

**EAST RUTHERFORD BOARD OF EDUCATION  
PUBLIC MEETING AGENDA  
December 17, 2020  
6:00 PM**

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

**CALL TO ORDER** – President Bulger

**OPENING STATEMENT** – President Bulger

This meeting is called pursuant to the Open Public Meetings Act. Due to the Governor’s Covid 19 Executive Orders, the Board is conducting its public meetings electronically. Notices of this meeting were published in or transmitted to the Record and South Bergenite, posted on the bulletin boards in Faust and McKenzie Schools, posted on the Board’s website, filed with the Borough Clerk, and posted on the Faust main door entrance. During any public portions of the meeting, the public wishing to comment may enter “\*9” on their phone if calling in, or pressing the “raise hand” icon on Zoom video. Until recognized, the Superintendent will keep members of the public muted. The public may also mute their Zoom connection, or mute their phone. Please note that the public portion of the meeting is recorded on the Zoom program.

Copies of agendas are available 48 hours prior to said meeting via electronic notice pursuant to N.J.S.A. 10:4-9.1 and posted on the East Rutherford School website – [www.erboe.net](http://www.erboe.net)

**SALUTE TO FLAG & MOMENT OF SILENCE** – President Bulger

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

**ROLL CALL**

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

**ANNOUNCEMENT OF FIRE EXIT LOCATIONS** – President Bulger

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 Bulger Opens the Hearing of Citizens:**

**Time:**

Opening public comments on agenda items only. State your name and address for the record. Each person wishing to speak will have three (3) minutes each. 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 Bulger Closes the Hearing of Citizens:**

**Time:**

**CORRESPONDENCE TO MEMBERS OF THE BOARD OF EDUCATION**

- Email from BOE President, Jason Bulger

**ADOPTION OF PRIOR BOARD MEETING MINUTES**

**Motion:**

**Second:**

**Vote:**

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

- Public Meeting Minutes – November 20, 2020 Draft
- Executive Meeting Minutes – November 20, 2020 Draft

**REPORTS/PRESENTATIONS TO THE BOARD**

- School Business Administrator’s Report – Mrs. Lameka Augustin
- Superintendent’s Report – Mr. Giovanni A. Giancaspro
  - Presentation of Service Award to Jason Bulger

**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 22, 2020), Pursuant to *N.J.S.A. 18A:37-15(b)(6)(e)***

**Motions S1 – S4:**

**Second:**

**Vote:**

**S1. APPROVAL OF FIRE AND EMERGENCY DRILL REPORT**

SCHOOL	TYPE OF DRILL	DATE	TIME
Faust School	Fire Drill – Individual Classes	N/A	N/A
Faust School Annex	Fire Drill – Individual Classes	N/A	N/A
Faust School & Annex	Lockdown Drill	N/A	N/A
McKenzie School	Fire Drill – Individual Classes	N/A	N/A
McKenzie School	Lockdown Drill	N/A	N/A

**S2. APPROVAL OF ENROLLMENT REPORT**

SCHOOL	TOTAL ENROLLMENT
Faust	291
McKenzie	464
Special Services – In District	117
Special Services – Out of District	7
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 OCTOBER 22, 2020), PURSUANT TO N.J.S.A. 18A:37-15(b)(6)(e)**

**WHEREAS**, on October 22, 2020, there was a report of harassment, intimidation and bullying (“HIB”); and

**WHEREAS**, the East Rutherford School District (“District”) conducted an investigation of the alleged incidents pursuant to the Anti-Bullying Bill of Rights Act, N.J.S.A. 18A:37-13.2, et seq., and Board Policy 5512; and

**WHEREAS**, at the East Rutherford Board of Education (“Board”) meeting on November 19, 2020, the Superintendent reported the results of the investigation, services provided and discipline imposed, if any; and

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

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

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

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

2. The Superintendent’s decision concerning the October 22, 2020, report of HIB is hereby affirmed.

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

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

- C1) Approval of Annual Contract Agreements for Student Services ~ No Action
- C2) Approval of Transportation Requests ~ No Action
- C3) Revised Elementary and Secondary Education Act (ESEA) Consolidated Entitlement
- C4) Approval of After-School Academic Intervention Program for the 2020-2021 School Year
- C5) Approval and Accept the Revised 2020 CARES Emergency Relief Grant Fiscal Year 2019-2020
- C6) Approve and Accept the Bergen County CARES Act Relief Grant Fiscal Year 2020-2021

