

# RIVER EDGE BOARD OF EDUCATION

*"Building Bright Futures Together"*

## Minutes of the Regular Public Meeting – July 29, 2015

### 7:30 PM Public Meeting

The Board of Education, Borough of River Edge, County of Bergen, State of New Jersey met in the Media Center, Cherry Hill School, 410 Bogert Road, River Edge, NJ 07661.

### **CALL TO ORDER AND FLAG SALUTE**

Mrs. Myers called the meeting to order at 7:40 PM.

### **MISSION STATEMENT**

Mr. Busted read the Mission Statement.

### **ROLL CALL**

Present on roll call were Mr. Busted; Ms. Dansky; Mr. DiBella; Mrs. Myers; Ms. Walker; also present were Dr. Ben-Dov, Mrs. Salvati, and approximately six members of the public.

Ms. Danahy was absent.  
Mr. Sim was absent.

### **OPEN PUBLIC MEETINGS NOTICE**

Ms. Salvati read the Open Public Meeting Act Notice.

### **SPECIAL/DISCUSSION ITEMS**

Public Comment on Agenda Items – None

### **REPORTS**

#### **SUPERINTENDENT**

Dr. Ben-Dov reported on the following:

- July is a busy month for hiring personnel. District positions have been filled. We hired a Literacy Supervisor, Math and Science Supervisor, and a Technology Coach. We also hired a Music Teacher for Roosevelt. Dr. Ben-Dov plans on hiring the remaining positions for Part-time Spanish Teacher, Part-time ESL Teacher and Leave Replacements by the end of the week.

- Professional Development is taking place in the district. Administrators attended Link-It, Benchmark, Google, and Excel Workshops. Professional Development is being planned for New Teacher Orientation on August 26-27 and for all staff on September 1<sup>st</sup> and 2<sup>nd</sup>. Dr. Ben-Dov, Ms. Diminich and Bi-Borough are planning Professional Development for later this year.
- Dr. Ben-Dov gave the board members an update on the evaluation waivers. The state requires the district have documented walkthroughs and feedback for all tenured observations.
- There is a resolution on tonight's agenda to approve a revised 2015-2016 school calendar. The New Bridge Back to School Night was removed from the calendar, making September 21<sup>st</sup> a full day.
- The Summer Enrichment Program ended on Friday July 24<sup>th</sup>. The Custodians are busy working on cleaning all the classrooms and moving furniture. The Principals are busy working on schedules.
- Dr. Ben-Dov thanked Mrs. Salvati and Ms. Diminich for all of their hard work on filling out the application for Title I. The dollar amount awarded to the district was \$64,483.

### **PRINCIPAL**

No Principal attended this meeting

### **BOARD SECRETARY**

Ms. Salvati reported on the following:

- Petitions for candidates to serve as members of the Board of Education were due to the County by Monday, July 27<sup>th</sup> for the November 3<sup>rd</sup> elections. Three seats were open and three petitions have been filed.
- Extraordinary Aid was received in the amount of \$175,871.
- There is a resolution on tonight's agenda for a revised resolution for the New Bridge Center PTO donation. On June 10<sup>th</sup> we reported a donation for \$10,000, but the revised dollar amount is \$11,531.31.
- Closing of the books for year end is ongoing and should be completed by the end of the week. The Auditors are coming on Monday, August 3<sup>rd</sup> to start the non-financial part of the auditing process. They are working on Minutes and Payroll.
- Ms. Salvati stated we now have Student Accident Insurance coverage for the upcoming school year. She received quotes from four different insurance companies. Monarch Insurance was selected through Brown and Brown Advisors. They offered the best price as we will be a part of pooled plan with other school districts.

**PRESIDENT**

Mrs. Myers reported on the following:

- The Board Self Evaluations and Superintendent’s Evaluations are due by the end of the week.

**COMMITTEES**

- Ms. Dansky stated Negotiations and Personnel Committees met tonight before the Board Meeting.

**MOTIONS TO BE ACTED UPON**

**A. ADMINISTRATION/POLICY**

1. That the Board of Education approve the Minutes of June 2, 2015.
2. That the Board of Education approve the Minutes and Confidential Minutes of June 10, 2015.

