

**EAST RUTHERFORD BOARD OF EDUCATION
PUBLIC MEETING AGENDA
A.S. Faust School Gymnasium
February 22, 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

- 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:

Motion:

Second:

Vote:

- January 09, 2018 Organization Public Minutes
- January 16, 2018 Special Meeting Minutes
- January 16, 2018 Executive Meeting Minutes
- January 24, 2018 Public Meeting Minutes
- January 24, 2018 Executive Meeting Minutes 1 & 2

REPORTS TO THE BOARD

- School Business Administrator's Report – Mr. Mark Kramer
- Superintendent's Report – Mr. Giovanni A. Giancaspro
 - School Bond Referendum Presentation

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

Motions S1 – S3:

Second:

Vote:

S1. APPROVAL OF FIRE AND EMERGENCY DRILL REPORT

SCHOOL	TYPE OF DRILL	DATE	TIME
Faust School	Fire Drill	2/14/18	11:55 am
Faust School	Lockdown Drill	TBD	
McKenzie School	Fire Drill	TBD	
McKenzie School	Lockdown Drill	TBD	

S2. APPROVAL OF ENROLLMENT REPORT

SCHOOL	TOTAL ENROLLMENT
Faust	345
McKenzie	476
Special Services – In District	120
Special Services – Out of District	26
Tuition Students	0
Home Instruction	2

S3. APPROVAL OF HARASSMENT, INTIMIDATION AND BULLYING MONTHLY REPORT

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

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) Approve and Submit New Jersey Department of Education Equivalency Waiver Request**

Motions C1 – C5:

Second:

Vote:

C1. APPROVAL OF STUDENT SERVICES

No New Business

C2. APPROVAL OF FIELD TRIP REQUESTS

Code	School	Grade	Requested by Whom	Destination	Purpose/ Goal of Trip	Cost/ Discussion
C2.1	Faust	7	P. Colavito	New York City Public Library	Expose students to a variety of research approaches	\$0 per student fuel/tolls cost to BOE Transportation is requested of the Board.

Code	School	Grade	Requested by Whom	Destination	Purpose/ Goal of Trip	Cost/ Discussion
C2.2	Faust	5	R. Barrale	Hudson County Court House	Understanding the Justice System	\$0 per student Transportation is requested of the Board.
C2.3	Faust	7 & 8	M. Fox	Margaret Williams Theatre	Students will learn about Latin-American cultures	\$25 per student Transportation is requested of the Board.

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 \$199,753

Preschool IDEA

Instruction Other Purchased Services - Tuition 20.251.100.500 \$ 6,635

C4. APPROVE THE REVISED ELEMENTARY AND SECONDARY EDUCATION ACT (ESEA) CONSOLIDATED ENTITLEMENT

NOW THEREFORE BE IT RESOLVED, the East Rutherford Board of Education accepts the Fiscal Year 2017-2018 Elementary and Secondary Education Act (ESEA) Consolidated Entitlement Funds in the amount of \$242,358.00 as allocated:

Title I Part A	\$ 170,974
Title II Part A	38,432
Title III	14,255
Title III Immigrant	8,697
Title IV Part A	<u>10,000</u>
Total Public School Allocation	\$ 242,358

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	\$ 66,803
Instruction Salaries – After School AIP Supervisor	20.231.100.100	7,500
Instruction Salaries – BSI Teacher Kelly: Salary (54%)	20.231.100.100	60,000
Instruction Salaries – BSI Teacher Kelly: Benefits	20.231.200.200	16,800
Instruction Supplies – IXL Online Math	20.231.100.600	7,797
Instruction Supplies – Instructional Supplies	20.231.100.600	8,074
Purchased Professional Service- Benchmark Literacy PD	20.231.200.300	<u>4,000</u>
		\$ 170,974

Title II Part A:

Non-Instruction Other Purchased Services – Orton G. Training	20.271.200.500	4,300
Support Services Professional Services – Consultant/PD	20.271.200.300	26,680
Non-Instructional Supplies – Educational Impact	20.271.200.600	4,200
Support Services Professional Services- PD	20.271.200.300	<u>3,252</u>
		\$ 38,432

Title III:

Instruction Salaries – ESL Teacher Dinan: Salary (18%)	20.241.100.100	\$ 11,000
Instruction Salaries – ESL Teacher Dinan: Benefits	20.241.200.200	3,080
Instruction Supplies – Instructional Supplies	20.241.100.600	<u>175</u>
		\$ 14,255

Title III Immigrant:

Instructional Supplies – Screening Kits (K-8)	20.242.100.600	\$ 810
Instructional Supplies – Interactive Ebooks	20.242.100.600	946
Non-Instruction Purchased Professional Services – Consultant/PD	20.242.200.300	5,000
Non-Instruction Other Purchased Services- International Night	20.242.200.500	<u>1,941</u>
		\$ 8,697

Title IV Part A

Non-Instruction Purchased Professional Services – Consultant/PD	20.280.200.300	\$ 10,000
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Total Public School Allocation **\$242,358**

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** **\$ 60,000.00**

Name	Annual Salary	Title I Part A Allocation	Funding %	Location
BSI Teacher Jo-Anne Kelly	\$111,044	\$60,000	50%	McKenzie

Title III:

Instruction Salaries **20.241.100.100** **\$ 11,000.00**

Name	Annual Salary	Title IV Part A Allocation	Funding %	Location
ESL Teacher Christina Dinan	\$63,527	\$11,000.00	18%	McKenzie

C5. APPROVE AND SUBMIT NEW JERSEY DEPARTMENT OF EDUCATION EQUIVALENCY WAIVER REQUEST

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools that the East Rutherford Board of Education hereby authorizes the Superintendent to submit an equivalency waiver request to the County and State Offices of Education proposing to use equivalent measures of assessment and growth for the Instruction and Program section of the QSAC audit.

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 Expenditure**
- P3) Source 4 Teachers Substitute List**
- P4) Leave of Absence**
- P5) Acceptance of Retirement Notification from T. O’Fallon**
- P6) Acceptance of Retirement Notification from E. Zippo-Mileski**
- P7) Approval of Job Description for School Psychologist/School Counselor**
- P8) Approval of Job Description for Supervisor of Instruction & Technology**
- P9) Approval of Job Description for Director of Curriculum, Instruction, Assessment & Student Services**

Motions P1 – P9:

Second:

Vote:

P1. APPROVE FOLLOWING PERSONNEL ACTIONS

Code	Name	Action	Position	Step	Stipend/ Salary	Effective Date	Discussion/ Account Code
P1.1	Theresa Kelly	Appointment (revision)	Replacement English Teacher	BA Step 1	\$55,077 (pro-rated)	2/12/18 – 6/1/18	(Maternity Leave) 11-130-100-101-040-00-982
P1.2	Marilyn Petraitis	Salary Guide Movement (revision)	Teacher	From: MA Step 12 To: MA+15 Step 12	From: \$90,294 To: \$93,787	2/1/18 – 6/30/18	11-130-100-101-040-00-000
P1.3	Janet Addeo	Adjustment	Bus Aide	N/A	\$13.25	2/23/18 – 6/30/18	Reduced from 4 hours to 3.75 hours

P2. APPROVAL OF TRAVEL EXPENDITURES

Code	Date	Employee	Workshop/Location	Total Cost to Board	Sub
P2.1	4/10/18	Kathy DiLascio	NGSS Fundamentals for Teachers Grades K-5 Montclair, N.J.	\$150.00 Title II 20-271-200-300	Yes
P2.2	3/23/18	John Jason Holder	Argumentation in the NGSS Science Grades 6-12 Montclair, N.J.	\$150.00 Title II 20-271-200-300	Yes
P2.3	3/23/18	Di Yang	Argumentation in the NGSS Science Grades 6-12 Montclair, N.J.	\$150.00 Title II 20-271-200-300	Yes
P2.4	3/23/18	Mable Thomas	Educational Enterprise Annual Conference Paramus, N.J.	\$0.00	No
P2.5	3/6/18	Jamie Lee	Understanding Executive Function and its Impact on Academic and Social Success in School Oradell, N.J.	\$0.00	No
P2.6	3/23/18	Katherine Fontana	2018 NJAHPERD Annual Convention Long Branch, N.J.	\$0.00	Yes

