

**EAST RUTHERFORD BOARD OF EDUCATION
PUBLIC MEETING AGENDA
Alfred Faust School Gymnasium
October 20, 2016
7:00 PM**

NOTE: Be advised that the Board may recess into executive session at any time during the meeting.

CALL TO ORDER - President

OPENING STATEMENT - President

The New Jersey Open Public Meetings Law was enacted to insure the right of the public 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 Record and South Bergenite Newspapers and posted in the vestibule of the Borough Hall and Public Library.

Copies of agendas are available 48 hours prior to said meetings in the Board of Education office and are posted on the East Rutherford School website – www.erboe.net

SALUTE TO FLAG & MOMENT OF SILENCE

ROLL CALL

Mr. Daniel Alvarez
Mrs. Maria Caruso
Mrs. Teresa Sawka
Mrs. Kathleen Winston
Mrs. Debra Zoller
Mr. Richard Vartan
Mr. Paul Weiss

ANNOUNCEMENT OF FIRE EXIT LOCATIONS - President

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 Student Learning Standards (NJSLS) 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

President Opens the Hearing of Citizens:

In accordance with the Bylaw 0167-Public Participation in Board Meeting, any citizen present who wishes to be heard on agenda items only, should raise his/her hand to be recognized, state name and address. Each statement made by a participant shall be limited to the discretion of the Board President. Any citizen wishing to be heard on non-agenda items may do so after new business. The hearing of citizens shall be limited to sixty minutes.

President Closes the Hearing of Citizens:

CORRESPONDENCE TO MEMBERS OF THE BOARD OF EDUCATION

None

REPORTS TO THE BOARD – September 2016

- School Business Administrator’s Report - Mr. Mark Kramer

Audit Presentation by Mr. Alex Barrese
Committee Meeting updates

- Superintendent’s Report – Mr. Giovanni Giancaspro

PARCC Year 2 Data Presentation
NJASK Science Grade 4 & Grade 8 Data Presentation
Committee Meeting updates

ADOPTION OF PRIOR BOARD MEETING MINUTES

Motion: _____ **Second:** _____ **All-in-Favor:** _____ **Any Opposed:** _____

BE IT RESOLVED, the East Rutherford Board of Education approve the public & executive minutes of the following meeting dates;

- September 20, 2016 Public Meeting Minutes
- September 20, 2016 Executive Meeting Minutes

RESOLVED, that the East Rutherford Board of Education upon the recommendation of the Superintendent of Schools, consider the following resolutions S1-S4;

Motion: _____ **Second:** _____ **All-in-Favor:** _____ **Any Opposed:** _____

SUPERINTENDENT’S REPORT

S1. APPROVAL OF FIRE AND EMERGENCY DRILL REPORT

SCHOOL	TYPE OF DRILL	DATE	TIME
Faust School	Fire Drill	10/6/16	11:46 am
Faust School	Emergency Evacuation Drill	10/12/16	1:16 pm
McKenzie School	Fire Drill	10/6/16	2:38 pm
McKenzie School	Shelter in Place/Stay Put Emergency Drill	10/6/16	2:00 pm

S2. APPROVAL OF ENROLLMENT REPORT

SCHOOL	TOTAL ENROLLMENT
Faust	336
McKenzie	473
Special Services- In District	114
Special Services – Out of District	20
Tuition Students	0
Home Instruction	1

S3. APPROVAL OF HARRASSMENT, INTIMIDATION AND BULLYING MONTHLY REPORT

DATE/SCHOOL	NUMBER OF ALLEGED INCIDENTS	NUMBER OF VERIFIED INCIDENTS
Faust	1	0
McKenzie	0	0

S4. APPROVAL OF FIELD TRIP AND/OR TRANSPORTATION REQUESTS;

Code	Date of Transportation	School	Grade	Requested by	Destination / Time	# of Vehicles	Cost to Parent/BOE	Purpose/ Goal
S4.1	10/13/16	Faust	6-8	J. Schweikardt	Becton H.S. 1:15 pm – 3:00 pm	1	\$0	Pep Rally
S4.2	5/02/17	McKenzie	1	M. Errico	Montclair State Univ. 9:00 am-12:00 pm	2	\$10 parent	Seussical Production
S4.3	06/07/17	McKenzie	2	J. Bleich	Turtle Back Zoo 9:00 am – 2:15 pm	2	\$10 parent	Animal Habitats
S4.4	12/07/16 03/29/17 05/31/17	Faust	6-8	A. Alberta	South Hackensack School Carlstadt School Becton Regional H.S.	1	\$0	STEAM Robotic Competition

Code	Date of Transportation	School	Grade	Requested by	Destination / Time	# of Vehicles	Cost to Parent/BOE	Purpose/ Goal
S4.5	11/04/16	McKenzie	K	T. Fallon	Shoprite Wallington, NJ 9:00 am – 11:00 am	1	\$0	WIDA standards