**Motion by: Mr. Busteed Seconded by: Mr. DiBella**

Ayes: Mr. Busteed, Ms. Dansky, Mr. DiBella, Mrs. Myers, Ms. Walker  
Nays: None

3. That the Board of Education approve the Minutes and Confidential Minutes of June 24, 2015.

**Motion by: Mr. DiBella Seconded by: Ms. Walker**

Ayes: Mr. Busteed, Ms. Dansky, Mrs. Myers, Ms. Walker  
Nays: None, Abstained: Mr. DiBella

4. That the Board of Education approves the completion of the following emergency drills:

School	Dates
Cherry Hill School	June 5, 2015 Fire Drill June 23, 2015 Lock Down
Roosevelt School	June 5, 2015 Fire Drill June 23, 2015 Evacuation Drill
Cherry Hill School	July 7, 2015 Fire Drill July 16, 2015 Evacuation Drill

5. **WHEREAS**, the Board of Education is meeting in public session on July 29, 2015 and it will not meet again in public session until September 2, 2015.

**WHEREAS**, certain business transactions must necessarily be addressed during the hiatus of public sessions of the Board, including but not limited to, the offering of contracts of employment.

**NOW THEREFORE BE IT RESOLVED** that the Superintendent of Schools is authorized to offer contracts of employment on behalf of the Board between July 29, 2015 and September 2, 2015 subject to final approval of the Board.

6. That the Board of Education approve the Business Administrator/Board Secretary to pay bills, as necessary, during the month of August which will be ratified at the next Regular Public Meeting.
7. That the Board of Education designate Parsells Agency, Inc. of Closter, New Jersey as the Broker for NESBIG Insurance Fund.
8. That the River Edge Board of Education approve the new rates for the law firm of Fogarty & Hara, Esqs., until the next organization meeting. Rates as follows: Effective July 1, 2015: \$175.00 Partner and \$155.00 Associate.
9. BE IT RESOLVED that N.J.A.C. 6A:23A-6.5 requires school districts to evaluate business processes annually to ensure that a strong control environment exists in which sound segregation of duties are in place and allocated amongst available resources appropriately.

BE IT FURTHER RESOLVED that N.J.A.C. 6A:23A-6.6 requires school districts to establish standard operating procedures for each task or function of the business operations of the district and that district employees are aware of such procedures.

NOW THEREFORE BE IT RESOLVED that the Board of Education approve a standard operating procedures and internal controls manual for the period July 1, 2015 through June 30, 2016, as recommended by the Superintendent.

10. **WHEREAS**, Patricia Salvati, School Business Administrator/Board Secretary possesses a qualified purchasing agent (QPA) certificate;

**WHEREAS**, the Governor, in consultation with the State Treasurer and pursuant to N.J.S.A. 18A: 18A-3 (b), on July 1, 2015 has increased the bid threshold amount for school districts with purchasing agents who possess qualified purchasing agent certificates, from \$36,000 to \$40,000;

**NOW, THEREFORE BE IT RESOLVED** that the River Edge Board of Education, pursuant to N.J.S.A.18A:18A-3 (a) and N.J.A.C. 5:34-5.4, establishes and sets the bid threshold amount of \$40,000 for the board of education, and further authorizes Patricia Salvati to award contracts, in full accordance with N.J.S.A.18A:18A-3 (a), for those purchases that do not exceed in the aggregate of the newly established bid threshold amount.

11. That the Board of Education approve the revised Calendar for 2015-2016 School Year. (Addendum)
12. That the Board of Education approve the staff development and travel as per the schedules for July 2015 including relevant mileage reimbursement. (Addendum)

13. That the Board of Education approve the purchase of a Student Accident Insurance Policy through Brown & Brown Benefit Advisors, underwritten by Axis Insurance Company, for the period commencing August 1, 2015 through July 31, 2016 at a cost of \$3,350.

14. That the Board of Education approve for dual use of rooms 114 and 131 in the Cherry Hill School for the 2015-2016 school year.