**C1. APPROVAL OF ANNUAL CONTRACT AGREEMENTS FOR STUDENT SERVICES**

No New Business

**C2. APPROVAL OF FIELD TRIP/TRANSPORTATION REQUESTS FOR STUDENTS**

No New Business

**C3. REVISED ELEMENTARY AND SECONDARY EDUCATION ACT (ESEA) CONSOLIDATED ENTITLEMENT**

**NOW THEREFORE BE IT RESOLVED**, the East Rutherford Board of Education accepts the revised Fiscal Year 2020-2021 Elementary and Secondary Education Act (ESEA) Consolidated Entitlement Funds in the amount of **\$212,158** as allocated:

Title I, Part A	\$ 159,446
Title II, Part A	26,704
Title III	9,087
Title IV Part A	<u>16,921</u>
Total Public School Allocation	<b>\$ 212,158</b>

**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 – Summer Intervention Program	20.231.100.100	17,989
Instruction Salaries – Summer School AIP Supervisor	20.231.100.100	10,989
Instruction Salaries – Kelly Salary (35%)	20.231.100.100	38,900
Instruction Salaries – Kelly Benefits	20.231.200.200	15,560
Instruction Supplies – Homeless Students	20.231.100.600	1,008
Education Consultant– ELA Coach (Elementary)	20.231.200.300	15,000
Education Consultant- Science Coach (Middle)	20.231.200.300	25,000
Education Consultant- Math Coach (Elemen)	20.231.200.300	10,000
Education Consultant- ELA Coach (Middle)	20.231.200.300	<u>25,000</u>
		<b>\$159,446</b>

Title II, Part A:

Support Services – Consultant/PD	20.271.200.300	20,887
Support Services Supplies – Educational Impact	20.271.200.600	4,200
Non-Instructional Other Purchased Services- PD	20.271.200.500	<u>1,617</u>
		<b>\$26,704</b>

Title III:

Educational Consultant	20.241.200.300	6,000
Instruction Supplies – Instructional Supplies	20.241.100.600	<u>3,087</u>
		<b>\$9,087</b>

Title IV, Part A

Non-Instruction Purchased Professional Services	20.280.200.300	<b>\$16,921</b>
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Total Public School Allocation **\$212,158**

**C4. APPROVAL OF AFTER-SCHOOL ACADEMIC INTERVENTION PROGRAM FOR THE 2020-2021 SCHOOL YEAR**

Motion to approve, upon the recommendation of the Superintendent, approve the After-School Academic Intervention Program for the Faust School and McKenzie School from January 4, 2021 through May 26, 2021.

**C5. APPROVE AND ACCEPT THE REVISED 2020 CARES EMERGENCY RELIEF GRANT FISCAL YEAR 2019–2020**

**NOW THEREFORE BE IT RESOLVED**, the East Rutherford Board of Education approves and accepts the Revised Fiscal Year 2019-2020 CARES Emergency Relief Grant in the amounts of **\$126,147** respectively, and **BE IT FURTHER RESOLVED**, that said funds will be distributed in the following manner consistent with the submitted application:

**CARES Emergency Relief Grant**

<b>Expenditure Category</b>	<b>Account Code</b>	<b>Amount</b>
Instructional Supplies	20-477-100-600-040-03-000	\$4,000
	20-477-100-600-080-03-000	\$4,000
Salaries-Support Services	20-477-200-100-040-03-000	\$4,535
	20-477-200-100-080-03-000	\$4,535
Benefits	20-477-200-200-040-03-000	\$347
	20-477-200-200-080-03-000	\$347
Professional Tech Services	20-477-200-300-040-03-000	\$1076
	20-477-200-300-080-03-000	\$1076
Other Purchased Services	20-477-200-500-040-03-000	\$3,000
	20-477-200-500-080-03-000	\$3,000
Supplies and Materials-Support	20-477-200-600-040-03-000	\$50,115.50
	20-477-200-600-080-03-000	\$50,115.50
	<b>Total</b>	<b>\$126,147</b>

**C6. APPROVE AND ACCEPT THE BERGEN COUNTY CARES ACT RELIEF GRANT FISCAL YEAR 2020-2021**

**NOW THEREFORE BE IT RESOLVED**, the East Rutherford Board of Education approves and accepts the Bergen County Cares Act Relief Grant award in the amount of \$35,883.90 for 2020-2021 school year that was released October 2020 to all school districts.

