

**EAST RUTHERFORD BOARD OF EDUCATION**  
**PUBLIC MEETING AGENDA**  
**Alfred Faust School Gymnasium**  
**March 16, 2017**  
**6:30 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 ensure 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](http://www.erboe.net)

**SALUTE TO FLAG & MOMENT OF SILENCE**

**ROLL CALL**

Mr. Daniel Alvarez  
Mr. Jason Bulger  
Mrs. Maria Caruso  
Mr. Carlo Maucione  
Mrs. Kathleen Winston  
Mrs. Debra Zoller  
Mr. Richard Vartan

**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 Vartan 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 Vartan Closes the Hearing of Citizens:**

**CORRESPONDENCE TO MEMBERS OF THE BOARD OF EDUCATION**

None

**REPORTS TO THE BOARD**

- Presentation of the Legacy Awards
  - Elizabeth Schmitt
  - Don Gray
- School Business Administrator's Report – Mr. Mark Kramer
- Superintendent's Report – Mr. Giovanni Giancaspro

**ADOPTION OF PRIOR BOARD MEETING MINUTES**

**BE IT RESOLVED, upon the recommendation of the Superintendent, the Board hereby approves the minutes of the following meeting dates as per copies were distributed to each board member:**

Motion:

Second:

Vote:

- February 16, 2017 Public Meeting Minutes
- February 16, 2017 Executive Meeting Minutes

**SUPERINTENDENT'S REPORT**

**BE IT RESOLVED, upon the recommendation of the Superintendent, the Board hereby approves motions: S1) Fire and Emergency Drill Report; S2) Enrollment Report; S3) Harrassment, Intimidation and Bullying Report; S4) Revised Harrassment, Intimidation and Bullying Report; S5 & S6) Resolution Affirming the Superintendent's Decision Relating to an Alleged Harrassment, Intimidation and Bullying Incident Report:**

Motion:

Second:

Vote:

**S1. APPROVAL OF FIRE AND EMERGENCY DRILL REPORT**

SCHOOL	TYPE OF DRILL	DATE	TIME
Faust School	Fire Drill	3/1/17	8:30 A.M.
Faust School	Shelter-in-Place Drill	3/9/17	8:17 A.M.
McKenzie School	Fire Drill	TBA	
McKenzie School	Lockdown	TBA	
McKenzie School	Lockdown	2/27/17	1:10 P.M.

**S2. APPROVAL OF ENROLLMENT REPORT**

SCHOOL	TOTAL ENROLLMENT
Faust	340
McKenzie	474
Special Services – In District	122
Special Services – Out of District	21
Tuition Students	0
Home Instruction	2

**S3. APPROVAL OF HARRASSMENT, INTIMIDATION AND BULLYING MONTHLY REPORT**

SCHOOL	NUMBER OF ALLEGED INCIDENTS	NUMBER OF VERIFIED INCIDENTS
Faust	4	0
McKenzie	0	0

**S4. REVISED APPROVAL OF HARRASSMENT, INTIMIDATION AND BULLYING MONTHLY REPORT FOR FEBRUARY**

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

**S5. RESOLUTION AFFIRMING THE SUPERINTENDENT’S DECISION RELATING TO AN ALLEGED HARASSMENT, INTIMIDATION AND BULLYING INCIDENT (REPORT DATED DECEMBER 15, 2016), PURSUANT TO N.J.S.A. 18A:37-15(b)(6)(e)**

WHEREAS, on December 15, 2016, there was a report of harassment, intimidation and bullying (“HIB”); and

WHEREAS, the East Rutherford School District (“District”) conducted an investigation of the alleged incidents pursuant to the Anti-Bullying Bill of Rights Act, N.J.S.A. 18A:37-13.2, et seq., and Board Policy 5512; and

WHEREAS, at the East Rutherford Board of Education (“Board”) meeting on February 16, 2017, the Superintendent reported the results of the investigation, services provided and discipline imposed, if any; and

WHEREAS, within 5 school days after the results of the investigation were reported to the Board, information about the investigation was provided to the parents/custodians of the students involved; and

WHEREAS, no parent/custodian requested a hearing before the Board.

NOW, THEREFORE, BE IT RESOLVED by the Board that:

1. The aforesaid recitals are incorporated herein as though fully set forth at length.
2. The Superintendent's decision concerning the December 15, 2016 report of HIB is hereby affirmed.

