

RUTHERFORD BOARD OF EDUCATION

MINUTES OF THE WORKSESSION MEETING

OF

November 4, 2013

A work session meeting of the Board of Education was held on Monday evening, November 4, 2013 in the High School Cafeteria. Meeting was called to order by President Casadonte at 7:30 P.M. with the Pledge of Allegiance to the Flag.

On roll call the following members were present: Mrs. Ahmed, Mrs. Arce, Mrs. Jones, Mrs. Lanni, Mr. McLean, Mr. Novosielski, Mr. Tully and Mr. Casadonte.
 Also present were Dr. Jones and Mr. Kelly.
 Absent: Mr. Griggs

N.J. OPEN PUBLIC MEETINGS LAW

The New Jersey Open Public Meetings Act was enacted to ensure the right of the public to have advance notice of and to attend the meeting of public bodies at which any business affecting their interests is discussed or acted upon. In accordance with the provisions of this Act, the Rutherford Board of Education has caused notice of this meeting to be published by having the date, time and place posted on the bulletin board outside the Borough Clerk's Office, mailed to the *Herald, South Bergenite*, and the *Record* newspapers, and filed with the Borough Clerk.

TAPING AND BROADCASTING OF MEETINGS

Work sessions and regular meetings of the Rutherford Board of Education will be broadcast without editing during a two-hour segment, as limited by Comcast's time constraints, on Tuesday evenings at 8:00 p.m. on the Comcast public access channel and on FiOS Channel 38. Any member of the public who wishes to view the two-hour tape can make that request to the board secretary.

MINUTES APPROVAL

1A. Resolution by Mr. Tully, seconded by Mrs. Jones.
 BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION that the minutes of the October 14, 2013 regular meeting be approved as recorded.

Roll Call Vote on Minutes Item #1A:

Mrs. Ahmed – aye	Mrs. Jones – aye	Mr. Novosielski – aye
Mr. Arce – aye	Mrs. Lanni – aye	Mr. Tully – aye
Mr. Griggs – absent	Mr. McLean – abstained	Mr. Casadonte – abstained

SPECIAL PRESENTATIONS: [None]

REPORT OF THE PRESIDENT: [None]

REPORT OF THE STUDENT REPRESENTATIVE TO THE BOARD: [None]

MEETING OPEN TO THE PUBLIC (Action Items Only) 7:37 P.M. No one spoke.

NEW BUSINESS (Action to be Taken)

PERSONNEL: Motion by Mrs. Ahmed, seconded by Mr. McLean to move the following resignations, retirements, salary adjustments, reassignments, appointments, etc., as recommended by the Superintendent of Schools, pending approval from the State Department of Education, subject to the New Jersey Criminal Background Check and other legal requirements.

Approved by Voice Vote.

IVANNA MORAMARCO 1A. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to accept the resignation of Ivanna Moramarco, lunch monitor at Union School effective October 15, 2013.

Roll Call Vote on Personnel Item #1A:

Mrs. Ahmed – aye	Mrs. Jones – aye	Mr. Novosielski – aye
Mr. Arce – aye	Mrs. Lanni – aye	Mr. Tully – aye
Mr. Griggs – absent	Mr. McLean – aye	Mr. Casadonte – aye

FINANCE:

Motion by Mr. McLean, seconded by Mrs. Ahmed to approve Finance Item #1A and #2A .

APPROVAL OF BILLS 1A. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION that the bills listed below be approved.

Accounts Payable	1,061,089.30
Offline Checks	362,325.99
Payroll	1,177,588.95
General Activities	<u>10,963.84</u>
Total	2,611,968.08

TRANSPORTATION
CONTRACTS

2A. BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to transport three students for the East Rutherford School District to area schools to be billed. The total amount by Rutherford will be \$19,050.90.

