

**EAST RUTHERFORD BOARD OF EDUCATION
PUBLIC MEETING MINUTES
Alfred Faust School Gymnasium
December 19, 2016
6:00 P.M.**

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

CALL TO ORDER – by President Weiss @ 6:00 P.M..

OPENING STATEMENT – President Weiss read the following statement.

The New Jersey Open Public Meetings Law was enacted to insure 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 - Board members and the public participated in the Salute to Flag and a Moment of Silence.

ROLL CALL

Mrs. Maria Caruso - *Present*
Mr. Daniel Alvarez - *Absent*
Mrs. Teresa Sawka - *Present*
Mr. Richard Vartan - *Present*
Mrs. Kathleen Winston - *Absent*
Mr. Paul Weiss - *Present*
Mrs. Debra Zoller - *Present*

ANNOUNCEMENT OF FIRE EXIT LOCATIONS – President Weiss 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 Core Curriculum Content Standards 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 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 Closes the Hearing of Citizens:

REPORTS TO THE BOARD – December 2016

- Presentation of Service Awards – Mr. Giancaspro and Mr. Kramer presented plaques to Mrs. Sawka and Mr. Weiss for their Board Member service and commitment to the East Rutherford Board of Education.
- **School Business Administrator’s Report** - Mr. Mark Kramer
 - Committee Meeting updates – Mr. Kramer met with the Physical Facilities Committee and Finance Committee this month. Mr. Kramer disseminated minutes to all Board Members. All action items were supported by the committee and ask’s for the full Board’s support.
- **Superintendent’s Report** – Mr. Giovanni Giancaspro
 - Special thanks and appreciaton to the East Rutherford PTA and all parental involvement for the following:

The Signature Project at Faust School
Winter Laser Show at McKenzie School
Holiday Bazaar at both McKenzie & Faust Schools
 - Special thanks to Mr. Sertba and the Exxon Mobile Educational Alliance Foundation for awarding \$500. to the East Rutherford Public Schools to enhance our district’s Science/Math/Technology programs, we are honored and privileged to be a recipient of the grant.
- **Building Principals**
 - McKenzie School
 - Annual concerts on December 1st & 2nd
 - The students sang many wonderful songs.
 - It was nice to see so many parents attend for such an amazing event.
 - Enrichment Classes (Trips)
 - Environmental Center ~ Lyndhurst NJ
 - Newark Museum – Newark NJ
 - Faust Schools
 - Our Robotics/STEAM team of students participated in the first South Bergen Jointure STEAM Robotic Competition on Wednesday, December 7, 2016 KNEX BRIDGE BUILDING at Memorial School in South Hackensack.
 - There were 11 schools represented.
 - Carlstadt
 - Rutherford
 - Hasbrouck Heights

- Lodi
- Bogota
- Lyndhurst
- South Hackensack
- South Bergen Jointure
- Moonachie
- Wallington
- East Rutherford
- The team spent 3 months designing a bridge that would span 3 feet and hold at least 10 pounds. At the competition, students were given 1 hour to build their bridge from their design. Their final product held over 50 pounds. The team came in 2nd place. The students had a great time, and are now preparing our robots for our next competition on March 29th in Carlstadt.
- Special congratulations to Mrs. Jessica Gerity, Mrs. Amanda Alberta and our team of 19 innovative bridge designers.
- Faust School held its Annual Winter Instrumental/Vocal Concert
 - Our band & choral students did an amazing job and truly helped to kick off the holiday season.
 - 165 in total performance in the concert ~ students in grades 5,6,7, and 8
 - Special Thanks to Mr. Schweikhart and Mrs. Schweikhart for such an amazing evening.
 - Huge THANK YOU to all of our students who make us proud each and every day.
- **Curriculum** ~ Marlene Krupp
 - November 15th Update ~ Vertical Articulation w/ Becton Regional High School & Carlstadt Public Schools (7th & 8th Grade ELA & Math Teachers)
- **Technology**
 - The survey data from TRAX 2.0 and information was distributed to the technology of the Board of Education. I will be meeting with the technology specialist, IT Teacher, and administrative team and will be developing the 3 Year Technology plan in January. Planning to complete the plan by Spring 2017.
- **Excited**
 - Season's Greetings, Happy Holidays, & Have A Happy, Healthy New Year! I am looking forward to working collaboratively with the Board of Education, Staff, and Great Community of the East Rutherford School District as we begin 2017.