ALL IN FAVOR

CURRICULUM COMMITTEE (*Chairperson; Maria Caruso, Richard Vartan, Debbie Zoller*)

RESOLVED, that the East Rutherford Board of Education upon the recommendation of the Superintendent of Schools, Consider the following resolution C1 through C2;

Motion: _____ **Second:** _____ **All-in-Favor:** _____ **Any Opposed:** _____

C1. APPROVAL OF 2016-2017 NJQSAC STATEMENT OF ASSURANCE

RESOLVED, that the Board of Education upon the recommendation of the Superintendent of Schools, approve the NJQSAC Statement of Assurance for 2016-2017 and authorize it's submission to the New Jersey Department of Education by the deadline of November 15, 2016.

ROLL CALL C1

DA MC TS KW DZ RV PW

C2. APPROVAL OF PARCC AND NJASK SCIENCE ANALYSIS PRESENTATION

Motion to approve the PARCC and NJASK Science Analysis Presentation for the 2015-2016 school year for Faust and McKenzie School.

ROLL CALL C2

DA MC TS KW DZ RV PW

PERSONNEL COMMITTEE (*Chairperson; Teresa Sawka, Richard Vartan, Paul Weiss*)

RESOLVED, that the East Rutherford Board of Education upon the recommendation of the Superintendent of Schools, Consider the following resolutions P1 through P5;

Motion: _____ **Second:** _____ **All-in-Favor:** _____ **Any Opposed:** _____

P1. APPROVE/RATIFY FOLLOWING PERSONNEL ACTIONS

Code	Name	Action	Position	Step	Stipend/ Salary	Effective Date	Discussion/ Account Code
P1.1	Katherine Fontana	Salary Guide Movement	Teacher	From: BA, Step 1 To: BA, Step 2	From: \$54,142.00 To: \$55,142.00	9/1/16 – 6/30/17	McKenzie School 11-000-213-100-00-000

Code	Name	Action	Position	Step	Stipend/ Salary	Effective Date	Discussion/ Account Code
P1.2	Ana Vecchione	Salary Guide Movement	Teacher	From: BA, Step 12 To: BA+15 Step 12	From: \$80,852.00 To: \$83,250.00	9/1/16 – 6/30/17	McKenzie School 11-000-213-100-00-000
P1.3	Kathleen New	Appointment	Bus Aide	N/A	\$13.00	10/21/16 – 6/30/17	Increase hours from 20 to 25 hours a week 11-000-270-107-00-000
P1.4	Theresa O’Fallon	Anniversary Adjustment	Full-Time Bus Driver	N/A	From: \$23.31+1% of salary To: \$23.31+ 2% of salary	2/1/16 – 2/1/17 Pro-rated	17 year Anniversary District 11-000-270-161-00-000
P1.5	Gregory Bocage	Appointment	Substitute Bus Driver	N/A	\$19.00/hr	10/21/16 – 6/30/17 (as needed)	District 11-000-270-110-00-000
P1.6	Nancyrani Panneer	Appointment	Substitute Bus Aide/ Lunch Aide	N/A	\$12.25/hour	10/21/16 – 6/30/17 (as needed)	District 11-000-262-107-00-000 11-000-270-110-00-000
P1.7	Brittany Addeo	Appointment	Faust After School Tutoring and Homework Helper	N/A	\$45.00/hour	1/2/17 – 4/27/17 (as needed)	Monday through Thursday 1 hour per day 20-231-100-100-03-993 11-421-100-178-04-994 11-421-100-178-04-995
P1.8	Tracy Barnett	Appointment	Faust After School Tutoring and Homework Helper	N/A	\$45.00/hour	1/2/17 – 4/27/17 (as needed)	Monday through Thursday 1 hour per day 20-231-100-100-03-993 11-421-100-178-04-994 11-421-100-178-04-995
P1.9	Kelly Barone	Appointment	Faust After School Tutoring and Homework Helper	N/A	\$45.00/hour	1/2/17 – 4/27/17 (as needed)	Monday through Thursday 1 hour per day 20-231-100-100-03-993 11-421-100-178-04-994 11-421-100-178-04-995
P1.10	Ellen Bender	Appointment	Faust After School Tutoring and Homework Helper	N/A	\$45.00/hour	1/2/17 – 4/27/17 (as needed)	Monday through Thursday 1 hour per day 20-231-100-100-03-993 11-421-100-178-04-994 11-421-100-178-04-995
P1.11	Paul Colavito	Appointment	Faust After School Tutoring and Homework Helper	N/A	\$45.00/hour	1/2/17 – 4/27/17 (as needed)	Monday through Thursday 1 hour per day 20-231-100-100-03-993 11-421-100-178-04-994 11-421-100-178-04-995
P1.12	Christina Dinan	Appointment	Faust After School Tutoring and Homework Helper	N/A	\$45.00/hour	1/2/17 – 4/27/17 (as needed)	Monday through Thursday 1 hour per day 20-231-100-100-03-993 11-421-100-178-04-994 11-421-100-178-04-995
P1.13	Caitlyn Dwyer	Appointment	Faust After School Tutoring and Homework Helper	N/A	\$45.00/hour	1/2/17 – 4/27/17 (as needed)	Monday through Thursday 1 hour per day 20-231-100-100-03-993 11-421-100-178-04-994 11-421-100-178-04-995
P1.14	John Jason Holder	Appointment	Faust After School Tutoring and Homework Helper	N/A	\$45.00/hour	1/2/17 – 4/27/17 (as needed)	Monday through Thursday 1 hour per day 20-231-100-100-03-993 11-421-100-178-04-994 11-421-100-178-04-995

