

**EAST RUTHERFORD BOARD OF EDUCATION
PUBLIC MEETING AGENDA
McKenzie School Gymnasium
June 21, 2017
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 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
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

- School Business Administrator’s Report – Mr. Mark Kramer
- Superintendent’s Report – Mr. Giovanni Giancaspro
 - Mr. Bruce Young – President of the Bergen County School Board Association Presentation

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:

- May 25, 2017 Public Meeting Minutes
- May 25, 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) Harassment, Intimidation and Bullying Report; S4) Resolution Affirming the Superintendent’s Decision Relating to an Alleged Harassment, Intimidation and Bullying Incident Report; S5) Approval of Transportation Requests:

Motion S1 – S5:

Second:

Vote:

S1. APPROVAL OF FIRE AND EMERGENCY DRILL REPORT

SCHOOL	TYPE OF DRILL	DATE	TIME
Faust School	Fire Drill	6/08/17	9:15 A.M.
Faust School	Shelter in Place/Lockdown	6/12/17	9:20 A.M.
McKenzie School	Fire Drill	6/08/17	9:20 A.M.
McKenzie School	Non-Emergency Evac. Drill	6/12/17	10:10 A.M.

S2. APPROVAL OF ENROLLMENT REPORT

SCHOOL	TOTAL ENROLLMENT
Faust	341
McKenzie	471
Special Services – In District	129
Special Services – Out of District	23
Tuition Students	0
Home Instruction	0

S3. APPROVAL OF HARRASSMENT, INTIMIDATION AND BULLYING MONTHLY REPORT

SCHOOL	NUMBER OF ALLEGED INCIDENTS	NUMBER OF VERIFIED INCIDENTS
Faust	3	0
McKenzie	0	0

S4. RESOLUTION AFFIRMING THE SUPERINTENDENT’S DECISION RELATING TO AN ALLEGED HARRASSMENT, INTIMIDATION AND BULLYING INCIDENT (REPORT DATED APRIL 6, 2017), PURSUANT TO N.J.S.A. 18A:37-15(b)(6)(e)

WHEREAS, on April 6, 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 May 25, 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 April 6, 2017 report of HIB is hereby affirmed.

S5. APPROVAL OF TRANSPORTATION REQUESTS

Code	School	Grade	Requested by	Destination	# of Vehicles	Cost to Parent/BOE	Purpose/ Goal
S4.1	N/A	N/A	John Hansen E.R. Recreation	Williams Center Rutherford, N.J.	1 bus	Fuel/Drivers – cost to Boro of ER	Recreation Trip

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

BE IT RESOLVED, upon the recommendation of the Superintendent, the Board hereby approves motion C1) Approve and Accept the Grant Application Fiscal Year 2017-2018 Individuals with Disabilities Education Act (IDEA) Funds:

Motion C1:
Second:
Vote:

C1. APPROVE AND ACCEPT THE GRANT APPLICATION FISCAL YEAR 2017– 2018 INDIVIDUALS WITH DISABILITIES EDUCATION ACT (IDEA) FUNDS

NOW THEREFORE BE IT RESOLVED, the East Rutherford Board of Education approves and accepts the Fiscal Year 2017-2018 Individuals with Disabilities Education Act Funds Basic and Preschool in the amounts of \$199,753 and \$6,635 respectively, and

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

Basic IDEA

Instructional Purchase Services - Tuition	20.250.100.500	<u>\$199,753</u>
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Preschool IDEA

Instructional Purchase Services - Tuition	20.251.100.500	<u>\$6,635</u>
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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; P5) Approve Job Description - School & Child Study Team Secretary; P6) Revised Employee Salary List; P7) Approval of Contract for M. Kramer; P8) Approval to Hire Summer Custodial and Technology Help 2017; P9) Acceptance of Resignation Letter from J. Ballester; P10) Approval of Job Description – Supervisor of Student Services; P11) Approve Summer Curriculum Work:

Motion P1 – P11:

Second:

Vote:

P1. APPROVE FOLLOWING PERSONNEL ACTIONS

Code	Name	Action	Position	Step	Stipend/ Salary	Effective Date	Discussion/ Account Code
P1.1	Danielle Esposito	Appointment	CST – Up to 5 days as assigned	MA+15, Step 14	\$516.81/day	TBD	11-000-219-104-00-997
P1.2	Jamie Lee	Appointment	CST – Up to 5 days assigned	MA+60, Step 14	\$555.24/day	TBD	11-000-219-104-00-997
P1.3	Donna Liloia	Appointment	CST – Up to 5 days assigned	MA, Step 14	\$500.78/day	TBD	11-000-219-104-00-997
P1.4	Renee Romaglia	Appointment	CST – Up to 5 days assigned	BA+30, Step 14	\$485.73/day	TBD	11-000-219-104-00-997
P1.5	Susan Guhl	Appointment	Speech Therapist – Up to 2 days as assigned	MA, Step 14	\$500.78/day	TBD	11-000-216-100-00-997
P1.6	Mable Thomas	Appointment	Speech Therapist – Up to 2 days as assigned	MA+15, Step 5	\$355.39/day	TBD	11-000-216-100-00-997
P1.7	Ellen Bender	Appointment	ESY Teacher for Spec. Ed. program	MA+30, Step 14	\$307.84/day	7/5/17-7/28/17	4 hrs/day 18 days total 11-213-100-101-00-997
P1.8	Danielle Esposito	Appointment	ESY – Teacher for Spec. Ed. program	MA+15 Step 14	\$295.32/day	7/5/17-7/28/17	11-000-219-104-00-997
P1.9	Susan Guhl	Appointment	ESY – Speech Teacher for Spec. Ed. program	MA, Step 14	\$286.16/day	7/5/17-7/28/17	2 days/wk Total 8 days 11-000-216-100-00-997
P1.10	Erica Moreno	Appointment	ESY – Teacher for Spec Ed. program	MA+30, Step 14	\$307.84/day	7/5/17-7/28/17	4 hrs/day 18 days total 11-216-100-101-00-997
P1.11	Cory Scelsa	Appointment	ESY Teacher for Spec. Ed. program	MA+30, Step 8	\$223.44/day	7/5/17-7/28/17	4 hrs/day 18 days total 11-120-100-101-00-997
P1.12	Alice Roscitt	Appointment	ESY – Aide for Spec. Ed. program	Step 11 Certified Aide	\$25.39/hour = \$101.56/day	7/5/17-7/28/17	4 hrs/day 18 days = 72 hrs 11-204-100-106-00-997
P1.13	Christian Macias	Appointment	ESY – Aide for Spec. Ed. program	Step 6-7 Certified Aide	\$22.45/hour = \$89.80/day	7/5/17-7/28/17	4 hrs/day 18 days = 72 hrs 11-213-100-106-00-997
P1.14	Yosstina Gadalla	Appointment	ESY – Aide for Spec. Ed. program	Step 3 Certified Aide	\$21.53/hour = \$86.12/day	7/5/17-7/28/17	4 hrs/day 18 days = 72 hrs 11-213-100-106-00-997
P1.15	Nancy McEntee	Appointment	ESY – Aide for Spec. Ed. program	Step 10 Certified Aide	\$24.58/hour = \$98.32/day	7/5/17-7/28/17	4 hrs/day 18 days = 72 hrs 11-190-100-106-00-997
P1.16	Constance Isola	Appointment	ESY – Aide for Spec. Ed. program	Step 11 Certified Aide	\$25.39/hour = \$101.56/day	7/5/17-7/28/17	4 hrs/day 18 days = 72 hrs 11-212-100-106-00-997

Code	Name	Action	Position	Step	Stipend/ Salary	Effective Date	Discussion/ Account Code
P1.17	Theresa O'Fallon*	Appointment	ESY – Bus Driver for Spec. Ed. Program	N/A	\$23.83/hour = \$119.15/day	7/5/17 – 7/28/17	Up to 7 hrs per day/18days 11-000-270-160-00-997
P1.18	Kathleen New	Appointment	ESY – Bus Aide for Spec. Ed. Program	N/A	\$13.25/hour = \$66.25/day	7/5/17 – 7/28/17	Up to 7 hrs per day/18days 11-000-270-107-00-997
P1.19	Diane Kattas-Van Winkle	Appointment	Substitute Teacher for summer programs	MA+30, Step 14	\$76.96 hour = \$307.84 a day	7/5/17 – 7/28/17 As needed	11-213-100-101-00-997
P1.20	Robin Offreda	Appointment	Substitute Aide for summer programs	Step 11 Highly Qualified	\$23.53/hour	As needed	11-000-217-100-00-997
P1.21	Kristen Webb	Appointment	School Nurse for Summer Programs	N/A	\$180/day	7/5/17 – 7/28/17	4 hrs/day 20 days total 11-000-213-100-00-997
P1.22	Helene Herman-Puig	Appointment	Supervisor	MA+60, Step 14	\$555.24/day	10 Days	Summer Work 11-000-218-104-00-997
P1.23	Rebecca Krantz	Appointment	Supervisor	MA+15, Step 9	\$404.74/day	10 Days	Summer Work 11-000-213-100-00-997
P1.24	Julissa Estrada	Acknowledgement	Field Observation	N/A	N/A	9/5/17 – 4/1/18 100 Hours	Cooperating Grades 5 th & 6 th
P1.25	Angela Lopez	Acknowledgement	Cooperative Education Experience	N/A	N/A	Full day every Wednesday 2017-2018 school year	Cooperating Teacher Mr. Schweikardt Will follow our school calendar
P1.26	Kerry Curtin	Appointment	Substitute Bus Aide	N/A	\$13.25/hr	7/1/17 – 6/30/18 As needed	District 11-000-270-107-00-997
P1.27	Gregory Bocage	Appointment	Substitute Bus Driver	N/A	\$19.00/hr	7/1/17 - 6/30/18 (as needed)	District 11-000-270-110-00-000
P1.28	Tonia O'Connor	Appointment	Yearbook Co-Advisor	N/A	\$1,709/yr	2017-2018 school year	Supplemental Contract 11-401-100-100-00-990
P1.29	Loren Koch	Appointment	Yearbook Co-Advisor	N/A	\$1,709/yr	2017-2018 school year	Supplemental Contract 11-401-100-100-00-990
P1.30	Jeffery Schweikardt	Appointment	Band Director	N/A	\$2,154/yr	2017-2018 school year	Supplemental Contract 11-401-100-100-00-990
P1.31	Jeffery Schweikardt	Appointment	Assistant Marching Band Director	N/A	\$45.00/hr	2017-2018 school year	11-401-100-100-00-990
P1.32	Diann Schweikardt	Appointment	Chorus Director	N/A	\$2,154/yr	2017-2018 school year	Supplemental Contract 11-401-100-100-00-990
P1.33	Brittany Addeo	Appointment	Student Council Co-Advisor	N/A	\$1,077/yr	2017-2018 school year	Supplemental Contract 11-401-100-100-00-990
P1.34	Caitlyn Dwyer	Appointment	Student Council Co-Advisor	N/A	\$1,077/yr	2017-2018 school year	Supplemental Contract 11-401-100-100-00-990t
P1.35	Jesse Romano	Appointment	Boys' Basketball Coach	N/A	\$3,165/yr	2017-2018 school year	Supplemental Contract 11-402-100-100-00-990
P1.36	Katherine Fontana	Appointment	Girls' Basketball Coach	N/A	\$1,582.50/yr	2017-2018 school year	Supplemental Contract 11-402-100-100-00-990
P1.37	Kristin Wilhelm	Appointment	Girls' Basketball Coach	N/A	\$1,582.50/yr	2017-2018 school year	Supplemental Contract 11-402-100-100-00-990
P1.38	Jaclyn Valeo	Appointment	Cheerleader Advisor	N/A	\$3,165/yr	2017-2018 school year	Supplemental Contract 11-402-100-100-00-990