Roll Call Vote on Finance Items #1A and #2A:

Mrs. Ahmed – aye, abstained on ck # - 10771	Mrs. Jones – aye	Mr. Novosielski – aye
Mr. Arce – aye,	Mrs. Lanni – aye	Mr. Tully – aye
Mr. Griggs – absent	Mr. McLean – aye	Mr. Casadonte – aye

NEW BUSINESS: (Action will not be taken)

PERSONNEL:

Chairperson Ahmed reported on items to be acted upon at the November 11, 2013 regular meeting.

ELEM. CO-CURRICULAR

1. Resolution by M ____, seconded by M ____.
BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following elementary co-curricular assignments and stipends for the 2013-2014 school year:

Approve:

Meetu Khanuja	Safety Patrol (Union)	\$ 801.00
Michael Faugno	Music Co-Director (Union)	\$ 301.00
Rachel Ladutke	Music Co-Director (Union)	\$ 301.00
Rachel Ladutke	Drama Director(Union)	\$1000.00
Michael Faugno	Drama Assistant Director	\$ 601.00

On roll call all members present voted ____.

HIGH SCHOOL
CO-CURRICULAR

2. Resolution by M ____, seconded by M ____.
BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following high school co-curricular assignment for the 2013-2014 school year:

Michael Stracco	Gay Straight Alliance (GSA)	Non-stipend
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On roll call all members present voted ____.

RACHEL MEJIAS

3. Resolution by M ____, seconded by M ____.
BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve a disability leave with pay for Rachel Mejias, grade 2 teacher at Washington School, effective January 6, 2014 through twenty (20) days

following the birth of her baby, to be followed by a child rearing leave of absence under the Family Leave Act without pay through May 2, 2014.

On roll call all members present voted ____.

HALEH PODOLANCZUK

4. Resolution by M ____, seconded by M ____.

BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve a disability leave with pay for Haleh Podolanczuk, grade 3 teacher at Washington School, effective January 23, 2014 through twenty (20) days following the birth of her baby, to be followed by a child rearing leave of absence under the Family Leave Act without pay through June 30, 2014.

On roll call all members present voted ____.

SUBSTITUTE TEACHERS

5. Resolution by M ____, seconded by M ____.

BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following substitute teachers for the 2013-2014 school year effective November 12, 2013 unless otherwise indicated at the per diem rate of \$80.00 and in accordance with law:

Kaitlyn Cockcroft
Jillian Davis
Jack Madden

On roll call all members present voted ____.

SUBSTITUTE TEACHER ASSISTANTS

6. Resolution by M ____, seconded by M ____.

BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following substitute teacher assistants for the 2013-2014 school year effective November 12, 2013 at the hourly rate of \$10.00:

Kaitlyn Cockcroft
Jack Madden

On roll call all members present voted ____.

TERESA THOMAS

7. Resolution by M ____, seconded by M ____.

BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve Teresa Thomas as a lunch monitor at Washington School effective November 12, 2013 through June 30, 2014 at the hourly rate of \$10.00 (step 1) for two hours per day.

On roll call all members present voted ____.

KELLY GALLEGOS

8. Resolution by M ____, seconded by M ____.
BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve Kelly Gallegos as a lunch monitor at Lincoln School effective November 12, 2013 through June 30, 2014 at the hourly rate of \$10.00 (step 1) for two hours per day.

On roll call all members present voted ____.

CHRISTINE FARNUM

9. Resolution by M ____, seconded by M ____.
BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve Christine Farnum as a substitute secretary for the 2013-2014 school year at the hourly rate of \$11.00.

On roll call all members present voted ____.

PATRICIA HANLON

10. Resolution by M ____, seconded by M ____.
BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve Patricia Hanlon as a teacher assistant at Lincoln School effective November 12, 2013 through June 30, 2014 at the hourly rate of \$18.80 (step 1) for 6.25 hours per day. This is a replacement position.

On roll call all members present voted ____.

COACHING ASSIGNMENTS

11. Resolution by M ____, seconded by M ____.
BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following coaching assignments for the 2013-2014 school year:

Frank Viola Assistant Winter Track Coach
\$4677 (step 3)

Anthony Tesoriero Assistant Winter Track Coach
\$4677 (step 3)

On roll call all members present voted ____.