**S6. RESOLUTION AFFIRMING THE SUPERINTENDENT'S DECISION RELATING TO AN ALLEGED HARASSMENT, INTIMIDATION AND BULLYING INCIDENT (REPORT DATED JANUARY 31, 2017), PURSUANT TO N.J.S.A. 18A:37-15(b)(6)(e)**

WHEREAS, on January 31, 2017, there was a report of harassment, intimidation and bullying ("HIB"); and

WHEREAS, the East Rutherford School District ("District") conducted an investigation of the alleged incidents pursuant to the Anti-Bullying Bill of Rights Act, N.J.S.A. 18A:37-13.2, et seq., and Board Policy 5512; and

WHEREAS, at the East Rutherford Board of Education ("Board") meeting on February 16, 2017, the Superintendent reported the results of the investigation, services provided and discipline imposed, if any; and

WHEREAS, within 5 school days after the results of the investigation were reported to the Board, information about the investigation was provided to the parents/custodians of the students involved; and

WHEREAS, no parent/custodian requested a hearing before the Board.

NOW, THEREFORE, BE IT RESOLVED by the Board that:

1. The aforesaid recitals are incorporated herein as though fully set forth at length.
2. The Superintendent's decision concerning the January 31, 2017 report of HIB is hereby affirmed.

**CURRICULUM COMMITTEE** (*Chairperson; Carlo Maucione, Maria Caruso, Debbie Zoller*)

**BE IT RESOLVED, upon the recommendation of the Superintendent, the Board hereby approves motion:**

**C1) Approval of Curricula; C2) Approval of Revised Curriculum Cycle:**

Motion:

Second:

Vote:

**C1. APPROVAL OF CURRICULA FOR WORLD LANGUAGE**

Motion to approve, upon the recommendation of the Superintendent, the following curricula:

- New Jersey Student Learning Standards ~ World Language Grades 5 & 6

**C2. APPROVAL OF REVISED CURRICULUM CYCLE 2015-2020**

Motion to approve, the following revised curriculum cycle as shown below:

<b>Content Area</b>	<b>2015-16</b>	<b>2016-17</b> *updated to reflect NJSLS	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>
English Language Arts (K-8)	Monitor	Review & Research	Develop & Write	Implement	Monitor
Mathematics (K-8)	Monitor	Monitor	Review & Research	Develop & Write	Implement
Science (K-5)	Review & Research	Develop & Write	Implement	Monitor	Monitor
Science (6-8)	Develop & Write	Implement	Monitor	Monitor	Review & Research
Social Studies (K-8)	Develop & Write	Implement	Monitor	Monitor	Review & Research
World Language (K-4)	Develop & Write	Implement	Monitor	Monitor	Review & Research
World Language (5-8)	Review & Research	Develop & Write	Implement	Monitor	Monitor
Visual and Performing Arts (K-8)	Monitor	Review & Research	Develop & Write	Implement	Monitor
Comprehensive Health and Physical Education (K-8)	Implement	Monitor	Monitor	Review & Research	Develop & Write

The *Technology* standards and the *21<sup>st</sup> Century Life and Careers* standards are infused in the curriculum for each content area.

**PERSONNEL COMMITTEE** (*Chairperson; Maria Caruso, Daniel Alvarez, Richard Vartan*)

**BE IT RESOLVED, upon the recommendation of the Superintendent, the Board hereby approves motions: P1) Personnel Actions; P2) Travel Expenditures; P3) Source 4 Teachers Substitute List; P4) Leave of Absence:**

Motion:

Second:

Vote:

**P1. APPROVE FOLLOWING PERSONNEL ACTIONS**

<b>Code</b>	<b>Name</b>	<b>Action</b>	<b>Position</b>	<b>Step</b>	<b>Stipend/ Salary</b>	<b>Effective Date</b>	<b>Discussion/ Account Code</b>
P1.1	Maureen McKenna Holt	Appointment	Part-Time Payroll & Health Benefits	N/A	\$50.00 hourly	3/13/17 - 6/30/17	Up to 25 hours a week 11-000-251-100-00-000
P1.2	Tracy Barnett	Salary Guide Movement	Teacher	From: MA+15, Step 5 To: MA+30, Step 5	From: \$69,642.00 To: \$70,892.00	2/1/17 – 6/30/17	Faust School 11-130-100-101-00-000