Code	Name	Action	Position	Step	Stipend/ Salary	Effective Date	Discussion/ Account Code
P1.39	Lisa Cerny	Appointment	Stage Production/Stage Craft	N/A	\$394 per event	2017-2018 school year	Supplemental Contract 11-401-100-100-00-990
P1.40	Jaclyn Valeo	Appointment	Stage Production/Stage Craft	N/A	\$394 per event	2017-2018 school year	Supplemental Contract 11-401-100-100-00-990
P1.41	Theresa Forte	Appointment	ESL Coordinator	N/A	\$1,266/yr	2017-2018 school year	Supplemental Contract 11-240-100-101-00-990
P1.42	David Higgins	Appointment	Webmaster 2017-18 school year	N/A	\$3,394/year	2017-2018 school year	Supplemental Contract 11-000-252-100-00-990
P1.43	Kelly Barone	Appointment	Award Assembly Coordinator	N/A	\$1,012	2017-2018 school year	Supplemental Contract 11-401-100-100-00-990
P1.44	Patrick Baker	Appointment	Full Time Art Teacher	BA, Step 1	\$55,077	7/1/17 – 6/30/18	Faust School Pending CEAS Cert. 11-130-100-101-00-000
P1.45	Synthia Cuello	Appointment	Full Time Spanish Teacher	BA, Step 1	\$55,077	7/1/17 – 6/30/18	Faust School 11-130-100-101-00-000
P1.46	Helene Herman-Puig	Appointment	Supervisor of Instruction	N/A	\$5,500/year	9/1/17 – 6/30/18	11-130-100-101-00-990
P1.47	Rebecca Krantz	Appointment	Supervisor of Instruction	N/A	\$5,500/year	9/1/17 – 6/30/18	11-130-100-101-00-990
P1.48	Christina Dinan	Salary Guide Movement	Teacher	FROM: BA+30, Step 3 TO: MA, Step 3	FROM: \$62,452 TO: \$63,527	9/1/17 – 6/30/18	11-130-100-101-00-000
P1.49	Hana Dizdarevic	Salary Guide Movement	Teacher	FROM: MA, Step 8 TO:MA+15, Step 8	FROM: \$71,647 TO: \$77,197	9/1/17 – 6/30/18	11-120-100-101-00-000
P1.50	Jessica Gerity	Salary Guide Movement	Teacher	FROM: BA+30, Step 9 TO:MA, Step 9	FROM: \$75,618 TO: \$76,199	9/1/17 – 6/30/18	11-130-100-101-00-000
P1.51	Erica Moreno	Salary Guide Movement	Teacher	FROM: MA+30, Step 14 TO:MA+60, Step 14	FROM: \$107,740 TO: \$111,044	9/1/17 – 6/30/18	11-216-100-101-00-000
P1.52	Jackline Nastro	Salary Guide Movement	Teacher	FROM: MA+15, Step 6 TO:MA+30, Step 6	FROM: \$72,077 TO: \$73,077	9/1/17- 6/30/18	11-120-100-101-00-000
P1.53	Tara Ten Kate	Salary Guide Movement	Teacher	FROM: MA+15, Step 10 TO:MA+30, Step 10	FROM: \$85,808 TO: \$85,987	9/1/17- 6/30/18	11-120-100-101-00-000
P1.54	Renee Folja	Appointment	ESY – Aide for Spec. Ed. program	Step 10 Certified Aide	\$24.58hr/ \$98.32	7/5/17- 7/28/17	4 hrs/day 18 days = 72 hrs 11-213-100-106-00-997

*All IUOE members are subject to adjustment upon successful completion of negotiations.

