

**EAST RUTHERFORD BOARD OF EDUCATION**  
**PUBLIC MEETING MINUTES**  
**Faust School Gymnasium**  
**January 24, 2019**  
**7:00 PM**

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

**CALL TO ORDER** - *By President Caruso at 7:01 p.m.*

**OPENING STATEMENT** – *President Caruso*

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

In accordance with the provisions of the Act, the East Rutherford Board of Education has caused notice of the public hearing thereof provided to North Jersey Media to be published and posted in The Record and South Bergenite Newspapers on April 17, 2018 and such notice has been sent to the Borough Hall and Public Library to be posted in the vestibule.

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](http://www.erboe.net)

**SALUTE TO FLAG & MOMENT OF SILENCE**

**ROLL CALL**

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

Also Present: Mr. Giovanni Giancaspro, Superintendent; Mrs. Lameka Augustin, School Business Administrator;  
Mr. Thomas Kobin, Board Counsel

**ANNOUNCEMENT OF FIRE EXIT LOCATIONS** - *President Caruso 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 Caruso Opens the Hearing of Citizens:**

**Time: 7:04 p.m.**

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.

*No Members of the Public wished to be heard.*

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

**Time: 7:04 p.m.**

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

- *Steering Committee letters of interest*

**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:**

- January 03, 2019 Reorganization Meeting Minutes

**ROLL CALL VOTE:**

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

**REPORTS/PRESENTATIONS TO THE BOARD**

- School Business Administrator – Mrs. Lameka Augustin
  - *The Finance and Physical Facilities Committee reports from January 17, 2019 were distributed to the Board Members. The resolutions that are being presented tonight are supported by the full Board, there were no comments.*
- Superintendent – Mr. Giovanni A. Giancaspro
  - *Parent Academy for Student Success*
  - *School Bond Referendum*
  - *Building Reports*
  - *PTA Meeting*
  - *Student Services*
  - *Guidance Department*

**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**

**Motion S1 – S3 Introduced by:** Richard Vartan **Seconded by:** Carlo Maucione

**All in Favor: YES Motions Adopted**

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

SCHOOL	TYPE OF DRILL	DATE	TIME
Faust School	Fire Drill	1/15/19	12:10 pm
Faust Annex	Fire Drill	1/15/19	12:16 pm
Faust School & Annex	Stay Put Situation	1/22/19	12:10 pm
McKenzie School	Fire Drill	1/17/19	10:06 am
McKenzie School	Bomb Threat/Shelter in Place	1/18/19	10:02 am

**S2. APPROVAL OF ENROLLMENT REPORT**

SCHOOL	TOTAL ENROLLMENT
Faust	348
McKenzie	453
Special Services – In District	119
Special Services – Out of District	16
Tuition Students	2
Home Instruction	2

**S3. APPROVAL OF HARASSMENT, INTIMIDATION AND BULLYING MONTHLY REPORT**

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

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

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

- C1) Approval of Student Services**
- C2) Approval of Transportation Requests**

**C1. APPROVAL OF STUDENT SERVICES**

**No New Business**

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

**BE IT RESOLVED, that the East Rutherford Board of Education, upon the recommendation of the Superintendent, approves the following field trip and transportation requests;**

Code	School	Grade	Requested by Whom	Destination	Purpose/ Goal of Trip	Cost Associated with Trip
C2.1	Faust	5-8	K. Lahullier	Lodi Lanes	CBI	\$100.00 BOE

**ROLL CALL VOTE: C2:**

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

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

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

- P1) Personnel Actions**
- P2) Travel Expenditures**
- P3) Leave of Absence**
- P4) Approval of Insight Workforce Solutions Substitute Teacher List**

**P1. APPROVE FOLLOWING PERSONNEL ACTIONS**

Code	Name	Action	Position	Step	Stipend/ Salary	Effective Date	Discussion/ Account Code
P1.1	Jacqueline Farley	Appointment	Preschool Disabled Teacher	BA+15 Step 4	\$60,227* (pro-rated)	03/11/19 – 6/30/19	11-216-100-101-080-00-000
P1.2	Sara Shaker	Appointment	Part-Time Special Ed. Aide	Certified Step 1	\$21.08*	1/25/19 – 6/30/19	11-216-100-106-080-00-000 (pending background check)

