

**EAST RUTHERFORD BOARD OF EDUCATION
PUBLIC MEETING AGENDA
Faust School Gymnasium
December 19, 2019
6:00 PM**

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

CALL TO ORDER – President Caruso

OPENING STATEMENT – President Caruso

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. Jason Bulger
Mr. Carlo Maucione
Mrs. Erin Shemeley
Mr. Richard Vartan
Mrs. Rachel Villanova
Mrs. Debra Zoller
Mrs. Maria Caruso

ANNOUNCEMENT OF FIRE EXIT LOCATIONS – President Caruso

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 Caruso Opens the Hearing of Citizens:

Time:

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

President Caruso Closes the Hearing of Citizens:

Time:

CORRESPONDENCE TO MEMBERS OF THE BOARD OF EDUCATION

- Thank you letter from Niaz Uddin, Vice Principal of Newark B.O.E
- Thank you letter from Jacqueline Collard

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:

- November 21, 2019 Public Meeting Minutes
- November 21, 2019 Executive Meeting Minutes

ROLL CALL VOTE:

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

REPORTS/PRESENTATIONS TO THE BOARD

- School Business Administrator’s Report – Mrs. Lameka Augustin
 - Audit Findings and Corrective Action Plan
- Superintendent’s Report – Mr. Giovanni A. Giancaspro
 - Theatre Workshop Presentation – Tori Ellen Clemens
 - East Rutherford Youth Soccer Championship Plaque Presentation

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 October 30, 2019), Pursuant to N.J.S.A. 18A:37-15(b)(6)(e)

S4. RESOLUTION AFFIRMING THE SUPERINTENDENT’S DECISION RELATING TO AN ALLEGED HARASSMENT, INTIMIDATION AND BULLYING INCIDENT (REPORT DATED OCTOBER 30, 2019), PURSUANT TO N.J.S.A. 18A:37-15(b)(6)(e)

WHEREAS, on October 30, 2019, 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 November 21, 2019, 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 October 30, 2019, report of HIB is hereby affirmed.

Motions S1 – S4:

Second:

Vote:

S1. APPROVAL OF FIRE AND EMERGENCY DRILL REPORT

SCHOOL	TYPE OF DRILL	DATE	TIME
Faust School	Fire Drill	12/10/19	8:45 am
Faust Annex	Fire Drill	12/10/19	8:51 am
Faust School & Annex	Lockdown Drill	12/16/2019	9:35 am
Faust Annex	Evacuation Drill/ Non-Emergency	11/26/19	10:05 am
McKenzie School	Fire Drill	12/10/19	10:26 am
McKenzie School	Shelter-in Place	12/10/19	1:11 pm

S2. APPROVAL OF ENROLLMENT REPORT

SCHOOL	TOTAL ENROLLMENT
Faust	300
McKenzie	461
Special Services – In District	115
Special Services – Out of District	12
Tuition Students	3
Home Instruction	2

S3. APPROVAL OF HARASSMENT, INTIMIDATION AND BULLYING MONTHLY REPORT

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

CURRICULUM COMMITTEE (*Chairperson; Carlo Maucione, 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
- C3) Approval of World Language Consultant, Jean Modig for the 2019-2020 School Year

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 annual contract agreements for the 2019-2020 school year as deemed necessary.

Code	Student ID & Contract Verified	Service(s) Requested	Provider	Date	Cost(s)
C1.	On file	Teacher of the Deaf	Bergen County Special Services	2019-2020 School Year	not to exceed \$495.00

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;

Code	School	Grade	Destination	Purpose/ Goal of Trip	Approximate Cost Associated with Trip
C2.1	Faust	6-8	Various	Wildcats Basketball Games	\$250.00 per game 1 Bus Driver OT
C1.2	Faust	5-8	E.R. Community Center	Performance for Senior Citizens	\$0
C1.3	Faust	5-8	American Dream Mall	Band & Choir Performance	\$1,070.00 4 Bus Drivers OT
C1.4	Faust	5-8	Robert L. Craig School	To participate in STEAM Robotics Competition	\$0
C1.5	McKenzie	K-4	Flap Jax Restaurant	Community Based Instruction	\$110.00
C1.6	Faust	5-8	Lodi Lanes	Community Based Instruction	\$100.00

C3. APPROVAL OF WORLD LANGUAGE CONSULTANT, JEAN MODIG FOR THE 2019-2020 SCHOOL YEAR

Motion to approve, upon the recommendation of the Superintendent, the following World Language Consultant, Jean Modig to provide professional development, curricular revisions and model best practices during the 2019-2020 school year, at a rate of \$650.00 per day for 18 days, not to exceed \$11,700.00 for the year.

