

**EAST RUTHERFORD BOARD OF EDUCATION**  
**PUBLIC MEETING AGENDA**  
**Faust School Gymnasium**  
**October 30, 2018**  
**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 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 by having the date, time and place thereof provided to The Record and South Bergenite Newspapers to have published and posted in the vestibule of the Borough Hall and Public Library.

Copies of agendas are available 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  
Mrs. ShaVonne Honor  
Mr. Carlo Maucione  
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:**

**Time:**

Opening public comments on agenda items only. State your name and address for the record. Each person wishing to speak will have three (3) minutes each. After the board completes the business portion of the meeting, there will be a second public comment section which anyone wishing to speak will be given the opportunity to do so.

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

**Time:**

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

- None

**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:**

- September 27, 2018 Public Meeting Minutes
- September 27, 2018 Executive Meeting Minutes

**ROLL CALL VOTE:**

MEMBER	YES	NO	ABSTAIN	ABSENT	REMARKS
Daniel Alvarez					
Jason Bulger					
Maria Caruso					
ShaVonne Honor					
Carlo Maucione					
Debbie Zoller					

**REPORTS/PRESENTATIONS TO THE BOARD**

- School Business Administrator’s Report – Mrs. Lameka Augustin
- Superintendent’s Report – Mr. Giovanni A. Giancaspro

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

- S1) Fire and Emergency Drill Report**
- S2) Enrollment Report**
- S3) Harassment, Intimidation and Bullying Report**

**Motions S1 – S3:**

Second:

Vote:

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

SCHOOL	TYPE OF DRILL	DATE	TIME
Faust School	Fire Drill	10/12/18	1:30 pm
Faust School	Evacuation Drill/ Non-Emergency	10/2/18	9:35 am
Faust Annex	Fire Drill	10/12/18	1:36 pm
Faust Annex	Evacuation Drill/ Non-Emergency	10/17/18	12:55 pm
McKenzie School	Fire Drill	10/17/18	1:04 pm
McKenzie School	Evacuation Relocation	10/10/18	9:47 am

**S2. APPROVAL OF ENROLLMENT REPORT**

SCHOOL	TOTAL ENROLLMENT
Faust	344
McKenzie	457
Special Services – In District	122
Special Services – Out of District	16
Tuition Students	2
Home Instruction	2

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

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

**CURRICULUM COMMITTEE** (*Chairperson; Carlo Maucione, Maria Caruso, ShaVonne Honor*)

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

- C1) Approval of Student Services**
- C2) Approval of Transportation Requests**
- C3) Approval of After-School Academic Intervention Program 2018-2019**
- C4) Approval of Agreement with LearnWell Student Provider**
- C5) Approve and Accept the Revised Grant Application Fiscal Year 2018-2019**
- C6) Approval of Agreement with CCL Therapy LLC**

**C1. APPROVAL OF STUDENT SERVICES**

**BE IT RESOLVED,** upon the recommendation of the Superintendent, in consultation with the Supervisor of Student Services, the following contracts, related services and transportation provided to Special Education 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)
C1.1	on file	Instructional	American Tutor, Inc.	Oct. 2018	2 hours per day Monday – Friday \$59.00 per hour Total - \$590.00 weekly

**C2. APPROVAL OF FIELD TRIP - TRANSPORTATION REQUESTS**

**BE IT RESOLVED,** that the East Rutherford Board of Education, upon the recommendation of the Superintendent, approves the following field trip and transportation requests;

