

**EAST RUTHERFORD BOARD OF EDUCATION
PUBLIC MEETING AGENDA
January 28, 2021
7:00 PM**

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

CALL TO ORDER – President Zoller

OPENING STATEMENT – President Zoller

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

SALUTE TO FLAG & MOMENT OF SILENCE – President Zoller

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	Mr. Richard Vartan
Mrs. Gina Lorusso	Mrs. Rachel Villanova
Mr. Carlo Maucione	Mrs. Debra Zoller
Mrs. Erin Shemeley	

ANNOUNCEMENT OF FIRE EXIT LOCATIONS – President Zoller

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 Zoller 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 Zoller Closes the Hearing of Citizens:

Time:

CORRESPONDENCE TO MEMBERS OF THE BOARD OF EDUCATION

- Resignation Letter – Robyn White
- Resignation Letter – Dianne Botti

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 – December 17, 2020 Draft

REPORTS/PRESENTATIONS TO THE BOARD

- School Business Administrator’s Report – Mrs. Lameka Augustin
 - Audit Findings and Corrective Action Plan ~ Lerch, Vinci & Higgins, LLP
- Superintendent’s Report – Mr. Giovanni A. Giancaspro
 - Virtual Play Presentation ~ Tory Clemens
 - Parent Academy Presentation ~ Peter Vilardi

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 – Individual Classes	1/20/21 – 1/29/21	9:09 am – 12:51 pm
Faust School Annex	Fire Drill – Individual Classes	1/20/21 – 1/29/21	8:30 am – 12:00 pm
Faust School & Annex	Code Blue Drill	1/21/21	12:20 pm
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	290
McKenzie	460
Special Services – In District	120
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

CURRICULUM COMMITTEE (*Chairperson; Erin Shemeley, Maria Caruso, 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 Transportation Requests ~ No Action**
- C3) Addendum to Transportation Service Agreement Between South Bergen Jointure Commission and East Rutherford Board of Education**

C1. APPROVAL OF ANNUAL CONTRACT AGREEMENTS FOR STUDENT SERVICES

Code	Student ID & Contract Verified	Service(s) Requested	Provider	Date	Cost(s)
C1.1	on file	Consulting Services	Valerie Gancarz-DeMarco	2020-2021 school year	not to exceed \$57,400.00 annually Up to 287 hours billed at \$200.00 per hour

C2. APPROVAL OF FIELD TRIP/TRANSPORTATION REQUESTS FOR STUDENTS

No New Business

C3. ADDENDUM TO TRANSPORTATION SERVICE AGREEMENT BETWEEN SOUTH BERGEN JOINTURE COMMISSION AND EAST RUTHERFORD BOARD OF EDUCATION

WHEREAS, the South Bergen Jointure Commission ("SBJC") and the East Rutherford Board of Education ("the Board") are parties to a 2020-2021 agreement for SBJC, an approved Coordinated Transportation Service Agency, to coordinate transportation services for the Board's students; and

WHEREAS, due to the current public health emergency, a number of school districts were required to close for health related reasons, with several of those school districts continuing to remain closed until further notice; and

WHEREAS, under N.J.S.A. 18A:7F-9, if a school district is subject to a health-related closure for a period longer than three consecutive school days as a result of the current public health emergency, a jointure commission shall continue to make payments under the terms of a contract with a contracted service provider as if the school facilities remained open, and

WHEREAS, because of school closures as a result of the public health emergency, pursuant to N.J.S.A. 18A:7F-9, the SBJC is obligated to continue payments to its transportation service providers during the 2020-2021 school year; and

WHEREAS, SBJC's commitment to continue payment to those contracted transportation service providers is contingent upon the Board's continued payment to SBJC; and

WHEREAS, the SBJC is desirous of amending the terms of the Agreement to memorialize the Board's responsibility to continue its payment obligations to the SBJC to ensure full compliance with N.J.S.A. 18A:7F-9.