ROLL CALL VOTE: C1 – C3:

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

PERSONNEL COMMITTEE (*Chairperson; Richard Vartan, Jason Bulger, Maria Caruso*)

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**
- P5) Approval of After-School Academic Intervention Program Appointments for 2019-2020 School Year**

P1. APPROVE FOLLOWING PERSONNEL ACTIONS

Code	Name	Action	Position	Step	Stipend/ Salary	Effective Date	Discussion/ Account Code
P1.1	Marisa Caponi	Acknowledgement	School Psychology Internship	N/A	N/A	One day a Week 2020-2021 School Year	Cooperating School Psychologist Dr. Jamie Lee (pending background check)
P1.2	Derrick Peeples	Appointment	Substitute Bus Driver	N/A	\$19.00/hr	12/20/19 – 6/30/20 (as needed)	11-000-270-160-000-00-992 (pending completed paperwork)
P1.3	Nicole Baratta	Acknowledgement	Physical Therapist Affiliation	N/A	N/A	2/10/20 – 5/11/20	13 weeks Cooperating Physical Therapist Michelle Baker
P1.4	Christine Bayeux	Appointment	Home Instruction	N/A	\$45.00/hr.	12/9/19 – TBD	2 hours per week 11-150-100-101-040-00-979
P1.5	Zachary Majsiak	Appointment	Home Instruction	N/A	\$45.00/hr.	12/9/19 – TBD	4 hours per week 11-150-100-101-040-00-979
P1.6	Philip Coccozzo	Appointment	After-School Crowd Control – Faust Basketball	N/A	\$35 – single game \$50 – double game	Basketball Season	Schedule to be arranged by Faust Principal 11-402-100-100-040-00-990
P1.7	Tammy Falco	Appointment	After-School Crowd Control – Faust Basketball	N/A	\$35 – single game \$50 – double game	Basketball Season	Schedule to be arranged by Faust Principal 11-402-100-100-040-00-990

Code	Name	Action	Position	Step	Stipend/ Salary	Effective Date	Discussion/ Account Code
P1.8	Tonia O'Connor	Appointment	After-School Crowd Control – Faust Basketball	N/A	\$35 – single game \$50 –double game	Basketball Season	Schedule to be arranged by Faust Principal 11-402-100-100-040-00-990
P1.9	Ana Rosa Hernandez	Appointment	Music Teacher	MA+30 Step 6	\$75,166 (pro-rated)	2/18/20 – 6/30/20	11-120-100-101-080-00-000 (pending background check)