Code	School	Grade	Requested by Whom	Destination	Purpose/ Goal of Trip	Cost/ Discussion
C2.1	McKenzie	1	M. Errico	Montclair State University	Dragons Love Taco’s Play	\$11.00 per student
C2.2	Faust	6 – 8	J. Schweikardt	Neptune H.S. & Great Adventure	Performance & Music Festival	\$60.00 per student
C2.3	McKenzie	1	J. Bleich	E.R. Memorial Library	Tour of Library	\$0
C2.4	McKenzie	K-4	E. Moreno	ShopRite	Career Building	\$0
C2.5	McKenzie	1	N. Traverso	E.R. Memorial Library	Tour of Library	\$0
C2.6	McKenzie	1	S. Machado	E.R. Memorial Library	Tour of Library	\$0
C2.7	McKenzie	1	M. Errico	E.R. Memorial Library	Tour of Library	\$0
C2.8	McKenzie	1	A. Meli	E.R. Memorial Library	Tour of Library	\$0
C2.9	Faust	6-8	G. Giancaspro	New Jersey School Boards November Meeting	J. Schweikardt & A.S. Faust Band Performance	\$0

**C3. APPROVAL OF AFTER-SCHOOL ACADEMIC INTERVENTION PROGRAM FOR 2018-2019**

Motion to approve, upon the recommendation of the Superintendent, approve the After-School Academic Intervention Program for the Faust School and McKenzie School from November 5, 2018 through April 11, 2019.

**C4. APPROVAL OF AGREEMENT WITH LEARNWELL STUDENT PROVIDER**

**BE IT RESOLVED**, that the East Rutherford Board of Education, upon the recommendation of the Superintendent, approves the agreement with LearnWell for student services of home instruction and IEP mandated home-based related services, up to 10 hours per week at the rate of \$45.50 per hour of instruction plus an additional 33% fee for administrative and preparation time as needed (i.e., each 3 hours of teaching generates 1 hour of admin/prep time cost).

**C5. APPROVE AND ACCEPT THE REVISED GRANT APPLICATION FISCAL YEAR 2018 – 2019**

**NOW THEREFORE BE IT RESOLVED**, the East Rutherford Board of Education accepts the revised Elementary and Secondary Education Act (ESEA) Consolidated Entitlement Funds based on carryover amounts for the Fiscal Year 2018-2019, in the amount of \$ 207,425. 00 as allocated:

Title I, Part A	\$ 158,741
Title II, Part A	18,544
Title III	13,962
Title III Immigrant	6,178
Title IV Part A	<u>10,000</u>
Total Public School Allocation	<b>\$ 231, 935</b>

**BE IT FURTHER RESOLVED**, that said funds will be distributed in the following manner consistent with the submitted application:

Title I, Part A

Instruction Salaries – After School Academic Intervention Program	20.231.100.100	<b>\$ 39,982</b>
Instruction Salaries – After School AIP Supervisor	20.231.100.100	5,000
Instruction Salaries –BSI Teacher Kelly: Salary (49%)	20.231.100.100	54,600
Instruction Salaries – BSI Teacher Kelly: Benefits	20.231.200.200	16,926
Instruction Supplies – IXL Online Math	20.231.100.600	7,797
Instruction Supplies – Instructional Supplies	20. 231.100.600	1,228
Instructional Supplies- Leveled Readers	20.231.100.600	3,130
Purchased Professional Service- Literacy Coach (Elem. Schl.)	20.231.200.300	27,336
Purchased Professional Service- Math Coach	20.231.200.300	10,000
Purchased Professional Service- ELA Coach (Middle Schl.)	20.231.200.300	10,000
Non-Instruction-Purchased Service- Orton Gillingham Training	20.231.200.500	<u>2,350</u>
		<b>\$178, 349</b>

Title II, Part A:

Support Services Professional Services – Consultant/PD	20.271.200.300	<b>4,427</b>
Support Services Professional Services – Consultant/PD	20.271.200.300	10,000
Non-Instructional Supplies – Educational Impact	20.271.200.600	<u>4,200</u>
		<b>\$18, 627</b>

Title III:

Instruction Salaries – ESL Teacher Lopez: Salary (17%)	20.241.100.100	\$ 10,000
Instruction Salaries – ESL Teacher Lopez: Benefits	20.241.200.200	3,100
Non-Instruction Other Purchased Services- International Night	20.241.100.600	<u>1,030</u>
		<b>\$ 14,130</b>

Title III Immigrant:

Instructional Supplies – Materials as needed	20.242.100.600	\$ 600
Non-Instruction Purchased Professional Services – Consultant/PD	20.242.200.300	2,640
Non-Instruction Other Purchased Services- International Night	20.242.200.500	<u>2,938</u>
		<b>\$ 6,178</b>

Title IV, Part A

Non-Instruction Purchased Professional Services – Consultant/PD	20.280.200.300	<b>\$ 14,651</b>
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Total Public School Allocation **\$231,935**

**BE IT FURTHER RESOLVED**, that the following employees will be appointed and assigned as follows:

**Title I, Part A**

**Instruction Salaries                      20.231.100.100                      \$ 54,600.00**

Name	Annual Salary	Title I Part A Allocation	Funding %	Location
BSI Teacher JoAnn Kelly	\$111,044	\$54,600.00	49%	McKenzie

**Title III:**

**Instruction Salaries                      20.241.100.100                      \$ 10,000.00**

Name	Annual Salary	Title IV Part A Allocation	Funding %	Location
ESL Teacher Christina Lopez	\$63,527	\$10,000.00	17%	Alfred A Faust

**C6. APPROVAL OF AGREEMENT WITH CCL THERAPY LLC STUDENT PROVIDER**

**BE IT RESOLVED**, that the East Rutherford Board of Education, upon the recommendation of the Superintendent, approves the agreement with CCL Therapy, LLC to provide Occupational Therapy Evaluations and services on an “as needed” basis. The Services will be provided under the supervision of Jennifer Wagner. The services will be in effect from September 24, 2018 through June 30, 2019, unless terminated earlier in accordance with the terms of the Agreement.

CCL Therapy Service(s)	CCL Therapy Cost(s)
Evaluation/Re-Evaluations	\$325.00 in district \$415.00 out of district
Occupational Therapy	\$95.00 per hour for OT \$75.00 per hour for Certified OT
Home Based Services	\$125.00 minimum of one hour
Annual Reviews	\$95.00
Quarterly documentation/4 times	\$95.00

**ROLL CALL VOTE: C1 – C6**

MEMBER	YES	NO	ABSTAIN	ABSENT	REMARKS
Daniel Alvarez					
Jason Bulger					
Maria Caruso					
ShaVonne Honor					
Carlo Maucione					
Debbie Zoller					

**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) Leave of Absence**
- P4) Approval of Insight Workforce Solutions Substitute Teacher List**
- P5) Approval of Employment Contract between the East Rutherford Board of Education and Lameka Augustin, School Business Administrator/Board Secretary**
- P6) Acceptance of Resignation Notification – J. Falkowska**
- P7) Acceptance of Resignation Notification – L. Kolheffer**
- P8) Resolution Adopting a Notice of Claim Form**

**P1. APPROVE FOLLOWING PERSONNEL ACTIONS**

Code	Name	Action	Position	Step	Stipend/ Salary	Effective Date	Discussion/ Account Code
P1.1	Jocelyn Echeverria	Acknowledgement	Field Observation	N/A	N/A	11/1/18- 12/21/18	20 hours/1 day a week Cooperating Teacher Mrs. Fox (pending background check)
P1.2	Maria Campllonch	Acknowledgement	Shadowing Experience	N/A	N/A	11/18 (date TBD)	1 day/6 hours Cooperating Principal Brian Barrow (pending background check)
P1.3	Madeline Delgado	Appointment	Instructional Aide	Step 4-5 H.Q.	\$20.02*	9/6/18 – 6/30/19	Increase in hours from 3.25 to 5 hours a day 11-212-100-106-080-00-000
P1.4	Ryan William Hollis	Acknowledgement	Clinical Affiliation	N/A	N/A	1/14/19 – 4/12/19	12 weeks Cooperating Physical Therapist Michelle Baker
P1.5	Elizabeth Albanese	Appointment	Part-Time Special Ed. Aide	Step 1 H.Q.	\$19.22*	11/5/18 – 6/30/19	5 hours/day 11-216-100-106-080-00-000
P1.6	Alyssa Meli	Appointment	Home Instruction	N/A	\$45.00/hr.	10/16/18 – TBD	5 hours per week 11-150-100-101-040-00-979
P1.7	Philip Cocozzo	Appointment	After-School Crowd Control – Faust Basketball	N/A	\$35 – single game \$50 –double game	Basketball Season	Schedule to be arranged by Faust Principal 11-402-100-101-040-00-990
P1.8	Patricia Monks	Appointment	After-School Crowd Control – Faust Basketball	N/A	\$35 – single game \$50 –double game	Basketball Season	Schedule to be arranged by Faust Principal 11-402-100-101-040-00-990
P1.9	Tracy Vanasco	Appointment	After-School Crowd Control – Faust Basketball	N/A	\$35 – single game \$50 –double game	Basketball Season	Schedule to be arranged by Faust Principal 11-402-100-101-040-00-990

