

RIVER DELL REGIONAL BOARD OF EDUCATION

REGULAR SESSION

December 21, 2015

A Regular Session Meeting of the River Dell Board of Education was held in the River Dell High School Media Center Monday, December 21, 2015. Board President, Joseph Manzelli called the meeting to order at 7:30 p.m.

Board Members Present

Claudia O'Neill, Patrick Gallagher, Albert Graef, Douglas Kupfer, Anthony Barbary, Barbara Kuchar, Alan Feigenson and Joseph Manzelli were present. Stephanie Hartman arrived at 7:35 p.m..

ROLL CALL

Others Present

Patrick J. Fletcher, Superintendent of Schools
Thomas L. Bonfiglio, Business Administrator/Board Secretary

Motion was made by Mrs. O'Neill, seconded by Mr. Feigenson to adopt the following resolution at 7:30 p.m.

EXECUTIVE
SESSION

BE IT RESOLVED that in accordance with the provisions of the Open Public Meetings Act ("Act"), the River Dell Regional School District Board of Education (hereinafter referred to as the "Board") shall conduct a closed executive session pursuant to the exceptions prescribed by N.J.S.A. 10:4-12 for the purpose of discussing:

Request for staff leave of absence; additional work schedule for teacher; appointment of athletic coach; appointment of volunteer assistant athletic coaches.

It is anticipated that the length of time of this executive session will be 30 minutes and that action will be taken in public after the executive session.

BE IT FURTHER RESOLVED that the minutes of the executive session will be released when the need for confidentiality in accordance with N.J.S.A. 10:4-12 no longer applies.

Executive Session ended at 7:45 p.m.

Motion was made by Mrs. O'Neill, seconded by Mr. Feigenson to resume open session at 8:00 p.m.

RESUME
OPEN SESSION

Motion carried by all ayes.

Board Members Present

ROLL CALL

Claudia O'Neill, Patrick Gallagher, Albert Graef, Douglas Kupfer, Anthony Barbary, Barbara Kuchar, Stephanie Hartman, Alan Feigenson and Joseph Manzelli were present.

Others Present

Patrick Fletcher, Superintendent of Schools
Thomas Bonfiglio, Business Administrator/Board Secretary
Lisa Finn, Secretary
Caleb Herbst, Student Representative
Tom Melvin, Student Representative
8 members of the public

Mr. Bonfiglio led everyone in a salute to the flag.

FLAG SALUTE

Mr. Bonfiglio read the following statements:

OPEN PUBLIC
MEETING STMT.

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 this Act, the River Dell Regional Board of Education has caused notice of this regular meeting to be publicized by having the date, time, and place thereof sent to THE RECORD (primary), THE TOWN NEWS, and/or THE STAR LEDGER newspapers, the constituent borough clerks and borough libraries, as well as posting in the school district principals' offices, faculty rooms, and Board Office.

According to New Jersey Public Law 2001, Chapter 226, the smoking of tobacco is strictly prohibited anywhere in the public school buildings or anywhere on school grounds, including but not limited to the parking lots, grassy areas, and athletic fields. Violators will be subject to a fine not to exceed \$100.00.

Mrs. Hartman read the mission statement.

MISSION
STATEMENT

IV. Public Comments (on agenda items only)-None

PRESENTATION:

2014-2015 Audit -Susan White, Smolin, Lupin & Co., PA

PRESENTATION
OF 2014-2015 AUDIT

Mrs. White commended the Business Office with an excellent audit.

Mr. Bonfiglio stated that his staff of Lisa Finn, Malissa Stokes, Claudia Cutri and Kathy Guzman should be applauded for their hard work on a this audit.

1. Motion was made by Mrs. O’Neill, seconded by Mr. Barbary to recommend that the Board, having received copies of the 2014-2015 Audit, acknowledge having:

2014-2015 AUDIT

- discussed the Audit,
- reviewed the recommendations,
- accepted the Audit,
- accepted the Corrective Action Plan.

