

**RIVER EDGE BOARD OF EDUCATION****RIVER EDGE, NEW JERSEY 07661***"Building Bright Futures Together"***Minutes of the Regular Public Meeting – December 18, 2013****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**

Ms. Di Maulo called the meeting to order at 7:40 PM.

**MISSION STATEMENT**

Ms. Di Maulo read the Mission Statement.

**ROLL CALL**

Present on roll call were Mrs. Buckley; Ms. Dansky; Ms. Di Maulo; Mrs. Myers; Mr. Sim; Ms. Walker; also present were Dr. Ben-Dov, Ms. Salvati, Ms. Heitman and approximately seven members of the public.

Mr. Busteed arrived at 8:30 PM  
Ms. Walker was absent

**OPEN PUBLIC MEETINGS NOTICE**

Ms. Salvati read the Open Public Meeting Act Notice.

**SPECIAL/DISCUSSION ITEMS**

Public Comment on Agenda Items – None

Review 2012-2013 Comprehensive Annual Financial Report (CAFR) Gary Higgins, Lerch, Vinci & Higgins, LLP

Gary Higgins of Lerch, Vinci and Higgins presented the districts audit report to the Board Members. There were two audit recommendations: Region V negative cash balance and old outstanding items on the bank reconciliations. He stated that the books are in good condition.

2014-2015 School Year Budget Presentation of Mandatory items

Dr. Ben-Dov and Ms. Salvati discussed the items included in the mandatory section for the 2014-2015 budget. Mandatory items are those mandated by the state to run a school district or by our existing contracts. Mrs. Salvati reviewed the various sources of revenue that fund the budget and gave a projection for the 2014-2015 school year. Mrs. Salvati and Dr. Ben-Dov answered all questions asked by the board members and the audience.

Budget Development 2014-2015 School Year-Capital Projects – John Lyons

Mr. Lyons reported on the Facility needs. These projects concern both Cherry Hill School and Roosevelt School. The two major projects are Roof Replacement sections and the Asbestos Abatement sections in Cherry Hill School.

Lucy Di Maulo, Board Member Recognition

Motion by Ms. Dansky

Seconded by Mrs. Myers

*WHEREAS, Lucy Di Maulo has served as a member of the River Edge Board of Education from 2007 to 2013 and as Board President from 2010 to 2013, and*

*WHEREAS, in her leadership role she worked closely and continuously with all River Edge Constituencies to sustain and improve the River Edge School District, and*

*WHEREAS, her professional knowledge and expertise helped educate the public about the needs, operations, and challenges of the River Edge School District, and*

*WHEREAS, during her tenure of office she gave generously of her time and talents in fulfilling her responsibilities in this role and in the continuance of the tradition of educational excellence in the River Edge School District, and*

*WHEREAS, her dedication to the improvement of the educational program, her on-going efforts related to effective communication, curriculum development, and her caring for River Edge students, staff, and families have had a tremendously positive influence on the well-being of our children and their continuing growth, and*

*WHEREAS, her outstanding community service and special attention to the youth of River Edge are gratefully acknowledged;*

*NOW THEREFORE, BE IT RESOLVED, that the Board of Education of the Borough of River Edge on this Eighteenth day of December, Two Thousand and Thirteen, spread upon its minutes this Resolution of Appreciation for her valued service and leadership.*

Ayes: Mrs. Buckley, Mr. Busteed, Ms. Dansky, Ms. Di Maulo, Mrs. Myers, Mr. Sim

Nays: None

## **REPORTS**

### **SUPERINTENDENT**

Dr. Ben-Dov reported on the following:

- Dr. Ben-Dov stated that despite the snowy weather the district has managed to stay open and even avoided delayed openings. Mr. Lyons and the custodians did a great job with shoveling and salting the schools.
- The first round of observations for teachers is close to being completed. Three or more observations are needed for each teacher.

- There are some parking issues that Cherry Hill School is experiencing. There are more teachers and aides than in the past and not enough parking spots for the faculty. A few solutions were proposed, but didn't appear viable after discussion. The administrators and Board of Education will come up with some long-term options.
- There has been some communication from the state and in January they will release the Student Growth Percentiles from the May 2013 NJ ASK testing. On January 17<sup>th</sup> there will be the release of PARCC items that will be on the field test.
- Our new web-based publication has launched. It is called R.E.A.C.H (River Edge Academic Community Headlines). Dr. Ben-Dov is very happy and proud of it. She complimented our editors-Mrs. Karpowich and Ms. Colucci. R.E.A.C.H will be connected to the Public Library and Town websites. Our next edition is being planned.
- Winter Concerts are taking place this month. New Bridge held their Winter Concert on December 12<sup>th</sup> Roosevelt's took place on December 18<sup>th</sup> and Cherry Hill's will be on December 19<sup>th</sup> at 1:30pm.
- Dr. Ben-Dov wished everyone Happy Holidays.

### **PRINCIPAL'S REPORT**

Mrs. Heitman reported on the following:

- The PTO is holding a Holiday Breakfast for the staff at New Bridge Center and Cherry Hill School tomorrow morning.
- Mrs. Heitman announced Cherry Hill's Spelling Bee is this month and their Geography Bee will be in January.
- Mrs. Heitman wished everyone a Happy Holiday.

### **BOARD SECRETARY**

Ms. Salvati reported on the following:

- Ms. Salvati announced we were awarded the Rod Grant for the roof on Cherry Hill School in the amount of \$200,674.
- Ms. Salvati told the board members they received the tentative 2014 School Year Board of Education Meetings Dates in their packets. They will receive a new one at the January 8, 2014 board meeting.