Code	Name	Action	Position	Step	Stipend/ Salary	Effective Date	Discussion/ Account Code
P1.3	Danielle Bartlett	Acknowledgement	Observation/ Field Experience	N/A	N/A	TBD	Total 6 hours (1 day) Observing the 5 <sup>th</sup> grade/ Faust School
P1.4	Brittany Addeo	Appointment	Home Instruction	N/A	\$45.00/hour	3/1/17 – 4/15/17	2 hours per week 11-150-100-101-00-000
P1.5	Ellen Bender	Appointment	Home Instruction	N/A	\$45.00/hour	3/1/17 – 4/15/17	1 hour per week 11-150-100-101-00-000
P1.6	Danielle Esposito	Appointment	Home Instruction	N/A	\$45.00/hour	3/1/17 – 4/15/17	1 hour per week 11-150-100-101-00-000
P1.7	Zachary Majsiaik	Appointment	Home Instruction	N/A	\$45.00/hour	3/1/17 – 4/15/17	1 hour per week 11-150-100-101-00-000
P1.8	Cory Scelsa	Appointment	Home Instruction	N/A	\$45.00/hour	3/6/17 – 4/15/17	10 hours per week 11-150-100-101-00-000

**P2. APPROVAL OF TRAVEL EXPENDITURES**

Code	Date	Employee	Workshop/Location	Total Cost to Board	Sub
P2.1	3/20/17	Jessica Ballester	PLAAPF Train the Trainer Follow Up Paramus, N.J.	\$0.00	No
P2.2	3/24/17	Jessica Ballester	SEMI Regional Meeting Westfield, N.J.	\$15.13	No
P2.3	3/20/17	Daneille Esposito	PLAAPF Train the Trainer Follow Up Paramus, N.J.	\$0.00	No
P2.4	5/17/17 – 5/19/17	Giovanni Giancaspro	NJASA/NJAPSA Spring Leadership Conference Atlantic City, N.J.	\$575.00	No
P2.5	3/14/17	Helene Herman-Puig	NJASK Training Saddle Brook, N.J.	\$0.00	No
P2.6	3/14/17	Abbey Rabinovich	NJASK Training Saddle Brook, N.J.	\$0.00	No
P2.7	3/20/17	John Roscitt	PLAAPF Train the Trainer Follow Up Paramus, N.J.	\$0.00	Yes
P2.8	3/20/17	Jesse Romano	PLAAPF Train the Trainer Follow Up Paramus, N.J.	\$0.00	Yes

**P3. APPROVAL OF SOURCE 4 TEACHERS SUBSTITUTE TEACHER LIST**

Approve the Source 4 Teachers substitute teacher list as on file in the Superintendent’s Office for **March 2017**.

**P4. LEAVE OF ABSENCE**

Code	Employee	Reason	Position	School	Start Date	End Date	Accumulated Sick Days being Utilized	Unpaid Family Leave Start Date	Return Date/ Discussion
P4.1	#0107	Maternity Leave	Teacher	Faust	4/24/17	6/1/17	3 personal days/ 25 sick days		6/2/2017
P4.2	#0221	Extended Maternity Leave	Teacher	McKenzie	11/28/16	09/29/17	34 ½ days	1/23/17 FMLA begins followed by NJFLA leave	10/2/17

**PHYSICAL FACILITIES COMMITTEE** (*Chairperson; Kathy Winston, Jason Bulger, Maria Caruso*)

**BE IT RESOLVED, upon the recommendation of the Superintendent, the Board hereby approves motion:**

**No New Business**

**COMMUNITY RELATIONS COMMITTEE** (*Chairperson; Jason Bulger, Carlo Maucione, Debbie Zoller*)

**BE IT RESOLVED, upon the recommendation of the Superintendent, the Board hereby approves motions: CR1) Second Reading - Bylaws, Policies & Regulations:**

Motion:

Second:

Vote:

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

Approve the second reading of the following mandated/revised bylaws, policies and regulations of the East Rutherford Board of Education:

- Policy 2460 – Special Education (M) revised

**TECHNOLOGY COMMITTEE** (*Chairperson; Daniel Alvarez, Jason Bulger, Carlo Maucione*)

**BE IT RESOLVED, upon the recommendation of the Superintendent, the Board hereby approves motions: T1) 3 Year Technology Plan:**

Motion:

Second:

Vote:

**T1. APPROVE THE 3 YEAR TECHNOLOGY PLAN**

Motion to approve, the East Rutherford Schools Districts 3 Year Technology Plan for September 2017 – August 2020.