Code	Date	Employee	Workshop/Location	Total Cost to Board	Sub
P2.7	3/23/18	Tracy Vanasco	2018 NJAHPERD Annual Convention Long Branch, N.J.	\$0.00	Yes
P2.8	3/23/18	Kristin Wilhelm	2018 NJAHPERD Annual Convention Long Branch, N.J.	\$0.00	Yes
P2.9	4/12/18	Renee Romaglia	Working Effectively with Parents and Advocates Lyndhurst, N.J.	\$0.00	No
P2.10	4/27/18	Renee Romaglia	Best Practice for Teaching Children Social Problem-Solving Skills Oradell, N.J.	\$8.06	No
P2.11	2/26/18	Sharon King-Dobson	SBJC: Sanford Harmony Presentation Hasbrouck Heights, N.J.	\$0.00	No
P2.12	2/26/18	Rebecca Krantz	SBJC: Sanford Harmony Presentation Hasbrouck Heights, N.J.	\$0.00	Yes
P2.13	3/13/18	Zachary Majsiak	BELS Vendor & Research Day Paramus, N.J.	\$0.00	Yes
P2.14	3/23/18	Erica Moreno	NJABA Conference Somerset, 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 **February 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	#0087	Family Leave	Aide	McKenzie	2/26/18	3/2/18	3 personal days 2 unpaid days	n/a	3/5/18

P5. ACCEPTANCE OF RETIREMENT NOTIFICATION – T. O’FALLON

Motion to accept, with regret, the retirement notification from Theresa O’Fallon, effective July 1, 2018.

P6. ACCEPTANCE OF RETIREMENT NOTIFICATION – E. ZIPPO-MILESKE

Motion to accept, with regret, the retirement notification from Elaine Zippo-Mileski, effective May 1, 2018.

P7. APPROVAL OF JOB DESCRIPTION FOR SCHOOL PSYCHOLOGIST/SCHOOL COUNSELOR

Motion to approve the job description for “School Psychologist/School Counselor” at the recommendation of the Superintendent.

P8. APPROVAL OF JOB DESCRIPTION FOR SUPERVISOR OF INSTRUCTION & TECHNOLOGY

Motion to approve the job description for “Supervisor of Instruction & Technology” at the recommendation of the Superintendent.

P9. APPROVAL OF JOB DESCRIPTION FOR DIRECTOR OF CURRICULUM, INSTRUCTION ASSESSMENT AND STUDENT SERVICES

Motion to approve the job description for “Director of Curriculum, Instruction, Assessment and Student Services” at the recommendation of the Superintendent.

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

No New Business

AD-HOC COMMITTEE

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:
CR1) Second Reading – Bylaws, Policies and Regulations

Motion CR1:

Second:

Vote:

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

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

- Policy #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)

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

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

Technology – status – Mr. Alvarez

NEGOTIATIONS COMMITTEE

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

I.O.U.E. - status – Mr. Maucione

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) Acceptance of Donation from ExxonMobil**
- F5) Approval of Bid Award Funded by E-Rate**

Motions F1 – F5:

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 **January 24, 2018 - February 15, 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 \$; 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 through 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	\$410,524.55
Food Service Account	\$25,532.74
Special Activity Account	\$0
TOTAL	\$436,057.29

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 **December 31, 2017** are presented for the Board to accept and are on file in the Office of the School Business Administrator;

NOW THEREFORE BE IT RESOLVED, the Board of Education of the East Rutherford School District acknowledges receipt of and accepts the Board Secretary’s and Treasurer’s Reports for the month **ending December 31, 2017; and**

BE IT FURTHER RESOLVED, that the Board Secretary and the Board of Education certifies that no budgetary line item account has been over-expended and that there are sufficient funds available to meet the District’s financial obligation.

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 **December through January** 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. ACCEPTANCE OF A DONATION FROM EXXONMOBIL

WHEREAS, the East Rutherford Board of Education has received a donation in the amount of \$500.00 from ExxonMobil Educational Alliance Program for the purpose of providing support to the math/science programs.

NOW, THEREFORE, BE IT RESOLVED; that the East Rutherford Board of Education accepts the donation of \$500.00 from ExxonMobil Educational Alliance Program for the purpose of providing support to the math/science programs.

F5. APPROVAL OF BID AWARD FUNDED BY E-RATE

TBA

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
March 22, 2018
7:00 P.M.**