

RIVER EDGE BOARD OF EDUCATION

“Building Bright Futures Together”

Minutes of the Regular Public Meeting – June 25, 2014

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. DiBella read the Mission Statement.

ROLL CALL

Present on roll call were Mr. Busteed, Ms. Dansky; Mr. DiBella; Mrs. Myers; Mr. Sim; Ms. Walker, also present were Dr. Ben-Dov, Ms. Salvati, Ms. Kossoy and approximately one member of the public.

Mrs. Buckley was absent

OPEN PUBLIC MEETINGS NOTICE

Ms. Salvati read the Open Public Meeting Act Notice.

SPECIAL/DISCUSSION ITEMS

Public Comment on Agenda Items – None

Demographic Report –Ross Haber

Mr. Ross Haber, of Ross Haber and Associates, presented to the board an Enrollment Projection Study. He gave an overview of the General Demographic Characteristics of River Edge and compared the Borough to Bergen County and the State of New Jersey. He used the Cohort Survival Method for his findings. His results indicated that the enrollment in the River Edge School District has been stable the last six years, however enrollment at Cherry Hill has increased and Roosevelt has declined. He projected the trend to continue. He pointed out the large number of births in 2008 – 2009, which is a contributing factor for the large number of incoming kindergarten students.

REPORTS

SUPERINTENDENT

Dr. Ben-Dov reported on the following:

- The 2013-2014 School Year is complete and the district had beautiful graduations and fantastic award ceremonies. There is a lot of planning going on and the administrators are busy with personnel and hiring. The positions that still need to be filled are part time basic skills teacher, part time gifted and talented teacher, two leave replacement positions, an instructional technology coach, and a Spanish teacher.
- There was a Community Planning Meeting was held on Tuesday, June 3rd. Mr. Alfred Annunziata will attend the September 17th board meeting to report on results of the meeting to the board.
- A great deal of Professional Development and Curriculum Writing will take place this summer. Professional Development for all staff will take place on the first days before school begins and will continue during the school year.
- New Teacher Orientation will be held on Wednesday, August 27th and Thursday, August 28th.
- We are looking into replacing the Renaissance Star benchmarking assessment with Link It. Dr. Ben-Dov would like to see if it predicts our achievements better. We piloted the new system in a few classes and we'll decide after the NJ ASK results are received.
- Gianna Apicella and Julia Diminich will attend a seminar hosted by Tracey Severns regarding how to communicate common core to parents.
- There is a professional development training that Dr. Ben-Dov would like herself, Mrs. Heitman, Ms. Kossoy, Mrs. Rosen, and Mrs. Kuruc to attend. It's called Leadership Academies.
- The mentoring demands have changed by the Department of Education. A new mentoring plan was shared with the board and some potential new expenses were discussed.
- There is a resolution on tonight's agenda to approve the Bilingual/ESL Three-Year Program Plan for school years 2014-2017.
- The mayor of River Edge is interested in starting a book club to promote literacy for first graders. We agreed to participate and are awaiting next steps.
- Dr. Ben-Dov gave the board members an update on the kindergarten enrollment. She is resisting making nine classes for the 2014-2015 school year. She will wait and make her decision in August.
- Dr. Ben-Dov gave the board members an update on the letter that went to parents of the current first graders at Cherry Hill School. There will be nine children making the move from Cherry Hill School to Roosevelt School.
- Dr. Ben-Dov stated the Mayor of River Edge will discuss with the Fire Chief our request of having the primary elections in the River Edge Fire House instead of our schools.

PRINCIPAL

Ms. Kossoy reported on the following:

- Ms. Kossoy stated June was a busy and successful month for Roosevelt School.
- Field days were held this month and were great. The children had a lot of fun.
- Graduation and the award ceremony for Roosevelt School was held on Monday, June 23, 2014.
- The 2013 – 2014 school year was a very successful one and went very well.

BOARD SECRETARY

Ms. Salvati reported on the following:

- Ms. Salvati stated the construction of the roof started on Tuesday, June 24th.
- On tonight's agenda there are two motions to approve the year-end deposit to Capital Reserve and the Maintenance Reserve Accounts.
- Ms. Salvati has not heard about our Extraordinary Aid yet, but expects to hear by July.
- Ms. Salvati spoke about the opportunity to refinance our bonds again. It was previously done in 2012. At current market rates it could produce a tax savings of \$367,000 over the life of the bonds. She will prepare resolutions for the July 30th meeting.
- Ms. Salvati has spoken to other Business Administrators regarding re-registration of their districts. She has gathered some information from them and learned that it has only generated a few kids in their districts and they recommended re-registering no more than two grades at a time.

