

**EAST RUTHERFORD BOARD OF EDUCATION
PUBLIC MEETING AGENDA
Alfred Faust School Gymnasium
March 16, 2017
6:30 PM**

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

CALL TO ORDER - *By President Vartan at 6:31 pm*

OPENING STATEMENT – *President Vartan*

The New Jersey Open Public Meetings Law was enacted to ensure the right of the public to have advance notice of and to attend the meetings of public bodies at which any business affecting their interests is discussed or acted upon.

In accordance with the provisions of the Act, the East Rutherford Board of Education has caused notice of this meeting to be published by having the date, time and place thereof published in The Record and South Bergenite Newspapers and posted in the vestibule of the Borough Hall and Public Library.

Copies of agendas are available 48 hours prior to said meetings in the Board of Education office and are posted on the East Rutherford School website – www.erboe.net

SALUTE TO FLAG & MOMENT OF SILENCE

ROLL CALL

Mr. Daniel Alvarez - *Present*
Mr. Jason Bulger – *Absent (arrived at the meeting 6:41 p.m.)*
Mrs. Maria Caruso - *Present*
Mr. Carlo Maucione - *Present*
Mrs. Kathleen Winston - *Absent*
Mrs. Debra Zoller - *Present*
Mr. Richard Vartan – *Present*

Also Present: Superintendent Giovanni Giancaspro
Thomas Kobin – Board Counsel

ANNOUNCEMENT OF FIRE EXIT LOCATIONS - *President Vartan announced locations.*

As a courtesy to all in attendance, please silence all cell phones and paging equipment during this meeting.

Mission Statement:

The East Rutherford Public Schools are committed to the achievement of individual academic excellence by achieving the New Jersey Student Learning Standards (NJSLs) through high quality teaching, learning and community involvement, which results in students being well prepared to meet future educational challenges and to contribute to society. Recognizing the needs of students, the East Rutherford school community strives to teach pupils how to learn effectively and attempt to motivate them to continuous learning throughout life. Students are encouraged to understand themselves, accept their worth, fulfill their potential, and become effective and responsible citizens in a democratic society and in a multicultural world.

OPEN TO THE PUBLIC FOR COMMENTS ON AGENDA ITEMS ONLY

President Vartan Opens the Hearing of Citizens:

In accordance with the Bylaw 0167-Public Participation in Board Meeting, any citizen present who wishes to be heard on agenda items only, should raise his/her hand to be recognized, state name and address. Each statement made by a participant shall be limited to the discretion of the Board President. Any citizen wishing to be heard on non-agenda items may do so after new business. The hearing of citizens shall be limited to sixty minutes.

No Members of the Public wished to be heard.

President Vartan Closes the Hearing of Citizens:

CORRESPONDENCE TO MEMBERS OF THE BOARD OF EDUCATION

None

Member Jason Bulger arrived at the meeting at 6:41 p.m.

REPORTS TO THE BOARD

Mr. Giancaspro introduced Gina Pappas to present the Legacy Awards. Mrs. Pappas presented Don Gray and Elizabeth Schmitt with the Legacy Awards. Mr. Vartan requested a 15-minute break at 6:50 PM. The board continued business at 7:05 PM.

- Presentation of the Legacy Awards
 - Elizabeth Schmitt
 - Don Gray
- School Business Administrator's Report – Mr. Mark Kramer;

Mr. Kramer reported that he did not meet with the Physical Facilities Committee during the past month, however, he met with the Finance Committee three times, March 3, March 9 and March 16. The Finance Committee supports the Resolutions being presented to the board tonight including a Resolution specifically regarding Banked Cap. Mr. Kramer asked the board if they had any questions, comments or discussion.

- Superintendent's Report – Mr. Giovanni Giancaspro;
 - ***Student Enrollment To-Date***
 - *McKenzie School: 474 (+4)*
 - *Faust School: 340 (+1)*
 - *Total: 814 (+5) Students*
 - ***Fire Drill/Security Drills***
 - *Both schools have scheduled their Fire Drill/Security Drill for the month of March.*
 - ***Harassment, Intimidation, & Bullying March Report***
 - *4 HIB Investigations were reported this month. All four investigations took place at Faust School.*

- **School Holiday/Professional Development/Closings**

- Schools will have a single session day on March 21st for Staff Professional Development.
- Schools will have a single session day on Thursday, April 13th.
- Schools will be closed on Friday, April 14th through April 23rd for Spring Break. Schools will reopen on Monday, April 24th.