ADOPTION OF PRIOR BOARD MEETING MINUTES

Motion: Debbie Zoller Second: Richard Vartan All-in-Favor: Yes Any Opposed: Yes

BE IT RESOLVED, the East Rutherford Board of Education approve the public & executive minutes of the following meeting dates;

- November 07, 2016 Public Meeting Minutes
- November 07, 2017 Executive Meeting Minutes
- November 17, 2016 Public Meeting Minutes
- November 17, 2016 Executive Meeting Minutes

ROLL CALL VOTE:

MEMBER	YES	NO	ABSTAIN	ABSENT	REMARKS
Maria Caruso	X				
Daniel Alvarez				X	
Teresa Sawka			X		11/7/2016 Minutes
Richard Vartan	X				
Paul Weiss	X				
Kathy Winston				X	
Debbie Zoller	X				

Motion passes.

RESOLVED, that the East Rutherford Board of Education upon the recommendation of the Superintendent of Schools, consider the following resolutions S1 through S4;

Motion: Debbie Zoller Second: Richard Vartan All-in-Favor: Yes Any Opposed: No

SUPERINTENDENT'S REPORT

S1. APPROVAL OF FIRE AND EMERGENCY DRILL REPORT

SCHOOL	TYPE OF DRILL	DATE	TIME
Faust School	Fire Drill	12/2/16	1:00 pm
Faust School	Shelter-in-Place Drill	12/8/16	10:46 am
McKenzie School	Fire Drill	12/14/16	1:45 pm
McKenzie School	Shelter-in- Place Drill	12/20/16	10:15 am

S2. APPROVAL OF ENROLLMENT REPORT

SCHOOL	TOTAL ENROLLMENT
Faust	339
McKenzie	469
Special Services – In District	119
Special Services – Out of District	21
Tuition Students	0
Home Instruction	2

S3. APPROVAL OF HARRASSMENT, INTIMIDATION AND BULLYING MONTHLY REPORT

DATE/SCHOOL	NUMBER OF ALLEGED INCIDENTS	NUMBER OF VERIFIED INCIDENTS
Faust	3	0
McKenzie	0	0

S4. APPROVAL OF FIELD TRIP AND/OR TRANSPORTATION REQUESTS

Code	Date of Transportation	School	Grade	Requested by	Destination / Time	# of Vehicles	Cost to Parent/BOE	Purpose/ Goal
S4.1	May 23, 2017	McKenzie	3 & 4	B. Barrow	Becton Regional H.S. 9:00 – 11:00 a.m.	2	\$0	Rehearsal for Spring Concert
S4.2	Jan. 05, 2017	McKenzie	1	M. Whealan	ER Public Library 12:00-1:30 p.m.	1	\$0	Introduce student's to the Public Library

ALL IN FAVOR S1-S4

CURRICULUM COMMITTEE (*Chairperson; Maria Caruso, Richard Vartan, Debbie Zoller*)

Motion: Maria Caruso Second: Debbie Zoller All-in-Favor: Yes Any Opposed: No

C1. AUTHORIZATION TO SUBMIT THE TITLE I COMPARABILITY REPORT

WHEREAS, the East Rutherford Board of Education is required to demonstrate Title I comparability and to conduct comparability calculations annually; and

WHEREAS, in accordance with the Elementary and Secondary Education Act of 1965, as amended, East Rutherford Board of Education is required to perform the calculations every year to demonstrate that each of their Title I schools is equivalent among schools in teachers, administrators, and other staff, and evaluate among schools in the provision of curricular materials and instructional supplies; and

NOW THEREFORE BE RESOLVED, the East Rutherford Board of Education authorizes the submission of the Title I Comparability Report.

ALL IN FAVOR C1

C2. AUTHORIZATION TO SUBMIT THE TITLE I PERFORMANCE REPORT

WHEREAS, the East Rutherford Board of Education received Elementary and Secondary Educational Act (ESEA) Title I, Part A funds in the 2015/2016 project period from July 1, 2015 to June 30, 2016; and

WHEREAS, the East Rutherford Board of Education aggregated school level data regarding student participation, types of services provided, and number of Title I paid personnel related to the implementation of the districts Title I, Part A program;

NOW THEREFORE BE IT RESOLVED, the East Rutherford Board of Education authorizes the submission of the Title I Performance Report.