**BE IT FURTHER RESOLVED**, that said funds will be distributed in the following manner consistent with the grant allowances:

**Bergen County Cares Act Relief Grant**

<b>Expenditure Category</b>	<b>Account Code</b>	<b>Amount</b>
Instructional Supplies	20-477-100-600-040-03-019	\$9,228.45
	20-477-100-600-080-03-019	\$20,290.95
Professional Tech Services	20-477-200-300-040-03-019	\$1,537.50
	20-477-200-300-080-03-019	\$1,537.50
Supplies and Materials-Support	20-477-200-600-000-05-019	\$3,289.50
	<b>Total</b>	<b>\$35,883.90</b>

**ROLL CALL VOTE: C1-C6:**

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

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

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

- P1) Personnel Actions**
- P2) Travel Expenditures ~ No Action**
- P3) Leave of Absence**
- P4) Approve Kelly Education Substitute List**
- P5) Approval of Memorandum of Agreement between ERBOE and IUOE**
- P6) Resolution Authorizing and Approving a Collective Negotiated Agreement Between the East Rutherford Board of Education and the International Union of Operating Engineers, Local 68-68A-68B AFL-CIO**
- P7) Approve IUOE Salary List for the 2020-2021 school year**
- P8) Approval of the After-School Academic Intervention Program Appointments for the 2020-2021 School Year**
- P9) Approval of Curriculum Writing for the 2020-2021 School Year**

**P1. APPROVE FOLLOWING PERSONNEL ACTIONS**

<b>Code</b>	<b>Name</b>	<b>Action</b>	<b>Position</b>	<b>Step</b>	<b>Stipend/ Salary</b>	<b>Effective Date</b>	<b>Discussion/ Account Code</b>
P1.1	Sarah Rothchild	Appointment	Replacement 1 <sup>st</sup> Grade Teacher	N/A	\$58,676.00 (pro-rated)	2/9/21-6/30/21	(extended maternity leave) 11-120-100-101-080-00-000 (pending background check)

**P2. APPROVAL OF TRAVEL EXPENDITURES**

No New Business

**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	#0669	Extended Maternity Leave	Teacher	McKenzie	2/6/21	6/30/21	87 unpaid days	11/5/20	9/1/21
P3.2	#0092	Extended Medical Leave	Teacher	Faust	1/9/21	4/8/21	61 sick days	N/A	4/9/21
P3.3	#0329	Extended Maternity Leave	Teacher	Faust	1/22/21	4/16/21	N/A	1/1/21 FMLA & NJFLA	4/19/21

**P4. APPROVAL OF KELLY EDUCATION SUBSTITUTE TEACHER LIST**

Motion to approve, upon the recommendation of the Superintendent, the Kelly Education substitute teacher list as on file in the Superintendent’s Office for **January 2021**.

**P5. APPROVAL OF MEMORANDUM OF AGREEMENT BETWEEN EAST RUTHERFORD BOARD OF EDUCATION AND IUOE**

**RESOLUTION AUTHORIZING AND APPROVING A MEMORANDUM OF AGREEMENT BETWEEN THE EAST RUTHERFORD BOARD OF EDUCATION AND THE INTERNATIONAL UNION OF OPERATING ENGINEERS, LOCAL 68-68A-68B AFL-CIO**

**WHEREAS**, the East Rutherford Board of Education (“Board”) and the International Union of Operating Engineers, Local 68-68A-68B AFL-CIO (“Union”) negotiations committees have engaged in negotiations for a successor contract to the one that expired June 30, 2020; and

**WHEREAS**, the committees have reached a settlement with respect to those negotiations, the terms and conditions of which have been set forth in a Memorandum of Agreement, dated as of November 18, 2020, a copy of which is on file in the Business Administrator’s office.

**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 Memorandum of Agreement, dated as of November 18, 2020, is authorized and approved.
3. This Resolution shall be effective immediately.

**ADOPTED:** December 17, 2020

**P6. RESOLUTION AUTHORIZING AND APPROVING A COLLECTIVE NEGOTIATED AGREEMENT BETWEEN THE EAST RUTHERFORD BOARD OF EDUCATION THE INTERNATIONAL UNION OF OPERATING ENGINEERS, LOCAL 68-68A-68B AFL-CIO (IUOE)**

**WHEREAS**, the East Rutherford Board of Education (“Board”) and the International Union of Operating Engineers, Local 68-68A-68B AFL-CIO (IUOE) have settled negotiations for a new collective bargaining agreement; and

**WHEREAS**, a copy of the new agreement between the Board and the IUOE for the 2020 -2023 school years (“CNA”) is on file in the Business Administrator’s office.

