

**EAST RUTHERFORD BOARD OF EDUCATION**  
**PUBLIC MEETING MINUTES**  
**Faust School Gymnasium**  
**February 28, 2019**  
**6:00 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 6:00 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 - *Present*  
Mr. Carlo Maucione - *Present*  
Mrs. Erin Shemeley - *Present*  
Mr. Richard Vartan - *Present*  
Mrs. Rachel Villanova - *Present*  
Mrs. Debra Zoller - *Present*  
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: 6:02 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: 6:02 p.m.**

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

- Letter from Christopher Gliwa regarding Steering Committee

**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:**

- December 20, 2018 Public Meeting Minutes
- December 20, 2018 Executive Meeting Minutes
- January 24, 2019 Public Meeting Minutes

**ROLL CALL VOTE:**

MEMBER	YES	NO	ABSTAIN	ABSENT	REMARKS
Jason Bulger	X				
Carlo Maucione	X				
Erin Shemeley	X		X*		*December 2018 Meeting Minutes
Richard Vartan	M				
Rachel Villanova	X		X*		*December 2018 Meeting Minutes
Debbie Zoller	S				
Maria Caruso	X				

**REPORTS/PRESENTATIONS TO THE BOARD**

- New Jersey School Board Association - Board of Education Ethics Presentation by Matthew Lee some of the following subjects were covered;
  - *Board member vacancy procedure*
  - *Nepotism Policy*
  - *Negotiations*
  - *Evaluation of Superintendent*

- School Business Administrator’s Report – Mrs. Lameka Augustin
  - *Audit Presentation by Lerch, Vinci & Higgins, LLP review of the 2017-18 findings and Corrective Action Plan.*
  - *The Finance and Physical Facilities Committee reports from February 21, 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’s Report – Mr. Giovanni A. Giancaspro
  - *Parent Academy for Student Success*
  - *School Bond Referendum*
  - *Building Reports*
  - *Community Concerns*
  - *PTA Meeting*
  - *Student Services*

**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:** Debbie Zoller  
**All in Favor: YES    Motions Adopted**

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

SCHOOL	TYPE OF DRILL	DATE	TIME
Faust School	Fire Drill	2/4/19	12:15 pm
Faust Annex	Fire Drill	2/4/19	12:20 pm
Faust School & Annex	Lockdown Drill	2/20/19	9:00 am
McKenzie School	Fire Drill	2/5/19	2:25 pm
McKenzie School	Shelter in Place	2/21/19	2:02 pm

**S2. APPROVAL OF ENROLLMENT REPORT**

SCHOOL	TOTAL ENROLLMENT
Faust	345
McKenzie	454
Special Services – In District	118
Special Services – Out of District	15
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** – Amended as follows;

**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	McKenzie	K-4	E. Moreno	Rutherford Post Office	CBI	\$0
C2.2	McKenzie	K-4	J. Rizi	Center Cinemas	CBI	\$195.00 BOE
C2.3	Faust	5	R. Barrale	Hudson County Court House	Presentation by Judge Bariso	\$0
C2.4	Faust	7-8	M. Fox	Rumba Cubana Restaurant	Culture exposure to Restaurants	\$20.00 each person \$1.00 each person
C2.5	Faust	5-8	K. Lahullier	CBI	Chili's Restaurant	\$100.00 BOE
C2.6	Faust	8	R. Barrale	Woodloch Pines	8 <sup>th</sup> Gr. Trip	\$80.00 each person

**ROLL CALL VOTE: C2:**

MEMBER	YES	NO	ABSTAIN	ABSENT	REMARKS
Jason Bulger	S				
Carlo Maucione	M				
Erin Shemeley	X				
Richard Vartan	X				
Rachel Villanova	X				
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	Patricia Barongan	Appointment	Pre-School Replacement Teacher	BA Step 1	\$55,077* (pro-rated)	3/1/19 – 5/31/19	(Maternity Leave) 11-105-100-101-080-00-000
							cont'd