ALL IN FAVOR C2

C3. ACCEPTANCE OF THE IDEA BASIC FINAL REPORT 2015/2016

BE IT RESOLVED, the East Rutherford Board of Education accepts the IDEA Basic Final Report 2015/2016 with funds available in the amount of \$202,264.00 with total reported expenditures of \$106,006.00 with \$200,822.00 paid to the district, which provides for a carryover to 2017 in the amount of \$1,442.00.

ALL IN FAVOR C3

C4. ACCEPTANCE OF THE IDEA PRESCHOOL FINAL REPORT 2015/2016

BE IT RESOLVED, the East Rutherford Board of Education accepts the IDEA Preschool Final Report 2015/2016 with funds available in the amount of \$6,505.00 with total reported expenditures of \$6,505.00 with \$6,505.00 paid to the district, which provides for a carryover to 2017 in the amount of \$0.00.

BE IT RESOLVED, the East Rutherford Board of Education hereby approves the NCLB Amendment #1 to reflect the 2015/2016 NCLB final carryover amounts and other program adjustments:

	2016/2017 Original Allocation	2015/2016 Carryover & Program Adjustments	2016/2017 Allocation As Amended
Title I	\$ 159,031	\$ 3,272	\$ 162,303
Title II A	25,398	0	25,398
Title III	19,588	41	19,629
Title III Immigrant	4,883	0	4,883
	<u>\$ 208,900</u>	<u>\$ 3,313</u>	<u>\$ 212,213</u>

ALL IN FAVOR C4

PERSONNEL COMMITTEE (*Chairperson; Teresa Sawka, Richard Vartan, Paul Weiss*)

RESOLVED, that the East Rutherford Board of Education upon the recommendation of the Superintendent of Schools, consider the following resolutions P1 through P4;

Motion: Teresa Sawka Second: Debbie Zoller All-in-Favor: Yes Any Opposed: No

P1. APPROVE/RATIFY FOLLOWING PERSONNEL ACTIONS

Code	Name	Action	Position	Step	Stipend/ Salary	Effective Date	Discussion/ Account Code
P1.1	Paul Colavito	Acknowledgement	Volunteer	N/A	N.A	November – February	Volunteering time to assist boys’ basketball coach
P1.2	Natalie Casciola	Appointment	Home Instruction	N/A	\$45.00/hour	1/2/17– 1/31/17	Up to 10 hours/week allocated between Natalie Casciola and Cory Scelsa 11-150-100-101-00-000
P1.3	Cory Scelsa	Appointment	Home Instruction	N/A	\$45.00/hour	1/2/17– 1/31/17	Up to 10 hours/week allocated between Natalie Casciola and Cory Scelsa 11-150-100-101-00-000
P1.4	Patrick Baker	Appointment	Replacement Part-Time Art Teacher	BA, Step 1	\$54,142.00 Pro-Rated at (.6%)	1/2/17 – 2/28/17	Replacement Contract 11-130-100-101-00-000
P1.5	Katherine Fontana	Rescind Appointment	Certified Red Cross Lifeguard (triennial)	N/A	\$485.33/yr Year 2 of 3	2016-19 school years	(appointed a full time position at McKenzie School) Supplemental Contract
P1.6	Kristin Wilhelm	Appointment	Certified Red Cross Lifeguard (triennial)	N/A	\$485.33/yr Year 1 of 3	2016-19 school years	Supplemental Contract 11-401-100-100-00-990

P1.7	Robert Civello	Appointment	Part-Time Bus Driver	N/A	\$19.00/hour	1/2/17-6/30/17	11-000-270-160-00-000
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ROLL CALL VOTE:

MEMBER	YES	NO	ABSTAIN	ABSENT	REMARKS
Maria Caruso	X				
Daniel Alvarez				X	
Teresa Sawka	X				
Richard Vartan	X				
Paul Weiss	X				
Kathy Winston				X	
Debbie Zoller	X				

Motion P1 passes.