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

**ROLL CALL VOTE: P1**

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

**P2. APPROVAL OF TRAVEL EXPENDITURES**

Code	Date	Employee	Workshop/Location	Total Cost to Board	Sub
P2.1	2/14-15/19	JoAnn Saab	(PALS) Pediatric Advance Life Support Hackensack, N.J.	\$0.00	Yes
P2.2	2/25/19	Shanelle Muse	2019 Mandatory District Test Coordinator Training Monroe, N.J.	\$24.69 (mileage and tolls)	No
P2.3	1/31/19	Theresa Forte	ELL Education: Strategies Lyndhurst, N.J.	\$0.00	No
P2.4	1/31/19	Sharon King-Dobson	Gifted and Talented & ELL Workshop Lyndhurst, N.J.	\$0.00	No

P2.5	5/8/19	Giovanni Giancaspro	2nd Annual Student Mental Health Symposium Lyndhurst, N.J.	\$0.00	No
P2.6	5/8/19	Sharon King-Dobson	2nd Annual Student Mental Health Symposium Lyndhurst, N.J.	\$0.00	No
P2.7	2/25/19	Katherine Fontana	NJASBP Convention Long Branch, N.J.	\$0.00	Yes
P2.8	2/25/19	Tracy Vanasco	NJASBP Convention Long Branch, N.J.	\$0.00	Yes
P2.9	2/25/19	Kristin Wilhelm	NJASBP Convention Long Branch, N.J.	\$0.00	Yes
P2.10	1/30/19	David Higgins	Blackboard/Schoolwire Website Training Atlantic City, N.J.	\$67.58 (mileage)	Yes
P2.11	1/31/19	Christina Lopez	ELL Education: Strategies Lyndhurst, N.J.	\$0.00	No
P2.12	3/8/19	Giovanni Giancaspro	Felician Autism Collaboration & Technology Conference Rutherford, N.J.	\$0.00	No
P2.13	3/8/19	Sharon King-Dobson	Felician Autism Collaboration & Technology Conference Rutherford, N.J.	\$39.99	No
P2.14	2/7/19	Lisa Ann Fallon	Supporting Immigrant Students and Families Wayne, N.J.	\$0.00	No
P2.15	1/30/19	Dianne Botti	NJASBP Budget Workshop Robbinsville, N.J.	\$20.83 (mileage)	No

**ROLL CALL VOTE: P2**

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

**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	#0813	Maternity Leave	Teacher	Faust	4/1/19	5/31/19	5 sick days 33 unpaid sick days	N/A	6/1/19 (revised)
P3.2	#0777	Maternity Leave	Teacher	Faust Annex	2/1/19	5/31/19	10 sick days 1 personal day (revised)	2/20/19 FMLA followed by NJFLA	6/3/19
P3.3	#0074	Maternity Leave (revised)	Teacher	McKenzie	1/28/19	6/14/19	62 sick days	5/6/19 FMLA followed by NJFLA	6/17/19

**ROLL CALL VOTE: P3**

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

**P4. APPROVAL OF INSIGHT WORKFORCE SOLUTIONS SUBSTITUTE TEACHER LIST**

Motion to approve, upon the recommendation of the Superintendent, the Insight Workforce Solutions substitute teacher list as on file in the Superintendent’s Office for **January 2019**.

**ROLL CALL VOTE: P4**

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

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

**BE IT RESOLVED**, upon the recommendation of the Superintendent, the Board hereby approve motion:  
**PF1) Approval of Use of District Facilities**

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

Code	Application Number	Requested by/ Organization	Location Requested	Purpose	Open to the Public	Date of Event	Time Allotment	Discussion/ Fee to BOE
PF1.1	77	E. Rutherford Girls Softball & Boys Little League Practices	McKenzie	Practices	No	February 11 – March 15, 2019	6:00 – 9:00 P.M.	Special Police Officer required paid for by Boro of E. Rutherford
PF1.2	78	Montessori of E. Rutherford	Faust	Evacuation Site	Yes	Indefinite	As need basis	Pending receipt of C.O.L

*Board Policy# 7510 facilities available M – F 6:30pm – 9:00pm and S – 8:00am – 12:00pm.*