Code	Name	Action	Position	Step	Stipend/ Salary	Effective Date	Discussion/ Account Code
P1.10	Donna Wolfe	Appointment	After-School Crowd Control – Faust Basketball	N/A	\$35 – single game \$50 –double game	Basketball Season	Schedule to be arranged by Faust Principal 11-402-100-101-040-00-990
P1.11	Tammy Falco	Appointment	After-School Crowd Control – Faust Basketball	N/A	\$35 – single game \$50 –double game	Basketball Season	Schedule to be arranged by Faust Principal 11-402-100-101-040-00-990
P1.12	Michele Nagin	Appointment	After-School Crowd Control – Faust Basketball	N/A	\$35 – single game \$50 –double game	Basketball Season	Schedule to be arranged by Faust Principal 11-402-100-101-040-00-990
P1.13	Jesse Romano	Acknowledgement	Volunteer	N/A	N/A	2018-2019 school year	Volunteering time to assist girl’s and boys’ basketball coach
P1.14	Keri Breen	Appointment	Instructional Aide	Step 1 Certified Aide	\$21.08/hr*	11/1/18 – 6/30/19	5 hours/day 11-190-100-106-080-00-000 (pending background check)

\*Salary subject to adjustment upon successful completion of EREA negotiations

**P2. APPROVAL OF TRAVEL EXPENDITURES**

Code	Date	Employee	Workshop/Location	Total Cost to Board	Sub
P2.1	12/6/18	Mercedes Sermeno-Fox	Pique Proficiency Monroe Township, N.J.	\$175.00	Yes
P2.2	11/27-28/18	Katherine Fontana	First Aid CPR/AED Instructor Training Fairfield, N.J.	\$300.00	Yes
P2.3	11/27-28/18	Kristin Wilhelm	First Aid CPR/AED Instructor Training Fairfield, N.J.	\$300.00	Yes
P2.4	10/17/18	Katherine Barone	MAP Growth Applying Reports Scotch Plains, N.J.	\$116.55 Registration/Mileage	Yes
P2.5	10/17/18	Danielle Esposito	MAP Growth Applying Reports Scotch Plains, N.J.	\$116.55 Registration/Mileage	Yes
P2.6	10/17/18	Jo-Anne Kelly	MAP Growth Applying Reports Scotch Plains, N.J.	\$116.55 Registration/Mileage	Yes
P2.7	10/17/18	Sheiyra Machado	MAP Growth Applying Reports Scotch Plains, N.J.	\$116.55 Registration/Mileage	Yes
P2.8	12/6/18	Synthia Cuello	Pique Proficiency Monroe Township, N.J.	\$175.00	Yes
P2.9	10/11/18 11/13/18 12/19/18	Sharon King-Dobson	NJL2L Cohort Meetings – Mandated Paramus, N.J.	\$0.00	No
P2.10	11/5/2018	Jamie Gentry	Technology in Mathematics Classroom Grades 6-12 Hasbrouck Heights, N.J.	\$0.00	Yes
P2.11	10/29/18	Hana Dizdarevic	Something Exciting! Learning for Real: Open Door Projects Wayne, N.J.	\$0.00	Yes
P2.12	10/29/18	Kathy DiLascio	Something Exciting! Learning for Real: Open Door Projects Wayne, N.J.	\$0.00	Yes