P2. APPROVAL OF TRAVEL EXPENDITURES

Motion: Teresa Sawka Second: Richard Vartan All-in-Favor: Yes Any Opposed: No

Code	Date	Employee	Workshop/Location/ Account Code	Total Cost to Board	Sub
P2.1	1/27/17	Jessica Ballester	Techspo '17 Harrah's Resort Atlantic City, N.J.	\$0.00	No
P2.2	1/24/17	Danielle Esposito	PLAAFP's Train the Trainer Bergen Community College Lyndhurst, N.J.	\$0.00	Yes
P2.3	12/6/16	Giovanni Giancaspro	Bergen County SBA Meeting Holiday Inn Hasbrouck Heights, N.J.	\$0.00	No
P2.4	1/26/17 – 1/27/17	Giovanni Giancaspro	Techspo '17 Harrah's Resort Atlantic City, N.J.	\$747.16	No
P2.5	12/12/16	David Higgins	Bergen County Curriculum Consortium Biagio's Restaurant Paramus, N.J.	\$0.00	Yes
P2.6	12/12/16	Rebecca Krantz	Bergen County Curriculum Consortium Biagio's Restaurant Paramus, N.J.	\$0.00	Yes
P2.7	12/12/16	Marlene Krupp	Supervisors/Directors Meeting South Bergen Jointure Hasbrouck Heights, N.J.	\$0.00	No
P2.8	12/17/16	Marlene Krupp	Curriculum Review for Directors/Supervisors South Bergen Jointure Hasbrouck Heights, N.J.	\$0.00	No
P2.9	1/23/17	Donna Liloia	PLAAFP's Train the Trainer Bergen Community College Lyndhurst, N.J.	\$0.00	No
P2.10	1/23/17	Jamie Lee	PLAAFP's Train the Trainer Bergen Community College Lyndhurst, N.J.	\$0.00	No
P2.11	1/23/17	John Roscitt	PLAAFP's Train the Trainer Bergen Community College Lyndhurst, N.J.	\$0.00	Yes

P2.12	1/24/17	Renee Romaglia	PLAAFP's Train the Trainer Bergen Community College Lyndhurst, N.J.	\$0.00	No
P2.13	1/24/17	Jesse Romano	PLAAFP's Train the Trainer Bergen Community College Lyndhurst, N.J.	\$0.00	Yes

ROLL CALL VOTE:

MEMBER	YES	NO	ABSTAIN	ABSENT	REMARKS
Maria Caruso	X				
Daniel Alvarez				X	
Teresa Sawka	X				
Richard Vartan	X				
Paul Weiss	X				
Kathy Winston				X	
Debbie Zoller	X				

Motion P2 passes.

P3. APPROVAL OF SOURCE 4 TEACHERS SUBSTITUTE TEACHER LIST – DECEMBER 2016

Motion: Teresa Sawka Second: Debbie Zoller All-in-Favor: Yes Any Opposed: No

Motion to approve the Source 4 Teachers substitute teacher list as on file in the Superintendent's Office for December 2016.

ALL IN FAVOR P3

P4. LEAVE OF ABSENCE

Motion: Teresa Sawka Second: Debbie Zoller All-in-Favor: Yes Any Opposed: No

Code	Employee	Reason	Position	School	Start Date	End Date	Accumulated Sick Days being Utilized	Unpaid Family Leave Start Date	Return Date/ Discussion
P4.1	#0221	Maternity Leave	Teacher	McKenzie	11/28/16	6/30/17	34 ½ days	1/23/17 FMLA begins followed by NJFLA leave	9/1/17

ROLL CALL VOTE:

MEMBER	YES	NO	ABSTAIN	ABSENT	REMARKS
Maria Caruso	X				
Daniel Alvarez				X	
Teresa Sawka	X				
Richard Vartan	X				
Paul Weiss	X				
Kathy Winston				X	
Debbie Zoller	X				

Motion P4 passes.

