

**EAST RUTHERFORD BOARD OF EDUCATION  
PUBLIC MEETING AGENDA  
June 17, 2021  
6:00 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](http://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. Orville Drummond  
Mrs. Gina Lorusso  
Mr. Antonio Segalini  
Mrs. Erin SHEMELEY  
Mr. Richard Vartan  
Mrs. Debra Zoller

**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**

None

**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 – May 20, 2021
- Executive Meeting Minutes May 20, 2021

**REPORTS/PRESENTATIONS TO THE BOARD**

- School Business Administrator’s Report – Mrs. Lameka Augustin
- Superintendent’s Report – Mr. Giovanni A. Giancaspro
  - Construction Update ~ Jeff Standings
  - Safe School Opening Plan Discussion
    - Committee Development
    - Parental Survey
    - Plan Submission
    - Q & A

**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 April 23, 2021), Pursuant to N.J.S.A. 18A:37-15(b)(6)(e)**

**S5) Resolution Affirming the Superintendent’s Decision Relating to an Alleged Harassment, Intimidation, and Bullying Incident (Report Dated May 10, 2021), Pursuant to N.J.S.A. 18A:37-15(b)(6)(e)**

**Motions S1 – S5:**

Second:

Vote:

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

SCHOOL	TYPE OF DRILL	DATE	TIME
Faust School@ Becton Regional High School	Fire Drill	6/7/21 – 6/11/21	12:38 pm – 3:30 pm
Faust School@ Becton Regional High School	Lockdown Drill	6/4/21	3:10 pm
Faust School Annex	Fire Drill – Individual Classes	6/7/21 – 6/11/21	8:30 am – 12:00 pm
Faust Annex	Lockdown Drill	6/7/21	9:00 am
McKenzie School	Fire Drill – Individual Classes	6/11/21	10:00 am
McKenzie School	Active Shooter	6/10/11	11:15 am

**S2. APPROVAL OF ENROLLMENT REPORT**

SCHOOL	TOTAL ENROLLMENT
Faust	291
McKenzie	455
Special Services – In District	116
Special Services – Out of District	8
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 APRIL 23, 2021), PURSUANT TO N.J.S.A. 18A:37-15(b)(6)(e)**

**WHEREAS**, on April 23, 2021, 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 May 20, 2021, 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 April 23, 2021, report of HIB is hereby affirmed.

**S5. RESOLUTION AFFIRMING THE SUPERINTENDENT’S DECISION RELATING TO AN ALLEGED HARASSMENT, INTIMIDATION AND BULLYING INCIDENT (REPORT DATED MAY 10, 2021), PURSUANT TO N.J.S.A. 18A:37-15(b)(6)(e)**

**WHEREAS**, on May 10, 2021, 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 May 20, 2021, 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 May 10, 2021, report of HIB is hereby affirmed.

**CURRICULUM COMMITTEE** (*Chairperson; Erin Shemeley, Orville Drummond, Gina Lorusso*)

**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**
- C3) Approval of Curriculum Monthly Planning Meetings for Summer 2021 and the 2021-2022 School Year**
- C4) Approval of Curriculum Writing for July 6, 2021 – August 31, 2021 and the 2021-2022 School year (September 2021-June 2022)**
- C5) Approval of Extended School Year Calendar for the 2021-2022 School Year**
- C6) Approval of Student Service Providers for the 2021-2022 School Year**

**C7) Approval of Submission for the Comprehensive Equity Plan Three-Year Statement of Assurance to be Submitted with the Three-Year CEP**

**C8) Approval of Renaissance Subscription for the 2021-2022 School Year**

**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	Summer Tuition	SBJC	7/6/21 – 7/30/21	\$3,900.00
C1.2	on file	Annual School Tuition	Westbridge Academy	7/6/21 – 6/30/22	\$441.66 per diem estimated 200 days Tentative Charge \$88,332.00
C1.3	on file	Annual School Tuition <hr/> Extraordinary Services	The Phoenix Center	7/1/21 – 6/30/22	\$391.54 per diem estimated 201 days Tentative Charge \$78,699.54 <hr/> \$174.00 per diem estimated 201 days Tentative Charge \$34,974.00
C1.4	on file	Educational Services	Literacy and Learning Solutions	Summer 2021	\$80 per hour not to exceed \$1,280.00
C1.5	on file	RN/LPN Services	Starlight Homecare Agency Inc.	7/1/21- 6/30/22	\$60 per hour RN \$48 per hour LPN not to exceed \$10,000.00
C1.6	on file	Yoga Sessions	Bozza Yoga LLC	7/6/21- 7/29/21	\$75 per session not to exceed \$2,700.00