P1.2	Kimberly Tadiello	Appointment	Special Ed. Replacement Teacher	BA Step 1	\$55,077* (pro-rated)	3/1/19 – 6/19/19	(Maternity Leave) 11-212-100-101-080-00-000
P1.3	Hannah Gorelik	Appointment	Speech Language Specialist Replacement	Ma Step 1	\$61,257* (pro-rated)	3/18/19 – 5/31/19	(Maternity Leave) 11-000-216-100-080-00-000
P1.4	Michele Rubbinaccio	Appointment	Part-Time Special Ed. Aide	Certified Step 1	\$21.08*	3/18/19 – 6/30/19	5 hours 11-216-100-106-080-00-000 (pending background check)
P1.5	Patricia Debari	Appointment	Part-Time Special Ed. Aide	Highly Qualified Step 1	\$19.22*	3/18/19 – 6/30/19	5 hours 11-216-100-106-080-00-000 (pending background check)

\*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	3/29/19	Renee Romaglia	Educational Enterprises Annual Conference Paramus, N.J.	\$0.00	No
P2.2	3/29/19	Mable Thomas	Educational Enterprises Annual Conference Paramus, N.J.	\$0.00	No
P2.3	2/21/19	David Higgins	Mandatory Training 2019 New Jersey Student Learning Assessments (NJSLA) Whippany, N.J.	\$14.88 (mileage)	Yes
P2.4	2/21/19	James Wagner	Mandatory Training 2019 New Jersey Student Learning Assessments (NJSLA) Whippany, N.J.	\$0.00	No
P2.5	4/5/19	Ellen Bender	IXL Live Workshop Elizabeth, N.J.	\$82.00 (registration & parking)	Yes
P2.6	4/5/19	Caitlyn Dwyer	IXL Live Workshop Elizabeth, N.J.	\$82.00 (registration & parking)	Yes
P2.7	3/2/19	Bryan Consulmagno	School Bus Driver Safety Seminars Wayne, N.J.	\$20.00	No
P2.8	1/31/19 – 2/1/19	Giovanni Giancaspro	Techspo 2019 Atlantic City, N.J.	\$795.00 (Revised)	No
P2.9	4/26/19	Marilyn Petraitis	Co-Teaching Best Practices Oradell, N.J.	\$0.00	Yes
P2.10	4/26/19	Lisa Cerny	Co-Teaching Best Practices Oradell, N.J.	\$0.00	Yes
P2.11	6/5-8/19	Lameka Augustin	NJASBO Annual Conference Atlantic City, N.J.	\$805.00	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	#0335	Maternity Leave	Supervisor	Faust	4/23/19	6/21/19	11 vacation days 32 sick days	N/A	6/24/19

**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 **February 2019**.

**ROLL CALL VOTE: P1 - P4:**

MEMBER	YES	NO	ABSTAIN	ABSENT	REMARKS
Jason Bulger	X				
Carlo Maucione	X				
Erin SHEMELEY	X				
Richard Vartan	M				
Rachel Villanova	X				
Debbie Zoller	S		X*		*P2.7
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	Fee
PF1.1	79	M. Ferreira/ The Learning Experience	McKenzie Multi-Purpose Room	Preschool Graduation	Yes	Saturday	10:00 am – 12:15 pm June 23, 2018	Use of chairs \$200.00 rental fee, Custodial O.T. & Special Police Officer paid for by The Learning Experience

*Board Policy# 7510 facilities available M – F 6:30pm – 9:00pm and S – 8:00am – 12:00pm. Special Police Officer must be present.*

**ROLL CALL VOTE: PF1:**

MEMBER	YES	NO	ABSTAIN	ABSENT	REMARKS
Jason Bulger	M				
Carlo Maucione	S				
Erin SHEMELEY	X				
Richard Vartan	X				
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:

AD-HOC – Statistical Forecasting LLC Demographic Data Study Presentation.