PHYSICAL FACILITIES COMMITTEE (*Chairperson; Richard Vartan, Daniel Alvarez, Kathy Winston*)

Motion: Richard Vartan Second: Debbie Zoller All-in-Favor: Yes Any Opposed: No

PF1. APPROVAL OF CUSTODIAL/MAINTENANCE RATES FOR USE OF FACILITIES CHARGES AND OTHER CONTRACTED ORGANIZATION USING DISTRICT FACILITIES

BE IT RESOLVED, that the East Rutherford Board of Education, upon the recommendation of the Superintendent approve the following hourly rates to be charged to organizations that use our facilities through the Use of Facilities process and/or are contracted directly with the East Rutherford Board of Education:

Straight Time @ \$30.00 Time and a Half @ \$45.00 Double Time @ \$60.00

ROLL CALL VOTE:

MEMBER	YES	NO	ABSTAIN	ABSENT	REMARKS
Maria Caruso	X				
Daniel Alvarez				X	
Teresa Sawka	X				
Richard Vartan	X				
Paul Weiss	X				
Kathy Winston				X	
Debbie Zoller	X				

Motion PF1 passes.

COMMUNITY RELATIONS COMMITTEE (*Chairperson; Debbie Zoller, Daniel Alvarez, Maria Caruso*)

Motion: Debbie Zoller Second: Richard Vartan All-in-Favor: Yes Any Opposed: No

CR1. MOTION TO APPROVE SECOND READING OF REVISED BYLAWS, POLICIES AND REGULATIONS (POLICY 8600)

Motion to approve based on the recommendation of the Superintendent, the second reading of the following mandated/revised bylaws, policies and regulations of the East Rutherford Board of Education as noted in (Policy 8600).

- Policy 8600 - Transportation (M)

CR2. MOTION TO APPROVE FIRST READING OF REVISED BYLAWS, POLICIES AND REGULATIONS (POLICY 8550)

Motion to approve based on the recommendation of the Superintendent, the first reading of the following mandated/revised bylaws, policies and regulations of the East Rutherford Board of Education as noted in (Policy 8550).

- Policy 8550 - Outstanding Food Service Charges

ALL IN FAVOR CR1-CR2

TECHNOLOGY COMMITTEE (*Chairperson; Daniel Alvarez, Maria Caruso, Teresa Sawka*)

RESOLVED, that the Board of Education upon the recommendation of the Superintendent of Schools in consultation with the Business Administrator/Board Secretary consider the following resolutions;

Motion: _____ Second: _____ All-in-Favor: _____ Any Opposed: _____

No New Business

NEGOTIATIONS COMMITTEE

RESOLVED, that the Board of Education upon the recommendation of the Superintendent of Schools in consultation with the Business Administrator/Board Secretary consider the following resolution;

Motion: _____ **Second:** _____ **All-in-Favor:** _____ **Any Opposed:** _____

No New Business

FINANCE COMMITTEE (*Chairperson; Teresa Sawka, Paul Weiss, Kathy Winston*)

RESOLVED, that the Board of Education upon the recommendation of the Superintendent of Schools consider resolutions F1 through F7;

F1. APPROVAL OF BILL LISTS

Motion: Teresa Sawka Second: Richard Vartan All-in-Favor: Yes Any Opposed: No

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 December 01, 2016 – December 15, 2016 in the total amount of **\$425,134.55** 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 **\$425,134.55**; 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 December and January 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	\$366,200.40
General – G/L ck	\$24,800.00
Food Service Account	\$33,310.90
Special Activity Account	\$823.25
TOTAL	\$425,134.55

ROLL CALL VOTE:

MEMBER	YES	NO	ABSTAIN	ABSENT	REMARKS
Maria Caruso	X				
Daniel Alvarez				X	
Teresa Sawka	X				
Richard Vartan	X				
Paul Weiss	X				
Kathy Winston				X	
Debbie Zoller	X				

Motion F1 passes.

F2. APPROVAL OF TRANSFERS FOR THE MONTH OF OCTOBER AND NOVEMBER 2016

Motion: Teresa Sawka Second: Debbie Zoller All-in-Favor: Yes Any Opposed: No

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 of October and November 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 September and October 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.

ROLL CALL VOTE:

MEMBER	YES	NO	ABSTAIN	ABSENT	REMARKS
Maria Caruso	X				
Daniel Alvarez				X	
Teresa Sawka	X				
Richard Vartan	X				
Paul Weiss	X				
Kathy Winston				X	
Debbie Zoller	X				

Motion F2 passes.

F3. ACCEPTANCE OF THE BOARD SECRETARY’S AND TREASURER’S REPORTS AND CERTIFICATION OF FUNDS FOR THE MONTH OF OCTOBER 2016

Motion: Teresa Sawka Second: Debbie Zoller All-in-Favor: Yes Any Opposed: No

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 October 31, 2016 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 October 31, 2016; 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.