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

Code	School	Grade	Destination	Purpose/ Goal of Trip	Cost Associated with Trip/ # of students
C2.1	Becton	8th	Becton Regional H.S. to Riggins Field	Graduation Practice	\$0 80 Students 6 Staff
C2.2	Becton	8th	All Bus Stops to Becton Regional H.S.	Orientation 9 <sup>th</sup> Grade	\$0 80 Students 6 Staff
C2.3	Becton	8th	All Bus Stops to Becton Regional H.S.	8 <sup>th</sup> Grade Breakfast	\$0 80 Students 6 Staff
C2.4	Becton	Staff	Becton Regional H.S.	8 <sup>th</sup> Grade Commencement	\$0 50 Staff

**C3. APPROVAL OF CURRICULUM MONTHLY PLANNING MEETINGS FOR SUMMER 2021 AND THE 2021-2022 SCHOOL YEAR**

Motion to approve, upon the recommendation of the Superintendent, the Curriculum monthly planning meetings for Summer 2021 and the 2020-2021 school year for the following staff members at a rate of \$45.00 per hour, for no more than one hour per meeting on the following possible dates: July 12 & 26, 2021, August 16 & 30, 2021, September 27, 2021, October 25, 2021, November 29, 2021, December 20, 2021, January 24, 2022, February 21, 2022, March 28, 2022, April 25, 2022, May 23, 2022, June 13, 2022.

Loren Koch	Sepehr Rizi	Brittany Bronowich
Amanda Alberta	Tori Clemens	Cory Scelsa
Jeffery Schweikardt	Katherine Machere	Katherine Fontana
Philip Cocozzo	Lisa Cerny	Yvonne Setlock
Jessica Gerity	Nicole Hagel	
Christine Bayeux	Beth Narkiewicz	
Zachary Majsiak	KaylaLee Garcia	
Marilyn Petraitis	Christina Scardino	

**C4. APPROVAL OF CURRICULUM WRITING FOR JULY 6, 2021 – AUGUST 31, 2021 and the 2021-2022 SCHOOL YEAR (September 2021 - June 2022)**

Motion to approve, upon the recommendation of the Superintendent, the Curriculum Writing for July 6, 2021 – August 31, 2021 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)

Loren Koch	Sepehr Rizi	Brittany Bronowich
Amanda Alberta	Tori Clemens	Cory Scelsa
Jeffery Schweikardt	Katherine Machere	Katherine Fontana
Philip Cocozzo	Lisa Cerny	Yvonne Setlock
Jessica Gerity	Nicole Hagel	
Christine Bayeux	Beth Narkiewicz	
Zachary Majsiak	KaylaLee Garcia	
Marilyn Petraitis	Christina Scardino	

**C5. APPROVAL OF EXTENDED SCHOOL YEAR CALENDAR FOR THE 2021-2022 SCHOOL YEAR**

Motion to approve, upon the recommendation of the Superintendent, the Extended School Year Calendar for the 2021-2022 school year, July 5<sup>th</sup> through July 29<sup>th</sup>, 2022.

**C6. APPROVAL OF STUDENT SERVICE PROVIDERS FOR THE 2021-2022 SCHOOL YEAR**

Motion to approve, the following list of student service providers for students currently enrolled in programs operated by the East Rutherford Board of Education as recommended by the Child Study Team Director for the 2021-2022 school year.