P2. APPROVAL OF TRAVEL EXPENDITURES

Code	Date	Employee	Workshop/Location	Total Cost to Board	Sub
P2.1	1/27/20	Mercedes Sermeno-Fox	Increasing Proficiency in the World Language Classroom Rutherford, N.J.	\$0.00	Yes
P2.2	1/27/20	Synthia Cuello	Increasing Proficiency in the World Language Classroom Rutherford, N.J.	\$0.00	Yes
P2.3	2/5/20	Renee Romaglia	Zones of Regulations Oradell, N.J.	\$9.31	No
P2.4	2/5/20	Jamie Lee	Zones of Regulations Oradell, N.J.	\$9.10	No
P2.5	3/2/20	Jamie Gentry	Developing Growth Mindset in Mathematics to Increase Students' Perseverance, Engagement and Success in your Math Classroom West Orange, N.J.	\$279.00	Yes
P2.6	Monthly	Giovanni Giancaspro	Collaborative Cybersecurity Workshops Hackensack, N.J.	\$0.00	No
P2.7	Monthly	Lameka Augustin	Collaborative Cybersecurity Workshops Hackensack, N.J.	\$0.00	No
P2.8	Monthly	Jason Bulger	Collaborative Cybersecurity Workshops Hackensack, N.J.	\$0.00	No
P2.9	Monthly	Erin SHEMELEY	Collaborative Cybersecurity Workshops Hackensack, N.J.	\$0.00	No
P2.10	Monthly	Lukasz Majowicz	Collaborative Cybersecurity Workshops Hackensack, N.J.	\$0.00	No
P2.11	Monthly	David Higgins	Collaborative Cybersecurity Workshops Hackensack, N.J.	\$0.00	Yes
P2.12	Monthly	Cory Scelsa	Collaborative Cybersecurity Workshops Hackensack, N.J.	\$0.00	Yes
P2.13	Monthly	Beth Ellen Narkiewicz	Collaborative Cybersecurity Workshops Hackensack, N.J.	\$0.00	Yes
P2.14	Monthly	Brian Barrow	Collaborative Cybersecurity Workshops Hackensack, N.J.	\$0.00	No
P2.15	Monthly	Andrew Bianco	Collaborative Cybersecurity Workshops Hackensack, N.J.	\$0.00	No
P2.16	Monthly	Karen Dolinsky	Collaborative Cybersecurity Workshops Hackensack, N.J.	\$0.00	No
P2.17	Monthly	Dianne Botti	Collaborative Cybersecurity Workshops Hackensack, N.J.	\$0.00	No
P2.18	Monthly	Louise Barone	Collaborative Cybersecurity Workshops Hackensack, N.J.	\$0.00	No
P2.19	Monthly	Officer Kym Lucas	Collaborative Cybersecurity Workshops Hackensack, N.J.	\$0.00	No
P2.20	Monthly	Angelina Marra-O'Hare	Collaborative Cybersecurity Workshops Hackensack, N.J.	\$0.00	No
P2.21	01/22/20	Dianne Botti	NJASBO Professional Development Rockaway, N.J.	\$100.00 registration \$22.12 mileage	No
P2.22	1/25/20	Giovanni Giancaspro	Career Ambassador Program Trenton, 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	#0581	Extended Medical Leave	Paraprofessional	Faust	12/2/19	12/13/19	10 unpaid sick days	N/A	12/16/19

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 **December 2019**.

P5. APPROVAL OF AFTER-SCHOOL ACADEMIC INTERVENTION PROGRAM APPOINTMENTS FOR 2019-2020

Motion to approve, upon the recommendation of the Superintendent, the After-School Academic Intervention Program appointments for the 2019-2020 school year.

Employee	Title I After School Program	Position	Hrs. Per Week	Total Hrs./ Days	\$ Amt	Not to Exceed/ Account Code
Brittany Addeo	Faust School	Program Coordinator	4	111	\$45/hr.	\$4,995.00 (total hrs. extended from 89 hrs. to 111 hrs.) 20-231-100-100-040-03-990 11-421-100-101-040-00-994

ROLL CALL VOTE: P1-P5:

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

PHYSICAL FACILITIES COMMITTEE (Chairperson; Jason Bulger, Carlo Maucione, Erin SHEMELEY)

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

PF1) Approval of Use of District Facilities

PF2) Resolution Extending the Closing and Termination Dates in a Property Contract of Sale/Exchange between the Borough of East Rutherford and the East Rutherford Board of Education

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	93	J. Hansen Borough E. Rutherford Recreation Boys Basketball & Soccer Practice	Faust Gymnasium	Practices and Games	Yes	1/4/20 - 3/7/20	Saturdays 8:00 – 3:30pm	Special Police Officer required and Custodial overtime paid by Borough of E. Rutherford

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

PF2. BOROUGH OF EAST RUTHERFORD RESOLUTION EXTENDING THE CLOSING AND TERMINATION DATES IN A PROPERTY CONTRACT OF SALE/EXCHANGE BETWEEN THE BOROUGH OF EAST RUTHERFORD AND THE EAST RUTHERFORD BOARD OF EDUCATION, AND CONFIRMING THAT THE CONTRACT HAS NOT BEEN TERMINATED