Code	Name	Action	Position	Step	Stipend/ Salary	Effective Date	Discussion/ Account Code
P1.15	Loren Koch	Appointment	Faust After School Tutoring and Homework Helper	N/A	\$45.00/hour	1/2/17 – 4/27/17 (as needed)	Monday through Thursday 1 hour per day 20-231-100-100-03-993 11-421-100-178-04-994 11-421-100-178-04-995
P1.16	Karen Lahullier	Appointment	Faust After School Tutoring and Homework Helper	N/A	\$45.00/hour	1/2/17 – 4/27/17 (as needed)	Monday through Thursday 1 hour per day 20-231-100-100-03-993 11-421-100-178-04-994 11-421-100-178-04-995
P1.17	Zachary Majsiak	Appointment	Faust After School Tutoring and Homework Helper	N/A	\$45.00/hour	1/2/17 – 4/27/17 (as needed)	Monday through Thursday 1 hour per day 20-231-100-100-03-993 11-421-100-178-04-994 11-421-100-178-04-995
P1.18	Tonia O'Connor	Appointment	Faust After School Tutoring and Homework Helper	N/A	\$45.00/hour	1/2/17 – 4/27/17 (as needed)	Monday through Thursday 1 hour per day 20-231-100-100-03-993 11-421-100-178-04-994 11-421-100-178-04-995
P1.19	Jesse Romano	Appointment	Faust After School Tutoring and Homework Helper	N/A	\$45.00/hour	1/2/17 – 4/27/17 (as needed)	Monday through Thursday 1 hour per day 20-231-100-100-03-993 11-421-100-178-04-994 11-421-100-178-04-995
P1.20	Jaclyn Valeo	Appointment	Faust After School Tutoring and Homework Helper	N/A	\$45.00/hour	1/2/17 – 4/27/17 (as needed)	Monday through Thursday 1 hour per day 20-231-100-100-03-993 11-421-100-178-04-994 11-421-100-178-04-995
P1.21	Di Yang	Appointment	Faust After School Tutoring and Homework Helper	N/A	\$45.00/hour	10/21/17 – 4/27/17 (as needed)	Monday through Thursday 1 hour per day 20-231-100-100-03-993 11-421-100-178-04-994 11-421-100-178-04-995
P1.22	Lisa Affortunato	Appointment	McKenzie After School Tutor	N/A	\$45.00/hour	1/2/17 – 3/30/17 (as needed)	Tuesday and Thursday 1 hour per day 20-231-100-100-03-993 11-421-100-178-02-994
P1.23	Brielle Crowe	Appointment	McKenzie After School Tutor	N/A	\$45.00/hour	1/2/17 – 3/30/17 (as needed)	Tuesday and Thursday 1 hour per day 20-231-100-100-03-993 11-421-100-178-02-994
P1.24	Rebecca Feldman	Appointment	McKenzie After School Tutor	N/A	\$45.00/hour	1/2/17 – 3/30/17 (as needed)	Tuesday and Thursday 1 hour per day 20-231-100-100-03-993 11-421-100-178-02-994
P1.25	Mary Gaggis	Appointment	McKenzie After School Tutor	N/A	\$45.00/hour	1/2/17 – 3/30/17 (as needed)	Tuesday and Thursday 1 hour per day 20-231-100-100-03-993 11-421-100-178-02-994
P1.26	JoAnne Kelly	Appointment	McKenzie After School Tutor	N/A	\$45.00/hour	10/21/16 – 3/30/17 (as needed)	Tuesday and Thursday 1 hour per day 20-231-100-100-03-993 11-421-100-178-02-994

