

**EAST RUTHERFORD BOARD OF EDUCATION
PUBLIC MEETING AGENDA
March 26, 2020
7:00 PM - REMOTELY**

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

CALL TO ORDER – President Bulger

OPENING STATEMENT – President Bulger

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 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 – President Bulger

PLEASE REMAIN STANDING FOR A MOMENT OF SILENCE IN HONOR OF THE MEMBERS OF OUR POLICE DEPARTMENT, FIRE DEPARTMENT, FIRST RESPONDERS AND OUR ARMED FORCES.

<u>ROLL CALL</u>	Mrs. Maria Caruso	Mrs. Rachel Villanova
	Mr. Carlo Maucione	Mrs. Debra Zoller
	Mrs. Erin Shemeley	Mr. Jason Bulger
	Mr. Richard Vartan	

ANNOUNCEMENTS – President Bulger

As a courtesy to all in attendance, please silence all cell phones and electronic devices 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 Bulger 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. Please go to the district website under “Announcements” click on Remote Meeting information. After the board completes the business portion of the meeting, there will be a second public comment section which anyone wishing to submit a comment will be given the opportunity to do so.

President Bulger Closes the Hearing of Citizens:

Time:

CORRESPONDENCE TO MEMBERS OF THE BOARD OF EDUCATION

- Letter from Mr. & Mrs. DeVoe

ADOPTION OF PRIOR BOARD MEETING MINUTES

Motion:

Second:

Vote:

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:

- 2/27/20 Public Meeting Minutes
- 2/27/20 Executive Meeting Minutes

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

S4) Resolution Affirming the Superintendent’s Decision Relating to an Alleged Harassment, Intimidation, and Bullying Incident (Report Dated January 28, 2020), Pursuant to N.J.S.A. 18A:37-15(b)(6)(e)

Motions S1 – S4:

Second:

Vote:

S1. APPROVAL OF FIRE AND EMERGENCY DRILL REPORT

SCHOOL	TYPE OF DRILL	DATE	TIME
Faust School	Fire Drill	3/3/20	10:30 am
Faust Annex	Fire Drill	3/3/20	10:37 am
Faust School & Annex	Shelter-in-Place Drill	3/10/20	10:21 am
McKenzie School	Fire Drill	3/9/20	9:42 am
McKenzie School	Shelter-in Place Drill	3/13/20	10:19 am

S2. APPROVAL OF ENROLLMENT REPORT

SCHOOL	TOTAL ENROLLMENT
Faust	302
McKenzie	460
Special Services – In District	121
Special Services – Out of District	11
Tuition Students	1
Home Instruction	3

S3. APPROVAL OF HARASSMENT, INTIMIDATION AND BULLYING MONTHLY REPORT

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

S4. RESOLUTION AFFIRMING THE SUPERINTENDENT’S DECISION RELATING TO AN ALLEGED HARASSMENT, INTIMIDATION AND BULLYING INCIDENT (REPORT DATED JANUARY 28, 2020), PURSUANT TO N.J.S.A. 18A:37-15(b)(6)(e)

WHEREAS, on January 28, 2020, 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 27, 2020, 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 28, 2020, report of HIB is hereby affirmed.

CURRICULUM COMMITTEE (*Chairperson; Carlo Maucione, Erin Shemeley, Rachel Villanova*)

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

- C1) Approval of Annual Contract Agreements for Student Services**
- C2) Approval of Field Trip/Transportation Requests for Students**
- C3) Approval of Coordinated Transportation Services with SBJC School Year 2020-2021 for Students**

C1. APPROVAL OF ANNUAL CONTRACT AGREEMENTS FOR STUDENT SERVICES

BE IT RESOLVED, upon the recommendation of the Superintendent in coordination with the Child Study Team Director, that the East Rutherford Board of Education, approves the contract agreement for the 2019-2020 school year as deemed necessary.