<b>Evaluator/Consultant</b>	<b>Service</b>
Melanie Mendal	Audiologist
Speech & Hearing Associates	Audiology/Speech/Language
Dr. Esther and Morton Fridman	Psychiatrist
Dr. Batul Ladak	Neurologist
Dr. Kristin Sharma	Neuropsychologist
Dr. Sarah Woldoff	Neuropsychologist
Dr. Hugh Bases	Developmental Pediatrician
Elizabeth Harriman	Speech Consultant
Dr. Timothy Hamway	Clinical Psychologist
Erica Moreno	ABA Therapist
Dr. Gertner	Audiologist
Patricia Deitmer	Vision Therapy
Louise Gulleyan	ABA Therapist
Starlight Nursing Service	Private Nursing Service
StayWell	Nursing Service
Patricia Vasquez-Hill	Communication Skills/Disorder Specialist
Dr. Leslie Nagy	Psychiatrist
Learning Milestones, Inc.	Behaviorist
SBJC	OT/PT/ST eval/services
Kid Clan	OT/PT/ST eval/services
AJL	OT/PT/ST eval/services
Region V	Eval/Translation/Services
Christine Moran	OT Service/Evaluations
Dynamic Therapeutic Services	Occupational Therapy
Educational Enterprises	Teacher of the Deaf Consultant/Services/Audiology
Rickard Rehabilitation Services, Inc	OT/PT services
Valerie Gancarz-DeMarco	ABA Therapist
Education Incorporated/C. Dzendzera	Hospital Instruction
Union County Educational Services Commission	Hospital Instruction
Bergen Regional Medical Center	Home/Hospital Instruction
Adam Joshua, Ltd.	Speech/Language Pathologist
Nicole Romaglia	Speech/Language Pathologist
Advancing Opportunities	Assistive Technology
Children's Specialized Hospital	Auditory Processing
Care Plus	Psychological Evaluations
Positive Developments	Psychiatric/Neuropsychological/Education Evaluation
Stuart Leeds	Psychological Counselor
New Bridges Medical Center	Psychological Evaluations
Supreme Consultants	Eval/Translation/Home Instruct./Replacement/Services
Sarah Murray	Speech Therapist
CCL Therapists	OT evals/services
Learning Tree Multicultural Inc.	Bilingual evaluation
Learn Well	Hospital Instruction
NJ Commission for the Blind	Vision Services
Kenia Peralta	Bilingual evaluator
Blanca Rodriguez	Bilingual evaluator
Literacy Solutions	Reading Specialist

**C7. APPROVE SUBMISSION OF COMPREHENSIVE EQUITY PLAN THREE-YEAR ANNUAL STATEMENT OF ASSURANCE TO BE SUBMITTED WITH THE THREE-YEAR CEP**

Motion to approve, upon the recommendation of the Superintendent, the submission of the Comprehensive Equity Plan Three-Year Statement of Assurance to be submitted with the Three-Year CEP.

**C8. APPROVAL OF RENAISSANCE SUBSCRIPTION FOR THE 2021-2022 SCHOOL YEAR**

Motion to approve, Renaissance Freckle and Renaissance Star Math Subscription as recommended by the Superintendent and the Child Study Team Director for the **2021-2022** school year, not to exceed \$26,254.50.

**ROLL CALL VOTE: C1-C8:**

MEMBER	YES	NO	ABSTAIN	ABSENT	REMARKS
Maria Caruso					
Orville Drummond					
Gina Lorusso					
Antonio Segalini					
Erin Shemeley					
Richard Vartan					
Debbie Zoller					

**PERSONNEL COMMITTEE** (*Chairperson; Maria Caruso, Richard Vartan, 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) Approval of Payment for Accrued Vacation Days for 12 Month Employees**
- P5) Resolution Awarding Contract to Bayada Home Health Care, Inc. For the Provision of Substitute Nursing Services**
- P6) Approval of Job Description for Confidential Secretary to the School Business Administrator**
- P7) Approval of Job Description for Bookkeeper/Accounts Payable Clerk**

**P1. APPROVE FOLLOWING PERSONNEL ACTIONS**

Code	Name	Action	Position	Step	Stipend/ Salary	Effective Date	Discussion/ Account Code
P1.1	Mary Gaggis	Appointment	Supervisor of Instruction	N/A	\$5,610/year Stipend	9/1/21 – 6/30/22	11-000-221-102-080-00-000 11-000-221-102-040-00-000
P1.2	Bryan Consulmagno	Appointment	Coordinator of Transportation	N/A	\$7,500.00	7/1/21 – 6/30/22	Stipend 11-000-270-160-000-00-990
P1.3	Kimberly Tadiello	Appointment	Summer Academic Camp - Art	BA Step 2	\$45.00/hr* (revised)	7/6/21- 7/30/21	4 hrs /day- 20 days total
P1.4	Christina Scardino	Appointment	Summer Academic Camp - Math	BA Step 3	\$45.00/hr* (revised)	7/6/21- 7/30/21	4 hrs /day- 20 days total
P1.5	Danielle Esposito	Appointment	Summer Academic Camp – Program Coordinator	MA+15 Step 14	\$76.28/hr*	7/6/21- 7/30/21	4.5 hrs /day- 20 days total (increase in hours)
P1.6	Geniveve Farag	Appointment	ESY – Aide for SPED program	Step 11 Certified Aide	\$26.53/hr*	7/6/21- 7/30/21	As needed: 4.25 hrs /day- 20 days total: 11-000-213-100-040-00-997
P1.7	Diana Delizio	Appointment	ESY – Aide for SPED program	Step 11 HQ Aide	\$24.67/hr*	7/6/21- 7/30/21	As needed: 4.25 hrs /day- 20 days total: 11-000-213-100-040-00-997