*Mr. Giancaspro invited the Public to attend the March Board Meeting.*

*Mr. Giancaspro explained the recent discussions of building or relocating to Becton H.S, he noted that information will be forthcoming and the need to expand is warranted.*

**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 Second Reading of Revised Bylaws, Policies and Regulations**

**CR2) Approve First Reading of Revised Bylaws, Policies and Regulations**

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

**CR2. 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 #2422 - Health and Physical Education (M) (Revised)
- Policy #2431.3 – Practice and Pre-Season Heat-Acclimation for Interscholastic Athletics (Revised)
- Policy #2610 – Education Program Evaluation (M) (Revised)
- Policy #4219 – Commercial Driver’s License Controlled Substance and Alcohol Use Testing (M) (Revised)
- Policy & Regulation #5111 – Eligibility of Resident/Nonresident Students (M) (Revised)
- Policy #5330.04 – Administering an Opioid Antidote (M) (Revised)
- Regulation #5330.04 – Administering an Opioid Antidote (M) (New)
- Policy #5337 – Service Animals (Revised)
- Policy #5756 – Transgender Students (M) (Revised)
- Policy & Regulation #7440 – School District Security (M) (Revised)
- Policy #8561 – Procurement Procedures for School Nutrition Programs (M) (Revised)
- Policy #8860 – Memorials (Revised)
- Policy #2415.06 – Unsafe School Choice Option (M) (Revised)
- Regulation #2460.8 – Special Education – Free and Appropriate Public Education (M) (Revised)
- Regulation #5530 – Substance Abuse (M) (Revised)
- Policy #5600 – Student Discipline/Code of Conduct (M) (Revised)
- Policy & Regulation #5611 – Removal of Students for Firearms Offenses (M) (Revised)
- Policy & Regulation #5612 – Assaults on District Board of Education Members or Employees (M) (Revised)
- Policy & Regulation #5613 – Removal of Students for Assaults with Weapons Offenses (M) (Revised)
- Policy & Regulation #8461 – Reporting Violence, Vandalism, Harassment, Intimidation, Bullying, Alcohol and Other Drug Offenses (M) (Revised)

**ROLL CALL VOTE: CR1-CR2**

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

*Mr. Giancaspro discussed Chromebooks for the lab initiative.*

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

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

**N1) Resolution Authorizing and Approving a Memorandum of Agreement Between East Rutherford Board of Education and the East Rutherford Education Association**

**N1. RESOLUTION AUTHORIZING AND APPROVING A MEMORANDUM OF AGREEMENT BETWEEN EAST RUTHERFORD BOARD OF EDUCATION AND THE EAST RUTHERFORD EDUCATION ASSOCIATION**

**WHEREAS**, East Rutherford Board of Education (“Board”) and the East Rutherford Education Association (“EREA”) negotiations committees have engaged in negotiations for a successor contract to the one that expired June 30, 2018; and

**WHEREAS**, the parties’ negotiation teams have reached a settlement with respect to those negotiations, the terms and conditions of which have been set forth in a Memorandum of Agreement (“MOA”), dated February 28, 2019, a copy of which is on file in the Superintendent’s office; and

**WHEREAS**, the MOA, among other terms, provides for a three (3) year contract, with annual salary increases of 2.75% for each year of the contract, all inclusive of increment, with salary guides to be mutually developed.

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

1. The aforesaid recitals are incorporated herein as though fully set forth at length.
2. The Memorandum of Agreement, dated February 28, 2019, is authorized and approved, subject to confirmation of the paraprofessionals scattergram by the Board’s negotiation team and Business Administrator.

**ROLL CALL VOTE: N1 To Lay on Table in Executive Session**

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



**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**
- F4) Approval of the 2018 Fiscal Year End Corrective Action Plan**
- F5) Approval of Addendum to Order Agreement and Service Contract with TGI Office Automation**
- F6) Approval of Copier Lease Contract with T & G Industries**
- F7) Approval to set the 2019-2020 Preschool Tuition Rates**
- F8) Approval of Disposition of Property**

**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	\$281,778.63
Food Service Fund	\$57,194.55
Special Activity Fund	\$1,552.50
Payroll Fund 1/30/19-2/14/19	\$944,758.49
<b>TOTAL OF FUNDS</b>	<b>\$1,285,284.17</b>

**F2. ACCEPTANCE OF THE FINANCIAL REPORTS – DECEMBER 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 are on record in the Office of the School Business Administrator for review;

**F3. APPROVAL OF TRANSFERS – DECEMBER 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 December 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.