WHEREAS, the Borough of East Rutherford (“Borough”) and the East Rutherford Board of Education (“Board”) are parties to a Contract of Sale/Exchange, dated September 1, 2017 (“Contract of Sale”), whereby the parties agreed to exchange the following properties:

- The Borough’s property located on the corner of Uhland and Grove Streets, designated as Block 63, Lots 21, 22 & 23 on the tax map for the Borough of East Rutherford, Bergen County, New Jersey; and
- The Board’s property commonly known as the former Franklin School site, designated as Block 50, Lot 15 on the tax map for the Borough of East Rutherford, Bergen County, New Jersey; and

WHEREAS, the Contract of Sale provided for various contingencies having to be satisfied before the closing could occur, and provided for an anticipated closing date of February 1, 2018; and

WHEREAS, the Contract of Sale also provided that if the contingencies had not been satisfied by December 31, 2018, either the Board or the Borough could terminate the Contract of Sale; and

WHEREAS, the contingencies in Contract of Sale, including primarily the passage of a bond referendum for various school improvements and new construction, have not yet been satisfied; and

WHEREAS, both the Board and Borough wish to extend dates set forth in the Contract of Sale and confirm that neither party has terminated the Contract of Sale.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of East Rutherford, Bergen County, New Jersey, as follows:

1. The aforesaid recitals are incorporated herein as though fully set forth at length.
2. The Contract of Sale has not been terminated by the Borough.
3. An amendment to the Contract of Sale providing for (1) an anticipated closing date on or before December 31, 2020, and (2) the extension of the date after which a party may terminate through June 30, 2021, is hereby authorized and approved.
4. The Board President, Business Administrator, Board Counsel, and any other necessary official, officer or employee of the Board be and they are hereby authorized to execute any and all documents and to take any and all actions necessary to effectuate the purposes of this Resolution, including the preparation of an amendment to the Contract of Sale consistent with this Resolution.

Adopted: December 19, 2019

ROLL CALL VOTE: PF1 – PF2

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

COMMUNITY RELATIONS COMMITTEE (*Chairperson; Rachel Villanova, Jason Bulger, Debbie Zoller*)

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

No New Business

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

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

No New Business

NEGOTIATIONS COMMITTEE E.R.A.A AND I.U.O.E *(Chairperson; Maria Caruso; Carlo Maucione)*

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

No New Business

FINANCE COMMITTEE *(Chairperson; Debbie Zoller, Jason Bulger, 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 of Agreement with Piro, Zinna, Cifelli, Paris & Genitempo to provide Legal Services**
- F5) Acceptance of Grant from California Casualty**
- F6) Approval to Accept Proposal from Di Cara Rubino Architects for the McKenzie Gymnasium Floor Replacement**
- F7) Approval of East Rutherford Tentative Budget Development Schedule**
- F8) Discussion of the 2019 Fiscal Year End Audit, Acceptance of Said Audit, Approval of Fiscal Year End 2019 Corrective Action Plan**

F1. APPROVAL OF BILL LISTS

WHEREAS, N.J.S.A. 18A:19, Expenditure of Funds; Audit and Payment of Claims, provides Board of Educations to make payments on claims for goods received and services rendered payable to the order of the person entitled to receive the amount after approval by the board; or in accordance with payrolls duly certified; or debt service or when provided by resolution approval by a person designated by the board; and

WHEREAS, a list of bills is being presented to the board with the recommendation that it be ratified and paid,

WHEREAS, each claim or demand has been fully itemized, verified and audited as required by law in accordance with N.J.S.A. 18A:19-2.

NOW THEREFORE BE IT RESOLVED, that the East Rutherford Board of Education approves the following list of bills for payment; and

BE IT RESOLVED, the list of bills are on file in the Office of the School Business Administrator, and

BE IT FURTHER RESOLVED, that the East Rutherford Board of Education authorizes the School Business Administrator to pay bills if it is determined that a need arises prior to the next board meeting in accordance with Board Policy#6470 – Payment of Claims.