Code	Name	Action	Position	Step	Stipend/ Salary	Effective Date	Discussion/ Account Code
P1.8	Erin Park	Appointment	ESY – Teacher for SPED program	BA Step 2	\$45.00/hr* (revised)	7/6/21- 7/30/21	4 hrs /day- 20 days total: 11-000-213-100-040-00-997
P1.9	Candice Bibb	Appointment	Summer Academic Camp – Substitute Teacher	BA Step 1	\$45.00/hr* (revised)	7/6/21- 7/30/21	4 hrs /day- 20 days total (as needed)
P1.10	Sharon Dunn	Appointment	Substitute Nurse for ESY and Summer Enrichment Program 2021	MA Step 1	\$46.52/hr*	7/6/21- 7/30/21	(As needed)
P1.11	Alyssa Jacob	Appointment	Replacement 4 <sup>th</sup> Grade Teacher	N/A	\$58,676.00 (pro-rated)	9/9/21- 3/13/22	(maternity leave) 11-120-100-101-080-00-000
P1.12	Katherine Machere	Appointment	Yearbook Advisor	N/A	\$3,418/yr*	2021-2022 school year	Supplemental Contract 11-401-100-100-40--00-990
P1.13	Jeffery Schweikardt	Appointment	Band Director	N/A	\$2,154/yr*	2021-2022 school year	Supplemental Contract 11-401-100-100-40-00-990
P1.14	Jeffery Schweikardt	Appointment	Assistant Marching Band Director	N/A	\$45.00/hr*	2021-2022 school year	11-401-100-100-040-00-976
P1.15	Diann Schweikardt	Appointment	Chorus Director	N/A	\$2,154/yr*	2021-2022 school year	Supplemental Contract 11-401-100-100-040-00-990
P1.16	Loren Koch	Appointment	Student Council Co-Advisor	N/A	\$1,077/yr*	2020-2021 school year	Supplemental Contract 11-401-100-100-040-00-990
P1.17	Tonia O'Connor	Appointment	Student Council Co-Advisor	N/A	\$1,077/yr*	2020-2021 school year	Supplemental Contract 11-401-100-100-040-00-990
P1.18	Tori Clemens	Appointment	Stage Production/ Stage Craft	N/A	\$788* per event	2020-2021 school year	Supplemental Contract 11-401-100-100-040-00-990
P1.19	Theresa Forte	Appointment	ESL Coordinator	N/A	\$1,266/yr*	2020-2021 school year	Supplemental Contract 11-240-100-101-080-00-990
P1.20	David Higgins	Appointment	Webmaster	N/A	\$3,394/year*	2020-2021 school year	Supplemental Contract 11-000-252-100-080-00-996
P1.21	Kelly Barone	Appointment	Award Assembly Coordinator	N/A	\$1,012/yr*	2020-2021 school year	Supplemental Contract 11-000-240-104-040-00-990
P1.22	Jessica Gerity	Appointment	Stem Club Co-Advisor	N/A	\$1,100/yr*	2020-2021 school year	Supplemental Contract 11-401-100-100-040-00-990
P1.23	Candace Bibb	Appointment	Stem Club Co-Advisor	N/A	\$1,100/yr*	2020-2021 school year	Supplemental Contract 11-401-100-100-040-00-990
P1.24	Zachary Majsiak	Appointment	Public Relations Co-Advisor for Faust	N/A	\$569/yr*	2020-2021 school year	Supplemental Contract 11-130-100-101-040-00-990
P1.25	Cory Scelsa	Appointment	Public Relations Co-Advisor for McKenzie	N/A	\$569/yr*	2020-2021 school year	Supplemental Contract 11-130-100-101-080-00-990
P1.26	Zachary Majsiak	Appointment	Debate Team Coordinator	N/A	\$2,200/yr*	2020-2021 school year	Supplemental Contract 11-401-100-100-040-00-990
P1.27	Gabriella Ocasio	Clinical Practice (I & II)	N/A	N/A	N/A	9/7/21 – 12/3/22 1/2/22 – 4/30/22	Clinical Practice 1 – 175 hrs. Clinical Practice 2 – 525 hrs. Cooperating Teacher Jessica Gonzalez (pending background check)
P1.28	Zachary Majsiak	Appointment	Summer Academic Camp – ELA	MA Step 8	\$53.45/hr*	7/6/21- 7/30/21	4 hrs /day- 20 days total
P1.29	Janet Addeo	Appointment	P/T Bus Aide	N/A	\$16.00 (revised)	7/1/21 – 6/30/22	5.5 hrs. per day
P1.30	Michelle Nagin	Appointment	P/T Bus Aide	N/A	\$16.00 (revised)	7/1/21 – 6/30/22	4 hrs. per day
P1.31	Cynthia Heber	Appointment	P/T Bus Aide	N/A	\$16.00 (revised)	7/1/21 – 6/30/22	4 hrs. per day