ALL IN FAVOR F3

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

Motion: Teresa Sawka Second: Debbie Zoller All-in-Favor: Yes Any Opposed: No

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	2016-2017 school year	Rate not to exceed \$495.00
F4.2	on file	\$1,000,000.00 Umbrella Policy for parent/legal guardian to transport their own child Out of District	Parent – BCSS Washington South	Sept. 2016 – June 2017	\$474.00 annual policy* \$20.00 per diem*
F4.3	on file	\$1,000,000.00 Umbrella Policy for parent/legal guardian to transport their own child Out of District	Parent – The Academy 360	Sept. 2016 – June 2017	\$339.00 annual policy* \$20.00 per diem*

*All documents are on file, reviewed and approved by the Board Attorney

ROLL CALL VOTE:

MEMBER	YES	NO	ABSTAIN	ABSENT	REMARKS
Maria Caruso	X				
Daniel Alvarez				X	
Teresa Sawka	X				
Richard Vartan	X				
Paul Weiss	X				
Kathy Winston				X	
Debbie Zoller	X				

Motion F4 passes.

F5. APPROVAL OF COORDINATED TRANSPORTATION SERVICES WITH RUTHERFORD BOARD OF EDUCATION FOR 2016 - 2017 SCHOOL YEAR

Motion: Teresa Sawka Second: Debbie Zoller All-in-Favor: Yes Any Opposed: No

BE IT RESOLVED, that the East Rutherford Board of Education does hereby approve an agreement with the Rutherford Board of Education, an approved Coordinated Transportation Services Agency, for the purposes of transporting students in accordance with Chapter 53, P.L.1997, for the time period **2016 - 2017** school year. The services to be provided include, but are not limited to, the Coordinated Transportation of nonpublic, out of district special education, vocational and summer programs.

BE IT RESOLVED, that the East Rutherford Board of Education agrees to abide by the Transportation Services Agreement as published by the Rutherford Board of Education and on file in the Business Office.

ALL IN FAVOR F5

F6. RESOLUTION ADOPTING A NOTICE OF CLAIM FORM AS THE OFFICIAL CLAIM FORM FOR EAST RUTHERFORD BOARD OF EDUCATION, PURSUANT TO N.J.S.A. 59:8-6.

Motion: Teresa Sawka Second: Debbie Zoller All-in-Favor: Yes Any Opposed: No

WHEREAS, East Rutherford Board of Education (“Board”) may adopt a form specifying information to be contained in claims filed against it or its employees pursuant to *N.J.S.A. 59:8-6*; and

WHEREAS, the Board has elected to adopt an official Notice of Claim form to be used by the Board; and

WHEREAS, a claim form entitled “East Rutherford Board of Education Notice of Claim Pursuant to *N.J.S.A. 59:8-8*” dated as of December 20, 2016, is on file in the Board Secretary’s office and made a part hereof by reference.

NOW, THEREFORE, BE IT RESOLVED by the East Rutherford Board of Education, that:

1. The aforesaid recitals are incorporated herein as though fully set forth at length.
2. The above referenced Notice of Claim form is hereby adopted and approved.
3. The Superintendent, Business Administrator/Board Secretary, and any other necessary officer or employee of the Board, 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.
4. This resolution shall be effective immediately.

ALL IN FAVOR F6

F7. ACCEPTING A DONATION FROM EXXONMOBIL

Motion: Teresa Sawka Second: Debbie Zoller All-in-Favor: Yes Any Opposed: No

WHEREAS, the East Rutherford Board of Education has received a donation in the amount of \$500.00 from ExxonMobil for the purpose of providing support to the math/science programs of the Faust School.

NOW, THEREFORE, BE IT RESOLVED; that the East Rutherford Board of Education accepts the donation of \$500.00 from ExxonMobil for the purpose of providing support to the math/science programs of the Faust School.

ALL IN FAVOR F7

NEW BUSINESS

- *Mr. Weiss thanked the staff and students for the Winter Concert and wished everyone Happy Holidays.*
- *Mr. Vartan thanked Mr. Weiss and Mrs. Sawka for their time and personal sacrifices they have given to the Board during their service.*

OLD BUSINESS

- *Mr. Weiss wished the new Board Members success.*

OPEN TO THE PUBLIC

President 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.