**ROLL CALL VOTE: PF1:**

MEMBER	YES	NO	ABSTAIN	ABSENT	REMARKS
Jason Bulger				X	
Carlo Maucione	M		PF1.1		
Erin SHEMELEY	X				
Richard Vartan	S				
Rachel Villanova	X				
Debbie Zoller				X	
Maria Caruso	X				

**AD-HOC COMMITTEE** (*Chairperson; Debbie Zoller, Maria Caruso, Richard Vartan*)

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

**No New Business**

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

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

**CR1) Approve First Reading of Revised Bylaws, Policies and Regulations**

**CR2) Approve School Calendar for 2019-2020 School Year**

**CR3) Approval of Uniform State Memorandum of Agreement Between Education and Law Enforcement Officials**

**CR1. APPROVE FIRST READING OF REVISED BYLAWS, POLICIES AND REGULATIONS**

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

- Policy & Regulation #2340 – Field Trips (Revised)
- Policy & Regulation #5850 – Social Events and Class Trips (Revised)

**CR2. APPROVAL OF SCHOOL CALENDAR 2019-2020**

Motion to approve, upon the recommendation of the Superintendent, the school calendar for 2019-2020.

**CR3. APPROVAL OF UNIFORM STATE MEMORANDUM OF AGREEMENT BETWEEN EDUCATION AND LAW ENFORCEMENT OFFICIALS**

Motion to approve, upon the recommendation of the Superintendent, the Uniform State Memorandum of Agreement between Education and Law Enforcement Officials for the 2018-2019 school year. Copy of agreement is on file in the East Rutherford Board of Education's office.

**ROLL CALL VOTE: CR1-CR3**

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

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

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

**No New Business**

**NEGOTIATIONS COMMITTEE EREA** (*Chairperson; Richard Vartan, Jason Bulger*)

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

E.R.E.A. – *Tom Kobin stated that another meeting will be set up to discuss the guides.*

**FINANCE COMMITTEE** (*Chairperson; Debbie Zoller, Jason Bulger, Richard Vartan*)

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

- F1) Approval of Bill Lists**
- F2) Acceptance of Monthly Financial Reports**
- F3) Approval of Transfers**

**F1. APPROVAL OF BILL LISTS**

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

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

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

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

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

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

General Fund	\$296,645.29
Food Service Fund	\$38,424.11
Special Activity Fund	\$2,763.00
Payroll Fund 12/21/18-01/15/19	\$942,889.46
<b>TOTAL OF FUNDS</b>	<b>\$1,280,721.86</b>

**ROLL CALL VOTE: F1**

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



**F2. ACCEPTANCE OF THE FINANCIAL REPORTS – NOVEMBER 2018**

**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 ending August 31, 2018 are on record in the Office of the School Business Administrator for review;

**ROLL CALL VOTE: F2**

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

**F3. APPROVAL OF TRANSFERS – NOVEMBER 2018**

**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 months of July through November within the 2018-2019 school year budget, as approved by the Superintendent, so that no budgetary line item account has been over-expended and that sufficient funds would be available to meet the district’s financial obligations, as requested by various district

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

**ROLL CALL VOTE: F3**

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

**OLD BUSINESS**

No Old Business

**OPEN TO THE PUBLIC**

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

**Time: 7:28 p.m.**

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.

- *Linda Brehme East Rutherford resident from Everett Street expressed concerns over Faust School vehicles parking on the streets with parking permits, there is no parking for the residents.*
- *Diane Suchosky, East Rutherford resident from Everett Street expressed concerns over parents parking for the Faust Annex drop off and pick up and blocking driveways.*
- *Mr. Giancaspro responded he would look into the matter, and if there is illegal parking the resident should notify the Police Department.*

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

**Time: 7:43 p.m.**

**MOTION TO ADJOURN**

**Time: 7:44 p.m.**

**ROLL CALL VOTE:**

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

**ADJOURNMENT**

RESOLVED, that the East Rutherford Board of Education adjourns its Public Meeting of January 24, 2019.

*MINUTES ARE NOT VERBATIM; The foregoing minutes were prepared by the Board Secretary, Mrs. Lameka Augustin/lb.*

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Lameka Augustin, S.B.A

**NEXT MEETING:  
Public Meeting  
Faust School Gymnasium  
February 28, 2019  
6:00 P.M.**

Approved