P2. APPROVAL OF TRAVEL EXPENDITURES

Code	Date	Employee	Workshop/Location	Total Cost to Board	Sub
P2.1	7/27/17	Jessica Ballester	ESSA Consolidated Formula Subgrant Application Wayne, N.J.	Mileage - \$7.38	No
P2.2	7/10-14/17	Sheiyana Machado	IMSE Comprehensive Orton-Gillingham Training 20-271-200-500-03-000	\$1,075.00	No
P2.3	7/10-14/17	Jennifer Foote	IMSE Comprehensive Orton-Gillingham Training 20-271-200-500-03-000	\$1,075.00	No
P2.4	7/10-14/17	Jessica Gonzalez	IMSE Comprehensive Orton-Gillingham Training 20-271-200-500-03-000	\$1,075.00	No
P2.5	7/24-28/17	JoAnne Kelly	IMSE Comprehensive Orton-Gillingham Training 20-271-200-500-03-000	\$1,075.00	No

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 **June 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	0120	Maternity Leave	Teacher	Faust	9/1/17	12/4/17	35 sick days	10/24/17 FMLA begins followed by NJFLA leave	12/5/2017

P5. APPROVAL OF JOB DESCRIPTION FOR SCHOOL & CHILD STUDY TEAM SECRETARY

Motion to approve the job description for “School and Child Study Team Secretary” at the recommendation of the Superintendent.

P6. REVISED APPROVAL OF EMPLOYEE SALARIES FOR 2017-2018

Motion to approve the revised annual salaries for employee salary list for the 2017-2018 school year, as on file in the Superintendent’s office.

P7. APPROVAL OF CONTRACT FOR MARK KRAMER

Motion to approve a contract with Mark Kramer for the 2017-2018 school year, as on file in the Superintendent’s office.

P8. APPROVAL TO HIRE SUMMER CUSTODIAL AND TECHNOLOGY HELPERS 2017

The Superintendent in conjunction with the Personnel Committee recommend that the following temporary workers be hired for the summer of 2017, commencing on June 22, 2017 and ending August 31, 2017. (pending receipt fingerprint, medical clearance and working papers):

NAME	HOURLY SALARY
Nicola Mitarotonda – Custodian Assistant – Summer Help	\$8.50

P9. ACCEPTANCE OF RESIGNATION NOTIFICATION – J. BALLESTER

Motion to accept, with regret, the resignation notification from Jessica Ballester, effective August 14, 2017.

P10. APPROVAL OF JOB DESCRIPTION FOR SUPERVISOR OF STUDENT SERVICES

Motion to approve the job description for “Supervisor of Student Services” at the recommendation of the Superintendent.

P11. APPROVAL OF SUMMER CURRICULUM WORK

Motion to approve the Summer Curriculum Work, at the recommendation of the Superintendent.

Course	Teacher	Hours @ \$45 per hour	Total
Algebra I	Brittany Addeo	up to 5 hours	\$225.00
Algebra I	Jessica Gerity	up to 5 hours	\$225.00
English Language Learner (K-8)	Christina Dinan	up to 10 hours	\$450.00
Educational Technology (3-4)	Alyssa Meli	up to 5 hours	\$225.00
Educational Technology (5-80)	Jessica Gerity	up to 10 hours	\$450.00
Enrichment (Grade 5)	Caitlyn Dwyer	up to 5 hours	\$225.00
Enrichment (Grade 5)	Hana Dizdarevic	up to 5 hours	\$225.00
Enrichment (6-8)	Jessica Gerity	up to 10 hours	\$450.00
Visual Arts (K-8)	Patrick Baker	up to 10 hours	\$450.00
Science (Grade K)	Beth Narkiewicz	up to 5 hours	\$225.00
Science (Grade 1)	Sheiyana Machado	up to 5 hours	\$225.00
Science (Grade 2)	Judith Bleich	up to 5 hours	\$225.00
Science (Grade 3)	Jackline Nastro	up to 5 hours	\$225.00
Science (Grade 4)	Cory Scelsa	up to 5 hours	\$225.00

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

BE IT RESOLVED, upon the recommendation of the Superintendent, the Board hereby approve motion PF1) Approval of Alternate Use; PF2) Approval of Use of District Facility

Motion PF1- PF2:

Second:

Vote:

PF1. APPROVAL OF ALTERNATE USE

BE IT RESOLVED, the East Rutherford Board of Education elects to use the alternate method of compliance in accordance with N.J.A.C. 6A:26-6.3 (h) 4ii and iii by providing toilet rooms adjacent to or outside the classroom in lieu of individual toilet rooms in each classroom at McKenzie School and requires supervision of those school children being affected.

PF2. APPROVAL OF USE OF DISTRICT FACILITY

Code	Application Number	Requested by/ Organization	Location Requested	Purpose	Open to the Public	Day(s)	Date of Event	Time Allotment	Discussion/ Fee to BOE
PF1.1	46	L. Ragozzino/ CER Competition Cheering	Faust Grove Street	Fundraiser for Competition Cheering	Yes	Saturday	July 22, 2017	9:00 AM -1:00 PM	Use of spigot \$0

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) First Reading – Bylaws, Policies and Regulations; CR2) Second Reading – Bylaws, Policies and Regulations:

Motion CR1 – CR2:

Second:

Vote:

CR1. 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 & Regulation 1240 – Evaluation of Superintendent (M) (Revised)
- Policy & Regulation 3126 – District Mentoring Program (Revised)
- Policy & Regulation 3221 – Evaluation of Teachers (M) (Revised)
- Policy & Regulation 3222 – Evaluation of Teaching Staff Members, Excluding Teachers and Administrators (M) (Revised)
- Policy & Regulation 3223 – Evaluation of Administrators, Excluding Principals, Vice Principals, and Assistant Principals (M) (Revised)
- Policy & Regulation 3224 – Evaluation of Principals, Vice Principals, and Assistant Principals (M) (Revised)
- Policy & Regulation 3240 – Professional Development for Teachers and School Leaders (M) (Revised)