PRESIDENT

- Mrs. Myers asked if the district has published the open Board of Education seats. Ms. Salvati answered that she will post it on the district website.

COMMITTEES

- Mr. Sim attended an Asian/Korean Parent Meeting on June 12th.

MOTIONS TO BE ACTED UPON

ADMINISTRATION/POLICY

Motion by Mr. Busteed
Seconded by Mr. DiBella

1. That the Board of Education approve the following State Contract Vendors for 2014-2015.

Apple Computer	Contract #CCN621450	Technology
School Specialty	Contract # 80986	Instructional Supplies
Government Connect	Contract # NCPA 01-02	Technology
Spruce Industries	Contract #83721	Custodial Supplies
Northeast Janitorial	MRESC #12/13 -65	Custodial Supplies
CDW Government (Cisco)	Contract# A83083	Technology
Keyboard Consultants	MRESC #12/13-18	Technology

2. **WHEREAS**, the Board of Education is meeting in public session on June 25, 2014 and it will not meet again in public session until July 30, 2014.

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 June 25, 2014 and July 30, 2014 subject to final approval of the Board.

3. **WHEREAS**, the Borough of River Edge, County of Bergen, State of New Jersey is applying to the New Jersey Department of Transportation for grant funding under the Safe Routes to School Program; and

WHEREAS, the funds are provided under the Moving Ahead for Progress in the 21st Century (MAP-21); and

WHEREAS, the River Edge School Safety Improvements at the Cherry Hill Elementary School and the Roosevelt Elementary School project meets all the criteria necessary to receive funding under the Safe Routes to School Program; and

WHEREAS, the River Edge School Safety Improvements at the Cherry Hill Elementary School and the Roosevelt Elementary School project will promote safe walking and biking along the routes to and from school and improve the quality of life for the residents of River Edge Borough; and

NOW, THEREFORE, BE IT RESOLVED, that the River Edge Board of Education fully supports the Safe Routes to School Project being submitted by the Borough of River Edge.

4. That the Board of Education approve the 2014 - 2015 Statement of Assurance for Mentoring Plan.
5. 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, 2014 through June 30, 2015, as recommended by the Superintendent.

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

CURRICULUM/EDUCATION

Motion by Mr. DiBella
Seconded by Ms. Walker

1. That the Board of Education approves the Bilingual/ESL Three-Year Program Plan for school years 2014-2017.

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

BUILDING & GROUNDS

Motion by Ms. Walker
Seconded by Ms. Dansky

1. That the Board of Education approve Change Order # GC-01 from Alltec, Inc. for Toilet Renovations at Roosevelt School.

<u>Change Order</u>	<u>Description</u>	<u>Amount</u>
GC-01	Credit for unused allowance.	(\$3,000)

Original contract Sum - \$44,669.00; New Contract sum including this Change Order will be \$41,669.00

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

FINANCE/GRANTS/GIFTS

Motion by Ms. Dansky
Seconded by Mr. Sim

1. That the Board of Education approve the bills & claims dated June 2014 totaling \$318,264.37 including checks #36301 through #36388. Payrolls dated May 15, 2014 and May 30, 2014, totaling \$1,053,939.46 issued therefore, a copy of such warrants list be attached as part of these minutes. (Addendum)

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

Motion by Mr. Sim
Seconded by Mr. Busteed

2. That the Board of Education approve the Budget Transfers for the school year 2013-2014 as of April 30, 2014. (Addendum)
3. That the River Edge Board of Education approve the Secretary's and Treasurer's Reports for the period ending April 30, 2014.

Further, we certify that as of April 30, 2014 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)

4. That the Board of Education approve the transfer of the Capital Project Fund Interest Income for the 2013-2014 school year to the General Fund.
5. WHEREAS, NJSA 18A:21-2 and NJSA 18A:7G-13 permit a Board of Education to establish and/or deposit into certain reserve accounts at year end, and

WHEREAS, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a Board of Education to transfer anticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution, and

WHEREAS, the River Edge Board of Education wishes to deposit anticipated current year surplus into a Capital Reserve account at year end, and

WHEREAS, the River Edge Board of Education has determined that up to \$500,000 is available for such purpose of transfer;

NOW THEREFORE BE IT RESOLVED by the River Edge Board of Education that it hereby authorizes the district's School Business Administrator to make this transfer consistent with all applicable laws and regulations.