- *Jeff DeKoyer, Recreation Basketball Coach – 14 Swan Court commented on the following items:*
 - i. *It is his expectation that the Borough of East Rutherford will pay for the cost to the Board of Education for opening the school on Saturdays.*
 - ii. *He asked the Board to change the Policy about not allowing the schools to be used on the weekend.*
 - iii. *He was displeased that the Committee didn't even try to discuss this with him and just turned it down.*
- *Jason Bulger, newly elected Board Member – thanked Mr. Weiss and Mrs. Sawka for their services and stated he was looking forward to working with the Board.*
- *Carlo Maucione, new elected Board Member – thanked Mr. Weiss and Mrs. Sawka for their services and stated he was looking forward to working with the Board.*

President Closes the Hearing of Citizens:

EXECUTIVE/CLOSED SESSION – 6:39 P.M.

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.
3. Action may be taken.

Motion: Debbie Zoller Second: Richard Vartan All-in-Favor: Yes Any Opposed: No

RECONVENE PUBLIC SESSION – 7:04 P.M.

Motion: Richard Vartan Second: Maria Caruso All-in-Favor: Yes Any Opposed: No

F8. RESOLUTION AWARDING AN ARCHITECTURAL PROFESSIONAL SERVICES CONTRACT TO DICARA RUBINO ARCHITECTS FOR SERVICES RELATED TO THE RENOVATION AND EXPANSION OF SCHOOL FACILITIES

WHEREAS, the East Rutherford Board of Education (“Board”) is in need of additional school facilities to accommodate a growing student population; and

WHEREAS, in conjunction with the planning and development of the additional facilities, the Board requires architectural services; and

WHEREAS, pursuant to the Local Unit Pay-to-Play Law, N.J.S.A. 19:44A-20.4, et seq., and accountability regulations, N.J.A.C. 6A:23A-5.2(a)(5), the Board received 7 responses to the Board’s Request For Qualifications (“RFQ”) under a fair and open process; and

WHEREAS, the Board’s Physical Facilities Committee interviewed 4 responders, and had two responders make presentations to the full Board at a public meeting; and

WHEREAS, DiCara Rubino Architects (“Rubino”) provided the most impressive response and presentation, and they have extensive experience and an excellent reputation in the architectural field related to school facilities; and

WHEREAS, it is in the best interests of the Board to award a contract to Rubino; and

WHEREAS, a proposed professional architectural services agreement between the Board and Rubino (“Agreement”) is on file in the Board Secretary’s office, has been provided to the Board, and contains the following material terms:

- (a) Rubino will provide all necessary architectural services enabling the Board to present a referendum to the voters for project bond financing;
- (b) Provided the bonding is approved, Rubino will provide architectural services for the further design of the project, preparation of construction documents, assisting with bidding and contract award, and construction administration services;
- (c) The cost related to the referendum services is \$30,000;
- (d) The cost related to the remainder of services will be 7% of the total construction cost;
- (e) The costs for any additional services will be at hourly rates, not to exceed \$175 per hour; and
- (f) Provided bonding is approved, the term of the contract will be for the time necessary for the completion and close out of the project; and

WHEREAS, Board Counsel has been directed to request (1) a reduction in the percentage of total construction cost the Board is required to pay; and (2) that a portion of the referendum fee paid be credited against the total fee; 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. The Board hereby awards a contract to Rubino consistent with the terms not exceeding those set forth above and consistent with the Agreement on file in the Board Secretary’s office.

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 further negotiation of the terms of the agreement between the Board and Rubino as set forth herein, and the preparation and execution of a final agreement consistent with this Resolution.
4. Notice of this action shall be published in accordance with the Public School Contracts Law.

ADOPTED: December 19, 2016

ADJOURNMENT

Motion: Richard Vartan Second: Debbie Zoller All-in-Favor: Yes Any Opposed: No

RESOLVED, that the East Rutherford Board of Education adjourns its Public Meeting of December 19, 2016 @ 7:06 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:
Organization Meeting
January 03, 2016, 6:00 P.M.
A.S. Faust School Gymnasium
100 Uhland Street, East Rutherford, New Jersey**