General Fund	\$274,696.91
Food Service Fund	\$30,560.09
Special Activity Fund	\$941.00
Payroll Fund 11/30/19-12/13/19	\$1,027,309.94
TOTAL OF FUNDS	\$1,333,507.94

F2. ACCEPTANCE OF THE FINANCIAL REPORTS – October & November 2019

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 TRANSFERS – October & November 2019

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 2019 school year budget, as approved by the Superintendent, so that no budgetary line item account has been over-expended and that sufficient funds would be available to meet the district’s financial obligations, as requested by various district

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

F4. APPROVAL OF AGREEMENT WITH PIRO ZINNA CIFELLI PARIS & GENITEMPO TO PROVIDE LEGAL SERVICES

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

WHEREAS, the Board Secretary/Business Administrator has determined and hereby certified that the value of the acquisition will not exceed \$6,000.00; and,

WHEREAS, The Law firm Piro, Zinna, Cifelli, Paris & Genitemp, 360 Passaic Avenue, Nutley, New Jersey 07110 is hereby appointed to provide Counsel to the Board to perform legal services at a rate of \$160.00 per hour for services rendered which includes telephone calls, dictating and reviewing letters, travel time to and from meetings and the Court, legal research, negotiations and any other service relating to the matter. In addition to legal fees the Board agrees to pay expert fees, court costs, accountants fees, appraisers fees, service fees, computer investigator fees, deposition costs, messenger services, research fees, photocopying charges, telephone toll calls, postage and other necessary expenses in this matter.

WHEREAS, in accordance with N.J.A.C. 5:30-5.4, the School Business Administrator hereby certifies the appropriate funds are available in the Fiscal Year 2019-2020 local school budget for such services;

BE IT RESOLVED, that the East Rutherford Board of Education authorizes the Board Secretary/Business Administrator to enter into a contract with Piro, Zinna, Cifelli, Paris & Genitempo, 360 Passaic Avenue, Nutley, New Jersey 07110 in accordance with their letter of engagement dated November 22, 2019 on file in the Board of Education Office; and,

F5. ACCEPTANCE OF GRANT FROM CALIFORNIA CASUALTY

WHEREAS, the East Rutherford Board of Education has received a grant in the amount of \$250.00 from California Casualty for the purpose of providing support to the McKenzie School Music & Arts program.

NOW, THEREFORE, BE IT RESOLVED; that the East Rutherford Board of Education accepts the grant of \$250.00 from California Casualty for the purpose of providing support to the McKenzie School Music & Arts program.

F6. APPROVAL TO ACCEPT PROPOSAL FROM DI CARA RUBINO ARCHITECTS FOR THE MCKENZIE GYMNASIUM FLOOR REPLACEMENT

WHEREAS, the East Rutherford Board of Education (“Board”) requires professional services for the Gymnasium Floor Replacement at McKenzie Elementary School; and

WHEREAS, Di Cara Rubino Architects will provide professional services in regards to the gymnasium flooring located at the McKenzie Elementary School, 125 Carlton Avenue, E. Rutherford, NJ 07073; and

WHEREAS, a proposal and scope of work was submitted on November 22, 2019 and is on file in the Business Office; and

WHEREAS, the rates for the Professional Services are as follows; The total fee is not expected to exceed \$15,500.00.

ARCHITECTURAL/ENGINEERING FEE	\$12,000.00
REIMBURSABLE EXPENSES	\$3,500.00
DESIGN DEVELOPMENT	\$3,500.00
CONSTRUCTION DOCUMENTS	\$5,900.00
BIDDING	\$600.00
CONTRACT ADMINISTRATION	\$2,000.00

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.

NOW, THEREFORE, BE IT RESOLVED by the East Rutherford Board of Education that the proposal is hereby approved for Di Cara Rubino Architects for the provision of professional services related to the McKenzie gymnasium floor.

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

F7. APPROVAL OF EAST RUTHERFORD SCHOOL DISTRICT 2020-2021 TENTATIVE BUDGET DEVELOPMENT SCHEDULE FOR THE PROPOSED 2020-2021 SCHOOL BUDGET

BE IT RESOLVED, upon the recommendation of the Superintendent, the Board hereby approve the 2020-2021 Tentative Budget Development Schedule as shown in Exhibit A.