- Policy & Regulation 5610 – Suspension (M) (Revised)
- Policy 5620 – Expulsion (M) (Revised)
- Policy 8505 – Local Weather Policy/Nutrient Standards for Meals and Other Foods (M) (Revised)

CR2. 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 6520 – Payroll Deductions
- Policy 6621 – Money in District Offices or School Buildings

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

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

No New Business

NEGOTIATIONS COMMITTEE

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

- E.R.A.A. - status – Mr. Alvarez
- I.O.U.E. - status – Mr. Bulger

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

BE IT RESOLVED, upon the recommendation of the Superintendent, the Board hereby approves motions: F1) Approval of Bill Lists; F2) Approval of Transfer of Funds; F3) Acceptance of Monthly Financial Reports; F4) Approval of Student Services; F5) Approval of Out-of-District Transportation; F6) Approval of Federal School Pricing; F7) Approval of Transfer of Current Year Surplus to Capital Reserve; F8) Approval of Transfer of Current Year Surplus to Maintenance Reserve; F9) Appointment of Auditor; F10) Approval of Architect of Record; F11) Appointment of School Physician; F12) Extraordinary Unspecifiable Service – Insurance Consultant; F13) Approval of Broker/Risk Manager; F14) Approval of Student Service Providers; F15) Approval to Create Policy – Credit Card Usage – Store and Gas Purchases; F16) Approval to Discard School Property:

Motion F1 – F16:

Second:

Vote:

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 dated **May 19, 2017 – June 16, 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 **\$413,131.32**; 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.

General Account	\$375,132.04
Food Service Account	\$31,544.80
Special Activity Account	\$6,454.48
TOTAL	\$413,131.32

F2. APPROVAL OF TRANSFERS

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 **May and June** 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

F3. ACCEPTANCE OF THE FINANCIAL REPORTS

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 **April 30, 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 **April 30, 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

Upon the recommendation of the Superintendent in consultation with the Director of Student Services to 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	Extended School Year Tuition	South Bergen Jointure Commission	July 06 – July 28, 2017	\$3,220.00 Pro-rated tuition
F4.2	on file	Extended School Year Tuition	South Bergen Jointure Commission	July 06 – July 28, 2017	\$3,220.00 Pro-rated tuition
F4.3	on file	Extended School Year Tuition	South Bergen Jointure Commission	July 06 – July 28, 2017	\$3,220.00 Pro-rated tuition
F4.4	on file	Extended School Year Tuition	South Bergen Jointure Commission	July 06 – July 28, 2017	\$3,220.00 Pro-rated tuition
F4.5	on file	Extended School Year Tuition	Windsor Learning Center	July 05 – August 04, 2017	\$7,015.00 Tenative tuition
F4.6	on file	Annual School Year Tuition	Windsor Learning Center	September 06 – June 22, 2018	\$54,900.00 Tenative tuition
F4.7	on file	Annual School Year Tuition	CTC Academy, Inc.	July 05 – June, 2018	\$83,156.02 Tenative tuition
F4.8	on file	Annual Contract for Services	Bergen County Special Services	January 2017 – June 2017	Revised 6/7/17 Additional \$660.00
F4.9	on file	Annual School Year Tuition	Garfield Board of Education	September 06, 2017 – June 25, 2018	\$44,321.00 Pro-rated tuition
F4.10	on file	Annual School Year Tuition	Garfield Board of Education	September 06, 2017 – June 25, 2018	\$44,321.00 Pro-rated tuition

F5. APPROVAL OF OUT-OF-DISTRICT TRANSPORTATION PROVIDED BY THE PARENT TO THE STUDENT ATTENDING OUT-OF-DISTRICT SCHOOLS

Upon the recommendation of the Superintendent in consultation with the Director of Student Services to approve travel reimbursement for student's on file transported to out-of-district school placements on a daily basis, at a daily rate of \$20.00 per day from July 01, 2017 through June 30, 2018 for every day the student is transported and attends school with the parent being responsible for providing an itemized list of days to the case worker. Payment will be processed once the mandated contract set forth by the Department of Education is adhered to and submitted to the Business Office for county approval.

F6. APPROVAL OF FEDERAL SCHOOL BREAKFAST/LUNCH PRICING 2017-2018

BE IT RESOLVED, upon the recommendation of the Superintendent of Schools, the East Rutherford Board of Education hereby approves the following pricing schedule for the school breakfast/lunch program in accordance with State and Federal guidelines.

School - Breakfast	Paid-Student	Reduced Price-Student	Adult
McKenzie Elementary	\$1.75	.30	\$1.90
A.S. Faust School	\$1.75	.30	\$1.90

School - Lunch	Paid-Student	Reduced Price-Student	Adult
McKenzie Elementary	\$3.25	.40	\$3.75
A.S. Faust School	\$3.25	.40	\$3.75

F7. TRANSFER OF CURRENT YEAR SURPLUS TO CAPITAL RESERVE

WHEREAS, N.J.A.C. 6A:23A-14.3a permits a Board of Education to establish and/or deposit into the capital reserve accounts at year end, and

WHEREAS, the aforementioned administrative code section authorizes procedures, under the authority of the Commissioner of Education, which permit a Board of Education to transfer anticipated excess current revenue or unexpended appropriations into the capital reserve account during the month of June by Board resolution, and

WHEREAS, the East Rutherford Board of Education wishes to deposit any anticipated current year surplus into the Capital Reserve account at year end, and

WHEREAS, the East Rutherford Board of Education has determined that up to \$300,000 may be available for such purpose of transfer;

NOW THEREFORE BE IT RESOLVED, by the East Rutherford Board of Education, that it hereby authorizes the District's School Business Administrator to make a transfer that does not exceed \$300,000 to the Capital Reserve that would be consistent with all applicable laws and regulations.