Code	Name	Action	Position	Step	Stipend/ Salary	Effective Date	Discussion/ Account Code
P1.27	Sheiyna Machado	Appointment	McKenzie After School Tutor	N/A	\$45.00/hour	1/2/17 – 3/30/17 (as needed)	Tuesday and Thursday 1 hour per day 20-231-100-100-03-993 11-421-100-178-02-994
P1.28	John Roscitt	Appointment	McKenzie After School Tutor	N/A	\$45.00/hour	1/2/17 – 3/30/17 (as needed)	Tuesday and Thursday 1 hour per day 20-231-100-100-03-993 11-421-100-178-02-994
P1.29	Cory Scelsa	Appointment	McKenzie After School Tutor	N/A	\$45.00/hour	1/2/17 – 3/30/17 (as needed)	Tuesday and Thursdays 1 hour per day 20-231-100-100-03-993 11-421-100-178-02-994
P1.30	Tara TenKate	Appointment	McKenzie After School Tutor	N/A	\$45.00/hour	10/21/16 – 3/30/17 (as needed)	Tuesday and Thursday 1 hour per day 20-231-100-100-03-993 11-421-100-178-02-994
P1.31	Valerie Thielker	Appointment	McKenzie After School Tutor	N/A	\$45.00/hour	1/2/17 – 3/30/17 (as needed)	Tuesday and Thursday 1 hour per day 20-231-100-100-03-993 11-421-100-178-02-994
P1.31	Natalie Casciola	Appointment	Home Instruction	N/A	\$45.00/hour	10/17/16 – 11/30/16	Up to 10 hours allocated between Natalie Casciola and Cory Scelsa 11-150-100-101-00-000
P1.32	Cory Scelsa	Appointment	Home Instruction	N/A	\$45.00/hour	10/17/16 – 11/30/16	Up to 10 hours allocated between Natalie Casciola and Cory Scelsa 11-150-100-101-00-000

ROLL CALL P1

DA MC TS KW DZ RV PW

P2. APPROVAL OF TRAVEL EXPENDITURES

Code	Date	Employee	Workshop/Location/ Account Code	Registration Cost	Mileage and Tolls	Total Cost to Board	Sub
P2.1	10/21/16	Willa Alvarez	Integrating Music Education Technology into your Music Classrooms South Bergen Jointure Hasbrouck Heights, N.J.	\$0.00	\$0.00	\$0.00	Yes
P2.2	*see below	Jessica Ballester	New Jersey Special Education Administration Association (NJSEAA) Meetings Oradell, N.J.	\$0.00	\$0.00	\$0.00	No
P2.3	**see below	Jessica Ballester	Bergen County Special Education Directors Meeting Ridgewood, N.J.	\$0.00	\$0.00	\$0.00	No
P2.4	10/18/16	Jessica Ballester	Semi Training Paterson, N.J.	\$0.00	\$4.46	\$4.46	No
P2.5	10/20/16	Jessica Ballester	Danielson Training for Administrators Wilson Elementary School Lodi, N.J.	\$60.00	\$0.00	\$60.00	No

Code	Date	Employee	Workshop/Location/ Account Code	Registration Cost	Mileage and Tolls	Total Cost to Board	Sub
P2.6	11/29/16	Jessica Ballester	Changes to Funding Requirements: From NCLB to ESSA Paramus, N.J.	\$0.00	\$0.00	\$0.00	No
P2.7	10/27/16	Regina Barrale	Danielson Training for Administrators Hilltop Elementary School Lodi, N.J.	\$60.00	\$0.00	\$60.00	No
P2.8	11/17/16	Regina Barrale	Intervention & Referral Services and Section 504 in the 21 st Century Boys & Girls Club of Lodi Lodi, N.J.	\$0.00	\$0.00	\$0.00	No
P2.9	10/20/16	Brian Barrow	Danielson Training for Administrators Wilson Elementary School Lodi, N.J.	\$60.00	\$0.00	\$60.00	No
P2.10	10/13/16	Lisa Cerny	Text Structures and Evidence Workshop South Bergen Jointure Hasbrouck Heights, N.J.	\$0.00	\$0.00	\$0.00	Yes
P2.11	10/4/16	Kathy DiLascio	Curriculum Writing (NGSS Standards) South Bergen Jointure Hasbrouck Heights, N.J.	\$0.00	\$0.00	\$0.00	Yes
P2.12	10/25/16	Christina Dinan	Introduction to Wida ELD Framework Piscataway, N.J.	\$0.00	\$0.00	\$0.00	Yes
P2.13	10/28/16	Theresa Forte	Experienced Bilingual/ESL Supervisor Training New Jersey Dept. of Education Trenton, N.J.	\$0.00	\$0.00	\$0.00	No
P2.14	10/18/16 11/30/16 1/30/17 2/27/17	Jessica Gerity	Conquer Mathematics Pompton Lakes, N.J.	\$135.00 per session	\$0.00	\$540.00	Yes
P2.15	10/20/16	Giovanni Giancaspro	Maximize your Investment in Safety and Emergency Notification Technology Renaissance Meadowlands Rutherford, N.J.	\$0.00	\$0.00	\$0.00	No
P2.16	11/29/16	Giovanni Giancaspro	Changes to Funding Requirements: From NCLB to ESSA Paramus, N.J.	\$0.00	\$0.00	\$0.00	No
P2.17	10/27/16	Helene Herman-Puig	Danielson Training for Administrators Hilltop Elementary School Lodi, N.J.	\$60.00	\$0.00	\$60.00	No
P2.18	10/20/16	Rebecca Krantz	Danielson Training for Administrators Wilson Elementary School Lodi, N.J.	\$60.00	\$0.00	\$60.00	Yes
P2.19	10/24/16	Zachary Majsiaik	Media Specialist Training Carlstadt Public School (SBJC) Carlstadt, N.J.	\$0.00	\$0.00	\$0.00	Yes
P2.20	11/27/16	Zachary Majsiaik	BELS First Meeting and Mandatory Training Bergen Community College Lyndhurst Campus Lyndhurst, N.J.	\$0.00	\$0.00	\$0.00	Yes
P2.21	10/26/16	Keith Martell	The Neuroscience of Word Study Weehawken, N.J.	\$0.00	\$0.00	\$0.00	No
P2.22	11/17/16	Renee Romaglia	Intervention & Referral Services and Section 504 in the 21 st Century Boys & Girls Club of Lodi Lodi, N.J.	\$0.00	\$0.00	\$0.00	No
P2.23	1/20/17	Jesse Romano	Classroom Management: Tricks of the Trade South Bergen Jointure Hasbrouck Heights, N.J.	\$0.00	\$0.00	\$0.00	Yes
P2.24	10/21/16	Diann Schweikardt	Integrating Music Education Technology into your Music Classrooms South Bergen Jointure Hasbrouck Heights, N.J.	\$0.00	\$0.00	\$0.00	Yes
P2.23	10/21/16	Jeffery Schweikardt	Integrating Music Education Technology into your Music Classrooms South Bergen Jointure Hasbrouck Heights, N.J.	\$0.00	\$0.00	\$0.00	Yes