**Motion by: Ms. Walker Seconded by: Ms. Dansky**

Ayes: Mr. Busteed, Ms. Dansky, Mr. DiBella, Mrs. Myers, Ms. Walker

Nays: None

**B. BUILDING & GROUNDS – None**

**C. CURRICULUM/EDUCATION**

1. That the Board of Education approve the following 2015 Bi-Borough Curricula:

Art Grades K-6  
Math Grades K-6  
Music Grades K-6  
Health Grades K-6  
Physical Education Grades K-6  
Social Studies Grades K-6  
World Language Grades K-6  
Reading Grades K-5  
Writing Grades K-6

**Motion by: Ms. Dansky Seconded by: Mr. Busteed**

Ayes: Mr. Busteed, Ms. Dansky, Mr. DiBella, Mrs. Myers, Ms. Walker

Nays: None

**D. FINANCE/GRANTS/GIFTS**

1. That the Board of Education approve the bills & claims dated June 2015 totaling \$264,895.25 including checks #37486 through #37591. Payrolls date June 15, 2015 and June 30, 2015 totaling \$1,116,312.68 issued therefore, a copy of such warrants list to be attached as part of these minutes. (Addendum)

**Motion by: Mr. DiBella Seconded by: Ms. Walker**

Ayes: Mr. Busteed, Ms. Dansky, Mr. DiBella, Mrs. Myers

Nays: None, Abstained: Ms. Walker

2. That the Board of Education approve the bills & claims dated July 2015 totaling \$356,736.64 including checks #37592 through #37629. (Addendum)

3. That the Board of Education approve the Budget Transfers for the school year 2014-2015 as of May 31, 2015. (Addendum)

4. That the River Edge Board of Education approve the Secretary's and Treasurer's Reports for the period ending May 31, 2015.

Further, we certify that as of May 31, 2015 after review of the secretary's monthly financial report (appropriations section) and upon consultation with the appropriate district officials, to the best of our knowledge no major account or fund has been over expended in violation of N.J.A.C. 6A:23-2.11 and that sufficient funds are available to meet the districts financial obligation for the remainder of the fiscal year. (Addendum)

5. That the Board of Education approve the Budget Transfers for the school year 2014-2015 as of June 30, 2015. (Addendum)

6. That the River Edge Board of Education approve the Secretary's and Treasurer's Reports for the period ending June 30, 2015.

Further, we certify that as of June 30, 2015 after review of the secretary's monthly financial report (appropriations section) and upon consultation with the appropriate district officials, to the best of our knowledge no major account or fund has been over expended in violation of N.J.A.C. 6A:23-2.11 and that sufficient funds are available to meet the districts financial obligation for the remainder of the fiscal year. (Addendum)

7. That the Board of Education approve the results of the bids for instructional Supplies from Educational Data Service for the 2015-2016 school year. (Addendum)

8. That the Board of Education authorize the contract with Educational Data Services for Cooperative Bidding Services for Cooperative Skilled Maintenance Trades for a fee of \$1,990.00. (Addendum).

9. That the Board of Education ratify the purchase of 150 Samsung Chromebooks from CDW Government in the amount of \$47,000.16 as per State Contract # MRESC15/16-11.

10. That the Board of Education approve a petty cash fund for the 2015–2016 school year as per the Standard Operating Procedures Manual with cash on hand not to exceed \$300.00 with no single reimbursement over \$125.00.

11. That the Board of Education accept the revised donation from New Bridge Center PTO in the amount of \$11,531.31 to be divided equally among Cherry Hill School and Roosevelt School to be used for technology equipment for Kindergarten and First Grade students.

**Motion by: Ms. Walker Seconded by: Ms. Dansky**

Ayes: Mr. Busteed, Ms. Dansky, Mr. DiBella, Mrs. Myers, Ms. Walker

Nays: None

**E. PERSONNEL**

1. That the Board of Education, with the recommendation of the Superintendent, approve the following Certificated Personnel for the 2015-2016 School Year. Salaries to be determined upon the ratification and approval of the negotiated REEA Agreement.

Ashley Denn Teacher, BA, Step 1 (2015-2016 Salary Guide)  
Leonor Costa Instructional Technology Coach, BA, Step 11 (2015-2016 Salary Guide)  
Kelly Zacher Music Teacher, BA, Step 4 (2015-2016 Salary Guide)

**Motion by: Ms. Dansky Seconded by: Mr. Busted**

Ayes: Mr. Busted, Ms. Dansky, Mr. DiBella, Mrs. Myers, Ms. Walker  
Nays: None

2. That the Board of Education, with the recommendation of the Superintendent, approve the employment of Non-tenured Supervisors for the 2015 - 2016 school year. Salaries to be determined upon the ratification and approval of the negotiated REASA Agreement.