Motion carried by the following roll call vote:

Claudia O’Neill, Patrick Gallagher, Albert Graef, Douglas Kupfer, Anthony Barbary, Barbara Kuchar, Stephanie Hartman, Alan Feigenson and Joseph Manzelli voted aye.

PRESENTATIONS:

PRESENTATIONS

Board Self Evaluation - Al Annunziata, NJSB

PARCC Results - Patrick J. Fletcher, Superintendent of Schools

V. Student Member Report

The student liaisons gave brief updates on academic, athletic and extra-curricular activities and achievements.

STUDENT MEMBER
REPORT

VI. Reports

1. President’s Report

PRESIDENT’S RPT.

Mr. Manzelli discussed how he is looking forward to 2016, the Proms, and graduation ceremony etc. He would also like to wish everyone a Happy Holidays and a Happy New Year.

2. Superintendent’s Report

SUPERINTENDENT’S
REPORT

Mr. Fletcher congratulated Diane Furusawa and Briana Bayersdorfer who won Coaches of the Year in the Record Newspaper. He also wished everyone a Happy Holidays.

Committee Reports

COMMITTEE REPORTS

- 2. Budget & Finance
Mr. Barbary stated that the Committee met on 12/8/15 and they discussed questions to be addressed on the Audit.
- 3. Campus Facilities
Mr. Bonfiglio stated that the Committee met on 12/21/15 in regard to the replacement of the roof and possible solar panels.
- 4. Community Relations & Information
Mr. Gallagher stated that there is nothing to report.
- 5. Curriculum/Tri-District
Mrs. O’Neill stated that there is nothing to report.
- 6. Policy & Governance
Mrs. Hartman stated that there are Policies on the agenda tonight.

- * Motion was made by Mrs. O’Neill, seconded by Mr. Feigenson to move that all items designated with asterisks (*) be a part of a consent agenda and approved.

CONSENT
AGENDA

Motion carried by the following roll call vote:
Claudia O’Neill, Patrick Gallagher, Albert Graef, Douglas Kupfer, Anthony Barbary, Barbara Kuchar, Stephanie Hartman, Alan Feigenson and Joseph Manzelli voted aye.

VII. Board Meeting Minutes

- * approve the following Board meeting minutes:

BOARD MINUTES

November 16, 2015 Executive and Regular Sessions

VIII. Personnel

A. Special Requests

- *1. approve professional day requests for the following staff members to attend workshops/conferences as noted and in accordance with appropriate statute:

PROFESSIONAL DAY
REQUESTS FOR STAFF

Name	Workshop/Conference	Dates	Cost (Not to exceed)
Christina Doolittle	AMTNJ Special Ed & Math Conference, Jersey City, NJ	1/9/16	\$195.00
Jeanne Massaro	AMTNJ Annual Winter Conference, East Windsor, NJ	2/9/16	\$234.00
Linda Rothenberg	CIACC-World of Resources, Hackensack, NJ	11/13/15	\$2.79
Linda Rothenberg	School Avoidance/Noncompliance, Hackensack, NJ	12/4/15	\$3.10
Matt Winchell	SUPA Sociology Fall Seminar 2015-NYC	11/13/15	\$25.00
Denis Nelson	DAANJ State Conference, Atlantic City, NJ	3/21-23 & 25/16	\$85.00
Maria Meo	Executive Dysfunction: Strategies/Home/School, Parsippany, NJ	1/29/15	\$199.99
Randie O'Neil	Annual Conference of the ASAP, Atlantic City, NJ	2/24-26/16	\$522.00
Lisa Torres	The Good/Bad/Ugly/Tenure & Evaluations, Monroe, NJ	2/26/15	\$170.45
Fred Smith	NJSBGA EXPO 2016, Atlantic City, NJ	3/14-15-16/16	\$659.80
Matthew O'Brien	SUPA Personal Finance, NYC	12/8/15	\$46.00
Mary C. Risi	Follett Destiny Library Manager Training, Warren, NJ	1/7/16	\$112.33
Richard Freedman	Techspo 2016, Atlantic City, NJ	1/28-29/16	\$644.00
Jennifer Jarusiewicz	Accessing ACCESS 2.0, Wayne, NJ	1/23/16	\$85.00

- *2. approve payment for the following staff members for four hours of preparation time for the January 25, 2016 professional development sessions, at rates as per the RDEA Agreements:

PREP TIME PAYMENT
FOR FOLLOWING STAFF

Nancy Boettger \$132.24
Lauren Spooner \$224.48

B. Resignations/Retirements

- *1. accept the resignation of Kathryn Jackson as advisor to the MS Homework Club effective November 30, 2015.
- *2. rescind the appointment of Kirsten Musciano as Assistant Girls Lacrosse Coach for the 2015-2016 school year.