Code	Student ID & Contract Verified	Service(s) Requested	Provider	Date	Cost(s)
C1.1	on file	Educational Services	LearnWell	on going	\$48.50 per hour 10 hours of educational services per week 33% additional fee for services not to exceed \$2000.00
C1.2	on file	Home Instruction	Union County Educational Services Commission	09/01/19 Through 06/30/20	\$68.00 per hour not to exceed \$5000.00

C2. APPROVAL OF FIELD TRIP/TRANSPORTATION REQUESTS FOR STUDENTS

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

- None

C3. APPROVAL OF COORDINATED TRANSPORTATION SERVICES WITH THE SOUTH BERGEN JOINTURE COMMISSION SCHOOL YEAR 2020-2021 FOR STUDENTS

BE IT RESOLVED, upon the recommendation of the Superintendent, that the East Rutherford Board of Education does hereby approve an agreement with the South Bergen Jointure Commission, an approved Coordinated Transportation Services Agency, for the purposes of transporting students in accordance with Chapter 53, P.L.1997, for the time period 2020-2021 school year. The services to be provided include, but are not limited to, the Coordinated Transportation of nonpublic, out of district special education, vocational and summer programs.

BE IT FURTHER RESOLVED, that the East Rutherford Board of Education agrees to abide by the Transportation Services Agreement as published by the South Bergen Jointure Commission.

ROLL CALL VOTE: C1 – C3:

MEMBER	YES	NO	ABSTAIN	ABSENT	REMARKS
Maria Caruso					
Carlo Maucione					
Erin Shemeley					
Richard Vartan					
Rachel Villanova					
Debbie Zoller					
Jason Bulger					

PERSONNEL COMMITTEE (Chairperson; Maria Caruso, Jason Bulger, Debbie Zoller)

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) Approve Insight Workforce Solutions Substitute List**

P1. APPROVE FOLLOWING PERSONNEL ACTIONS

Code	Name	Action	Position	Step	Stipend/ Salary	Effective Date	Discussion/ Account Code
P1.1	Amal Santiago	Clinical Experience (Practicum)	N/A	N/A	N/A	9/14/20 – 12/7/20	Cooperating Teacher John Rizi (pending background check)
P1.2	Armando Ovalles	Clinical Practice 1 (2 semesters)	N/A	N/A	N/A	9/1/20 – 12/10/20 1/20/21 – 5/6/21	Cooperating Teacher Kelly Barone (pending background check)
P1.3	Sasha Asitimbay	Clinical Practice 1 (2 semesters)	N/A	N/A	N/A	9/1/20 – 12/10/20 1/20/21 – 5/6/21	Cooperating Teacher Mercedes Sermeno-Fox (pending background check)

P2. APPROVAL OF TRAVEL EXPENDITURES

Code	Date	Employee	Workshop/Location	Total Cost to Board	Sub
P2.1	5/13/20 5/14/20 5/15/20	Giovanni Giancaspro	Spring Leadership Conference Atlantic City, N.J.	\$1,149.32	No
P2.2	3/25/20	Andrew Bianco	Bergen County Diversity Project Hackensack, N.J.	\$0.00	No
P2.3	3/25/20	Shanelle Muse	Bergen County Diversity Project Hackensack, N.J.	\$0.00	No

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	#0579	Maternity Leave (rescind)	Teacher	Faust	4/20/20	6/12/20	3 personal days 21 sick days	5/26/20 FMLA followed by NJFLA	6/15/20
P3.2	#0221	Maternity Leave	Teacher	McKenzie	9/1/2020	3/19/21	18 sick days	9/28/20 FMLA followed by NJFLA	3/22/21

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 **March 2020**.