NOW, WHEREFORE, THE PARTIES AGREE as follows:

1. For the term of the 2020-2021 school year, if schools are closed and/or operating under virtual or remote instruction as a result of the current public health emergency, thereby not requiring transportation services for the Board's students, the Board shall continue to make payments under its Agreement with SBJC, as if the school facilities remained open, for SBJC to pay its contracted transportation service providers in accordance with N.J.S.A. 18A:7F-9.
2. All other terms and conditions of the Agreement not addressed herein shall remain in full force and effect.

ROLL CALL VOTE: C1-C3:

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

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

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 Kelly Education Substitute List**
- P5) Acceptance of Resignation Notification for Robyn White**
- P6) Acceptance of Resignation Notification for Dianne Botti**
- P7) Approval of Revised Rate for Non-Certified Staff**

P1. APPROVE FOLLOWING PERSONNEL ACTIONS

Code	Name	Action	Position	Step	Stipend/ Salary	Effective Date	Discussion/ Account Code
P1.1	Catherine De La Cruz	Salary Guide Movement	Teacher	From: BA+15 Step 6 to BA+30 Step 6	From: \$65,326 to \$68,551 (pro-rated)	2/1/21 – 6/30/21	McKenzie 11-213-100-101-080-00-000
P1.2	Palak Patel	Appointment	Extended Maternity Leave Replacement Kindergarten Teacher	N/A	\$58,676.00 (pro-rated)	3/20/21- 6/22/21	McKenzie School 11-110-100-101-080-00-000
P1.3	Cindy Velez	Appointment	School Secretary	Step 3	\$43,019 (pro-rated)	1/29/21 – 6/30/21	11-000-240-105-080-00-000 (pending background check)

P2. APPROVAL OF TRAVEL EXPENDITURES

Code	Date	Employee	Workshop/Location	Total Cost to Board	Sub
P2.1	1/29/21	Sharon King-Dobson	NJSLS: Understanding and Unpacking the Visual and Performing Arts Standards	\$0.00	No
P2.2	1/29/21	Peter Vilardi	NJSLS: Understanding and Unpacking the Visual and Performing Arts Standards	\$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	#0494	Maternity Leave (revised)	Teacher	McKenzie	3/8/21	6/30/21	68 sick days	4/5/21 FMLA & NJFLA	9/1/21
P3.2	#0221	Extended Maternity Leave	Teacher	McKenzie	3/20/21	6/30/21	59 unpaid days	9/28/20 FMLA & NJFLA	9/1/21

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 **February 2021**.

P5. ACCEPTANCE OF RESIGNATION NOTIFICATION – ROBYN WHITE

Motion to accept, with regret, the resignation notification from Robyn White effective February 20, 2021.

P6. ACCEPTANCE OF RESIGNATION NOTIFICATION – DIANNE BOTTI

Motion to accept, with regret, the resignation notification from Dianne Botti effective January 15, 2021.

P7. APPROVAL OF REVISED RATE FOR NON-CERTIFIED STAFF

Motion to approve, upon the recommendation of the Superintendent, the following revised rate as of January 1, 2021 for non-certified staff as listed below.

Job Category	Hourly Rate
Bus Aide	\$15.00/hr

ROLL CALL VOTE: P1-P7:

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

PHYSICAL FACILITIES COMMITTEE (*Chairperson; Richard Vartan, Carlo Maucione, Gina Lorusso*)

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

PF1) Approval of Use of District Facilities ~ No Action

PF2) Approval of Gymnasium Floor Replacement

PF1. APPROVAL OF USE OF DISTRICT FACILITIES

No New Business

PF2. APPROVAL OF GYMNASIUM FLOOR REPLACEMENT AT MCKENZIE SCHOOL

WHEREAS, The Board of Education of East Rutherford in the County of Bergen, New Jersey (the “Board”), desires to proceed with a school facilities project consisting generally of:

GYMNASIUM FLOOR REPLACEMENT AT MCKENZIE SCHOOL

WHEREAS, the Board now seeks to take the initial steps in order to proceed with the Project:

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE TOWNSHIP OF EAST RUTHERFORD IN THE COUNTY OF BERGEN, STATE OF NEW JERSEY, as follows;

Section 1. In accordance with the requirements of Section 6A:26-3 of the New Jersey Administrative Code, the Board hereby approves the Schematic Plans prepared in connection with the Project and the Board further authorizes the submission of same to the Bergen County Superintendent of Schools and the New Jersey Department of Education for approval.