TRAVEL REIMBURSEMENTS

12. Resolution by M ____, seconded by M ____.
BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following travel reimbursements for the 2013-2014 school year:

<u>Name</u>	<u>Position</u>	<u>Name of Activity</u>	<u>Dates</u>	<u>Fee</u>	<u>Trans.</u>	<u>Meals</u>	<u>Lodgings</u>	<u>Other</u>
Paula Risoli	Teacher	Literacy Develop.	03/28/14	\$180	none	none	none	none
Emily Bregman	Teacher	Anxiety Treatment	12/6/13	\$189.99	none	none	none	none

Nicole Zayatz	Teacher	Middle School Math	12/13/13	\$195	none	none	none	none
Brian Ersalesi	Supervisor	Literacy Develop.	03/28/14	\$180	none	none	none	none
Elizabeth Reenstra	Teacher	Literacy Develop.	03/28/14	\$180	none	none	none	none

On roll call all members present voted _____.

CURRICULUM AND INSTRUCTION:

Chairperson Lanni reported on the items to be acted upon at the November 11, 2013 regular meeting.

OUT-OF-DISTRICT
PLACEMENTS

1. Resolution by M _____, seconded by M _____.
BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the attached list of contracts for tuition and other services provided for out-of-district placements for the 2013-2014 school year.

On roll call all members present voted _____.

OVERNIGHT TRIP

2. Resolution by M _____, seconded by M _____.
BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following overnight trip for the Band and Choir:

High Note Music Festival – Camp Hill, PA – May 15-16, 2014

On roll call all members present voted _____.

NJQSAC

3. Resolution by M _____, seconded by M _____.
BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to attest to the Accuracy of the NJQSAC Statement of Assurance for the 2013-2014 school year.

On roll call all members present voted _____.

HOME INSTRUCTION

4. Resolution by M _____, seconded by M _____.
BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve home instruction for the following students (names on file in the office of the superintendent):

Student #11046 – effective 10-18-13

Student #49217 – effective 10-30-13

On roll call all members present voted _____.

DISTRICT AND BOARD GOALS

5. Resolution by M ____, seconded by M ____.
BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following District and Board Goals for the 2013-2014 school year:

District Goals

- Goal #1 To increase student achievement in language arts and math for general education students and classified students on standardized assessments.
- Goal #2 To implement a uniform Response to Intervention (RTI) process across the district resulting in an integrated system of regular educational services to meet the needs of students.
- Goal #3 To continue to assess the facilities throughout the District and make prioritized recommendations based on capacity, instructional needs and fiscal prudence.
- Goal #4 To implement the Danielson model of teacher evaluations and the Marshall Evaluation Rubrics for Principals.

Board Goals

- Goal #1 To prepare a district budget that maintains the quality of the educational programs in a fiscally responsible manner and gains support from the community.
- Goal #2 To develop a plan to address the building capacity issues as they relate to the instructional needs of students.
- Goal #3 To relative to Board Goals #1 and #2, enhance communication between the district and the community through a variety of media.

On roll call all members present voted ____.

SCHOOL GOALS

6. Resolution by M ____, seconded by M ____.
BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following school goals for the 2013-2014 school year. (See attached.)

On roll call all members present voted ____.

FINANCE:

Chairperson McLean reported on the items to be acted upon at the November 11, 2013 regular meeting.

COOPERATIVE PRICING
AGREEMENT

1. Resolution by M _____, seconded by M _____.

WHEREAS, N.J.S.A. 40A:11-11(5) authorizes contracting units to establish Cooperative Pricing Systems and to enter into Cooperative Pricing Agreements for its administration; and

WHEREAS, the Hunterdon County Educational Services Commission, hereinafter referred to as the "Lead Agency " has offered voluntary participation in a Cooperative Pricing System for the purchase of goods and services; and

WHEREAS, on November 11, 2013 the governing body of the Rutherford Board of Education, County of Bergen, State of New Jersey duly considered participation in a Cooperative Pricing System for the provision and performance of goods and services;