**P3. 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
P3.1	#0339	Maternity Leave	Teacher	Faust	1/3/19	5/31/19	16 sick days 3 personal days	1/31/19 FMLA followed by NJFLA	June 1, 2019

**P4. APPROVAL OF INSIGHT WORKFORCE SOLUTIONS SUBSTITUTE TEACHER LIST**

Motion to approve, upon the recommendation of the Superintendent, the Insight Workforce Solutions substitute teacher list as on file in the Superintendent’s Office for **October 2018**.

**P5. APPROVAL OF AN EMPLOYMENT CONTRACT BETWEEN THE EAST RUTHERFORD BOARD OF EDUCATION AND LAMEKA AUGUSTIN, SCHOOL BUSINESS ADMINISTRATOR/BOARD SECRETARY**

**BE IT RESOLVED**, by the East Rutherford Board of Education that an Employment Contract between the Board and Lameka Augustin, School Business Administrator/Board Secretary, for the 2018-2019 school year, at an annual salary of \$130,000 (pro-rated), as on file in the Superintendent’s office, is hereby approved.

**P6. ACCEPTANCE OF RESIGNATION NOTIFICATION – J. FALKOWSKA**

Motion to accept, with regret, the resignation notification from Justyna Falkowska, effective December 1, 2018.

**P7. ACCEPTANCE OF RESIGNATION NOTIFICATION – L. KOLHEFFER**

Motion to accept, with regret, the resignation notification from Lynzi Kolheffer, effective December 14, 2018.

**P8. RESOLUTION ADOPTING A NOTICE OF CLAIM FORM AS THE OFFICIAL CLAIM FORM FOR EAST RUTHERFORD BOARD OF EDUCATION, PURSUANT TO N.J.S.A. 59:8-6.**

**WHEREAS**, East Rutherford Board of Education (“Board”) may adopt a form specifying information to be contained in claims filed against it or its employees pursuant to N.J.S.A. 59:8-6; and

**WHEREAS**, the Board has elected to adopt an official Notice of Claim form to be used by the Board; and

**WHEREAS**, a claim form entitled “East Rutherford Board of Education Notice of Claim Form Pursuant to N.J.S.A. 59:1-1, et seq.” indicating a date of adoption of October 25, 2018, is on file in the Board of Education office and made a part hereof by reference.

**NOW, THEREFORE, BE IT RESOLVED** by the East Rutherford Board of Education, that:

1. The aforesaid recitals are incorporated herein as though fully set forth at length.
2. The above referenced Notice of Claim form is hereby adopted and approved.

3. The Superintendent, Business Administrator/Board Secretary, and any other necessary officer or employee of the Board, are hereby authorized to execute any and all documents and to take any and all actions necessary to complete and realize the intent and purpose of this Resolution.
4. This Resolution shall be effective immediately.

**ROLL CALL VOTE: P1 – P8**

MEMBER	YES	NO	ABSTAIN	ABSENT	REMARKS
Daniel Alvarez					
Jason Bulger					
Maria Caruso					
ShaVonne Honor					
Carlo Maucione					
Debbie Zoller					

**PHYSICAL FACILITIES COMMITTEE** (*Chairperson; ShaVonne Honor, Jason Bulger, Maria Caruso*)

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

**PF1) Approval of Use of District Facilities**

**PF2) Approval of Submission of the Comprehensive Maintenance Plan**

**PF1. APPROVAL OF USE OF DISTRICT FACILITIES**

Code	Application Number	Requested by/ Organization	Location Requested	Purpose	Open to the Public	Date of Event	Time Allotment	Discussion/ Fee to BOE
PF1.1	71	J. Hansen Borough of E. Rutherford Recreation	Faust Gymnasium	Boys Basketball	Yes	12/8/18 – 3/2/19	Saturdays 8:00 am – 12:00 pm	Special Police Officer required and Custodial overtime paid by Borough of E. Rutherford