Code	Date	Employee	Workshop/Location/ Account Code	Registration Cost	Mileage and Tolls	Total Cost to Board	Sub
P2.26	10/13/16	Marilyn Petraitis	Text Structure and Evidence Based Writing South Bergen Jointure Hasbrouck Heights, N.J.	\$0.00	\$0.00	\$0.00	Yes
P2.27	10/24/16	Mary Grace Whealan	Media Specialist Training Carlstadt Public School (SBJC) Carlstadt, N.J.	\$0.00	\$0.00	\$0.00	Yes
P2.28	10/27/16	Mary Grace Whealan	BELS First Meeting and Mandatory Training Bergen Community College Lyndhurst Campus Lyndhurst, N.J.	\$0.00	\$0.00	\$0.00	Yes
P2.29	11/18/16	Mary Grace Whealan	New Jersey Association of School Librarians Conference West Long Branch, N.J.	\$0.00	\$0.00	\$0.00	Yes
P2.30	12/6/16	Mary Grace Whealan	All Things Google Advanced East Rutherford (SBJC) East Rutherford, N.J.	\$0.00	\$0.00	\$0.00	Yes

* 10/21/16, 11/18/16, 1/20/17, 2/17/17, 3/17/17, 5/5/17

** 10/26/16, 11/23/16, 12/4/16, 1/25/17, 2/22/17, 3/29/17, 5/24/17

ROLL CALL P2

DA MC TS KW DZ RV PW
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P3. APPROVAL OF SOURCE 4 TEACHERS SUBSTITUTE TEACHER LIST – OCTOBER 2016

Motion to approve the Source 4 Teachers substitute teacher list as on file in the Superintendent’s Office for October 2016.

ROLL CALL P3

DA MC TS KW DZ RV PW
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P4. APPROVAL OF REQUEST FOR MATERNITY LEAVE OF ABSENCE

Motion: _____ **Second:** _____ **All-in-Favor:** _____ **Any Opposed:** _____

To approve the request from Employee #221 for a maternity leave of absence beginning November 28, 2016, using thirty-four (34) days of her accumulated sick days and the FMLA/NJFLA leave. Her return date is to be determined.

ROLL CALL P4

DA MC TS KW DZ RV PW
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P5. APPROVAL OF DELTA-T GROUP FOR SUBSTITUTE NURSES FOR THE 2016-2017 SCHOOL YEAR

Motion: _____ **Second:** _____ **All-in-Favor:** _____ **Any Opposed:** _____

To approve the Delta-T Group for a substitute registered nurse, at an hourly rate of \$41.75 as needed, for the 2016-2017 school year.