**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 CNA is authorized and approved.
3. The Board President, Board Secretary and any other necessary officer, official or employee of the Board 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 CNA.
4. This Resolution shall be effective immediately.

**P7. APPROVAL OF IUOE SALARIES FOR THE 2020-2021 SCHOOL YEAR**

Motion to approve, upon the recommendation of the Superintendent, the annual salaries for IUOE employee’s salary list for the 2020-2021 school year, as on file in the East Rutherford Board of Education office.

**P8. APPROVAL OF AFTER-SCHOOL ACADEMIC INTERVENTION PROGRAM APPOINTMENTS FOR THE 2020-2021 SCHOOL YEAR**

Motion to approve, upon the recommendation of the Superintendent, the After-School Academic Intervention Program appointments for the 2020-2021 school year.

Employee	Title I After School Program	Position	Hrs. Per Week	Total Hrs./ Days	Amount	Not to Exceed/ Account Code
Alyssa Meli	McKenzie	Tutor	2	36	\$45/hr.	\$1,620.00 20-231-100-100-080-03-993 11-421-100-101-080-00-994
Brittany Bronowich	McKenzie	Tutor	2	36	\$45/hr.	\$1,620.00 20-231-100-100-080-03-993 11-421-100-101-080-00-994
Kaylalee Garcia	McKenzie	Tutor	2	36	\$45/hr.	\$1,620.00 20-231-100-100-080-03-993 11-421-100-101-080-00-994
Hallie Yula	McKenzie	Tutor	2	36	\$45/hr.	\$1,620.00 20-231-100-100-080-03-993 11-421-100-101-080-00-994
Cory Scelsa	McKenzie	Tutor	2	36	\$45/hr.	\$1,620.00 20-231-100-100-080-03-993 11-421-100-101-080-00-994



Employee	Title I After School Program	Position	Hrs. Per Week	Total Hrs./ Days	Amount	Not to Exceed/ Account Code
Christina Scardino	McKenzie	Tutor	2	36	\$45/hr.	\$1,620.00 20-231-100-100-080-03-993 11-421-100-101-080-00-994
Kimberly Tadiello	McKenzie	Tutor	2	36	\$45/hr.	\$1,620.00 20-231-100-100-080-03-993 11-421-100-101-080-00-994
John Rizi	McKenzie	Tutor	2	36	\$45/hr.	\$1,620.00 20-231-100-100-080-03-993 11-421-100-101-080-00-994
Danielle Esposito	McKenzie	Program Coordinator	2	55.5	\$45/hr.	\$2,500.00 20-231-100-100-080-03-990 11-421-100-101-080-00-994
Di Yang	Faust	Tutor	2	75	\$45/hr.	\$3,375.00 20-231-100-100-040-03-993 11-421-100-101-040-00-994
Synthia Cuello	Faust	Tutor	2	75	\$45/hr.	\$3,375.00 20-231-100-100-040-03-993 11-421-100-101-040-00-994
Zachary Majsiak	Faust	Tutor	2	75	\$45/hr.	\$3,375.00 20-231-100-100-040-03-993 11-421-100-101-040-00-994
Sepehr Rizi	Faust	Tutor	2	75	\$45/hr.	\$3,375.00 20-231-100-100-040-03-993 11-421-100-101-040-00-994
Tracy Vanasco	Faust	Tutor	2	75	\$45/hr.	\$3,375.00 20-231-100-100-040-03-993 11-421-100-101-040-00-994
Caitlyn Reed	Faust	Tutor	2	75	\$45/hr.	\$3,375.00 20-231-100-100-040-03-993 11-421-100-101-040-00-994
Kelly Barone	Faust	Tutor	2	75	\$45/hr.	\$3,375.00 20-231-100-100-040-03-993 11-421-100-101-040-00-994
Amanda Alberta	Faust	Program Coordinator	2	111.2 hr.	\$45/hr.	\$5004.00 20-231-100-100-040-03-993 11-421-100-101-040-00-994