*Board Policy# 7510 facilities available 6:30 – 9:00pm.*

**PF2. APPROVAL OF THE SUBMISSION OF THE COMPREHENSIVE MAINTENANCE PLAN**

**WHEREAS,** the Department of Education requires New Jersey School Districts to submit a Comprehensive Plan documenting “required” maintenance activities for each of its public school facilities, and

**WHEREAS,** the required maintenance activities as listed in the attached document for the various school facilities of East Rutherford Public Schools are consistent with these requirements, and

**WHEREAS,** all past and planned activities are reasonable to keep school facilities open and safe for use or in their original condition and to keep their system warranties valid,

**NOW THEREFORE BE IT RESOLVED,** that the East Rutherford Public Schools hereby authorizes the School Business Administrator/Board Secretary to submit the 2018 Comprehensive Maintenance Plan and 2018 M-1 for East Rutherford Public Schools in compliance with the Department of Education requirements.

**ROLL CALL VOTE: PF1 – PF2**

MEMBER	YES	NO	ABSTAIN	ABSENT	REMARKS
Daniel Alvarez					
Jason Bulger					
Maria Caruso					
ShaVonne Honor					
Carlo Maucione					
Debbie Zoller					
Richard Vartan					

**AD-HOC COMMITTEE** (*Chairperson; Richard Vartan, Maria Caruso, Debbie Zoller*)

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

AD-HOC – status – Mr. Vartan

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

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

No New Business

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

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

No New Business

**NEGOTIATIONS COMMITTEE IUOE** (*Chairperson; Carlo Maucione, Jason Bulger*)

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

No New Business

**NEGOTIATIONS COMMITTEE EREA** (*Chairperson; Danny Alvarez, Jason Bulger, Richard Vartan*)

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

E.R.E.A. - status – Mr. Vartan

**FINANCE COMMITTEE** (*Chairperson; Debbie Zoller, ShaVonne Honor, Daniel Alvarez*)

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

- F1) Approval of Bill Lists**
- F2) Acceptance of Monthly Financial Reports**
- F3) Approval of Transfers**
- F4) Resolution to Establish Petty Cash Fund for Community Based Program**
- F5) Approval of Agreement with Handle With Care for Professional Development**
- F6) Approval of Agreement with Brain Power Wellness Program for Staff/Student's**

**F1. APPROVAL OF BILL LISTS**

**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 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 following list of bills for payment; and

**BE IT 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 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 Fund	\$363,207.44
Food Service Fund	\$34,261.21
Special Activity Fund	\$0.00
Payroll Fund 9/15 – 10/15/18	\$1,458,423.49
<b>TOTAL OF FUNDS</b>	<b>\$1,855,892.14</b>

**F2. ACCEPTANCE OF THE FINANCIAL REPORTS – AUGUST 2018**

**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

**BE IT FURTHER RESOLVED**, the Board Secretary's and Treasurer's Reports for the month ending August 31, 2018 are on record in the Office of the School Business Administrator for review;

**F3. APPROVAL OF TRANSFERS – AUGUST 2018**

**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 months of July through August within the 2018-2019 school year budget, as 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

**BE IT FURTHER RESOLVED**, this resolution shall take effect immediately, and the East Rutherford Board of Education authorizes the Superintendent, Board President and School Business Administrator to sign any documents on behalf of the East Rutherford Board of Education with regards to exercising the intent of this resolution.

**F4. RESOLUTION TO ESTABLISH PETTY CASH FUND FOR COMMUNITY BASED PROGRAM**

**RESOLVED**, that the Board of Education of the East Rutherford School District here by authorizes the establishment of petty cash accounts from July 1, 2018 through June 30, 2019, with the responsibilities and signatories assigned to the following custodian:

<b>Petty Cash Custodian</b>	<b>Amount</b>	<b>Designated Person Responsible for Disposition of Fund</b>	<b>Maximum Single Expenditure</b>
Child Study Team Supervisor	Not to exceed \$400.00	Secretary	\$50.00

**BE IT FURTHER RESOLVED**, that any receipt being reimbursed through the petty cash fund cannot exceed the maximum single expenditure limit set in the above table and that the signatories of the petty cash fund fully comply with the requirements within the District’s Policy #6620 Petty Cash.

