

**EAST RUTHERFORD BOARD OF EDUCATION
PUBLIC MEETING AGENDA
A.S. Faust School Gymnasium
January 24, 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

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:

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:

CORRESPONDENCE TO MEMBERS OF THE BOARD OF EDUCATION

REPORTS TO THE BOARD

- School Business Administrator’s Report – Mr. Mark Kramer
- Superintendent’s Report – Mr. Giovanni A. Giancaspro

ADOPTION OF PRIOR BOARD MEETING MINUTES

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

Motion:

Second:

Vote:

- December 21, 2017 Public Meeting Minutes
- December 21, 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 Dated December 1, 2017), Pursuant to N.J.S.A. 18A:37-15(b)(6)(e); S5) Resolution Affirming the Superintendent’s Decision Relating to an Alleged Harassment, Intimidation and Bullying Incident (Report Dated December 14, 2017), Pursuant to N.J.S.A. 18A:37-15(b)(6)(e);

Motions S1 – S5:

Second:

Vote:

S1. APPROVAL OF FIRE AND EMERGENCY DRILL REPORT

SCHOOL	TYPE OF DRILL	DATE	TIME
Faust School	Fire Drill	1/11/18	8:38 a.m.
Faust School	Lockdown Drill	1/19/18	9:30 a.m.
McKenzie School	Fire Drill	1/19/18	1:30 p.m.
McKenzie School	Lockdown Drill	1/17/18	2:41 p.m.

S2. APPROVAL OF ENROLLMENT REPORT

SCHOOL	TOTAL ENROLLMENT
Faust	343
McKenzie	478
Special Services – In District	122
Special Services – Out of District	26
Tuition Students	0
Home Instruction	1

S3. APPROVAL OF HARASSMENT, INTIMIDATION AND BULLYING MONTHLY REPORT

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

S4. RESOLUTION AFFIRMING THE SUPERINTENDENT’S DECISION RELATING TO AN ALLEGED HARASSMENT, INTIMIDATION AND BULLYING INCIDENT (REPORT DATED DECEMBER 1, 2017), PURSUANT TO N.J.S.A. 18A:37-15(b)(6)(e)

WHEREAS, on December 1, 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 December 21, 2017, the Superintendent reported the results of the investigation, services provided and discipline imposed, if any; and

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

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

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

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

S5. RESOLUTION AFFIRMING THE SUPERINTENDENT’S DECISION RELATING TO AN ALLEGED HARASSMENT, INTIMIDATION AND BULLYING INCIDENT (REPORT DATED DECEMBER 14, 2017), PURSUANT TO N.J.S.A. 18A:37-15(b)(6)(e)

WHEREAS, on December 14, 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 December 21, 2017, the Superintendent reported the results of the investigation, services provided and discipline imposed, if any; and

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

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

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

1. The aforesaid recitals are incorporated herein as though fully set forth at length.
2. The Superintendent's decision concerning the December 14, 2017 report of HIB is hereby affirmed.

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 Field Trip Requests; C3) Approve and Accept the Revised Grant Application Fiscal Year 2017-2018 Individuals with Disabilities Education Act (IDEA) Funds; C4) Approve the Revised Elementary and Secondary Education Act (ESEA) Consolidated Entitlement; C5) Approval of revised Contractual Agreement with Literacy and Learning Solutions for the 2017-2018 school year:**

Motions C1 – C5:

Second:

Vote:

C1. APPROVAL OF STUDENT SERVICES

No New Business

C2. APPROVAL OF FIELD TRIP REQUESTS

No New Business

C3. APPROVE AND ACCEPT THE REVISED 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 Other Purchased Services - Tuition	20.250.100.500	<u>\$199, 753</u>
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Preschool IDEA