**NEGOTIATIONS COMMITTEE**

**BE IT RESOLVED, upon the recommendation of the Superintendent, the Board hereby approves motions:**

**No New Business**

**FINANCE COMMITTEE** (*Chairperson; Debbie Zoller, Richard Vartan, Kathy Winston*)

**BE IT RESOLVED, upon the recommendation of the Superintendent, the Board hereby approves motions: F1) Bill Lists; F2) Approval of Transfer of Funds; F3) Acceptance of Monthly Financial Reports; F4) Approval of Student Services; F5) Approval of Preschool Tuition Rate; F6) Approval of Prudent Use of Legal Services; F7) Approval of Preliminary Budget:**

**F1. APPROVAL OF BILL LISTS**

Motion:  
Second:  
Vote:

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 **February 11, 2017 - March 09, 2017** is being presented to the board with the recommendation that it be ratified and 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 **\$360,698.71**; 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 March and April bills if it is determined that a need arises prior to the next board meeting in accordance with Board Policy 6470 – Payment of Claims.

<b>General Account</b>	\$329,339.33
<b>Food Service Account</b>	\$29,533.08
<b>Special Activity Account</b>	\$1,826.30
<b>TOTAL</b>	<b>\$360,698.71</b>

**F2. APPROVAL OF TRANSFERS FOR THE MONTHS OF JANUARY AND FEBRUARY**

Motion:  
Second:  
Vote:

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 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 **January and February** 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.

**F3. ACCEPTANCE OF THE FINANCIAL REPORTS**

Motion:  
Second:  
Vote:

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 **January 31, 2017** 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 **January 31, 2017**; 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.

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

Motion:  
Second:  
Vote:

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	Teacher of the Deaf Services	Bergen County Special Services	January – June 2017	Not to exceed \$3,300
F4.2	on file	Teacher of the Deaf Services	Bergen County Special Services	February – March 2017	Not to exceed \$7,590

**F5. APPROVAL TO SET THE 2017-2018 PRESCHOOL TUITION RATE**

Motion:  
Second:  
Vote:

BE IT RESOLVED, that the East Rutherford Board of Education, upon the recommendation of the Superintendent, approve and establish a tuition rate of \$3,000.00 per child for the 2017-2018 Preschool program at McKenzie School.

**F6. APPROVAL OF PRUDENT USE OF LEGAL SERVICES**

Motion:  
Second:  
Vote:

WHEREAS, all contracts for legal services must comply with the payment requirements and restrictions set forth in N.J.S.A. 18A:19-1 as follows:

- A. Advance payments for legal services are prohibited;
- B. Services to be provided shall be described in detail in the contract;
- C. Invoices for payment shall itemize the services provided for billing period; and
- D. Payment shall only be for services actually provided.

WHEREAS, if at any time the district's legal costs exceed 130 percent of the Statewide average per pupil amount, the procedures set forth in N.J.A.C. 8A:23A-5.2(a)3 will be implemented by the East Rutherford Board of Education, unless evidence can be provided that such procedures would not result in a reduction of cost.

The procedures require the East Rutherford school district to:

- A. Limit and designate the persons with the authority to request services or advice from contracted legal counsel;
- B. Legal counsel will not be used unnecessarily to make management decisions or to obtain readily available information such as district policies;
- C. Requests for legal advice shall be made in writing; and
- D. Contact logs and records shall be kept and reviewed to determine that the requests for legal advice are necessary.

NOW, THEREFORE BE IT RESOLVED by the East Rutherford Board of Education to approve the Prudent Use of Legal Services as set forth above:

**F7. APPROVAL OF THE PRELIMINARY 2017-2018 BUDGET**

Motion:

Second:

Vote:

**NEW BUSINESS**

**OLD BUSINESS**

**OPEN TO THE PUBLIC**

**President Vartan 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 Vartan Closes the Hearing of Citizens:**

**ADJOURN TO EXECUTIVE SESSION**

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:

Vote:

**ADJOURNMENT**

Motion:

Second:

Vote:

**NEXT MEETING:  
Public Meeting  
April 27, 2017, 6:00 P.M.  
A.S. Faust School Gymnasium  
100 Uhland Street, East Rutherford, New Jersey**