**BE IT FURTHER RESOLVED**, that funds are to be used for small purchases not exceeding the maximum single expenditure limit \$50.00 and not to subvert the intent of the regular purchasing procedures.

**BE IT FURTHER RESOLVED**, that all unused petty cash funds will be returned to the depository prior to the end of the fiscal year in accordance with the District’s Policy #6620 Petty Cash.

**F5. APPROVAL OF AGREEMENT WITH HANDLE WITH CARE PROGRAM FOR PROFESSIONAL DEVELOPMENT**

**BE IT RESOLVED**, that the East Rutherford Board of Education, upon the recommendation of the Superintendent, approves the agreement with Handle With Care Behavior Management System, Inc. for licensing and training for up to 20 staff members on November 2, 5 and 7 at a daily expense of \$2400.00 for a total of \$7,200.00 plus expenses if incurred.

**F6. APPROVAL OF AGREEMENT WITH BRAIN POWER WELLNESS PROGRAM**

**BE IT RESOLVED**, that the East Rutherford Board of Education, upon the recommendation of the Superintendent, approves the agreement with Brain Power Wellness Program. for 8 training wellness classes for staff at both A.S. Faust School and McKenzie School at a rate of \$2,000.00, 8 visits to student classrooms at both A.S. Faust School and McKenzie School at a rate of \$4,000.00, supplies and materials for all at a rate of \$4,610.00 for a total of \$14,610.00 for the program.

**ROLL CALL VOTE: F1 – F6**

MEMBER	YES	NO	ABSTAIN	ABSENT	REMARKS
Daniel Alvarez					
Jason Bulger					
Maria Caruso					
ShaVonne Honor					
Carlo Maucione					
Debbie Zoller					
Richard Vartan					

**NEW BUSINESS**

**OLD BUSINESS**

**OPEN TO THE PUBLIC**

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

**Time:**

Opening this portion of the meeting to public comments on school related issues. State your name and address for the record. Each person wishing to speak will have three (3) minutes each to do so.

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

**Time:**

**ADJOURN TO EXECUTIVE SESSION (IF NECESSARY)**

**Time:**

Motion to pass the board’s standard resolution for the board to enter into executive session. The board expects to return to the business portion of the meeting in approximately \_\_\_\_minutes. Formal action \_\_\_\_\_ (will/will not/may) be taken. The following matters will be covered in executive session:

**ROLL CALL VOTE:**

MEMBER	YES	NO	ABSTAIN	ABSENT	REMARKS
Daniel Alvarez					
Jason Bulger					
Maria Caruso					
ShaVonne Honor					
Carlo Maucione					
Debbie Zoller					
Richard Vartan					

**MOTION TO RETURN TO THE REGULAR ORDER OF BUSINESS (IF NECESSARY)**

**Time:**

**ROLL CALL VOTE:**

MEMBER	YES	NO	ABSTAIN	ABSENT	REMARKS
Daniel Alvarez					
Jason Bulger					
Maria Caruso					
ShaVonne Honor					
Carlo Maucione					
Debbie Zoller					
Richard Vartan					

**FINAL MATTERS TO DISCUSS OR ACT UPON (IF NECESSARY)**

**MOTION TO ADJOURN**

**Time:**

**ROLL CALL VOTE:**

MEMBER	YES	NO	ABSTAIN	ABSENT	REMARKS
Daniel Alvarez					
Jason Bulger					
Maria Caruso					
ShaVonne Honor					
Carlo Maucione					
Debbie Zoller					
Richard Vartan					

**NEXT MEETING:  
Public Meeting  
Faust School Gymnasium  
November 29, 2018  
7:00 P.M.**