- **Building Principals**

- **McKenzie School**

- Our March 3rd McKenzie School Celebrated Read Across America Day. Cat in the Hat, Thing 1, and Thing 2 greeted all students outside during drop off and visited all Pre-K, Kindergarten and 1st grade classes. All classes had fun activities during the day to celebrate Dr. Seuss' birthday.
- Throughout the month of March, McKenzie School celebrated Read Across America by inviting and scheduling parents and community members to come into McKenzie School to read a book.
- Interim Reports went home on the March 9, 2017.
- On Friday, March 24, 2017 McKenzie School will have its Pre-Kindergarten Registration. It will begin at 8:45 AM and continue until 2:00 PM.
- The PTA sponsored 4th grade class picture had been rescheduled due to the snow storm and closing of schools. The new date is yet to be determined.
- Today the PTA sponsored a program titled the Earth Dome. The students were inside a dome to learn about geography and the Earth's surface. It was for grades Kindergarten through 4th and it was all day.
- On March 23rd, McKenzie School we will be having the Pre-Kindergarten and Kindergarten Concert. It will take place at 1:45 PM in the gym at McKenzie School.
- On Tuesday, March 28th McKenzie School will be conducting its 2017–2018 Kindergarten class screenings. They will take place all day.

- **Faust Schools**

- On March 2nd Faust School held a Breakfast with the Principal. Students who have made the Principal or Commendable Honor Rolls were invited to a bagel breakfast with the Principal. They also received a certificate.
- On March 8th, there was an 8th Grade Assembly at Becton. Our 8th Grade students went to Becton High School for a Drug Awareness Assembly. U.S. National D.A.R.E Officer of the Year and Nationally Acclaimed Prevention Expert, Timothy Shoemaker, spoke to the Becton Freshman students and the East Rutherford and Carlstadt 8th graders about the dangers of drug use and the importance of being drug-free.
- Band and choir members at Faust School have been traveling to Becton for rehearsals for the spring showcase with students from Becton and Carlstadt.
- The L.E.A.D. (Law Enforcement Against Drugs) Commencement ceremony has been rescheduled due to the snow storm and the school closings. The new date is set for Tuesday, March 28th at 7pm. at the (New) Faust School Gymnasium.
- The East Rutherford PBA versus the 8th Grade Class Basketball Game which is an annual fundraiser for the 8th grade class was cancelled due to school closing and has been rescheduled for Tuesday, April 11th at Becton starting at 7 pm.

- *The Becton Music Performance & Art Showcase will take place on March 30th at 7pm at Becton Regional High School's Performing Art Center. Students from Faust School, Carlstadt Public Schools and Becton High Schools' band and choir will perform musical selections separately and together. Art projects from all 3 schools will also be displayed.*

- **Curriculum ~ Marlene Krupp**
 - **QSAC Interim Review was completed on Friday, March 10th.**
 - *Our school district is pending our score from the Commissioner of Education.*
 - **Curriculum – Update**
 - *Pacing Guide Revision (Due Date: February 23rd)*
 - *Curriculum Mapping (Due Date: May 23rd)*
 - **Spanish Curriculum Revision Update**
 1. *Grades 5 and 6: Curriculum have been completed.*
 2. *Grades 7 and 8: Curriculum revision is will take place over the summer.*
 - **Science Curriculum Revision Update**
 1. *Grades K – 5: As curriculum maps are completed at the SBJC, maps will be forwarded to insert core instructional materials and pacing guides.*
 2. *Grades 6 – 8: Update pacing guide and core instructional materials.*

- **Technology**
 - *Our 3-Year Technology Plan is complete and will be approved this evening by the full board. A special thanks to all district stakeholders, parents and students who took part in our technology survey.*

- **Additional Items**
 - *We are continuing to complete our curriculum revisions. The 2017-2018 school budget will be submitted to the county office by Monday, March 20th for review. District staff are continuing to prepare students for the PARCC & NJASK State Assessments.*