Instruction Other Purchased Services - Tuition	20.251.100.500	<u>\$ 6, 635</u>
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Code	Name	Action	Position	Step	Stipend/ Salary	Effective Date	Discussion/ Account Code
P1.4	Beth Narkiewicz	Salary Guide Movement	Teacher	From: BA+15 Step 14 To: BA+30 Step 14	From: \$93,648 To: \$97,139	2/1/18 – 6/30/18	11-110-100-101-080-00-000
P1.5	Marilyn Petraitis	Salary Guide Movement	Teacher	From: MA Step 12 To: MA+15 Step 12	From: \$90,294 To: 93,737	2/1/18 – 6/30/18	11-130-100-101-040-00-000
P1.6	Joann Saab	Salary Guide Movement	Nurse	From: MA+30 Step 14 To: MA+60 Step 14	From: \$107,740 To: \$111,044	2/1/18 – 6/30/18	11-000-213-100-080-00-000
P1.7	Cory Scelsa	Salary Guide Movement	Teacher	MA+30 Step 8 To: MA+60 Step 8	From: \$78,197 To: \$93,546	2/1/18 – 6/30/18	11-120-100-101-080-00-000
P1.8	Erinn Carson	Appointment	Part-Time Special Ed Aide	Certified Aide Step 1	\$21.08/hr	1/25/18 – 6/30/18	11-216-100-106-080-00-000
P1.9	Stephanie Hesse	Appointment	Replacement Math Teacher	BA Step 1	\$55,077 (pro-rated)	1/29/18 – 6/20/18	(Maternity Leave) 11-130-100-101-040-00-982
P1.10	Dianne Botti	Appointment	Part-Time Bookkeeper/Accountant	N/A	\$200.00 per day	2/12/18- 6/30/18	(minimum of 7.5 hrs a day) (3 days per week) 11-000-251-100-000-00-000
P1.11	Theresa Kelly	Appointment	Replacement English Teacher	BA Step 1	\$55,077 (pro-rated)	2/12/18 – 6/20/18	(Maternity Leave) 11-130-100-101-040-00-982

P2. APPROVAL OF TRAVEL EXPENDITURES

Code	Date	Employee	Workshop/Location	Total Cost to Board	Sub
P2.1	5/16-18/18	Giovanni Giancaspro	NJASA/NJAPSA Spring Leadership Conference 2018 Harrah's Atlantic City, N.J.	\$989.58	No
P2.2	1/31/18	Giovanni Giancaspro	Fostering a Culture of Growth Middlesex County College	\$0.00	No
P2.3	1/31/18	Sharon King-Dobson	Fostering a Culture of Growth Middlesex County College	\$0.00	No
P2.4	3/1/18	Rebecca Krantz	2018 PARCC Mandatory District Test Coordinator Training Whippany, N.J.	\$0.00	Yes

P3. APPROVAL OF SOURCE 4 TEACHERS SUBSTITUTE TEACHER LIST

Motion to approve, upon the recommendation of the Superintendent, to approve the Source 4 Teachers substitute teacher list as on file in the Superintendent's Office for **January 2018**.

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	#0016	Medical Leave	Teacher	Faust	1/25/18	3/2/18	25 unpaid sick days	N/A	3/5/18
P4.2	#0369	Maternity Leave	Teacher	Faust	4/9/18	6/30/18	14 sick days 2 personal days	5/1/18 FMLA begins followed by NJFLA	9/1/18

P5. APPROVAL OF JOB DESCRIPTION FOR SPECIAL SERVICES 12 MONTH SECRETARY

Motion to approve the job description for “Special Services 12-Month Secretary” at the Recommendation of the Superintendent.

P6. REVISED DESIGNATION OF COMPLIANCE OFFICERS

BE IT RESOLVED, that the Board of Education of the East Rutherford School District, does hereby designate the following individuals through the 2018-2019 school year as compliance officers:

Affirmative Action/Equity Officers	Regina Barrale
Section 504 Compliance Officer	Sharon King-Dobson
Title IX Coordinator	Sharon King-Dobson
Integrated Pest Management Coordinator	Mark Kramer
Homeless Liaison	Sharon King-Dobson
American Disabilities Act Officer	Sharon King-Dobson
Asbestos Management & PEOSA Officer	Mark Kramer
Safety & Health Officer	Mark Kramer
Indoor Air Quality Officer	Mark Kramer
Right to Know Officer	Mark Kramer
Chemical Hygiene Officer	Mark Kramer
Asbestos Hazard Emergency Response Act (AHERA) Coordinator	Mark Kramer
Custodian of Records	Mark Kramer
Public Agency Compliance Officer	Mark Kramer
Substance Awareness Coordinator	Giovanni Giancaspro
Treasurer of School Monies	Diane Chorazy
Board Secretary through June 30, 2018	Mark Kramer
School Safety Specialist	Brian Barrow