Code	Name	Action	Position	Step	Stipend/ Salary	Effective Date	Discussion/ Account Code
P1.32	Janet Addeo	Appointment	Summer Academic Camp – Bus Aide	N/A	\$16.00/hr.	7/6/21- 7/30/21	5 hrs /day- 20 days total
P1.33	Michelle Nagin	Appointment	Summer Academic Camp – Bus Aide	N/A	\$16.00/hr.	7/6/21- 7/30/21	4 hrs /day- 20 days total
P1.34	Cynthia Heber	Appointment	Summer Academic Camp – Bus Aide	N/A	\$16.00/hr.	7/6/21- 7/30/21	4 hrs /day- 20 days total
P1.35	Robert Civello	Appointment	Summer Academic Camp – Bus Driver	N/A	\$24.00/hr	7/6/21- 7/30/21	4 hrs /day- 20 days total
P1.36	Alexandra Medina	Appointment	4 <sup>th</sup> Grade Replacement Teacher	N/A	\$58,676.00 (pro-rated)	9/9/21- 12/23/21	(Extended Maternity Leave) 11-120-100-101-080-00-982
P1.37	Amy Ravettine	Appointment	Physical Education Teacher	BA Step 1	\$58,676.00*	9/1/21 – 6/30/22	11-130-100-101-040-000 (pending background check and paperwork)

\* Salary subject to adjustment upon successful completion of EREA negotiations

**P2. APPROVAL OF TRAVEL EXPENDITURES**

Code	Date	Employee	Workshop/Location	Total Cost to Board	Sub
P2.1	Monthly	Giovanni Giancaspro	BCASA Meetings Washington Township, N.J.	\$500.00 – membership dues	No
P2.2	Monthly	Giovanni Giancaspro	South Bergen Jointure Meetings Hasbrouck Heights, N.J.	\$0.00	No
P2.3	10/20/21	Giovanni Giancaspro	SNAP Conference (virtual)	\$0.00	No
P2.4	10/20/21	Brian Barrow	SNAP Conference (virtual)	\$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	#0463	Maternity Leave	Teacher	McKenzie	9/9/21	3/13/22	27 sick days	10/17/21 FMLA & NJFLA	3/14/22
P3.2	#0494	Extended Maternity Leave	Teacher	McKenzie	9/9/21	1/2/22	17 sick days 15 unpaid days	9/9/21 FMLA & NJFLA	1/3/22

**P4. APPROVAL OF PAYMENT FOR ACCRUED VACATION DAYS FOR 12 MONTH EMPLOYEES**

**BE IT RESOLVED**, that the East Rutherford Board of Education, upon recommendation of the Superintendent, approves the payment of accrued vacation days for 12 month employees, not to exceed five days, for the 2020-2021 school year, due to the unforeseen circumstances related to COVID-19. The total vacation payout for the 2020-2021 is \$40,960.19. The employees are listed on Appendix A for the 2020-2021 school year, as on file in the Superintendent’s Office.