### **PRESIDENT**

Ms. Di Maulo reported on the following:

- Ms. Di Maulo informed the board that the board goals need to be finished.

### **COMMITTEES**

- There will be a Personnel Committee Meeting on January 8<sup>th</sup> before the Board Meeting.
- There needs to be a Policy Committee Meeting soon.
- There will be a Tri-District Meeting on January 28, 2014

- Mr. Sim attended a Council Meeting on Monday, December 16, 2013

### **MOTIONS TO BE ACTED UPON**

#### **ADMINISTRATION/POLICY**

Motion by Mr. Busted  
Seconded by Mrs. Buckley

1. That the Board of Education approve the staff development training as per the schedules for December 2013 including relevant mileage reimbursement.
2. That the Board of Education approve the Minutes of November 13, 2013 and confidential minutes November 13, 2013 Board Meetings.

#### **CURRICULUM/EDUCATION** - None

#### **BUILDING & GROUNDS**

1. That the Board of Education approve the following Change Order for the bathroom renovations at Cherry Hill Elementary School.

<b>Company</b>	<b>Change Order #</b>	<b>Dollar Amount</b>
Aero Plumbing and Heating	GC-05	\$3,150.00

2. That the Board of Education approve the submission by DiCara and Rubino to the New Jersey Department of Education for the following project:

Roosevelt Bathroom Renovation Project

#### **FINANCE/GRANTS/GIFTS**

1. That the Board of Education approve the bills & claims dated December, 2013, totaling \$732,631.03 including checks #35760 through #35849. Payrolls dated November 15, 2013 and November 27, 2013, totaling \$1,060,860.71 issued therefore, a copy of such warrants list be attached as part of these minutes. (Addendum)
2. That the Board of Education approve the Budget Transfers for the school year 2013-2014 as of October 31, 2013. (Addendum)
3. That the River Edge Board of Education approve the Secretary's and Treasurer's Reports for the period ending October 31, 2013.
4. Further, we certify that as of October 31, 2013 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 overexpended 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 River Edge Board of Education approve and adopt the 2012-2013 Audit and the submission of the CAFR (Comprehensive Annual Financial Report) submitted by the firm of Lerch, Vinci & Higgins with the following recommendations:

- I. Administrative Practices and Procedures  
There are none

- II. Financial Planning, Accounting and Reporting
- A. It is recommended that the District review its revenue billing and collection procedures pertaining to Region V services provided to member districts, in order to avoid cash overdrafts and enhance cash flow.
- Corrective Action  
Implement procedures with member districts to ensure the timely payment of invoices. Implement procedures within Region V operation to monitor daily cash flow.
- Persons Responsible for Implementation  
Region V Director and Business Administrator
- Completion Date for Implementation  
December 31, 2013
- B. It is recommended that the old, outstanding reconciling items on the District's bank reconciliations be reviewed and cleared of record.
- Corrective Action  
Record accounting entries in the General Ledger to clear old outstanding items on the bank reconciliations.
- Persons Responsible for Implementation  
Business Administrator
- Completion Date for Implementation  
January 31, 2014
- III. School Purchasing Program  
None
- IV. School Food Services  
None
- V. Student Body Activities  
None
- VI. Application for State School Aid  
None
- VII. Pupil Transportation  
None
- VIII. Facilities and Capital Assets  
None
- IX. Miscellaneous  
None

**PERSONNEL**

1. That the Board of Education, with the recommendation of the Superintendent approve the following as a Substitute Teacher for the 2013-2014 School Year.

Emily Berman  
 Patricia DellaTorre  
 Melissa Gustray  
 Peggy Musgrave  
 Donald Seok  
 Joanna Teehan  
 Elizabeth McLaughlin

Ayes: Mrs. Buckley, Mr. Busted, Ms. Dansky, Ms. Di Maulo, Mrs. Myers, Mr. Sim  
 Nays: None

Motion by Ms. Di Maulo  
 Seconded by Mrs. Buckley

2. That the Board of Education, with the recommendation of the Superintendent, approve Francisco Benitez, Full Time Aide, starting, January 13, 2014 through June 30, 2014.

Ayes: Mr. Busted, Ms. Dansky, Ms. Di Maulo, Mr. Sim  
 Nays: None  
 Abstained: Mrs. Buckley, Mrs. Myers

**RIVER EDGE SPECIAL EDUCATION** -None**REGION V ADMINISTRATION & TRANSPORTATION**

Motion by Mr. Busted  
 Seconded by Mrs. Buckley

1. That the Board of Education approve the bills & claims dated December, 2013 totaling \$577,450.70 including checks #61865 through #61967.
2. That the Board of Education approve the following Bid Contract for Alpha Care

Route #	Transporter	Per Diem
1955	Sheppard High School	\$135.94

Ayes: Mrs. Buckley, Mr. Busted, Ms. Dansky, Ms. Di Maulo, Mrs. Myers, Mr. Sim  
 Nays: None

**PUBLIC DISCUSSION** - None**CLOSED SESSION**

Motion to convene the Closed Session at 10:25 PM made by Mrs. Buckley and seconded by Mr. Sim

Motion to adjourn the Closed Session at 11:35 PM made by Mr. Sim and seconded by Ms. Dansky

**ADJOURNMENT**

Motion to adjourn the Regular Meeting at 11:36 PM made by Ms. Dansky and seconded by Mrs. Myers

Patricia Salvati

Board Secretary/Business Administrator