the Amount of **\$1,075.10** for the period of January 25, 2011 to February 22, 2011.

Date	Check#	Vendor	Description	Amount
1/28/11	1305	Myra Torres	SPO Coverage 1/20/11	\$65.25
1/28/11	1306	Corey Schanel	B-Ball Ref. 1/19,1/25/11	\$106.00
1/28/11	1307	Nick Annitti	Ref.1/10,1/19,1/25/11	\$159.00
02/22/11	1308	C. Dwyer	Student Council Reimb	\$149.60
02/22/11	1309	Void	Chk had wrong amount	0
02/22/11	1310	Nick Annitti	Ref.2/9/11	\$106.00
2/22/11	1311	Corey Schanel	Official 2/7/11	\$159.00
2/22/11	1312	Ruben Pacheco	Official 2/7/11	\$53.00
2/22/11	1313	Jack Schanel	Official 2/4,2/9/11	\$212.00
2/22/11	1314	Myra Torres	Security 2/11/11	\$65.25
			TOTAL	\$1,075.10

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 **January 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 **January 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

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 **January 31, 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 **January 31, 2011**.

FROM ACCOUNT	DESCRIPTION	TO ACCOUNT	DESCRIPTION	AMOUNT
11-000-291-270-00-514	Medical benefits	11- 000-291-220-00-001	Reimb. State-Fed. Progr. Sal.	\$3,504.51
11-000-291-270-00-514	Medical benefits	11- 000-230-332-00-000	Audit Fees	\$2,500.00
11-000-291-270-00-514	Medical benefits	11-190-100-340-00-000	Purchased Tech. Services	\$3,375.00
11-230-100-101-00-000	Basic Skills Teacher Sal.	11-402-100-500-00-000	Athletics Ref. Compens.	\$954.00
11-000-261-420-02-000	Cleaning,Repair,Maint. McK "	11-000-261-420-00-000	Clean,Repair,Maint. Faust/Mck	\$102.00
11-000-262-610-01-000	Custodial Supplies Mck	11-000-262-610-02-000	Custodial Supplies Faust	\$465.80
11-000-262-420-01-000	Clean,Repair,Maint. McK	11-000-261-420-00-000	Clean,Repair,Maint. Faust/McK.	\$5,000.00
11-000-262-420-02-000	Clean,Repair,Maint. Faust	11-000-261-420-02-000	Clean,Repair,Maint. McK	\$5,000.00
11-000-262-610-02-000	Custodial Supplies Faust	11-000-262-610-01-000	Custodial Supplies McK	\$2,500.00
11-000-270-420-00-000	Cleaning,Repair,Maint	11-000-270-600-00-000	Supplies & Material	\$3,000.00
11-000-262-610-02-000	Custodial Supplies Faust	11-000-261-610-02-000	Maint. Supplies Faust	\$1,000.00
11-000-291-270-00-514	Medical benefits	11-000-291-290-00-522	Empl. Ben. Unused Sick Leave	\$12,500.00
11-000-262-100-00-000	Custodial Salaries	11-000-261-101-02-000	Maintenance O/T Faust	\$700.00
11-000-262-100-00-000	Custodial Salaries	11-000-262-100-00-100	Lunch Aides	\$300.00
11-000-291-270-00-514	Medical benefits	11-000-291-290-00-522	Empl. Ben. Unused Sick Leave	\$9,300.00
11-000-262-100-00-000	Custodial Salaries	11-000-261-101-02-000	Maintenance O/T Faust	\$272.26
11-000-262-100-00-000	Custodial Salaries	11-000-262-100-00-100	Lunch Aides	\$275.58

11-000-262-100-00-000	Custodial Salaries	11-000-270-165-00-000	Co-Curricular extra Time	\$234.52
11-000-262-100-00-000	Custodial Salaries	11-000-270-166-00-000	Driver Coverage	\$30.14
11-000-262-100-00-000	Custodial Salaries	11-190-100-106-00-100	Sub Teacher Aides	\$278.50
11-000-291-270-00-514	Medical Benefits	11-000-291-290-00-522	Empl. Benefits-Unused Sick Leave	\$3,200.00

ROLL CALL

Maria Caruso
 Marguerite Hansen
 Michael Homaychak
 Dennis Monks

Debbie Zoller
 Kathleen Winston, Vice President
 Kevin Felten, President

F5. APPROVAL OF PRELIMINARY BUDGET FOR THE 2011-2012 SCHOOL YEAR

The Board of Education of East Rutherford hereby adopts the following revised 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**

Expenditures

General Current Expense	\$13,268,779
Capital Outlay	<u>21,651</u>
Special Revenue Fund	<u>339,063</u>
Repayment of Debt	<u>631,826</u>

Total Expenditures **\$14,261,319**

Revenue

Budgeted Fund Balance	<u>0</u>
Local Tax Levy	
Current	\$12,645,826
Debt Service	<u>631,826</u>
Budgeted Fund Balance	
Debt Service	<u>0</u>
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 **\$14,261,319**

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>631,826</u>
Total:	<u>\$13,277,652</u>

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

ROLL CALL

Maria Caruso

Marguerite Hansen

Michael Homaychak

Dennis Monks

Debbie Zoller

Kathleen Winston, Vice President

Kevin Felten, President

F6. APPROVAL OF LJ'S (TJ Rocco) FOOD SERVICE REPORT – JANUARY 2011

Motion to approve LJ Monthly Food Service report for the month of **January 2011**, which shows a monthly profit of **\$2,043.00** and a year-to-date income of **\$13,744.34** profit.

ROLL CALL

Maria Caruso

Marguerite Hansen

Michael Homaychak

Dennis Monks

Debbie Zoller

Kathleen Winston, Vice President

Kevin Felten, President

F7. 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 student's currently enrolled in programs operated by The East Rutherford Board of Education.

I.D.	SERVICE(S) REQUESTED	PROVIDER/COST
9655617516 RU	PT Evaluation	SBJC- \$300.00
1753543125 AU	PT Evaluation	SBJC- \$300.00
8022492814	Psychiatric Evaluation	Dr. Fridman - \$174.00

ROLL CALL

Maria Caruso

Marguerite Hansen

Michael Homyachak

Dennis Monks

Debbie Zoller

Kathleen Winston, Vice President

Kevin Felten, President

F8. APPROVAL TO ESTABLISH TUITION RATE FOR PRE-KINDERGARTEN PROGRAM

Motion to approve and establish a tuition rate of \$1,000.00 per child for the 2011-2012 Pre-K Program.

ROLL CALL

Maria Caruso

Marguerite Hansen

Michael Homyachak

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

- 1/31/11
- 2/16/11

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.