**P5. RESOLUTION AWARDING A CONTRACT TO BAYADA HOME HEALTH CARE, INC. FOR THE PROVISION OF SUBSTITUTE NURSING SERVICES**

**WHEREAS**, the East Rutherford Board of Education (“Board”) periodically requires the services of nurses when a school nurse is absent, and Bayada Home Health Care, Inc. (“Bayada”) has a staff of nurses who are qualified to serve as substitute school nurses; and

**WHEREAS**, Bayada’s rate for nursing services is \$60 per hour; and

**WHEREAS**, a proposed agreement between the Board and Bayada, dated May 26, 2021, and having a term through June 30, 2022, is on file in the Superintendent’s Office; and

**WHEREAS**, the anticipated total amount of this contract is not to exceed \$5,000; and

**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 Board that:

1. The aforesaid recitals are incorporated herein as though fully set forth at length.
2. A contract is hereby awarded to Bayada for the provision of substitute nursing services at the above referenced rate.
3. The agreement on file in the Superintendent’s Office is hereby approved, with such changes as the Superintendent and Board Counsel deem necessary to effectuate the purposes of this Resolution.
4. The Board President, Superintendent, and Board Counsel be and they 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 final agreement.
5. The Board Secretary, or his designee, shall publish notice of this action as required by N.J.S.A. 18A:18A-5(a)(1).

**P6. APPROVAL OF JOB DESCRIPTION FOR CONFIDENTIAL SECRETARY TO SCHOOL BUSINESS ADMINISTRATOR**

Motion to approve the job description for “Confidential Secretary to School Business Administrator” at the Recommendation of the Superintendent.

**P7. APPROVAL OF JOB DESCRIPTION FOR BOOKKEEPER/ACCOUNTS PAYABLE CLERK**

Motion to approve the job description for “Bookkeeper/Accounts Payable Clerk” at the Recommendation of the Superintendent.

**ROLL CALL VOTE: P1-P7:**

MEMBER	YES	NO	ABSTAIN	ABSENT	REMARKS
Maria Caruso					
Orville Drummond					
Gina Lorusso					
Antonio Segalini					
Erin SHEMELEY					
Richard Vartan					
Debbie Zoller					

**PHYSICAL FACILITIES COMMITTEE** (*Chairperson; Richard Vartan, Gina Lorusso, Antonio Segalini*)

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

**PF1) Approval of Change Orders 2021-2022**

**PF2) Approval of Alternate Use 2021-2022**

**PF1. APPROVAL OF CHANGE ORDERS**

Contractor	Change Order No.	Description/ Project #	Allowance Amount	Total Cost of Change Order	Total Net Amount	Initiated by/ Date	Account Code
Dobco Group		Additional NJDCA/NJDOL Subchapter 8 asbestos abatement is required in Rooms #203, #204 & #310	\$80,000		\$7,616.46	Di Cara Rubino	30-000-400-450-080-05-652
	GC-01-R1	Total cost of changes (including disposal, labor, insurance and equipment) will be charged to Allowance #5B.		\$23,539		05/14/21	
	GCFR-02			\$34,618		05/21/21	
	GCFR-03	<b>PN 3652</b>		\$14,226		06/11/21	

**PF2. APPROVAL OF ALTERNATE USE 2021-2022**

**BE IT RESOLVED,** the East Rutherford Board of Education elects to use the alternate method of compliance in accordance with N.J.A.C. 6A:26-6.3 (h) 4ii and iii by providing toilet rooms adjacent to or outside the classroom in lieu of individual toilet rooms in each classroom at McKenzie School and requires supervision of those school children being affected.

**ROLL CALL VOTE: PF1-PF2:**

MEMBER	YES	NO	ABSTAIN	ABSENT	REMARKS
Maria Caruso					
Orville Drummond					
Gina Lorusso					