**P9. APPROVAL OF CURRICULUM WRITING FOR THE 2020-2021 SCHOOL YEAR**

Motion to approve, upon the recommendation of the Superintendent, the Curriculum Writing for the 2020-2021 school year for the following staff members. Compensation will be as follows:

- \$500.00 per subject per grade level (elementary & middle school)
- \$500.00 per curriculum written within the same subject area per grade level (middle school level ONLY)
- \$4,000.00 for writing curriculum K-8th grade (9 grade levels)

<b>Faust School</b>
Tori Ellen Clemens

**ROLL CALL VOTE: P1-P9:**

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

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

**BE IT RESOLVED, upon the recommendation of the Superintendent, the Board hereby approve motion:  
PF1) Approval of Use of District Facilities ~ No Action**

**PF1. APPROVAL OF USE OF DISTRICT FACILITIES**

No New Business

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

**BE IT RESOLVED, upon the recommendation of the Superintendent, the Board hereby approves motion:  
CR1) Accept the Resignation of East Rutherford Board of Education Member  
CR2) Authorize to Advertise Vacancy for East Rutherford Board of Education Board Member  
CR3) Acceptance of Donation of Personal Protective Equipment (PPE) from the NJ State Police**

**CR1. ACCEPT THE RESIGNATION OF EAST RUTHERFORD BOARD OF EDUCATION MEMBER**

Motion to approve, with regret, the acceptance of the resignation of the East Rutherford Board of Education Member Jason Bulger effective December 17, 2020, 12:01 a.m.

**CR2. AUTHORIZE TO POST VACANCY FOR EAST RUTHERFORD BOARD OF EDUCATION BOARD MEMBER**

Motion to approve, the Board Secretary to post notice on the E.R.B.O.E school website and in the E. Rutherford Borough Hall the vacancy of the Board of Education for residents from the Borough of East Rutherford to submit in writing their letter of interest by December 27, 2020 to Lameka Augustin in filling the unexpired term of resigned BOE Member Jason Bulger through January, 2021 as stated in Policy# 0143.

**CR3. ACCEPTANCE OF DONATION OF PERSONAL PROTECTIVE EQUIPMENT (PPE) FROM THE NJ STATE POLICE**

Motion to approve, upon the recommendation of the Superintendent, to accept the donation of the personal protective equipment (PPE) from the NJ State Police;

- 620 Small Masks
- 372 Large Masks

**ROLL CALL VOTE: CR1-CR3:**

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

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

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

**No New Business**

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

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

**F1) Approval of Bills List**

**F2) Acceptance of Monthly Financial Reports ~ October 2020**

**F3) Approval of Transfers ~ November 2020**

**F4) Appointment of Consulting Services for the State Health Benefits and Prescription Drug Programs**

**F5) Appointment of East Rutherford School District 2021-2020 Tentative Budget Development Schedule  
For the proposed 2021-2022 School Budget**

**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 is 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.

G/L Fund 10	\$0
General Fund 11	\$174,621.08
General Fund 11 State Health & Prescription - December	\$197,272.39
Referendum Fund 30	\$259,880.24
Food Service Fund 60	\$0
Special Activity Fund	\$0
Payroll Fund 10/30/20 – 11/13/20	\$1,021,872.81
<b>TOTAL OF FUNDS</b>	<b>\$1,653,646.52</b>

**F2. ACCEPTANCE OF THE FINANCIAL REPORTS – October 2020 and November 2020**

**WHEREAS**, N.J.A.C. 6A:23A-16.10 requires the Board Secretary and the Board of Education of the East Rutherford School District to certify that no budgetary line item account has been over-expended and that the sufficient funds are available to meet the District’s financial obligation, and

**WHEREAS**, N.J.A.C. 6A:23A-16.10 further requires the Board of Education of the East Rutherford School District receive and accept the monthly financial statement, the Board Secretary’s and Treasurer’s Reports; and

**BE IT FURTHER RESOLVED**, the Board Secretary’s and Treasurer’s Reports for the month end are on record in the Office of the School Business Administrator for review;

**F3. APPROVAL OF TRANSFERS – November 2020**

**WHEREAS**, N.J.A.C. 6A:23A-16.10-(c)1 states that a report shall be presented to the Board showing all transfers between line item accounts for each line item account shown on the budget prepared in accordance with N.J.S.A. 18A:22-8; and

**WHEREAS**, Board Policy# 6422 designates the Superintendent of Schools to approve transfers as necessary between meetings of the Board and be reported to the Board, ratified and duly recorded in the minutes at a subsequent Board meeting; and