ROLL CALL P5

DA MC TS KW DZ RV PW

PHYSICAL FACILITIES COMMITTEE (*Chairperson; Richard Vartan, Daniel Alvarez, Kathy Winston*)

RESOLVED, that the Board of Education upon the recommendation of the Superintendent of Schools in consultation with the Business Administrator/Board Secretary consider resolution PF1;

Motion: _____ **Second:** _____ **All-in-Favor:** _____ **Any Opposed:** _____

No New Business

COMMUNITY RELATIONS COMMITTEE (*Chairperson; Debbie Zoller, Daniel Alvarez, Maria Caruso*)

RESOLVED, that the Board of Education upon the recommendation of the Superintendent of Schools in consultation with the Business Administrator/Board Secretary consider resolution CR1 through CR2;

Motion: _____ **Second:** _____ **All-in-Favor:** _____ **Any Opposed:** _____

No New Business

TECHNOLOGY COMMITTEE (*Chairperson; Daniel Alvarez, Maria Caruso, Teresa Sawka*)

RESOLVED, that the Board of Education upon the recommendation of the Superintendent of Schools in consultation with the Business Administrator/Board Secretary consider the following resolutions;

Motion: _____ **Second:** _____ **All-in-Favor:** _____ **Any Opposed:** _____

No New Business

NEGOTIATIONS COMMITTEE

RESOLVED, that the Board of Education upon the recommendation of the Superintendent of Schools in consultation with the Business Administrator/Board Secretary consider the following resolution;

Motion: _____ **Second:** _____ **All-in-Favor:** _____ **Any Opposed:** _____

No New Business

FINANCE COMMITTEE (*Chairperson; Teresa Sawka, Paul Weiss, Kathy Winston*)

RESOLVED, that the Board of Education upon the recommendation of the Superintendent of Schools consider resolutions F1 through F4;

F1. APPROVAL OF BILL LISTS

Motion: _____ **Second:** _____ **All-in-Favor:** _____ **Any Opposed:** _____

WHEREAS, N.J.S.A. 18A:19, Expenditure of Funds; Audit and Payment of Claims, provides Board of Educations to make payments on claims for goods received and services rendered payable to the order of the person entitled to receive the amount after approval by the board; or in accordance with payrolls duly certified; or debt service or when provided by resolution approval by a person designated by the board, and

WHEREAS, a list of bills dated September 22, 2016 - October 17, 2016 in the total amount of **\$314,563.76** is being presented to the board with the recommendation that it be paid,

WHEREAS, each claim or demand has been fully itemized, verified and audited as required by law in accordance with N.J.S.A. 18A:19-2.

NOW THEREFORE BE IT RESOLVED, that the East Rutherford Board of Education approves the list of bills for payment in the grand sum of **\$344,178.63**; and

BE IT FURTHER RESOLVED, the list of bills are on file in the Office of the School Business Administrator, and

BE IT FURTHER RESOLVED, that the East Rutherford Board of Education authorizes the School Business Administrator to pay September and October bills if it is determined that a need arises prior to the next board meeting in accordance with Board Policy 6470 – Payment of Claims.

General Account	\$ 314,563.76
Food Service Account	\$ 29,614.87
Special Activity Account	\$ n/a
TOTAL	\$ 344,178.63

ROLL CALL F1

DA MC TS KW DZ RV PW

F2. APPROVAL OF TRANSFERS FOR THE MONTHS OF AUGUST & SEPTEMBER 2016

Motion: _____ **Second:** _____ **All-in-Favor:** _____ **Any Opposed:** _____

WHEREAS, N.J.A.C. 6A:23A-16.10-(c)1 states that a report shall be presented to the Board showing all transfers between line item accounts for each line item account shown on the budget prepared in accordance with N.J.S.A. 18A:22-8, and

WHEREAS, Board policy 6422 designates the Superintendent of Schools to approve transfers as necessary between meetings of the Board and be reported to the Board, ratified and duly recorded in the minutes at a subsequent Board meeting, and

WHEREAS, transfers in the reports “Transfers Before/After” for the month’s of August and September were necessary to maintain the needs of the district and are on file in the Office of the School Business Administrator,

NOW THEREFORE BE IT RESOLVED, that the East Rutherford School District ratifies and approves the transfers in the reports “Transfers Before/After” for the month of September within the 2016-2017 school year budget, approved by the Superintendent, so that no budgetary line item account has been over-expended and that sufficient funds would be available to meet the district’s financial obligations, as requested by various district administrators.