Section 2. The Board hereby authorizes the amendment to its Long-Range Facilities Plan in order to reflect the proposed Project.

Section 3. The School Administration and such other officers and agents of the Board as are necessary, including the Board attorney, bond counsel and architect, are hereby authorized to perform such other acts, to execute such other documents and to do such other things as are necessary to implement the determinations of the Board set forth in this resolution. Including the submission of Information to the New Jersey Department of Education as set forth in Section 5(d) of P.L. 2000, c72 in connection with receipt of Debt Service Aid with respect to the proposed Project.

Section 4. This resolution shall take effect immediately.

ROLL CALL VOTE: PF2:

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

COMMUNITY RELATIONS COMMITTEE (Chairperson; Rachel Villanova, Erin Shemeley, Gina Lorusso)

**BE IT RESOLVED, upon the recommendation of the Superintendent, the Board hereby approves motion:
CR1) Acceptance of Donation**

CR1. ACCEPTANCE OF DONATION BAGS OF VARIOUS SCHOOL SUPPLIES FROM STAPLES OF EAST RUTHERFORD

Motion to accept, upon the recommendation of the Superintendent, the donation of various school supplies valued at \$5.00 each bag/250 from the Staples Store of East Rutherford for school year 2020-2021.

ROLL CALL VOTE: CR1:

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

TECHNOLOGY COMMITTEE (*Chairperson; Gina Lorusso, Erin Shemeley, Rachel Villanova*)

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

No New Business

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

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 ~ December 2020

F3) Approval of Transfers ~ December 2020

F4) Discussion of the 2020 Fiscal Year End Audit, Acceptance of Said Audit, Approval of Fiscal Year End 2020 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 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	\$909,041.39
General Fund 11 State Health & Prescription - January	\$190,561.12
Referendum Fund 30	\$150,084.95
Debt Service Fund 40	\$26,582.50
Food Service Fund 60	\$11,717.90
Special Activity Fund	\$0
Payroll Fund 12/23/20 – 1/15/21	\$1,115,890.65
TOTAL OF FUNDS	\$2,403,878.51

F2. ACCEPTANCE OF THE FINANCIAL REPORTS – December 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 – December 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. DISCUSSION OF THE 2020 FISCAL YEAR END AUDIT, ACCEPTANCE OF SAID AUDIT, APPROVAL OF THE 2020 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 2019-2020 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, 2020, 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 January 28, 2021; 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 two (2) audit finding and recommendation, none (0) which were a repeat recommendation, none (0) which were of a significant deficiency, two (2) which were of a material deficiency and all are addressed in the Corrective Action Plan; and

WHEREAS, the synopsis of the CAFR is available to the public at the January 28, 2021 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 two (2) 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, 2020 audit and approves the Corrective Action Plan for the fiscal year ended June 30, 2020; 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 January 28, 2021, 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 as shown in **Exhibit A**.

ROLL CALL VOTE: F1-F4:

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

OLD BUSINESS

NEW BUSINESS

OPEN TO THE PUBLIC

President Zoller 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 Zoller 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					
Gina Lorusso					
Carlo Maucione					
Erin SHEMELEY					
Richard Vartan					
Rachel Villanova					
Debbie Zoller					

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

Time:

ROLL CALL VOTE:

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

FINAL MATTERS TO DISCUSS OR ACT UPON (IF NECESSARY)

MOTION TO ADJOURN

Time:

ROLL CALL VOTE:

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

**NEXT MEETING:
February 25, 2021
7:00 P.M.
Remotely**