PARCC: 3rd Grade ~ April 25th – May 3rd

4th Grade ~ April 4th – April 12th

Make-ups ~ April 13th – May 19th

5th – 8th Grades ~ May 2nd – May 11th

Make-ups ~ May 12th – May 19th

NJASK: 4th & 8th Grades ~ May 31st

Make-ups ~ June 7th

ADOPTION OF PRIOR BOARD MEETING MINUTES

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

Motion: *Debbie Zoller*

Second: *Maria Caruso*

Vote: 6-0

AYE-6

NAY-0

ABSTAIN-0

- February 16, 2017 Public Meeting Minutes
- February 16, 2017 Executive Meeting Minutes

SUPERINTENDENT’S REPORT

BE IT RESOLVED, upon the recommendation of the Superintendent, the Board hereby approves motions: S1) Fire and Emergency Drill Report; S2) Enrollment Report; S3) Harrassment, Intimidation and Bullying Report; S4) Revised Harrassment, Intimidation and Bullying Report; S5 & S6) Resolution Affirming the Superintendent’s Decision Relating to an Alleged Harrassment, Intimidation and Bullying Incident Report:

Motion S1 – S6: Debbie Zoller, Second: Jason Bulger

Vote: 6-0

AYE-6

NAY-0

ABSTAIN-0

S1. APPROVAL OF FIRE AND EMERGENCY DRILL REPORT

SCHOOL	TYPE OF DRILL	DATE	TIME
Faust School	Fire Drill	3/1/17	8:30 A.M.
Faust School	Shelter-in-Place Drill	3/9/17	8:17 A.M.
McKenzie School	Fire Drill	TBA	
McKenzie School	Lockdown	3/13/17	1:45 P.M.
McKenzie School	Lockdown	2/27/17	1:10 P.M.

S2. APPROVAL OF ENROLLMENT REPORT

SCHOOL	TOTAL ENROLLMENT
Faust	340
McKenzie	474
Special Services – In District	122
Special Services – Out of District	21
Tuition Students	0
Home Instruction	2

S3. APPROVAL OF HARRASSMENT, INTIMIDATION AND BULLYING MONTHLY REPORT

SCHOOL	NUMBER OF ALLEGED INCIDENTS	NUMBER OF VERIFIED INCIDENTS
Faust	4	0
McKenzie	0	0

S4. REVISED APPROVAL OF HARRASSMENT, INTIMIDATION AND BULLYING MONTHLY REPORT FOR FEBRUARY

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

S5. RESOLUTION AFFIRMING THE SUPERINTENDENT’S DECISION RELATING TO AN ALLEGED HARASSMENT, INTIMIDATION AND BULLYING INCIDENT (REPORT DATED DECEMBER 15, 2016), PURSUANT TO N.J.S.A. 18A:37-15(b)(6)(e)

WHEREAS, on December 15, 2016, 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 February 16, 2017, 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 December 15, 2016 report of HIB is hereby affirmed.

S6. RESOLUTION AFFIRMING THE SUPERINTENDENT’S DECISION RELATING TO AN ALLEGED HARASSMENT, INTIMIDATION AND BULLYING INCIDENT (REPORT DATED JANUARY 31, 2017), PURSUANT TO N.J.S.A. 18A:37-15(b)(6)(e)

WHEREAS, on January 31, 2017, 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 February 16, 2017, 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 January 31, 2017 report of HIB is hereby affirmed.

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

BE IT RESOLVED, upon the recommendation of the Superintendent, the Board hereby approves motion: C1) Approval of Curricula; C2) Approval of Revised Curriculum Cycle:

Motions C1 & C2: Carlo Maucione, Second: Debbie Zoller

Vote: 6-0

AYE-6

NAY-0

ABSTAIN-0

C1. APPROVAL OF CURRICULA FOR WORLD LANGUAGE

Motion to approve, upon the recommendation of the Superintendent, the following curricula:

- New Jersey Student Learning Standards ~ World Language Grades 5 & 6

C2. APPROVAL OF REVISED CURRICULUM CYCLE 2015-2020

Motion to approve, the following revised curriculum cycle as shown below:

Content Area	2015-16	2016-17 *updated to reflect NJSLS	2017-18	2018-19	2019-20
English Language Arts (K-8)	Monitor	Review & Research	Develop & Write	Implement	Monitor
Mathematics (K-8)	Monitor	Monitor	Review & Research	Develop & Write	Implement
Science (K-5)	Review & Research	Develop & Write	Implement	Monitor	Monitor
Science (6-8)	Develop & Write	Implement	Monitor	Monitor	Review & Research
Social Studies (K-8)	Develop & Write	Implement	Monitor	Monitor	Review & Research
World Language (K-4)	Develop & Write	Implement	Monitor	Monitor	Review & Research
World Language (5-8)	Review & Research	Develop & Write	Implement	Monitor	Monitor
Visual and Performing Arts (K-8)	Monitor	Review & Research	Develop & Write	Implement	Monitor
Comprehensive Health and Physical Education (K-8)	Implement	Monitor	Monitor	Review & Research	Develop & Write

The *Technology* standards and the *21st Century Life and Careers* standards are infused in the curriculum for each content area.

PERSONNEL COMMITTEE (*Chairperson; Maria Caruso, Daniel Alvarez, Richard Vartan*)

BE IT RESOLVED, upon the recommendation of the Superintendent, the Board hereby approves motions: P1) Personnel Actions; P2) Travel Expenditures; P3) Source 4 Teachers Substitute List; P4) Leave of Absence:

Motion P1: Maria Caruso, Second: Debbie Zoller

Vote: 6-0

AYE-6

NAY-0

ABSTAIN-0

P1. APPROVE FOLLOWING PERSONNEL ACTIONS

Code	Name	Action	Position	Step	Stipend/ Salary	Effective Date	Discussion/ Account Code
P1.1	Maureen McKenna Holt	Appointment	Part-Time Payroll & Health Benefits	N/A	\$50.00 hourly	3/13/17 - 6/30/17	Up to 25 hours a week 11-000-251-100-00-000
P1.2	Tracy Barnett	Salary Guide Movement	Teacher	From: MA+15, Step 5 To: MA+30, Step 5	From: \$69,642.00 To: \$70,892.00	2/1/17 – 6/30/17	Faust School 11-130-100-101-00-000
P1.3	Danielle Bartlett	Acknowledgement	Observation/ Field Experience	N/A	N/A	TBD	Total 6 hours (1 day) Observing the 5 th grade/ Faust School
P1.4	Brittany Addeo	Appointment	Home Instruction	N/A	\$45.00/hour	3/1/17 – 4/15/17	2 hours per week 11-150-100-101-00-000
P1.5	Ellen Bender	Appointment	Home Instruction	N/A	\$45.00/hour	3/1/17 – 4/15/17	1 hour per week 11-150-100-101-00-000
P1.6	Danielle Esposito	Appointment	Home Instruction	N/A	\$45.00/hour	3/1/17 – 4/15/17	1 hour per week 11-150-100-101-00-000
P1.7	Zachary Majsiaik	Appointment	Home Instruction	N/A	\$45.00/hour	3/1/17 – 4/15/17	1 hour per week 11-150-100-101-00-000
P1.8	Cory Scelsa	Appointment	Home Instruction	N/A	\$45.00/hour	3/6/17 – 4/15/17	10 hours per week 11-150-100-101-00-000

P2. APPROVAL OF TRAVEL EXPENDITURES

Motion P2: Maria Caruso, Second: Debbie Zoller

Vote: 6-0

Code	Date	Employee	Workshop/Location	Total Cost to Board	Sub
P2.1	3/20/17	Jessica Ballester	PLAAPF Train the Trainer Follow Up Paramus, N.J.	\$0.00	No
P2.2	3/24/17	Jessica Ballester	SEMI Regional Meeting Westfield, N.J.	\$15.13	No
P2.3	4/4/17	Jessica Ballester	“Striving for Less Stress and Increasing Well Being in Your Classroom” Oradell, N.J.	\$0.00	No
P2.4	3/20/17	Daneille Esposito	PLAAPF Train the Trainer Follow Up Paramus, N.J.	\$0.00	No
P2.5	4/4/17	Giovanni Giancaspro	“Striving for Less Stress and Increasing Well	\$0.00	No