ROLL CALL F2

DA MC TS KW DZ RV PW

F3. ACCEPTANCE OF THE BOARD SECRETARY’S AND TREASURER’S REPORTS AND CERTIFICATION OF FUNDS FOR THE MONTH OF AUGUST 2016

Motion: _____ **Second:** _____ **All-in-Favor:** _____ **Any Opposed:** _____

WHEREAS, N.J.A.C. 6A:23A-16.10 requires the Board Secretary and the Board of Education of the East Rutherford School District to certify that no budgetary line item account has been over-expended and that the sufficient funds are available to meet the District’s financial obligation, and

WHEREAS, N.J.A.C. 6A:23A-16.10 further requires the Board of Education of the East Rutherford School District receive and accept the monthly financial statement, the Board Secretary’s and Treasurer’s Reports; and

WHEREAS, the Board Secretary’s and Treasurer’s Reports for the month ending August 30, 2016 are presented for the Board to accept and are on file in the Office of the School Business Administrator;

NOW THEREFORE BE IT RESOLVED, the Board of Education of the East Rutherford School District acknowledges receipt of and accepts the Board Secretary’s and Treasurer’s Reports for the month ending August 30, 2016; and

BE IT FURTHER RESOLVED, that the Board Secretary and the Board of Education certifies that no budgetary line item account has been over-expended and that there are sufficient funds available to meet the District’s financial obligation.

ROLL CALL F3

DA MC TS KW DZ RV PW

F4. APPROVAL OF TUITIONS/RELATED SERVICES/TRANSPORTATION FOR SPECIAL EDUCATION

Motion: _____ **Second:** _____ **All-in-Favor:** _____ **Any Opposed:** _____

Approve the following Out-of-District contracts for service provided to student’s currently enrolled in programs operated by the East Rutherford Board of Education.

CODE	STUDENT I.D.#	SERVICE(S) REQUESTED	PROVIDER	DATE	COST(s)
F4.1	on file	School Year 2016-2017 Tuition	Westbridge Academy	Sept. 07, 2016 – June 30, 2017	\$79,370.00 annually
F4.2	on file	School Year 2016-2017 Tuition	Hackensack Board of Education	Sept. 16, 2016 – June 22, 2017	\$76.42 per diem
F4.3	on file	School Year 2016-2017 Tuition	Maywood Board of Education	Sept. 07, 2016 – June 22, 2017	\$49,400.00 annually
F4.4	on file	School Year 2016-2017 Extraordinary Services	Maywood Board of Education	Sept. 07, 2016 – June 22, 2017	\$35.00 per session OT \$18.07 per session ST Individual aides – as needed billed at full cost
F4.5	on file	\$1,000,000.00 Umbrella Policy for parent/legal guardian to transport their own child Out of District	Parent	Sept. 2016 – June 2017	\$182.63 annually
F4.6	on file	\$1,000,000.00 Umbrella Policy for parent/legal guardian to transport their own child Out of District	Parent	Sept. 2016 – June 2017	\$881.00 annually

ROLL CALL F4

DA MC TS KW DZ RV PW

F5. DISCUSSION OF THE 2016 FISCAL YEAR END AUDIT, ACCEPTANCE OF SAID AUDIT, APPROVAL OF THE 2016 FISCAL YEAR END CORRECTIVE ACTION PLAN

Motion: _____ **Second:** _____ **All-in-Favor:** _____ **Any Opposed:** _____

WHEREAS, the Board of Education of East Rutherford (the Board) caused an annual audit of the district's accounts and financial transactions to be conducted by a public school accountant for the 2015-2016 fiscal year pursuant to NJSA 18A:23; and

WHEREAS, said "Comprehensive Annual Financial Report" and "Auditor's Management Report" for the fiscal year ended June 30, 2016, are required to be filed in duplicate with the Office of the Commissioner, pursuant to NJSA 18A:23-3; and

WHEREAS, a presentation of the audit with discussion of the district's fiscal status, audit findings and recommendations was made to the Board and public by members of the audit firm of Lerch, Vinci & Higgins, LLP at the board meeting of October 20, 2016; and

WHEREAS, the presentation allowed for a public discussion of the audit results including the district's overall financial position, reserved, unreserved and excess surplus fund balances, funding of worker's compensation and compensated absences, and food services' operations; and

WHEREAS, the presentation further allowed for a public discussion of the audit results including the district's seven (7) audit findings and recommendations, one (1) which was a repeat recommendation, none (0) which was a significant deficiency, all are addressed in the Corrective Action Plan; and

WHEREAS, the synopsis of the CAFR was available to the public at the October 20, 2016 board meeting with copies of the synopsis available at the offices of the School Business Administrator upon request; and

WHEREAS, a Corrective Action Plan has been drafted and disseminated to the board and appropriate parties by the School Business Administrator addressing each of the seven (7) audit recommendations presented in the Auditor's Management Report in response to their recommendations; and

WHEREAS, the Corrective Actions Plan were provided prior to the board meeting to the Finance Committee for their review, comments and support and providing such support on the action within the Corrective Action Plan;

NOW THEREFORE BE IT RESOLVED, that The Board of Education of East Rutherford accepts the June 30, 2016 audit and approves the Corrective Action Plan for the fiscal year ended June 30, 2016; and

BE IT FURTHER RESOLVED, that the Board hereby incorporates the Synopsis of the Audit with each specific audit recommendation and the resulting Corrective Action Plan as part of the minutes of this meeting of October 20, 2016, and noting any public discussion of same for the minutes; and

BE IT FURTHER RESOLVED, that the School Business Administrator be directed to forward to the Executive County Superintendent the minutes together with two copies of the CAFR Synopsis, two copies of the Corrective Action Plan, and certified board minutes adopting the above items.