F8. TRANSFER OF CURRENT YEAR SURPLUS TO MAINTENANCE RESERVE

WHEREAS, N.J.A.C. 6A:23A-14.4a1iii permits a Board of Education to establish and/or deposit into the maintenance reserve accounts at year end, and

WHEREAS, the aforementioned administrative code section authorizes procedures, under the authority of the Commissioner of Education, which permit a Board of Education to transfer anticipated excess current revenue or unexpended appropriations into the maintenance reserve account during the month of June by Board resolution, and

WHEREAS, the East Rutherford Board of Education wishes to deposit anticipated current year surplus into the Maintenance Reserve account at year end, and

WHEREAS, the East Rutherford Board of Education has determined that up to \$300,000 is available for such purpose of transfer;

NOW THEREFORE BE IT RESOLVED, by the East Rutherford Board of Education, that it hereby authorizes the District's School Business Administrator to make a transfer that does not exceed \$300,000 to the Maintenance Reserve that would be consistent with all applicable laws and regulations.

F9. APPOINTMENT OF AUDITOR

WHEREAS, there exists a need for an Auditor to the Board of Education for the Borough of East Rutherford, County of Bergen, State of New Jersey (“Board”); and

WHEREAS, funds are available for this purpose; and

WHEREAS, a contract for said services may be awarded without competitive bidding as a “professional service” in accordance with N.J.S.A. 18A:18A-2(h) and 18A:18A-5(a)(i) of the Public School Contracts Law because the contract is for a service performed by persons authorized by law to practice a recognized profession, whose practice is regulated by law, and the performance of which services requires knowledge of an advanced type in a field of learning acquired by a prolonged formal course of specialized instruction and study; and

WHEREAS, the district requested proposals allowing the process to be fair and open, and

WHEREAS, a Political Contribution Disclosure form is required to be filed pursuant to N.J.S.A. 19:44A-20.26 & N.J.A.C. 6A:23A-6.3.

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

- The aforesaid recitals are incorporated herein as though fully set forth at length.
- Lerch, Vinci & Higgins, LLP, 17-17 Route 208, Fairlawn, New Jersey 07410, is hereby appointed Auditors to the Board to perform the annual audits of the Board for the fiscal year end June 30, 2018 at an audit fee of \$25,700 with an additional flat rates of \$500 for preparing Secondary Market Disclosures documents, and the following rates for any other additional services:
 - Partners \$150 - \$170 per hour
 - Managers \$110 - \$130 per hour
 - Senior Accountants/Supervisors \$ 85 - \$105 per hour
 - Staff Accountants \$ 70 - \$ 80 per hour
 - Other Personnel \$ 45 per hour
- The total compensation to be paid for the above-referenced services shall not exceed \$30,000.00, and if this maximum is reached, application must be made to the Board to increase said amount.
- The Board President, Board Secretary, and Board Counsel 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, including the execution of the engagement letter and the preparation and execution of any necessary addendum thereto.
- The Board Secretary, or his designee, shall publish notice of this action as required by N.J.S.A. 18A:18A-5(a)(1).

F10. APPROVAL OF ARCHITECT OF RECORD

WHEREAS, there exists a need for an Architect of Record to the Board of Education for the Borough of East Rutherford, County of Bergen, State of New Jersey (“Board”); and

WHEREAS, funds are available for this purpose; and

WHEREAS, a contract for said services may be awarded without competitive bidding as a “professional service” in accordance with N.J.S.A. 18A:18A-2(h) and 18A:18A-5(a)(i) of the Public School Contracts Law because the contract is for a service performed by persons authorized by law to practice a recognized profession, whose practice is regulated by law, and the performance of which services requires knowledge of an advanced type in a field of learning acquired by a prolonged formal course of specialized instruction and study; and

WHEREAS, a Political Contribution Disclosure form will be requested if necessary to be filed pursuant to N.J.S.A. 19:44A-20.26 & N.J.A.C. 6A:23A-6.3.

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

- The aforesaid recitals are incorporated herein as though fully set forth at length.
- The Architects Alliance, 111 Mulberry Street, Newark, New Jersey 07102, is hereby appointed the Architect of Record for the Board effective July 1, 2017 to June 30, 2018, at the following rates:
 - Owner / Principal \$150
 - Project Executive \$120
 - Project Manager \$110
 - Senior Designer \$100
 - Designer \$70
 - Designer/Draft Person Level 2 \$50
 - Designer/Draft Person Level 1 \$40
- The total compensation to be paid for the above-referenced services shall not exceed \$25,000.00, and if this maximum is reached, application must be made to the Board to increase said amount.
- The Board President, Board Secretary, and Board Counsel 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, including the preparation and execution of a professional services agreement consistent with this resolution.
- The Board Secretary, or his designee, shall publish notice of this action as required by N.J.S.A. 18A:1

F11. APPOINTMENT OF SCHOOL PHYSICIAN

WHEREAS, there exists a need for a licensed physician to perform the services of Medical Inspector for the Board of Education for the Borough of East Rutherford, County of Bergen, State of New Jersey (“Board”); and

WHEREAS, funds are available for this purpose; and

WHEREAS, a contract for said services may be awarded without competitive bidding as a “professional service” in accordance with N.J.S.A. 18A:18A-2(h) and 18A:18A-5(a)(i) of the Public School Contracts Law because the contract is for a service performed by persons authorized by law to practice a recognized profession, whose practice is regulated by law, and the performance of which services requires knowledge of an advanced type in a field of learning acquired by a prolonged formal course of specialized instruction and study; and

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

- The aforesaid recitals are incorporated herein as though fully set forth at length.