			Being in Your Classroom” Oradell, N.J.		
P2.6	5/17/17 – 5/19/17	Giovanni Giancaspro	NJASA/NJAPSA Spring Leadership Conference Atlantic City, N.J.	\$575.00	No
P2.7	3/14/17	Helene Herman-Puig	NJASK Training Saddle Brook, N.J.	\$0.00	No
P2.8	3/14/17	Abbey Rabinovich	NJASK Training Saddle Brook, N.J.	\$0.00	No
P2.9	Rescheduled 3/30/17	Abbey Rabinovich	Update to Anti-Bullying Bill of Rights Act and Lawful Management of HIB Records Lodi, N.J.	\$0.00	No
P2.10	3/20/17	John Roscitt	PLAAPF Train the Trainer Follow Up Paramus, N.J.	\$0.00	Yes
P2.11	3/20/17	Jesse Romano	PLAAPF Train the Trainer Follow Up Paramus, N.J.	\$0.00	Yes

P3. APPROVAL OF SOURCE 4 TEACHERS SUBSTITUTE TEACHER LIST

Motion P3: Maria Caruso, Second: Debbie Zoller

Vote: 6-0
 AYE-6
 NAY-0
 ABSTAIN-0

Approve the Source 4 Teachers substitute teacher list as on file in the Superintendent’s Office for **March 2017**.

P4. LEAVE OF ABSENCE

Motion P4: Maria Caruso, Second: Carlo Maucione

Vote: 6-0
 AYE-6
 NAY-0
 ABSTAIN-0

Code	Employee	Reason	Position	School	Start Date	End Date	Accumulated Sick Days being Utilized	Unpaid Family Leave Start Date	Return Date/ Discussion
P4.1	#0107	Maternity Leave	Teacher	Faust	4/24/17	6/1/17	3 personal days/ 25 sick days		6/2/2017
P4.2	#0221	Extended Maternity Leave	Teacher	McKenzie	11/28/16	09/29/17	34 ½ days	1/23/17 FMLA begins followed by NJFLA leave	10/2/17

PHYSICAL FACILITIES COMMITTEE (*Chairperson; Kathy Winston, Jason Bulger, Maria Caruso*)

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

No New Business

COMMUNITY RELATIONS COMMITTEE (*Chairperson; Jason Bulger, Carlo Maucione, Debbie Zoller*)

BE IT RESOLVED, upon the recommendation of the Superintendent, the Board hereby approves motions: CR1) Second Reading - Bylaws, Policies & Regulations:

Motion CR1: Jason Bulger, Second: Maria Caruso

Vote: 6-0

AYE-6

NAY-0

ABSTAIN-0

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

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

- Policy 2460 – Special Education (M) revised

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

BE IT RESOLVED, upon the recommendation of the Superintendent, the Board hereby approves motions: T1) 3 Year Technology Plan:

Motion T1: Daniel Alvarez, Second: Jason Bulger

Vote: 6-0

AYE-6

NAY-0

ABSTAIN-0

T1. APPROVE THE 3 YEAR TECHNOLOGY PLAN

Motion to approve, the East Rutherford Schools Districts 3 Year Technology Plan for September 2017 – August 2020.

NEGOTIATIONS COMMITTEE

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

No New Business

FINANCE COMMITTEE (*Chairperson; Debbie Zoller, Richard Vartan, Kathy Winston*)

BE IT RESOLVED, upon the recommendation of the Superintendent, the Board hereby approves motions: F1) Bill Lists; F2) Approval of Transfer of Funds; F3) Acceptance of Monthly Financial Reports; F4) Approval of Student Services; F5) Approval of Preschool Tuition Rate; F6) Approval of Prudent Use of Legal Services; F7) Adoption of the Tentative 2017-2018 Budget; F8) Approval to use Banked Cap in the 2017-2018 Budget:

F1. APPROVAL OF BILL LISTS

Motions F1 – F6: Debbie Zoller, Second: Carlo Maucione

Vote: 6-0

AYE-6

NAY-0

ABSTAIN-0

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

WHEREAS, a list of bills dated **February 11, 2017 - March 09, 2017** is being presented to the board with the recommendation that it be ratified and paid,

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

NOW, THEREFORE BE IT RESOLVED, that the East Rutherford Board of Education approves the list of bills for payment in the grand sum of **\$367,004.58**; and

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

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

General Account	\$335,645.20
Food Service Account	\$29,533.08
Special Activity Account	\$1,826.30
TOTAL	\$367,004.58

F2. APPROVAL OF TRANSFERS FOR THE MONTHS OF JANUARY AND FEBRUARY

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

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

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

NOW, THEREFORE BE IT RESOLVED, that the East Rutherford School District ratifies and approves the transfers in the reports “Transfers Before/After” for the month of **January and February** within the 2016-2017 school year budget, approved by the Superintendent, so that no budgetary line item account has been over-expended and that sufficient funds would be available to meet the district’s financial obligations, as requested by various district administrators.