**F4. APPROVAL OF THE 2018 FISCAL YEAR END CORRECTIVE ACTION PLAN**

**WHEREAS**, the Board of Education of East Rutherford (the Board) caused an annual audit of the district’s accounts and financial transactions to be conducted by a public school accountant for the 2017-2018 fiscal year pursuant to NJSA 18A:23; and

**WHEREAS**, said “Comprehensive Annual Financial Report” and “Auditor’s Management Report” for the fiscal year ended June 30, 2018, are required to be filed in duplicate with the Office of the Commissioner, pursuant to NJSA 18A:23-3; and

**WHEREAS**, a Corrective Action Plan has been drafted and disseminated to the board and appropriate parties by the School Business Administrator addressing each of the five (5) audit recommendations presented in the Auditor’s Management Report in response to their recommendations; and

**WHEREAS**, the Corrective Actions Plan were provided prior to the board meeting to the Finance Committee for their review, comments and support and providing such support on the action within the Corrective Action Plan;

**NOW THEREFORE BE IT RESOLVED**, that The Board of Education of East Rutherford accepts the June 30, 2018 audit and approves the Corrective Action Plan for the fiscal year ended June 30, 2018; and

**BE IT FURTHER RESOLVED**, that the School Business Administrator be directed to forward to the Executive County Superintendent the minutes together with two copies of the CAFR Synopsis, two copies of the Corrective Action Plan, and certified board minutes adopting the above items or as stated in the Department of Education’s requirements; and

**BE IT FURTHER RESOLVED**, in accordance with the directive from the Department of Education, listed below are the specific board action and the disposition of each audit recommendations:

**Recommendation 1**

The District awarded contracts for technology equipment and services which exceed the bid threshold and were bid by an independent consultant which did not adhere to the requirements of the Public School Contracts Law.

Disposition:

Award procedures are enhanced in the Business Office to ensure the bid threshold does adhere to the requirements of the Public School Contracts Law.

**Recommendation 2**

Contract awarded on a per unit basis for substitute teacher placements revealed rates were charged in excess of the approved contract unit amounts.

Disposition:

Procedure is enhanced in the Superintendent's Office upon monthly sign off rendered services are being confirmed and correct rates are being charged to the District for substitute teacher placements.

**Recommendation 3**

Student Activity Fund revealed receipt of funds were not turned in to Business Office from activity for deposit in a timely manner.

Disposition:

Procedures were reviewed with staff responsible for collection of Student Activity Fund to ensure receipt of funds be turned into the Business Office within 48 hours of collecting funds.

**Recommendation 4**

The DRTRS reporting revealed special education students with transportation needs did not have special needs/ related service reflected in their IEP and were being transported.

Disposition:

The procedure was reviewed and enhanced in compliance with the DRTRS reporting guidance to ensure only eligible students as mandated in their IEP are being transported, confirmation from central offices to special education office has been implemented.

**Recommendation 5**

The capital assets accounting records were not updated for current year and were not reconciled to the prior year audited balances.

Disposition:

Capital assets accounting records were updated and reconciled for all current year additions and disposals within the Business Office.

**F5. APPROVAL OF ADDENDUM TO ORDER AGREEMENT AND SERVICE CONTRACT BETWEEN EAST RUTHERFORD BOARD OF EDUCATION AND TGI OFFICE AUTOMATION**

**BE IT RESOLVED**, that the East Rutherford Board of Education approve the Addendum dated effective February 1, 2019 is attached to and made part of an Order Agreement and Service Contract between the East Rutherford Board of Education and TGI Office Automation which both Order Agreement and Service Agreement has an effective date of December 21, 2018.

**F6. APPROVAL OF 5 YEAR COPIER LEASE CONTRACT BETWEEN EAST RUTHERFORD BOARD OF EDUCATION AND T & G INDUSTRIES INC.**

**BE IT RESOLVED** that the East Rutherford Board of Education hereby approve the copier lease contract with T & G Industries in the amount of \$63,823.08 for the District-wide copier equipment for the period of sixty (60) months.