6. WHEREAS, NJSA 18A:21-2 and NJSA 18A:7G-13 permit a Board of Education to establish and/or deposit into certain reserve accounts at year end, and

WHEREAS, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a Board of Education to transfer anticipated

excess current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution, and

WHEREAS, the River Edge Board of Education wishes to deposit anticipated current year surplus into a Maintenance Reserve account at year end, and

WHEREAS, the River Edge Board of Education has determined that up to \$50,000 is available for such purpose of transfer;

NOW THEREFORE BE IT RESOLVED by the River Edge Board of Education that it hereby authorizes the district's School Business Administrator to make this transfer consistent with all applicable laws and regulations.

7. That the Board of Education approve the OMNI Group as the third party Plan Administrator for the District's 457 retirement plan and adopt the 457 Plan Agreement.
8. That the Board of Education approve a petty cash fund for the 2014 – 2015 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.

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

Nays: None

PERSONNEL

Motion by Mr. Busted

Seconded by Mr. DiBella

1. That the Board of Education, with the recommendation of the Superintendent, approve James Levis, bus driver, for a maximum of 23 hours per week for the 2014-2015 school year.
2. That the Board of Education, with the recommendation of the Superintendent, approve the following as substitute employees for the 2014-2015 school year.

Substitute Teachers

Anastos, Stacey	Lobley, Pamela
Behrens, Ann	Masiello, Debra
Callahan, Caitlin	McGinley, Wendy
Berman, Emily	Osterlof, Julie
Chamberlain, Gina	Perricone, Lorraine
Chamberlain, Kimberly	Piccinich, Stephanie
Dellatorre, Patricia	Polacek, Gabriele
Delpriore, Rebecca	Sapone, Francine
Drossman, Ann	Sulner, Sharon
Fairchild, Matthew	Thomas, Ann Marie
Guinta, Lisa	Tietjen, Eloise
Kafafian O'Mealy, Karen	Wiseman, Helene
Kossuth, Jeanmarie	
Laxamana, Ron	

Substitute Nurses

Mary Ellen Cameron
Lisa Derbalian
Pamela McConville
Mary Pennotti

Substitute Clerical Aides

Mary Castellvi
Maureen Finnegan
Karen Horn
JoAnn Jennings
Theresa Scannapeco-Sims

3. That the Board of Education, with the recommendation of the Superintendent, approve the following as Full Time ABA Aides for the 2014-2015 school year.

Albrizio, Judith
Bastable, Mary
Belits, Helen
Benitez, Francisco
Best, Rosa Marisela
Blackwell, Alexandria
Capozzi, Rhonda
Connors, Deborah
Coquel, Theresa
Douglas, Alrick
Drill, Aleida
Lawler, Kathleen
Lekkas, Alexia
Lettieri, Gianna
Lloyd, Sheryl

Manning, Wendy
Maurice, Diana
Nyhan, Catherine
Ofshinsky, Carol
Ofshinsky, Sandra
Otero, Ahinoa
Rivera, Joanne
Runfeldt, Tyne
Schmidt, Alexandra
Slade, Lauren
Spinetti, Lisa
Vuoncino, Alicia
Wallace, Deanna
Watson, Christine
Yphantides, Laura

4. That the Board of Education, with the recommendation of the Superintendent, approve the following as Part Time Aides for the 2014-2015 school year.

Arjarasumpun, Thippawon
Bobetski-Cadmus, Valerie
Chamberlain, Kim
Copolla, Donna
Deckler, Tara
Fand, Stephanie
Francin, Sharon
Frontauria, Jacqueline
Lane, Sheila
Lobley, Pam
McKinless, Kathleen
Meyer, Donna
Murtha, Kathleen
Noel, Eleanor
Heather Ogden
Oliveri, Barbara
Perekupka, Cleo
Rodriguez, Patricia
Shuler, Elizabeth
Van Buran, Michelle

- 5. That the Board of Education, with the recommendation of the Superintendent, approve, Monica Schnee, Teacher in Charge, for Cherry Hill School for the 2014-2015 school year.
- 6. That the Board of Education, with the recommendation of the Superintendent, approve Frank Perrone, Teacher in Charge, for Roosevelt School for the 2014-2015 school year.
- 7. That the Board of Education approve the following individuals to be approved for Morning Supervision Duty as per Article XIII Section 13.3 of the River Edge Education Association Contract Agreement.

Noy Sapir
 Michelle Baragona
 Katherine O' Reilly
 Reem Halabi
 Marilena Puma
 Beth Unanue

- 8. That the Board of Education authorize the Business Administrator/Board Secretary to hire the following custodial helpers for 6 weeks beginning June 30, 2014 through August 8, 2014 for summer recess at a maximum of 40 hours per week at a salary rate of \$8.25 per hour.