F3. ACCEPTANCE OF THE FINANCIAL REPORTS

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

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

WHEREAS, the Board Secretary’s and Treasurer’s Reports for the month ending **January 31, 2017** are presented for the Board to accept and are on file in the Office of the School Business Administrator;

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

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

F4. APPROVAL OF TUITIONS/RELATED SERVICES/TRANSPORTATION FOR SPECIAL EDUCATION

Approve the following Out-of-District contracts for service provided to student’s currently enrolled in programs operated by the East Rutherford Board of Education.

CODE	STUDENT I.D.#	SERVICE(s) REQUESTED	PROVIDER	DATE	COST(s)
F4.1	on file	Teacher of the Deaf Services	Bergen County Special Services	January – June 2017	Not to exceed \$3,300
F4.2	on file	Teacher of the Deaf Services	Bergen County Special Services	February – March 2017	Not to exceed \$7,590

F5. APPROVAL TO SET THE 2017-2018 PRESCHOOL TUITION RATE

BE IT RESOLVED, that the East Rutherford Board of Education, upon the recommendation of the Superintendent, approve and establish a tuition rate of \$3,000.00 per child for the 2017-2018 Preschool program at McKenzie School.

F6. APPROVAL OF PRUDENT USE OF LEGAL SERVICES

WHEREAS, all contracts for legal services must comply with the payment requirements and restrictions set forth in N.J.S.A. 18A:19-1 as follows:

- A. Advance payments for legal services are prohibited;
- B. Services to be provided shall be described in detail in the contract;
- C. Invoices for payment shall itemize the services provided for billing period; and
- D. Payment shall only be for services actually provided.

WHEREAS, if at any time the district's legal costs exceed 130 percent of the Statewide average per pupil amount, the procedures set forth in N.J.A.C. 8A:23A-5.2(a)3 will be implemented by the East Rutherford Board of Education, unless evidence can be provided that such procedures would not result in a reduction of cost.

The procedures require the East Rutherford school district to:

- A. Limit and designate the persons with the authority to request services or advice from contracted legal counsel;
- B. Legal counsel will not be used unnecessarily to make management decisions or to obtain readily available information such as district policies;
- C. Requests for legal advice shall be made in writing; and
- D. Contact logs and records shall be kept and reviewed to determine that the requests for legal advice are necessary.

NOW, THEREFORE BE IT RESOLVED by the East Rutherford Board of Education to approve the Prudent Use of Legal Services as set forth above:

F7. ADOPTION OF THE TENTATIVE 2017-2018 BUDGET

Motion F7: Debbie Zoller, Second: Maria Caruso

Vote: 4-0-2 AYE – Daniel Alvarez, Maria Caruso, Richard Vartan, Debbie Zoller

NAY – None

ABSTAIN – Jason Bulger, Carlo Maucione

WHEREAS, the Superintendent of Schools recommends to the East Rutherford Board of Education, to adopt the district's tentative 2017-2018 budget; and

WHEREAS, upon the adoption of the district's tentative 2017-2018 budget, administration will provide to the New Jersey Department of Education, the district's tentative 2017-2018 budget and supporting documentation as required by the Commissioner of Education and the County Executive County Superintendent of Schools for their review and approval; and

WHEREAS, the district's tentative 2017-2018 budget was prepared to be consistent with the New Jersey Quality Single Accountability Continuum (NJQSAC) focusing on quality performance indicators in all five areas of school district effectiveness: Operations Management, Instruction and Program, Fiscal Management, Personnel and Governance; and

WHEREAS, the district's tentative 2017-2018 budget was prepared consistent with the district's Finance Policy 6220 addressing budget preparation, with primary consideration given to educational priorities identified by the Superintendent of Schools; and

WHEREAS, the district's tentative 2017-2018 budget is designed to carry out the educational plan in a thorough and efficient manner, to maintain school district facilities, and to honor continuing obligations of the district; and