Kelly Scibilia  
Adrienne Spano

**Motion by: Mr. Busted Seconded by: Mr. DiBella**

Ayes: Mr. Busted, Ms. Dansky, Mr. DiBella, Mrs. Myers, Ms. Walker  
Nays: None

3. That the Board of Education accept, with regret, the resignation of Rosa Marisela Best, Full-time Aide, effective August 31, 2015.
4. That the Board of Education, with the recommendation of the Superintendent approve a Maternity/Disability Leave of Absence for Marilena Puma to commence on, or about November 16, 2015 through January 8, 2016, to be followed by a State Family Leave of Absence effective January 11, 2016 through April 4, 2016 and a Child Care Leave of Absence through April 29, 2016.
5. That the Board of Education, with the recommendation of the Superintendent approve the re-employment of the following lunch aides, for Cherry Hill School and Roosevelt School, two (2) hours per day, five (5) days per week.

Cherry Hill School  
Dawn Innantuano  
Jennifer Novegrad  
Elaine Pepi

Roosevelt School  
Hagop Aram  
Rosanna Sasso

6. That the Board of Education approve Michael Masangcay as the Webmaster for the 2015-2016 school year.

7. BE IT RESOLVED that the River Edge Board of Education (hereinafter referred to as the "Board") appoints Patricia Salvati as the School Business Administrator/Board Secretary for the River Edge School District for the period beginning on or about July 1, 2015 and ending on June 30, 2016.

BE IT FURTHER RESOLVED that this Employment Agreement has been submitted to and approved by the Executive County Superintendent, according to standards adopted by the Commissioner of Education, pursuant to N.J.S.A. 18A:7-8(j).

BE IT FURTHER RESOLVED that the Board approves the Employment Agreement with Patricia Salvati for the position of School Business Administrator/Board Secretary for the foregoing period of appointment, which Employment Agreement is attached to this Resolution and made a part hereof.

BE IT FURTHER RESOLVED that the Board hereby authorizes the Board President and the Superintendent to execute, on behalf of the Board, the Employment Agreement by and between the Board and Patricia Salvati.

8. That the Board of Education approve the following staff members for Summer Curriculum work up to as follows:

<u>Name</u>	<u>Hours</u>
Katherine O' Reilly	7.5 hours
Diana Richards	7.5 hours
Colleen Poole	7.5 hours
Caitlin Holmes	7.5 hours
Noy Sapir	7.5 hours
Keri Rehns	7.5 hours
Marilena Puma	7.5 hours
June Karpowich	7.5 hours
Joanne Haggerty	7.5 hours
Nancy Hafers	20 hours

9. That the Board of Education approve the following individuals for movement on the step guide effective September 1, 2015 based on educational credentials.

Kismet Bohajian	from	MA to MA+15
Mary Ann Crudello	from	MA to MA+15
*Kate Langan	from	BA to BA+15

10. That the Board of Education, with the recommendation of the Superintendent, approve the revised hours of employment for the following ABA Aides for the Building Bridges Extended School Program, ABA Instruction, \$35.00 per hour during the months of July 2015 and August 2015.

<b>ABA Instructor</b>	<b>Total Hours</b>
Rosa Marisela Best	40
Deanna Wallace	45
Laura Yphantides	19



**Motion by: Mr. DiBella Seconded by: Ms. Walker**

Ayes: Mr. Busteed, Ms. Dansky, Mr. DiBella, Mrs. Myers, Ms. Walker

Nays: None

**11. WHEREAS**, the River Edge Board of Education (hereinafter referred to as the "Board") and the River Edge Education Association (hereinafter referred to as "REEA") have negotiated a successor collective negotiations agreement (hereinafter referred to as the "CNA") for the 2014-2015, 2015-2016, and 2016-2017 school years; and

**WHEREAS**, the REEA has, by a majority vote of its membership, ratified the CNA.

**NOW, THEREFORE, BE IT RESOLVED** that the Board hereby ratifies and approves of the terms of the CNA for the 2014-2015, 2015-2016 and, 2016-2017 school years, which is attached to this Resolution and made a part hereof; and

**BE IT FURTHER RESOLVED** that the Board hereby authorizes the Board President and the Business Administrator/Board Secretary to execute, on behalf of the Board, the CNA by and between the Board and the REEA.