Antonio Segalini					
Erin SHEMELEY					
Richard Vartan					
Debbie Zoller					

**COMMUNITY RELATIONS COMMITTEE** (*Chairperson; Antonio Segalini, Gina Lorusso, Erin SHEMELEY*)

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

**No New Business**

**TECHNOLOGY COMMITTEE** (*Chairperson; Gina Lorusso, Orville Drummond, Erin SHEMELEY*)

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

**No New Business**

**NEGOTIATIONS COMMITTEE EREA** (*Chairperson; Maria Caruso, Richard Vartan*)

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

E.R.E.A. - status – Maria Caruso

**FINANCE COMMITTEE** (*Chairperson; Maria Caruso, 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 April 2021 & May 2021**
- F3) Approval of Transfers April & May 2021**
- F4) Transfer of Current Year Surplus to Capital Reserve**
- F5) Transfer of Current Year Surplus to Maintenance Reserve**
- F6) Approval of Certification of Implementation**
- F7) Approval of Additional Services for Certified Industrial Hygienist of Record – Enviro Safety Management Corp**
  
- F8) Approval of Continuing Disclosure and Independent Registered Municipal Advisor Services for the 2021-2022 School Year**
- F9) Approval to Implement New York’s Life Guaranteed Life Insurance Program**

**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	\$180,106.57
General Fund 11 State Health & Prescription - April	\$187,750.49
Referendum Fund 30	\$3,245,656.29
Debt Service Fund 40	\$0
Food Service Fund 60	\$51,969.59
Special Activity Fund	\$0
Payroll Fund 5/31/21 – 6/15/21	\$551,685.64
<b>TOTAL OF FUNDS</b>	<b>\$4,217,168.58</b>

**F2. ACCEPTANCE OF THE FINANCIAL REPORTS – April 2021 and May 2021**

**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 - April and May 2021**

**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, 100 Uhland Street, E. Rutherford, NJ 07073;

**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. TRANSFER OF CURRENT YEAR SURPLUS TO CAPITAL RESERVE**

**WHEREAS**, N.J.A.C. 6A:23A-14.3a permits a Board of Education to establish and/or deposit into the capital reserve accounts at year end, and

**WHEREAS**, the aforementioned administrative code section authorizes procedures, under the authority of the Commissioner of Education, which permit a Board of Education to transfer anticipated excess current revenue or unexpended appropriations into the capital reserve account during the month of June by Board resolution, and

**WHEREAS**, the East Rutherford Board of Education wishes to deposit any anticipated current year surplus into the Capital Reserve account at year end, and

**WHEREAS**, the East Rutherford Board of Education has determined that up to \$1,500,000 may be available for such purpose of transfer;

**NOW THEREFORE BE IT RESOLVED**, by the East Rutherford Board of Education, that it hereby authorizes the District's School Business Administrator to make a transfer that does not exceed \$1,500,000 to the Capital Reserve that would be consistent with all applicable laws and regulations.

**F5. TRANSFER OF CURRENT YEAR SURPLUS TO MAINTENANCE RESERVE**

**WHEREAS**, N.J.A.C. 6A:23A-14.4a1iii permits a Board of Education to establish and/or deposit into the maintenance reserve accounts at year end, and

**WHEREAS**, the aforementioned administrative code section authorizes procedures, under the authority of the Commissioner of Education, which permit a Board of Education to transfer anticipated excess current revenue or unexpended appropriations into the maintenance reserve account during the month of June by Board resolution, and

**WHEREAS**, the East Rutherford Board of Education wishes to deposit anticipated current year surplus into the Maintenance Reserve account at year end, and

**WHEREAS**, the East Rutherford Board of Education has determined that up to \$800,000 is available for such purpose of transfer;

**NOW THEREFORE BE IT RESOLVED**, by the East Rutherford Board of Education, that it hereby authorizes the District's School Business Administrator to make a transfer that does not exceed \$800,000 to the Maintenance Reserve that would be consistent with all applicable laws and regulations.

**F6. APPROVAL TO SUBMIT CERTIFICATION OF IMPLEMENTATION OF CORRECTIVE ACTION PLAN JUNE 30, 2020**

Motion to approve, upon the recommendation of the Superintendent the submission of the Certification of Implementation of Corrective Action Plan for the Fiscal Year Ended June 30, 2020.

**F7. APPROVAL OF ADDITIONAL SERVICES FOR CERTIFIED INDUSTRIAL HYGIENIST OF RECORD – ENVIRO SAFETY MANAGEMENT CORP**

**WHEREAS**, under the Certified Industrial Hygienist of Record Professional Services Agreement approved on June 18, 2020 at the East Rutherford Board of Education Public Meeting, Enviro Safety Management Corp was approved to provide any of the following services to the East Rutherford Schools as directed by East Rutherford based upon priorities which may arise in the course of school business; not to exceed \$35,000.00.