- That Dr. Martha Sliwowski of Primecare Pediatrics PC, 42 Locust Avenue, Wallington, New Jersey 07057, is hereby appointed Medical Inspector for the Board effective July 1, 2017 to June 30, 2018 at an annual fee of \$4,500.00.
- The Board President, Board Secretary, and Board Counsel 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, including the preparation and execution of a professional services agreement consistent with this resolution.
- The Board Secretary, or his designee, shall publish notice of this action as required by N.J.S.A. 18A:18A-5(a)(1).

F12. APPROVAL OF EXTRAORDINARY UNSPECIFIABLE SERVICE – INSURANCE BROKER/CONSULTANT FOR HEALTH INSURANCE PROVIDER

WHEREAS, There exists a need for insurance broker/consultant services for employee health insurance programs; and

WHEREAS, N.J.S.A. 18:18A-5a.(2) sets forth an exception to the requirement of advertising for public bidding in the case of “extraordinary unspecifiable services”; and

WHEREAS, The New Jersey Department of Community Affairs Division of Local Government Services Local Finance Notice AU 2002-2 states that Insurance Consulting Services is an Extraordinary Unspecifiable Service;

WHEREAS, The East Rutherford Board of Education solicited a one-year proposal in May 2017 from three insurance consultant firms as per the terms of Request for Qualifications (RFQ);

WHEREAS, The East Rutherford Board of Education awards a contract to an Insurance Consultant, based on fees, what’s most advantageous and for other reasons;

WHEREAS, The East Rutherford Board of Education reserved its right to extend the contract for two years pursuant to the terms of Brown & Brown’s response to RFQ;

WHEREAS, The East Rutherford Board of Education has discussed and deliberated the advantages and disadvantages of the proposals submitted by insurance consulting firms;

WHEREAS, Brown & Brown Benefit Advisors has extensive experience as an insurance consultant for health insurance programs, and given their successful experience with school districts, competitive fee, and other factors considered, it is advantageous to the East Rutherford Board of Education to contract with Brown & Brown Benefit Advisors Insurance Broker/Consultants;

NOW, THEREFORE, BE IT RESOLVED, By the East Rutherford Board of Education as follows:

1. The East Rutherford Board of Education is authorized to enter into an agreement with the Brown & Brown Benefit Advisors Broker/Consultants, 24 Arnett Ave, Suite 110, Lambertville, New Jersey 08530, from July 1, 2017, through June 30, 2018, for all insurance consulting services for health insurance programs as set forth in their proposal dated May 2017, in response to RFQ, at no cost for medical/prescription premiums, an indirect fee of 4% for dental and indirect fee of 8% for vision, payable from the insurance carriers (approximate fee of \$7,000.00 based upon current employee subscription).
2. This appointment is made without public advertising and bidding therefor, as an “extraordinary unspecifiable service” under the provisions of the Public School Contracts Law, since N.J.S.A. 18A:18A-5a.(2) specifically permits the waiving of public advertising and bidding therefore for service of this nature.

3. A copy of this resolution shall be published in the Record Newspaper within ten (10) days of its passage.

F13. APPROVAL OF EXTRAORDINARY UNSPECIFIABLE SERVICE – BROKER/RISK MANAGER PROVIDER

WHEREAS, There exists a need for insurance broker/risk manager services for insurance programs; and

WHEREAS, N.J.S.A. 18:18A-5a.(2) sets forth an exception to the requirement of advertising for public bidding in the case of “extraordinary unspecifiable services”; and

WHEREAS, The New Jersey Department of Community Affairs Division of Local Government Services Local Finance Notice AU 2002-2 states that Insurance Consulting Services is an Extraordinary Unspecifiable Service;

WHEREAS, The East Rutherford Board of Education solicited a one-year proposal in May 2017 from three insurance consultant firms as per the terms of Request for Qualifications (RFQ);

WHEREAS, The East Rutherford Board of Education awards a contract to an Insurance Consultant, based on fees, what’s most advantageous and for other reasons;

WHEREAS, The East Rutherford Board of Education reserved its right to extend the contract for two years pursuant to the terms of The Vozza Agency’s response to RFQ;

WHEREAS, The East Rutherford Board of Education has discussed and deliberated the advantages and disadvantages of the proposals submitted by insurance consulting firms;

WHEREAS, The Vozza Agency has extensive experience as an insurance & risk management consultant insurance programs, and given their successful experience with school districts, competitive fee, and other factors considered, it is advantageous to the East Rutherford Board of Education to contract with The Vozza Agency Broker/Risk Manager Provider;

NOW, THEREFORE, BE IT RESOLVED, By the East Rutherford Board of Education as follows:

1. The East Rutherford Board of Education is authorized to enter into an agreement with The Vozza Agency Insurance & Risk Management Corporation, One Depot Square, Post Office Box 100, Park Ridge, New Jersey 07656, from July 1, 2017, through June 30, 2018, for the position of Broker of Record/Risk Manager as set forth in their proposal dated May 31, 2017, in response to RFQ, at the indirect fee of 6% of the Board’s annual assessment as promulgated by NESBIG, payable from the insurance carrier (approximate fee of \$9,000.00 based upon current employee subscription).
2. This appointment is made without public advertising and bidding therefor, as an “extraordinary unspecifiable service” under the provisions of the Public School Contracts Law, since N.J.S.A. 18A:18A-5a.(2) specifically permits the waiving of public advertising and bidding therefore for service of this nature.
3. A copy of this resolution shall be published in the Record Newspaper within ten (10) days of its passage.