P7. APPROVAL OF AFTER-SCHOOL ACADEMIC INTERVENTION PROGRAM APPOINTMENTS FOR 2017-2018

Employee	Title I After School Program	Position	Hrs. Per Week	Days	\$ Amt	Not to Exceed/ Account Code
Mary Gagis	McKenzie School	Program Coordinator	3 (revised)	30	\$45/hr	\$2,500.00 (revised) 20-231-100-100-000-03-990
Rebecca Krantz	Faust School	Program Coordinator	6 (revised)	70	\$45/hr	\$5,000.00 (revised) 20-231-100-100-000-03-990
Stephanie Hesse	Faust School	Tutor	4	70	\$45/hr	\$3,600.00 20-231-100-000-000-03-993

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 Facility:**

Motion PF1:

Second:

Vote:

PF1. APPROVAL OF USE OF DISTRICT FACILITY

Code	Application Number	Requested by/ Organization	Location Requested	Purpose	Open to the Public	Date of Event	Time Allotment	Discussion/ Fee to BOE
PF1.1	58	East Rutherford Recreation Department	Faust Gymnasium	Boys Basketball Practices	N/A	(8) Saturdays Commencing on 1/20/18	9:00-12:00 p.m.	Special Police Officer & Custodial O.T. paid for by Borough of ER

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

AD-HOC COMMITTEE

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

No New Business

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

**BE IT RESOLVED, upon the recommendation of the Superintendent, the Board hereby approves motions:
CR1) First Reading – Bylaws, Policies and Regulations; CR2) Approve School Calendar for 2018-2019 school year:**

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 #0169.02- Board Member Use of Social Networks (New)
- Policy #3437 – Military Leave (Revised)
- Policy #4437 Military Leave (Revised)
- Policy #5516.01 – Student Tracking Devices (New)
- Regulation #7101 – Educational Adequacy of Capital Projects (Revised)
- Policy #7425 – Lead Testing of Water in Schools (New)
- Policy & Regulation #7440 – School District Security (M) (Revised)
- Policy and Regulation #7441- Electronic Surveillance in School Buildings and on School Grounds (M) (Revised)
- Policy #8507 – Breakfast Offer Versus Serve (OVS) (M) (Revised)
- Policy #8630 – Bus Driver/Bus Aide Responsibility (M) (Revised)
- Regulation #8630 – Emergency School Bus Procedures (M) (Revised)
- Policy #9242 – Use of Electronic Signatures (New)

CR2. APPROVAL OF SCHOOL CALENDAR 2018-2019

Motion to approve, upon the recommendation of the Superintendent, the school calendar for 2018-2019.

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

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

I.O.U.E. - status – Mr. Bulger

E.R.E.A. - status – Mr. Vartan

FINANCE COMMITTEE (*Chairperson; Debbie Zoller, ShaVonne Honor, Richard Vartan,*)

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) Approval to set the 2018-2019 Preschool Tuition Rate:

Motions F1 – F4:

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 **December 20, 2017 - January 19, 2018** 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 **\$238,654.46**; 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 June and July 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	\$205,867.22
Food Service Account	\$32,787.24
Special Activity Account	\$0
TOTAL	\$238,654.46

F2. 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 **November 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 **November 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.

F3. 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 **October & November** within the 2017-2018 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

F4. APPROVAL TO SET THE 2018-2019 PRESCHOOL TUITION RATE

BE IT RESOLVED, that the East Rutherford Board of Education, upon the recommendation of the Superintendent, approve and establish a tuition rate of \$3,000.00 per child for the 2018-2019 Preschool program at McKenzie School.

NEW BUSINESS

OLD BUSINESS

OPEN TO THE PUBLIC

President Vartan Opens the Hearing of Citizens:

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:

ADJOURN TO EXECUTIVE SESSION (IF NECESSARY)

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:

MOTION TO ADJOURN EXECUTIVE SESSION AND RETURN TO THE REGULAR ORDER OF BUSINESS

Motion:

Second:

Vote:

**NEXT MEETING:
Public Meeting
A.S. Faust School Gymnasium
February 22, 2018
7:00 P.M.**