Christian Fabisiak
 Garrett Hessman
 Grant Hessman
 Ian McDougall

- 9. That the Board of Education approve, with the recommendation of the Superintendent, Keandrew Tee, Part-Time Technology Aide, for a maximum of 250 hours at a salary of \$8.25 per hour, for the period of June 26, 2014 to August 30, 2014.
- 10. That the Board of Education approve the salary guide for part-time hourly clerical, instructional, health and lunch aides for the 2014-2015 school year.
- 11. That the Board of Education approve the salary guide for ABA Aides 2014-2015 school year.
- 12. That the Board of Education, with the recommendation of the Superintendent, approve the employment of the following ABA Aides for the Building Bridges Extended School Program, In-Home Instruction, \$35.00 per hour from August 1, 2014 to August 31, 2014.

ABA Instructor	Total Hours
Deanna Wallace	60
Debbie Connors	20
Sandy Blackwell	20

Ashley Gargiulo	50
Tyne Runfeldt	30
Rosa Marisela Best	35
Angel Linton	35
Theresa Coquel	55
Reem Halabi	20
Laura Yphantides	30
Lauren Slade	32

13. That the Board of Education, with the recommendation of the Superintendent approve Whitney White, Leave Replacement Teacher effective September 1, 2014, BA, Step 1-2.
14. That the Board of Education accept, with regret, the retirement of Louise Borek, Custodian, effective August 6, 2014.
15. That the Board of Education accept, with regret, the resignation of Melvin Batista, ABA Aide, effective June 24, 2014.
16. That the Board of Education, with the recommendation of the Superintendent, approve the employment of the following teachers at their contractual per diem hourly rate, for the Summer Resource Room Program, from June 25, 2014 to July 18, 2014

<u>Name</u>	<u>Hours</u>
Sharon Francin	8:30 – 12:30 (4 hours/day - per diem)

17. That the Board of Education, with the recommendation of the Superintendent approve Ron Laxamana, Part-time Aide, effective September 1, 2014.
18. That the Board of Education, with the recommendation of the Superintendent, approve the employment of the following teachers at their contractual per diem hourly rate, for the Summer Resource Room Program, from June 25, 2014 to July 3, 2014

<u>Name</u>	<u>Hours</u>
Tara Benevento	8:30 – 12:30 (4 hours/day - per diem)

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

RIVER EDGE SPECIAL EDUCATION

Motion by Mr. DiBella
Seconded by Ms. Walker

- 1. That the Board of Education, with the recommendation of the Superintendent approve the services of Christie Rutherford and Karen Willick, Physical Therapists, for the 2014-2015 school year.

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

REGION V ADMINISTRATION & TRANSPORTATION

Motion by Ms. Walker
Seconded by Ms. Dansky

- 1. That the Board of Education approve Region V Budget for the 2014-2015 school year. (Addendum)

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

Motion by Ms. Dansky
Seconded by Mr. Sim

- 2. That the Board of Education approve the bills & claims dated June, 2014 totaling \$849,484.11 including checks #62609 through #62782.
- 3. That the Board of Education approve with the recommendation of the Superintendent, the employment of the Region V Staff for the 2014-2015 school year as per the list, on file in the District Office.
- 4. That the Board of Education approve the following Quote Contract for Scholastic Transportation

Route #	Transporter	Per Diem
Q180	New Bridges/Mt. Carmel	\$116.00

- 5. That the Board of Education approve the following Bid Contract for Jacoups Transportation

Route #	Transporter	Per Diem
2069	River Dell H.S./M.S	\$70.00
2073	Berkley School	\$85.00

- 6. That the Board of Education approve the 2013-2014 Jointure Transportation Agreement between Region V (Host) and Sussex County Regional Cooperative (Joiner).

7. That the Board of Education approve the 2014-2015 Jointure Transportation Agreement between Region V (Host) and Sussex County Regional Cooperative (Joiner).

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

PUBLIC DISCUSSION – None

CLOSED SESSION

Motion by Ms. Walker
Seconded by Ms. Dansky

That the Board of Education convene into closed session at 9:40 PM to discuss personnel.

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

Nays: None

RECONVENE

Motion by Ms. Dansky
Seconded by Mr. Busteed

That the Board of Education reconvene the regular public meeting at 10:25 PM.

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

Nays: None

ADJOURNMENT

Motion by Ms. Walker
Seconded by Ms. Dansky

That the Board of Education adjourn the regular public meeting at 10:30 PM.

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

Nays: None

Patricia Salvati
Board Secretary/Business Administrator