- COVID-19 Custodial Cleaning Procedures Review, Cleaning Verification Testing and Hazard Communication Training
- COVID-19 Re-Opening Certified Industrial Hygiene Technical/Consultation Support for Classrooms, Offices
- Summer 2020 Mold Inspections and Custodial Training
- Indoor Air Quality Assessments, (Recommended minimum 4 per school per year).
- Mold and IAQ testing as needed
- HVAC Flow Measurement & Technical Support
- Teaching Staff Hazard Communication Training (RTK)
- Technical support meetings with Teachers, Administrators, Stakeholders as required.
- Quarterly Mercury in gym Floor Monitoring, Bid Specification Development and Technical Support
- Other Authorized Services as Requested
- Detailed Reports of Methods and Findings

**WHEREAS**, the requested fee schedule for all professional services described in the June 10, 2020 proposal were based upon a previously established discounted fee schedule of \$175.00/hour for all related support plus any additional fees for any sampling and analytical testing as appropriate

**WHEREAS**, the total estimated fee for all services described above will be revised not **exceed \$42,000.00** for the 2020-2021 school year.

**NOW THEREFORE BE IT RESOLVED**, to increase Enviro Safety Management Corp fee for additional services rendered for the 2020-2021 school year **not to exceed \$42,000.00**.

**F8. APPROVAL OF A CONTRACT WITH PHOENIX ADVISORS LLC FOR CONTINUING DISCLOSURE AND INDEPENDENT REGISTERED MUNICIPAL ADVISOR SERVICES FOR THE 2021-2022 SCHOOL YEAR**

**WHEREAS**, the East Rutherford Board of Education (“Board”) requires professional services related to its various continuing disclosure obligations related to bonds and notes issued, or to be issued; and

**WHEREAS**, the Board may also have the need for advisory services in connection with the issuance of bonds, notes, leases and other aspects of financial management; and

**WHEREAS**, Phoenix Advisors, LLC, 625 Farnsworth Avenue, Bordentown, NJ 08505, is experienced, registered, licensed and provides these professional services; and

**WHEREAS**, Phoenix Advisor’s proposed fees to act as an independent registered municipal advisor on the Board’s behalf would be determined if and when the need arises; and



**WHEREAS**, the Board wishes to appoint Phoenix Advisors to provide continuing disclosure services and, as needed financial advisory services, for a one (1) year term at a contract cap of \$2,500, in accordance with the contract on file in the Business Administrator’s office; and

**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, and because the amount of the contract does not exceed the bidding threshold.

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

1. The aforesaid recitals are incorporated herein as though fully set forth at length.
2. A one-year contract between the Board and Phoenix Advisors in form on file in the Business Administrators office is hereby authorized and approved.
3. The Board President, Superintendent, Business Administrator/Board Secretary, and Board Counsel be and they 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 referenced agreement.

**F9. APPROVAL TO IMPLEMENT NEW YORK LIFE VOLUNTARY GUARANTEED ISSUE LIFE INSURANCE PROGRAM**

**WHEREAS**, East Rutherford Board of Education resolves to implement New York Life Voluntary Guaranteed Issue Life Insurance program.

1. Pursuant to the meeting of June 17, 2021, the Board accepts the recommendation of the School Business Administrator to designate New York Life as a voluntary provider for East Rutherford Board of Education. All plans will be offered at no cost to the school district through payroll deduction.
2. All appropriate people that are authorized to take such action and affect such documentation as necessary to implement these changes.

**ROLL CALL VOTE: F1-F9:**

MEMBER	YES	NO	ABSTAIN	ABSENT	REMARKS
Maria Caruso					
Orville Drummond					
Gina Lorusso					
Antonio Segalini					
Erin SHEMELEY					
Richard Vartan					
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					
Orville Drummond					
Gina Lorusso					
Antonio Segalini					
Erin SHEMELEY					
Richard Vartan					
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					
Orville Drummond					
Gina Lorusso					
Antonio Segalini					
Erin SHEMELEY					
Richard Vartan					
Debbie Zoller					

**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					
Orville Drummond					
Gina Lorusso					
Antonio Segalini					
Erin SHEMELEY					
Richard Vartan					
Debbie Zoller					

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**NEXT MEETING:  
Public Meeting  
July 22, 2021  
6:00 P.M. Remotely**