F8. DISCUSSION OF THE 2019 FISCAL YEAR END AUDIT, ACCEPTANCE OF SAID AUDIT, APPROVAL OF THE 2019 FISCAL YEAR END CORRECTIVE ACTION PLAN

WHEREAS, the Board of Education of East Rutherford (the Board) caused an annual audit of the district's accounts and financial transactions to be conducted by a public school accountant for the 2018-2019 fiscal year pursuant to NJSA 18A:23; and

WHEREAS, said "Comprehensive Annual Financial Report" and "Auditor's Management Report" for the fiscal year ended June 30, 2019, are required to be filed in duplicate with the Office of the Commissioner, pursuant to NJSA 18A:23-3; and

WHEREAS, a presentation of the audit with discussion of the district's fiscal status, audit findings and recommendations was made to the Board and public by members of the audit firm of Lerch, Vinci & Higgins, LLP at the board meeting of December 19, 2019; and

WHEREAS, the presentation allowed for a public discussion of the audit results including the district's overall financial position, reserved, unreserved and excess surplus fund balances, funding of worker's compensation and compensated absences, and food services' operations; and

WHEREAS, the presentation further allowed for a public discussion of the audit results including the district's one (1) audit finding and recommendation, none (0) which was a repeat recommendation, none (0) which was of a significant deficiency, one (1) which was of a material deficiency and all are addressed in the Corrective Action Plan; and

WHEREAS, the synopsis of the CAFR was available to the public at the December 19, 2019 board meeting with copies of the synopsis available at the offices of the School Business Administrator upon request; and

WHEREAS, a Corrective Action Plan has been drafted and disseminated to the board and appropriate parties by the School Business Administrator addressing the one (1) audit recommendation presented in the Auditor's Management Report in response to their recommendations; and

WHEREAS, the Corrective Actions Plan were provided prior to the board meeting to the Finance Committee for their review, comments and support and providing such support on the action within the Corrective Action Plan;

NOW THEREFORE BE IT RESOLVED, that The Board of Education of East Rutherford accepts the June 30, 2019 audit and approves the Corrective Action Plan for the fiscal year ended June 30, 2019; and

BE IT FURTHER RESOLVED, that the Board hereby incorporates the Synopsis of the Audit with each specific audit recommendation and the resulting Corrective Action Plan as part of the minutes of this meeting of December 19, 2019, and noting any public discussion of same for the minutes; and

BE IT FURTHER RESOLVED, that the School Business Administrator be directed to forward to the Executive County Superintendent the minutes together with two copies of the CAFR Synopsis, two copies of the Corrective Action Plan, and certified board minutes adopting the above items or as stated in the Department of Education’s requirements; and

BE IT FURTHER RESOLVED, in accordance with the directive from the Department of Education, listed below are the specific board action and the disposition of each audit recommendations:

Recommendation 1

The audit of contracts indicated a contract awarded for substitute staffing services where payments for the year exceeded the bid threshold and did not indicated a not to exceed amount.

Disposition:

The School Business Administrator will ensure that all contract awards will include a not to exceed amount in accordance with the New Jersey Administrative Code, all contract awards for the year that exceed the bid threshold amount will state on the monthly agenda “not to exceed”.

ROLL CALL VOTE: F1-F8:

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

OLD BUSINESS

NEW BUSINESS

OPEN TO THE PUBLIC

President Caruso Opens the Hearing of Citizens:

Time:

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

President Caruso 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 public upon their disposition. The board expects to return to the business portion of the meeting in approximately ____ minutes.

ROLL CALL VOTE:

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

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

Time:

ROLL CALL VOTE:

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

FINAL MATTERS TO DISCUSS OR ACT UPON (IF NECESSARY)

MOTION TO ADJOURN

Time:

ROLL CALL VOTE:

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

**NEXT MEETING:
Reorganization Meeting
Faust School Gymnasium
January 02, 2020
7:00 P.M.**