BE IT FURTHER RESOLVED, in accordance with the directive from the Department of Education, listed below are the specific board action and the disposition of each audit recommendations:

Recommendation 1

Our review of the retroactive salary payments revealed calculations did not include employee health benefit contributions that may have been required under Ch.78.

Disposition:

Greater care be exercised when calculating retroactive salary payments to ensure employee health benefit contributions required under Ch. 78 are included as part of the calculated amounts.

Recommendation 2

Our audit revealed health benefit opt-out payments are calculated separately for medical and prescription coverage resulting in opt-out payments that exceed the state maximum amount of the lesser of 25% of net benefit cost or \$5,000.

Disposition:

The District review compliance with Board policy and state regulations regarding health benefit opt-out payments to ensure payments do not exceed maximum allowable amounts.

Recommendation 3

There exists a deficit in the payroll agency account at June 30, 2016. We noted after review of subsequent payments the deficiency in the payroll agency account appears to be approximately \$37,000.

Disposition:

The District review the balances in the payroll agency account and appropriate action be taken to eliminate any deficit balances.

Recommendation 4

Our audit revealed the Board share of social security contributions for the months of October 2015 through January 2016 in the amount of \$67,019 were not charged to the General Fund budget appropriation. As a result, the audit adjustment created an over expenditure of the appropriation line account of \$66,101.

Disposition:

The District's share of social security contributions be accurately reflected in the budget appropriation line account.

Recommendation 5

Our audit revealed the June 2015 employee health benefit contribution was recorded as a refund/contra to the 2015-16 budget appropriation health benefit line account in error. The amount was reclassified by audit adjustment. As a result, the audit adjustment created an over expenditure of the appropriation line account of \$35,151.

Disposition:

Employee health benefit contributions be reviewed to ensure they are transferred to the General Fund on a timely basis and recorded against the proper budget year appropriation line account.

Recommendation 6

We noted instances where contract awards and purchases were made in excess of the quote threshold where there was no documentation to support that the District received competitive quotations in accordance with N.J.S.A. 18A:18A-37(a).

Disposition:

Purchasing procedures be enhanced to ensure competitive quotations are solicited and attached to purchase orders for all contract awards that exceed the quote threshold in accordance with N.J.S.A. 18A:18A-37(a).

Recommendation 7

The Food Service Fund net cash resources exceeded the maximum amount permitted by the New Jersey State Department of Education.

Disposition:

Procedures will be implemented to ensure that the year-end net cash resources does not exceed three (3) months average expenditures in the Food Service Fund.

ROLL CALL F5

DA	MC	TS	KW	DZ	RV	PW
—	—	—	—	—	—	—

NEW BUSINESS

OLD BUSINESS

OPEN TO THE PUBLIC

President Opens the Hearing of Citizens:

In accordance with the Bylaws 0167-Public Participation in Board Meeting, any citizen present who wishes to be heard should raise his/her hand to be recognized, state name and address and limit remarks to five minutes in accordance with board policy. Matters of a personal nature must first been exhausted through the proper channels. The hearing of citizens shall be limited to sixty minutes.

President Closes the Hearing of Citizens:

EXECUTIVE/CLOSED SESSION

Motion: _____ **Second:** _____ **All-in-Favor:** _____ **Any Opposed:** _____

WHEREAS, the Open Public Meetings Act and the East Rutherford Board of Education reserve the right within the constraints of State Law to sit in Executive Session; and

WHEREAS, there now exists a need for this Board to meet in Executive Session; now therefore

BE IT RESOLVED, that the East Rutherford Board of Education recess into Executive Session to discuss **legal; attorney client privilege information; contractual and personnel matters.**

BE IT FURTHER RESOLVED, that the minutes of the Executive Session will be made available upon a determination by the Board that the disclosure of the minutes will not detrimentally affect any right or interest of the Board; and

BE IT FURTHER RESOLVED, that the public will be informed:

1. When the Board reconvenes to the regular business portion of this meeting this evening; or
2. At a later date, undetermined at this time.

RECONVENE PUBLIC SESSION

Motion: _____ **Second:** _____ **All-in-Favor:** _____ **Any Opposed:** _____

ADJOURNMENT

Motion: _____ **Second:** _____ **All-in-Favor:** _____ **Any Opposed:** _____

**NEXT MEETING:
November 17, 2016, 7:00 P.M.
A.S. Faust School
Gymnasium**