NOW, THEREFORE BE IT RESOLVED as follows:

- (1) This RESOLUTION shall be known and may be cited as the Cooperative Pricing Resolution of the Rutherford Board of Education;
- (2) Pursuant to the provisions of *N.J.S.A. 40A:11-11(5)*, the Business Administrator/Board Secretary is hereby authorized to enter into a Cooperative Pricing Agreement with the Lead Agency;
- (3) The Lead Agency shall be responsible for complying with the provisions of the *Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.)* and all other provisions of the revised statutes of the State of New Jersey; and
- (4) This resolution shall take effect immediately upon passage.

On roll call all members present voted _____.

SECY/TREAS REPORT
SEPTEMBER 2013

2. Resolution by M _____, seconded by M _____.

BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION

that it has received and accepts the financial reports of the Secretary and Treasurer of School Monies for the month ending September 30, 2013, and certifies that the reports indicate that no major account or fund is over expended in violation of NJAC 6:20-2.13 and that sufficient funds are available to meet the district's financial obligations for the remainder of the school year.

Summary pages are included in the official minute book and a detailed summary is on file in the office of the Board Secretary.

On roll call all members present voted _____.

POLICY:

Chairperson Novosielski will report on items to be acted upon at the November 11, 2013 regular meeting.

ROLE OF PARENTS/
GUARDIANS

1. Resolution by M ____, seconded by M ____.

BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following revisions to Policy #5020 Role of Parents/Guardians on second reading. (See attached.)

On roll call all members present voted ____.

ADMISSIONS

2. Resolution by M ____, seconded by M ____.

BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following revisions to Policy #5111 Admissions on second reading. (See attached.)

On roll call all members present voted ____.

NONRESIDENTS

3. Resolution by M ____, seconded by M ____.

BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following revisions to Policy #5118 Nonresidents on second reading. (See attached.)

On roll call all members present voted ____.

ASSESSMENT OF
INDIVIDUAL NEEDS

4. Resolution by M ____, seconded by M ____.

BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following revisions to Policy #5120 Assessment of Individual Needs on second reading. (See attached.)

On roll call all members present voted ____.

REPORTING TO PARENTS/
GUARDIANS

5. Resolution by M ____, seconded by M ____.

BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following revisions to Policy #5124 Reporting to Parents/Guardians on second reading. (See attached.)

On roll call all members present voted ____.

PUPIL RECORDS

6. Resolution by M ____, seconded by M ____.

BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following revisions to Policy #5125 Pupil Records on second reading. (See attached.)

On roll call all members present voted ____.

COMMENCEMENT
ACTIVITIES

7. Resolution by M ____, seconded by M ____.
BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following revisions to Policy #5127 Commencement Activities on second reading. (See attached.)

On roll call all members present voted ____.

CONDUCT/DISCIPLINE

8. Resolution by M ____, seconded by M ____.
BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following revisions to Policy #5131 Conduct/Discipline on second reading. (See attached.)

On roll call all members present voted ____.

VANDALISM/VIOLENCE

9. Resolution by M ____, seconded by M ____.
BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following revisions to Policy #5131.5 Vandalism/Violence on second reading. (See attached.)

On roll call all members present voted ____.

HEALTH

10. Resolution by M ____, seconded by M ____.
BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following revisions to Policy #5141 Health on second reading. (See attached.)

On roll call all members present voted ____.

ACCIDENTS

11. Resolution by M ____, seconded by M ____.
BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following revisions to Policy #5141.1 Accidents on second reading. (See attached.)

On roll call all members present voted ____.

ILLNESS

12. Resolution by M ____, seconded by M ____.
BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following revisions to Policy #5141.2 Illness on second reading. (See attached.)

On roll call all members present voted ____.

ADMINISTERING
MEDICATION

13. Resolution by M ____, seconded by M ____.
BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following revisions to Policy #5141.21 Administering Medication on second reading. (See attached.)

On roll call all members present voted ____.