**WHEREAS**, transfers in the reports “Transfers Before/After” for the month were necessary to maintain the needs of the district and are on file in the Office of the School Business Administrator,

**NOW THEREFORE BE IT RESOLVED**, that the East Rutherford School District ratifies and approves the transfers in the reports “Transfers Before/After” for the month school year budget 20-21, 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. APPOINTMENT OF CONSULTING SERVICES FOR THE STATE HEALTH BENEFITS AND PRESCRIPTION DRUG PROGRAMS**

**WHEREAS**, under this Consultant Service Agreement, Brown and Brown Benefit Advisors Inc. will provide certain specified advisory services as described in the agreement dated January 1, 2021 in which any of the following services will be provided to the East Rutherford School District:

- Committee and/or Board (January 2021)
- Review 1/1/2021 Open Enrollment employee plan selections from SEHBP's Open Enrollment (January 2021))
- Meet with Business Office regarding NJ Ch.44's legal provisions and the financial impact of new NJ Educators Health Plan on the district (January 2021)
- Meet with Finance Committee/Full Board regarding NJ Ch.44's legal provisions and financial impact of new NJ Educators Health Plan on the district (January 2021)
- Obtain carrier roster showing dependents aging-out (December 2021)
- Collective bargaining consulting, meetings, etc. (Ongoing)
- Conduct "Benefits Orientation" meetings for new employees (Ongoing)
- Assist with all applicable Affordable Care Act provisions (Ongoing)
- Advise client on any employee insurance grievances (Ongoing)
- Provide state and federal legislative insurance updates (Ongoing)
- Ensure COBRA, HIPAA, CH. 375 (DU31) employer compliance (Ongoing)
- Provide enrollment addition/termination services (Ongoing)
- Advise client on Board policies relative to group insurance (Ongoing)
- Section 125 Plan assistance (Ongoing)
- Assist with member medical/prescription claim issues with HIPAA authorization (Ongoing)
- Aon/NJ Division of Pensions & Benefits dependent audit assistance (Ongoing)
- Coordinate future carrier changes with Business Office (If Necessary)
- Meet with Board to review future carrier changes (If Necessary)
- Conduct employee meetings to review future carrier changes (If Necessary)

**NOW THEREFORE BE IT RESOLVED**, the total estimated fee for all services described above will not exceed **\$12,000.00** for the 2020-2021 school year.

**BE IT RESOLVED**, to appoint Brown and Brown Benefit Advisors Inc. as the district's Benefit Consultant for the State Health Benefits and Prescription Drug Program effective January 1, 2021 for one year, unless sooner terminated as provided in the agreement.

**F5. APPROVAL OF EAST RUTHERFORD SCHOOL DISTRICT 2021-2022 TENTATIVE BUDGET DEVELOPMENT SCHEDULE FOR THE PROPOSED 2021-2022 SCHOOL BUDGET**

**BE IT RESOLVED**, upon the recommendation of the Superintendent, the Board hereby approve the 2021-2022 Tentative Budget Development Schedule as shown in Exhibit A.

**ROLL CALL VOTE: F1-F5:**

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

**OLD BUSINESS**

**NEW BUSINESS**

**OPEN TO THE PUBLIC**

**President Bulger Opens the Hearing of Citizens:**

**Time:**

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

**President Bulger Closes the Hearing of Citizens:**

**Time:**

**ADJOURN TO EXECUTIVE SESSION (IF NECESSARY)**

**Time:**

**RESOLVED**, that in accordance with Section 8 of the Open Public Meetings Act, Chapter 231, P.L., the Board has the authority to adjourn to closed session to discuss matters pertaining to legal, personnel, negotiations, attorney – client privilege, and/or student matters. Said matters will be made available upon a determination by the Board that the disclosure of the minutes will not detrimentally affect any right or interest of the Board. The board expects to return to the business portion of the meeting in approximately \_\_\_\_\_minutes.

**ROLL CALL VOTE:**

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

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

**Time:**

**ROLL CALL VOTE:**

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

**FINAL MATTERS TO DISCUSS OR ACT UPON (IF NECESSARY)**

**MOTION TO ADJOURN**

**Time:**

**ROLL CALL VOTE:**

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

**NEXT MEETING:  
Re-organization Public Meeting  
January 05, 2021  
6:00 P.M.  
Remotely**