**F7. APPROVAL TO SET THE 2019-2020 PRESCHOOL TUITION RATES**

**BE IT RESOLVED**, that the East Rutherford Board of Education approve and establish a tuition rates for the 2019-2020 Preschool program at the Faust School Annex as set forth below;

<b>Program</b>	<b>Cost</b>
Full Day 3 & 4 year old program (residents only)	\$5,500.00
Half Day 3 & 4 year old program (residents only)	\$2,750.00
Pay in Full/Early Bird Special: Full Day 3 & 4 year old program (residents only)	\$5,000.00
Full Day 3 & 4 year old program (non-residents)	\$6,000.00
Half Day 3 & 4 year old program (non-residents)	\$3,000.00
Out of district- Special Education- Integrated- Full Day 3 & 4 year old program.	\$38,885.00 (18-19 school year only) -Transportation Not included -1-1 Aide not included - ESY Not Included
Out of district- Special Education- Integrated- Half Day 3 & 4 year old program.	\$16,689.00 (18-19 school year only) -Transportation Not included -1-1 Aide not included - ESY Not Included

**F8. APPROVAL OF DISPOSTION OF PROPERTY**

**WHEREAS**, Board Policy# 7300 directs the periodic review of all district property and authorizes the disposition by sale, donation or discard of any property no longer required for the maintenance of the educational program or the efficient management of the school district.

**BE IT RESOLVED**, that the East Rutherford Board of Education approve the Disposition of Property as shown below; all items will be donated.

<b>Item/Asset Tag</b>	<b>School /Location</b>	<b>Manufacturer</b>	<b>Model#</b>	<b>Serial#</b>
Dishwasher #00899	McKenzie Kitchen	Hobart	LX40H	231045592
Ice Cream Freezer	McKenzie Kitchen	N/A	N/A	N/A
Deep Freezer	McKenzie Kitchen	N/A	N/A	N/A

**ROLL CALL VOTE: F1-F8**

<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	X				
Debbie Zoller	M				
Maria Caruso	X				

**OLD BUSINESS**

**No Old Business**

**OPEN TO THE PUBLIC**

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

**Time: 7:27 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.

- *A parent reported that a citizen harassed her children and is concerned about their safety. Mr. Giancaspro stated that the E. Rutherford Police were notified and emails were sent to all district parents.*
- *Paul Weiss, former Board Member requested microphones be utilized at the monthly meetings.*
- *Crossing Guard, concerned about her job and safety, due to the aggressive behavior from a Citizen. The Board suggested she go to a Council meeting and express her concerns.*

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

**Time: 7:38 P.M.**

**ADJOURN TO EXECUTIVE SESSION**

**Time: 7:39 P.M.**

Motion to pass the board’s standard resolution for the board to enter into executive session. The board expects to return to the business portion of the meeting in approximately 30 minutes. Formal action will be taken. The following matters will be covered in executive session:

- *Negotiations*

**ROLL CALL VOTE:**

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

**MOTION TO RETURN TO THE REGULAR ORDER OF BUSINESS**

**Time: 8:00 P.M.**

**ROLL CALL VOTE:**

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

**FINAL MATTERS TO ACT UPON**

**N1. RESOLUTION AUTHORIZING AND APPROVING A MEMORANDUM OF AGREEMENT BETWEEN EAST RUTHERFORD BOARD OF EDUCATION AND THE EAST RUTHERFORD EDUCATION ASSOCIATION**

**WHEREAS**, East Rutherford Board of Education (“Board”) and the East Rutherford Education Association (“EREA”) negotiations committees have engaged in negotiations for a successor contract to the one that expired June 30, 2018; and

**WHEREAS**, the parties’ negotiation teams have reached a settlement with respect to those negotiations, the terms and conditions of which have been set forth in a Memorandum of Agreement (“MOA”), dated February 28, 2019, a copy of which is on file in the Superintendent’s office; and

**WHEREAS**, the MOA, among other terms, provides for a three (3) year contract, with annual salary increases of 2.75% for each year of the contract, all inclusive of increment, with salary guides to be mutually developed.

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

1. The aforesaid recitals are incorporated herein as though fully set forth at length.
2. The Memorandum of Agreement, dated February 28, 2019, is authorized and approved, subject to confirmation of the paraprofessionals scattergram by the Board's negotiation team and Business Administrator.

**ROLL CALL VOTE: N1**

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

**MOTION TO ADJOURN**

**ROLL CALL VOTE:**

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

**ADJOURNMENT**

RESOLVED, that the East Rutherford Board of Education adjourns its Public Meeting of February 28, 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:  
Work Session Meeting  
Faust School Gymnasium  
March 19, 2019  
6:00 P.M.**