ROLL CALL VOTE: P1-P4:

MEMBER	YES	NO	ABSTAIN	ABSENT	REMARKS
Maria Caruso					
Carlo Maucione					
Erin SHEMELEY					
Richard Vartan					
Rachel Villanova					
Debbie Zoller					
Jason Bulger					

PHYSICAL FACILITIES COMMITTEE (Chairperson; Erin SHEMELEY, Maria Caruso, Carlo Maucione)

BE IT RESOLVED, upon the recommendation of the Superintendent, the Board hereby approve motion:
PF1) Approval of Use of District Facilities

PF1. APPROVAL OF USE OF DISTRICT FACILITIES

Code	Application Number	Request Date/ Requestor	Location Requested	Purpose	Open to the Public	Date of Event	Time Allotment	Fee/Discussion
PF1.1	97	03/03/20 S. King-Dobson	McKenzie Gymnasium	International Night	yes	04/22/20	6:30 – 8:30 pm	2 SPO’s requested paid for by E.R.B.O.E
PF1.2	99	03/13/20 D. Zoller	McKenzie Gymnasium	Egg Hunt and Pictures with the Easter Bunny	yes	04/11/20	8:00 am – 2:00 pm	Use of Bldg. if it rains outside. cost of Custodial overtime and SPO paid by E.R Civic Pride

*Board Policy# 7510 facilities available M – F 6:30pm – 9:00pm and S – 8:00am – 12:00pm. Special Police Officer must be present.

ROLL CALL VOTE: PF1:

MEMBER	YES	NO	ABSTAIN	ABSENT	REMARKS
Maria Caruso					
Carlo Maucione					
Erin SHEMELEY					
Richard Vartan					
Rachel Villanova					
Debbie Zoller					
Jason Bulger					

COMMUNITY RELATIONS COMMITTEE (*Chairperson; Richard Vartan, Rachel Villanova, Debbie Zoller*)

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

- CR1) Administrative Professionals’ Week Acknowledgement**
- CR2) Approval of Public Hearing Notice**
- CR3) Approve First Reading of Revised Bylaws, Policies and Regulations**
- CR4) Approve Revised School Calendar for 2020-2021 School Year**

CR1. ADMINISTRATIVE PROFESSIONALS’ WEEK ACKNOWLEDGEMENT

BE IT RESOLVED, that the East Rutherford Board of Education approve the following resolution honoring secretarial, clerical and bookkeeping personnel and proclaiming the week of April 20-24, 2020, as Administrative Professionals’ Week.

WHEREAS, the East Rutherford Board of Education secretarial, clerical and bookkeeping staff members have successfully served the East Rutherford Public Schools, its administration, faculty and student body in the daily performance of their duties; and

WHEREAS, the East Rutherford Board of Education secretarial, clerical and bookkeeping staff members have faithfully and unselfishly carried out their duties in an exemplary manner to the benefit of our students and the community; and

WHEREAS, the East Rutherford Board of Education wishes to formally recognize and honor every secretarial, clerical and bookkeeping staff member for their personal dedication;

NOW THEREFORE BE IT RESOLVED, that the week of April 20-24, 2020, is hereby proclaimed Administrative Professionals’ Week for the purpose of providing public recognition and appreciation for the contributions that the secretarial, clerical and bookkeeping staff members to the East Rutherford School District in the performance of their duties.

CR2. APPROVAL OF PUBLIC HEARING NOTICE

BE IT RESOLVED, that the East Rutherford Board of Education hold the Public Hearing Meeting on the 2020-2021 Budget, commencing 6:00pm, April 23, 2020 at the Alfred Faust School New Gymnasium, 100 Uhland Street, East Rutherford, NJ 07073

CR3. APPROVE FIRST READING OF REVISED BYLAWS, POLICIES AND REGULATIONS

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

- Policy #0152 – Board Officers – Bylaw
- Policy #1581 – Domestic Violence (M) (Revised)
- Regulation #1581 – Domestic Violence (M) (New)
- Policy #2422 – Health and Physical Education (M) (Revised)
- Policy #3421.13 – Postnatal Accommodations (New)
- Policy #4421.13 – Postnatal Accommodations (New)
- Policy and Regulation #5330 – Administration of Medication (M) (Revised)
- Policy #7243 – Supervision of Construction (M) (Revised)
- Policy #8210 – School Year (Revised)
- Policy #8220 – School Day (M) (Revised)
- Regulation #8220 – School Closings (Revised)
- Policy #8462 – Reporting Potentially Missing or Abused Children (M) (Revised)
- Policy #3322 – Staff Member’s Use of Cellular Telephones (Teaching Staff)
- Policy #4322 – Staff Member’s Use of Cellular Telephones (Support Staff)

CR4. APPROVAL OF REVISED SCHOOL CALENDAR 2020-2021

Motion to approve, upon the recommendation of the Superintendent, the revised school calendar for 2020-2021.