**Motion by: Ms. Walker Seconded by: Ms. Dansky**

Ayes: Mr. Busteed, Mr. DiBella, Ms. Walker

Nays: None, Abstained: Ms. Dansky, Mrs. Myers

**F. RIVER EDGE SPECIAL EDUCATION**

1. That the River Edge Board of Education approve the following out of district students into the Building Bridges Program for the 2015-2016 school year.

<u>School District</u>	<u>No. of Classified Students</u>
Tenafly	6
Rochelle Park	1
Oradell	1
Hillsdale	1
Montvale	1
Harrington Park	1
Caldwell	1
Maywood	1
New Milford	1

2. That the River Edge Board of Education approve the Community Based Instruction Schedule for the 2015-2016 school year with the dates being subject to change.  
(Addendum)

**Motion by: Ms. Walker Seconded by: Mr. Busted**

Ayes: Mr. Busted, Ms. Dansky, Mr. DiBella, Mrs. Myers, Ms. Walker  
Nays: None

**G. REGION V ADMINISTRATION & TRANSPORTATION**

1. That the Board of Education approve the bills & claims dated June 2015 totaling \$754.85 including checks #64565 through #64567.
2. That the Board of Education approve the bills & claims dated July 2015 totaling \$765,383.06 including checks #64568 through #64725 .
3. That the Board of Education approve Region V Budget for the 2015-2016 school year.
4. That the Board of Education approve with the recommendation of the Superintendent, the employment of the Region V Staff for the 2015-2016 school year as per the list, on file in the District Office.
5. **BE IT RESOLVED THAT THE REGION V COUNCIL FOR SPECIAL EDUCATION WILL PROVIDE SHARED SERVICES FOR ITS MEMBER DISTRICTS AND BE IT FURTHER RESOLVED THAT THE RIVER EDGE BOARD OF EDUCATION,** upon recommendation of the Superintendent, approve the following Region V Shared Services Consultants, Psychologists, Learning Disabilities Teacher Consultants, Social Workers, Speech Language Specialists, Occupational and Physical Therapists, Translators to provide evaluations, direct services and consultation, to non-public and public schools for member districts upon request for the 2015-2016 school year.

Patricia Fitzpatrick	Learning Disabilities Teacher Consultant
Kerry Sardina	Psychologist
Katherine B. Papas	Speech and Language Specialist
Lauren Ann McMahon	Physical Therapist
Helene Saffern	Teacher
Johanna Bargisen	Behaviorist
Simara Bruhim	Behaviorist
Michelle Goodman	Behaviorist
Stephanie Javier	Behaviorist
Jessica McSherry	Behaviorist
Hetal Naik	Behaviorist
Sara Tarascavage	Behaviorist
Nicole Turon-Diaz	Behaviorist
Ivy Kagan	Learning Disabilities Teacher Consultant
Deborah Rogoff	Learning Disabilities Teacher Consultant
Vivian Genn	Occupational Therapist
Jill Verbugge	Certified Occupational Therapist Assistant
Sheri Wadler	Occupational Therapist
Erica Feldman Bases	Psychologist

Megan Toomey Lynch	Psychologist
Jana Zimmerman	Physical Therapist
Beth Levitown	Speech and Language Specialist
Alissa Broizman	Speech and Language Specialist
Roberta Cozic	Speech and Language Specialist
Haber Associates	Speech and Language Specialist
Lisa Houben	Speech and Language Specialist
Darcy Mathys	Speech and Language Specialist
Shira Stokar Kessock	Speech and Language Specialist
Stacy Weinberg	Speech and Language Specialist
Milena Michalopoulos	Speech and Language Specialist
Jamie Kagan-Heit	Social Worker
Paula Varrassi	Social Worker
Anne Avigdor	Teacher
Corrine Pochtner	Teacher
Sylvia Consentino	Teacher
Patrick Gallagher	Teacher
Lucy Trotter	Teacher
Claire Tunick	Teacher
Arlene Cox	ESL Teacher
Patricia Fitzpatrick	Teacher
Stephanie Morgan	Teacher of the Deaf
B.E.S.T. for Education	Teacher of the Handicapped
Lorraine Cella	Teacher of the Handicapped
Laura Guider	Teacher of the Handicapped
Anita Lovallo	Teacher of the Handicapped
Melissa Xepolitos	Teacher of the Handicapped

**Motion by: Mr. Busted Seconded by: Mr. DiBella**

Ayes: Mr. Busted, Ms. Dansky, Mr. DiBella, Mrs. Myers, Ms. Walker  
 Nays: None

**OLD/NEW BUSINESS**

Mr. DiBella offered to arrange meetings with the Mayor and Council as needed for the Board Members.