HEALTH EXAMINATIONS

14. Resolution by M ____, seconded by M ____.
BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following revisions to Policy #5141.3 Health Examinations on second reading. (See attached.)

On roll call all members present voted ____.

CHILD ABUSE AND
NEGLECT

15. Resolution by M ____, seconded by M ____.
BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following revisions to Policy #5141.4 Child Abuse and Neglect on second reading. (See attached.)

On roll call all members present voted ____.

PUPIL SAFETY

16. Resolution by M ____, seconded by M ____.
BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following revisions to Policy #5142 Pupil Safety on second reading. (See attached.)

On roll call all members present voted ____.

QUESTIONING AND
APPREHENSION

17. Resolution by M ____, seconded by M ____.
BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following revisions to Policy #5145.11 Questioning and Apprehension on second reading. (See attached.)

On roll call all members present voted ____.

SEARCH AND SEIZURE

18. Resolution by M ____, seconded by M ____.
BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following revisions to Policy #5145.12 Search and Seizure on second reading. (See attached.)

On roll call all members present voted ____.

EQUAL EDUCATIONAL
OPPORTUNITY

19. Resolution by M ____, seconded by M ____.
BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following revisions to Policy #5145.4 Equal Educational Opportunity on second reading. (See attached.)

On roll call all members present voted ____.

PHOTOGRAPHS OF PUPILS

20. Resolution by M ____, seconded by M ____.

BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following revisions to Policy #5145.5 Photographs of Pupils on second reading. (See attached.)

On roll call all members present voted ____.

PUPIL GRIEVANCE PROCEDURE

21. Resolution by M ____, seconded by M ____.

BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following revisions to Policy #5145.6 Pupil Grievance Procedure on second reading. (See attached.)

On roll call all members present voted ____.

BASIC SKILLS

22. Resolution by M ____, seconded by M ____.

BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following revisions to Policy #6142.6 Basic Skills on second reading. (See attached.)

On roll call all members present voted ____.

ATTENDANCE IN BASIC SKILLS IMPROVEMENT

23. Resolution by M ____, seconded by M ____.

BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following revisions to Regulation #6142.6R Attendance in Basic Skills Improvement Program (BSIP) on second reading. (See attached.)

On roll call all members present voted ____.

GRADING SYSTEM - GRADES FOUR AND FIVE

24. Resolution by M ____, seconded by M ____.

BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following revisions to Regulation #6147.2R Grading System Grades Four and Five on second reading. (See attached.)

On roll call all members present voted ____.

GRADING SYSTEM GRADES K, 1, 2

25. Resolution by M ____, seconded by M ____.

BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to approve the following revisions to Regulation #6147.3R Grading System Grades K, 1, and 2 on second reading. (See attached.)

On roll call all members present voted ____.

GRADING SYSTEM -
GRADE 3

26. Resolution by M ____, seconded by M ____.
BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to rescind the following to Regulation #6147.4R Grading System – Grade 3. (See attached.)

On roll call all members present voted ____.

USE OF AUTOMATED
EXTERNAL DEFIBRILLATOR

27. Resolution by M ____, seconded by M ____.
BE IT RESOLVED BY THE RUTHERFORD BOARD OF EDUCATION to rescind the following Policy #5300 Use of Automated External Defibrillator (AED). (See attached.)

On roll call all members present voted ____.

BUILDINGS AND GROUNDS:

Chairperson Jones will report on items to be acted upon at the November 11 , 2013 regular meeting.

OLD BUSINESS: (No action to be Taken)

Mr. Casadonte reported on the upcoming Superintendent’s Roundtable, The Black, White and Gatsby Gala, for the Rutherford Library Foundation and the Rutherford Education Foundation Casino Night, scheduled for November 22, 2013.

LEGISLATIVE UPDATE: [None Given]

MEETING OPEN TO THE PUBLIC: 8:52 P.M. No one spoke.

EXECUTIVE SESSION: [None Held]

ADJOURNMENT: Motion by Mr. Novosielski, seconded by Mr. Tully, that the meeting be adjourned at 8:57 P.M.

Approved by Voice Vote.