WHEREAS, the district’s tentative 2017-2018 budget evolved primarily from the needs of the schools as expressed by the principal, the district educational program as expressed by the Superintendent of Schools, and is compatible with approved district plans; and

WHEREAS, the tentative 2017-2018 budget was constructed consistent with the School Funding Reform Act of 2008, under which a district could apply for some tax levy adjustments to cover extraordinary conditions such as for health benefit cost increase above two (2) percent; the results which would increase local taxes above the two (2) percent cap; and

WHEREAS, the East Rutherford Board of Education tentative 2017-2018 budget will include the use of the health care cost in the amount of \$119,488 to offset the various costs associated with the increased cost of health care; and

WHEREAS, in accordance with N.J.A.C. 6A:23A-10.3(b)1, that the 2017-2018 school year budget includes the use of banked cap in the amount of \$553,749 to help support Out-of-District placement to private schools and other special education costs; and

WHEREAS, that the needs identified in the use of banked cap will be completed by the end of the budget year and will not be deferred or incrementally completed over a longer period of time; and

WHEREAS, that the needs and the request for “banked cap” was discussed and were adopted into the 2017-2018 school year budget; and

WHEREAS, included in budget line 620, Budget Withdrawal from Capital Reserve - Excess Costs & Other Capital Projects, is \$640,000 for addressing the need to repair and/or replace the Faust School heating system and/or heating system pipes to address the heating concerns of the facility and the continued bursting of pipes; and

WHEREAS, the total cost of this project has not been determined yet because the district is in the development stage, does represent expenditures for construction elements or projects that are in addition to the facilities efficiency standards determined by the Commissioner as necessary to achieve the Core Curriculum Content Standards; and

WHEREAS, included in budget line 580, Budgeted Fund Balance and line 630, withdraw from Maintenance Reserves, is \$140,000 and \$100,000 retrospectively; and

WHEREAS, the district’s tentative 2017-2018 budget being submitted to the Department of Education consists of general fund tax levy that should be raised for General Funds in the amount of \$15,042,487 for the ensuing 2017-2018 school year; and

WHEREAS, the district’s tentative 2017-2018 budget being submitted to the Department of Education also consists of debt service fund tax levy that should be raised for Debt Service Funds in the amount of \$733,672 for the ensuing 2017-2018 school year; and

WHEREAS, the following diagram provides a breakdown of the 2017-2018 budget by fund:

	Budget	Local Tax Levy
General Fund	\$ 16,886,232	\$ 15,042,487
Special Revenue Fund	337,800	0
Debt Service Fund	733,672	733,672
Total Base Budget	\$ 17,957,704	\$ 15,776,159

NOW, THEREFORE BE IT RESOLVED, that the East Rutherford Board of Education hereby adopts the district's tentative 2017-2018 budget and affixes/determines that the amount of money necessary to be appropriated for the use of the public schools for the 2017-2018 school year shall not exceed \$16,886,232 in General Fund which the General Fund local tax levy shall not exceed \$15,042,487 inclusive of the \$119,488 for the health care cost and banked cap of \$553,749; and

BE IT FURTHER RESOLVED, that the amount of money necessary to be appropriated for the use of the public schools for the 2017-2018 school year shall not exceed \$733,672 in the Debt Service Fund which the Debt Service Fund local tax levy shall not exceed \$733,672; and

BE IT FURTHER RESOLVED, the Board approves the use of the health care cost waiver in the amount of \$119,488, use of \$100,000 in maintenance reserves; use of \$640,000 in capital reserves and the use of \$140,000 in general surplus; and

BE IT FURTHER RESOLVED, the district accepts the \$611,198 in State Aid inclusive of the \$32,079 assessment for Debt Service on the SDA funding plus an additional amount of \$159,856 estimated for Extraordinary Special Education Aid for the 2017-2018 budget year; and

BE IT FURTHER RESOLVED, that the Superintendent of Schools hereby certifies that the 2017-2018 budget submitted does present a balanced budget with an adequate amount of funds to provide for a thorough and efficient education; and

BE IT FURTHER RESOLVED, that pursuant to N.J.A.C. 6A:23A:5.2(a), the board establishes for travel, public relations and each type of professional service, a maximum level of spending for the ensuing school year included in the 2017-2018 budget as follows:

Service	Not to Exceed
Legal	\$ 85,000
Auditing	30,000
Architect	75,000
Election	50,000
Other Administrative Services	80,000
Extraordinary Services	65,000
Professional Development	20,000
Travel	35,000

BE IT FURTHER RESOLVED, that the Administration needs to notify the Board if there arises a need to exceed said maximums, excluding travel related expenditure, upon which the Board may adopt a dollar increase in the maximum amount through formal Board action; and

BE IT FURTHER RESOLVED, that the district had previously established a maximum amount for travel and related expenditures for the 2016-2017 budget year in the amount of \$35,000 which the district has spent \$12,006.79 to date; and

BE IT FURTHER RESOLVED, that the Superintendent of Schools shall hereby forward to the Commissioner of Education the budget statement, budget statement certification, form A4F (Certification and Report of School Taxes, 2017-2018 school year), supporting documentation, as required by statute and code and make any necessary adjustments to the budget in order to receive approval to advertise the budget.

BE IT FURTHER RESOLVED, that the Superintendent of Schools and the School Business Administrator/Board Secretary be authorized to implement the 2017-2018 district budget.

F8. APPROVAL TO USE BANKED CAP IN THE 2017-2018 BUDGET

Motion F8: Debbie Zoller, Second: Maria Caruso

Vote: 6-0

AYE-6

NAY-0

ABSTAIN-0

WHEREAS, in accordance with N.J.A.C. 6A:23A-10.3(b)1, that the 2017-2018 school year budget includes the use of banked cap in the amount of \$553,749 to help support Out-of-District placement to private schools and other special education costs; and

WHEREAS, that the needs identified in the use of banked cap will be completed by the end of the budget year and will not be deferred or incrementally completed over a longer period of time; and

WHEREAS, that the needs and the request for “banked cap” was discussed and were adopted into the 2017-2018 school year budget; and

NOW, THEREFORE BE IT RESOLVED, that the East Rutherford Board of Education approves the use of the banked cap in the amount of \$553,749.

NEW BUSINESS

No New Business to discuss.

OLD BUSINESS

No Old Business to discuss.

OPEN TO THE PUBLIC

President Vartan Opens the Hearing of Citizens:

In accordance with the Bylaws 0167-Public Participation in Board Meeting, any citizen present who wishes to be heard should raise his/her hand to be recognized, state name and address and limit remarks to five minutes in accordance with board policy. Matters of a personal nature must first be exhausted through the proper channels. The hearing of citizens shall be limited to sixty minutes.

Richard Vartan indicated that the chain of command starts with the Teacher, then the Principal, then the Superintendent, and lastly the Board of Education. Any individual board member who receives a complaint should refer them to the proper level as stated above.

George Cronk, Councilman and Liason to the board commented on March’s Reading Program at McKenzie School.

President Vartan Closes the Hearing of Citizens:

ADJOURN TO EXECUTIVE SESSION

WHEREAS, the Open Public Meetings Act and the East Rutherford Board of Education reserve the right within the constraints of State Law to sit in Executive Session; and

WHEREAS, there now exists a need for this Board to meet in Executive Session; now therefore

BE IT RESOLVED, that the East Rutherford Board of Education recess into Executive Session to discuss legal; attorney client privilege information; contractual and personnel matters.

BE IT FURTHER RESOLVED, that the minutes of the Executive Session 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; and

BE IT FURTHER RESOLVED, that the public will be informed:

1. When the Board reconvenes to the regular business portion of this meeting this evening; or
2. At a later date, undetermined at this time.

RECONVENE PUBLIC SESSION

Motion: Jason Bulger, Second: Daniel Alvarez

Vote: 6-0

Time: 8:23 P.M.

Jason Bulger, ER Board Member elaborated as to why he Abstained on the Budget Resolution.

Carlo Maucione, Board Member commented on the Little League Program and the Faust School Play.

RESOLVED, that the East Rutherford Board of Education adjourns its Public Meeting of March 16, 2017 @ 8:28 p.m.

MINUTES ARE NOT VERBATIM; The foregoing minutes were prepared by the Board Secretary, Mr. Mark Kramer/lb.

Mark Kramer, S.B.A

**NEXT MEETING:
Public Meeting
April 27, 2017, 6:00 P.M.
A.S. Faust School Gymnasium
100 Umland Street, East Rutherford, New Jersey**