ROLL CALL VOTE: CR1 – CR4:

MEMBER	YES	NO	ABSTAIN	ABSENT	REMARKS
Maria Caruso					
Carlo Maucione					
Erin SHEMELEY					
Richard Vartan					
Rachel Villanova					
Debbie Zoller					
Jason Bulger					

TECHNOLOGY COMMITTEE (*Chairperson; Rachel Villanova, Carlo Maucione, Erin SHEMELEY*)

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

No New Business

NEGOTIATIONS COMMITTEE ERAA (*Chairperson; Carlo Maucione, Maria Caruso*)

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

E.R.A.A. - status – Mr. Maucione

NEGOTIATIONS COMMITTEE IUOE (*Chairperson; Erin Shemeley, Carlo Maucione*)

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

I.O.U.E. - status – Mrs. Shemeley

FINANCE COMMITTEE (*Chairperson; Debbie Zoller, Carlo Maucione, Richard Vartan*)

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

- F1) Approval of Monthly Bills List**
- F2) Acceptance of Monthly Financial Reports**
- F3) Approval of Monthly Transfers**

F1. APPROVAL OF MONTHLY BILLS LIST

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	\$231,353.78
Food Service Fund	\$51,889.32
Special Activity Fund	\$0
Payroll Fund 02/28/20 – 03/13/20	\$1,034,956.54
TOTAL OF FUNDS	\$1,318,199.64

F2. ACCEPTANCE OF THE FINANCIAL REPORTS – FEBRUARY 2020

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 end are on record in the Office of the School Business Administrator for review;

F3. APPROVAL OF MONTHLY TRANSFERS – FEBRUARY 2020

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 February 2020 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.

ROLL CALL VOTE: F1-F3:

MEMBER	YES	NO	ABSTAIN	ABSENT	REMARKS
Maria Caruso					
Carlo Maucione					
Erin SHEMELEY					
Richard Vartan					
Rachel Villanova					
Debbie Zoller					
Jason Bulger					

OLD BUSINESS

NEW BUSINESS

OPEN TO THE PUBLIC

President Bulger 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. Please go to the district website under “Announcements” click on Remote Meeting information.

President Bulger Closes the Hearing of Citizens:

Time:

ADJOURN TO EXECUTIVE SESSION (IF NECESSARY)

Time:

RESOLVED, that in accordance with Section 8 of the Open Public Meetings Act, Chapter 231, P.L., the Board has the authority to adjourn to closed session to discuss matters pertaining to legal, personnel, negotiations, attorney – client privilege, and/or student matters. Said matters 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. The board expects to return to the business portion of the meeting in approximately _____minutes.

ROLL CALL VOTE:

MEMBER	YES	NO	ABSTAIN	ABSENT	REMARKS
Maria Caruso					
Carlo Maucione					
Erin SHEMELEY					
Richard Vartan					
Rachel Villanova					
Debbie Zoller					
Jason Bulger					

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

Time:

ROLL CALL VOTE:

MEMBER	YES	NO	ABSTAIN	ABSENT	REMARKS
Maria Caruso					
Carlo Maucione					
Erin SHEMELEY					
Richard Vartan					
Rachel Villanova					
Debbie Zoller					
Jason Bulger					

FINAL MATTERS TO DISCUSS OR ACT UPON (IF NECESSARY)

MOTION TO ADJOURN

Time:

ROLL CALL VOTE:

MEMBER	YES	NO	ABSTAIN	ABSENT	REMARKS
Maria Caruso					
Carlo Maucione					
Erin SHEMELEY					
Richard Vartan					
Rachel Villanova					
Debbie Zoller					
Jason Bulger					

NEXT MEETING:
Faust School Gymnasium (TBD)
Public Budget Hearing & Public Meeting
April 23, 2020
6:00 P.M.
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