F14. APPROVAL OF STUDENT SERVICE PROVIDERS FOR THE 2017-2018 SCHOOL YEAR

Motion to approve the following Evaluators for service to students currently enrolled in programs operated by The East Rutherford Board of Education as recommended by the Child Study Team Director for the **2017-2018** school year.

Evaluator/Consultant	Service
Melanie Mendal	Audiologist
Speech & Hearing Associates	Audiology/Speech/Language
Dr. Esther and Morton Fridman	Psychiatrist
Dr. Batul Ladak	Neurologist
Dr. Kristin Sharma	Neuropsychologist
Dr. Sarah Woldoff	Neuropsychologist
Dr. Hugh Bases	Developmental Pediatrician
Elizabeth Harriman	Speech Consultant
Dr. Timothy Hamway	Clinical Psychologist
Erica Moreno	ABA Therapist
Dr. Gertner	Audiologist
Patricia Deitmer	Vision Therapy
Louise Gulleyan	ABA Therapist
Starlight Nursing Service	Private Nursing Service
Patricia Vasquez-Hill	Communication Skills/Disorder Specialist
Dr. Leslie Nagy	Psychiatrist
Learning Milestones, Inc.	Behaviorist
Kid Clan	OT/PT services
AJL	OT/PT services
Region V	OT/PT/Bilingual evals/services
Christine Moran	OT Service/Evaluations
Dynamic Therapeutic Services	Occupational Therapy
Educational Enterprises	Teacher of the Deaf Consultant/Services
Rickard Rehabilitation Services, Inc	OT/PT services
Valerie Gancarz-DeMarco	ABA Therapist
Education Incorporated	Hospital Instruction
Adam Joshua, Ltd.	Speech/Language Pathologist
Nicole Romaglia	Speech/Language Pathologist
Sarah Murray	Speech/Language Pathologist
Advancing Opportunities	Assistive Technology
Children's Specialized Hospital	Auditory Processing
Care Plus	Psychological Evaluator
Positive Developments	Psychiatric/Neuropsychological/Educational Evaluator
Stuart Leeds	Psychological Counselor
Bergen Regional Medical Center	Psychological Evaluator
Supreme Consultants	BiLingual Evaluations
Inspire Vision & Learning	Vision Evaluations

*List provided from CST Department

F15. APPROVAL TO CREATE POLICY – CREDIT CARD USAGE – STORE AND GAS PURCHASES

WHEREAS, the East Rutherford Board of Education may maintain store and gas credit card accounts for the convenience and efficiency of the district’s business; and

WHEREAS, the district’s auditors, Lerch, Vinci & Higgins, LLP has recommended a formal policy be developed with respect to these credit accounts; and

WHEREAS, upon the suggestion of Lerch, Vinci & Higgins, LLP and as a follow up to these suggestions, administration recommends the following:

1. The Office of Business Administration is to keep physical possession of all store and gas cards.
2. Any designated user of the card must sign it out from the Office of Business Administration using a form that states the Name, the last four digits of the Store Card, the date taken and the employee's signature when taken.
3. The user must take a Purchase Order to be signed by the store.
4. After the purchase is made, the user must return the card to the Office of Business Administration and using the form, list the date returned including the employee's signature when returned.
5. After each purchase, the receipts and corresponding purchase order must be turned in to their Supervisor/Department Head for the Supervisors//Department Head verification and approval signature.
6. Authorized users are designated by their Supervisor/Department Head and must possess an active employee ID card.

NOW THEREFORE BE IT RESOLVE, that the East Rutherford Board of Education will develop a policy for the usage of district credit cards for purchases at stores and gas stations that will address the above stated internal controls.

F16. APPROVAL TO DISCARD OF SCHOOL PROPERTY

BE IT RESOLVED, that the Board approve the discard of school property item(s)as listed below.

Serial/Model #	Item(s) Description	Location
GT55000733	Daewood TV	McKenzie School
B406841127	Sharp TV	McKenzie School
B406840940	Sharp TV	McKenzie School
B406841122	Sharp TV	McKenzie School
MT750C1634	Westinghouse TV	McKenzie School
75494632	Toshiba TV	McKenzie School
MT46BS0153	Daewood TV	McKenzie School
581-55200284	DVD Zenith	McKenzie School
581-55204770	DVD Zenith	McKenzie School
106847278	VCR Sharp	McKenzie School
D31 D20733	VCR Panasonic	McKenzie School
SF2344000	General Electric Stove	McKenzie School

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 be 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
July 27, 2017, 6:00 P.M.
McKenzie School
125 Carlton Avenue, East Rutherford, New Jersey**