**PUBLIC DISCUSSION**

Christine O’Keefe, Roosevelt Teacher, spoke about using Title I funds for a Basic Skills Teacher.

**CLOSED SESSION**

That the Board of Education convene into closed session at 8:30 PM to discuss Personnel, Legal and Contractual Matters.

**Motion by: Ms. Dansky Seconded by: Ms. Walker**

Ayes: Mr. Busted, Ms. Dansky, Mr. DiBella, Mrs. Myers, Ms. Walker  
 Nays: None

## **RECONVENE**

That the Board of Education reconvene the regular public meeting at 9:20 PM.

**Motion by: Mr. Busted Seconded by: Mr. DiBella**

Ayes: Mr. Busted, Ms. Dansky, Mr. DiBella, Mrs. Myers, Ms. Walker

Nays: None

## **PERSONNEL**

12. That the Board of Education approve the payment to the Superintendent for accomplishment of her 2014-2015 merit goals as approved by the Executive County Superintendent. Payment as follows:

### **Quantitative:**

1. To create and implement a Parent Academy that will offer at least six sessions of parent education to River Edge parents in targeted areas of the curriculum. The following sessions are planned: Math (Separate sessions for Primary grades and upper with focus on implementation of CCSS and new Tri-district Curriculum), ESL, Literacy (Early Literacy, and upper grades, promoting an understanding of LA and CCSS), Technology, Character Education, and PARCC, entitling her to a merit bonus of 3.33% of her annual salary in the amount of \$5,161.50.
2. To create and implement an expanded, New Teacher Mentoring Process that will integrate new River Edge Teachers into the educational community and will prepare them for success. The mentoring activities planned will exceed State Mandates for new teachers and the general expectations for mentoring of **all teachers** new to River Edge, entitling her to a merit bonus of 3.33% of her annual salary in the amount of \$5,161.50.
3. At the conclusion of the 2014-2015 school year, 80% of students in grades Kindergarten through two will increase their assessment score in fluency of adding and subtracting by 30%. Expectations for each grade level are skill specific, entitling her to a merit bonus of 3.33% of her annual salary in the amount of \$5,161.50.
  - Kindergarten will increase fluency in adding and subtracting within the number five by 30% improvement compared to the fall assessment.
  - Grade one will increase fluency in adding and subtracting within the number ten by 30% improvement as compared to the fall assessment.
  - Grade two will increase fluency in adding and subtracting within the number twenty by 30% improvement as compared to the fall assessment.

**Qualitative:**

1. To augment and improve district communications with stakeholders and provide easy access to district information for the users of social media by creating and maintaining a Superintendent's Facebook page during the 2014-2015 school year, entitling her to a merit bonus of 2.5% of her annual salary in the amount of \$3,875.
2. To develop a strategic plan for the use of River Edge Facilities. This will include an interim plan for the 2015-2016 school year and the exploration of a long-term plan of use or development for the next five years, entitling her to a merit bonus of 2.5% of her annual salary in the amount of \$3,875.
13. That the Board of Education approve the Grade Level Chairperson, Student Council Advisor, and the Safety Patrol Advisor Job Descriptions. (Addendum)
14. That the Board of Education approve the extension of the summer Custodial Helpers until August 14, 2015.

**Motion by: Mr. Busteed Seconded by: Mr. DiBella**

Ayes: Mr. Busteed, Ms. Dansky, Mr. DiBella, Mrs. Myers, Ms. Walker  
Nays: None

**ADJOURNMENT**

That the Board of Education adjourn the regular public meeting at 9:30 PM.

**Motion by: Ms. Walker Seconded by: Mr. Busteed**

Ayes: Mr. Busteed, Ms. Dansky, Mr. DiBella, Mrs. Myers, Ms. Walker  
Nays: None

Patricia Salvati  
Board Secretary/Business Administrator