RESIGNATION
K. JACKSON ADVISOR

RESCIND APPT.
K. MUSCIANO

C. Reappointments/Reassignments/Transfers-None

D. Salary Adjustments/Corrections-None

E. Appointments

- *1. approve the appointment of the following substitute teacher(s) for the 2015-2016 school year:

SUBSTITUTE
TEACHERS

Brelyn Kirk (BS Lock Haven University)
Joseph Anecchino (MA New Jersey City University)
Barbara Krajick (MA Montclair State University)

- *2. approve the appointment of Laurie Jeffers as a Teacher of English (Leave Replacement), effective November 23, 2015 to June 30, 2016, at a prorated salary of \$56,878 (MA Step 3). This appointment is contingent upon receipt of proper certification, academic records, and satisfactory background/reference checks, as required by P.L. 1986. This is an emergent appointment under the provision of Senate Bill #851 amending the criminal history background check laws N.J.S.A.18A:6-7.1 et seq., or N.J.S.A. 18A:39-17 et seq., or N.J.S.A. 18A:6-4, 13 et seq.

L. JEFFERS
TEACHER OF ENGLISH

- *3. approve the appointment of the following extracurricular advisors, effective December 1, 2015, for the 2015-2016 school year:

EXTRA-CURRICULAR
ADVISORS

Activity	Advisor	Step	Salary
MS Ambassador Club	Lisa Brown—Co-Adv.	1	\$ 525.00*
	Marnie Ross—Co-Adv.	1	\$ 525.00*
MS Caterers/Chef Club	Clair O'Connor	1	\$1,050.00*
MS Library Club	Mary Kay Risi	1	\$1,050.00*
MS Nat'l Spanish Honor Society	Miriam Garau-Gargiulo-Co Adv.	1	\$ 525.00*
	Marta Mayer—Co-Adv.	1	\$ 525.00*
MS Homework Club	Caitlin Dubois	1	\$1,050.00*
Marching Band (Woodwind Coord.)	Peter Kennedy	1	\$1,496.00
HS Art Club	Casey D'Elia	2	\$1,050.00

***Prorated salary effective 12/1/15**

- *4. approve the appointment of Barbara Krajick as a Teacher of French homebound instructor for the 2015-2016 school year.

B. KRAJICK FRENCH
HOMEBOUND INST.

IX. Curriculum/Student Affairs and Activities

- *1. approve a field trip for the River Dell Cheerleaders to travel to Disney World in Orlando, FL from March 3 to 7, 2016 to compete in the Contest of Champions, with substitute teachers as the only cost to the Board.

CHEERLEADERS TO
DISNEY WORLD FL.
CONTEST OF CHAMPIONS

- *2. approve creation of the position of a second extra-curricular advisor for the middle school Ski Club for the 2015-2016 school year, effective January 1, 2016.

CREATION OF
SECOND EXTRA-
CURRICULAR ADVISOR
M/S SKI CLUB

X. Miscellaneous

- *1. approve the proposed 2016-2017 school calendar, as per attached.

2016-2017 SCHOOL
CALENDAR

XI. Finance/District Operation

- *1. Recording of Fire/Security Drills

FIRE/SECURITY DRILLS

Middle School November 13 & 17, 2015
High School November 23 & 25, 2015

- *2. Recording of Enrollment—(Attached)

ENROLLMENT

- *3. Recording of Suspension Report/Violence & Vandalism Reports (Attached)

SUSPENSION/VIOLENCE
& VANDALISM REPORTS

- *4. Recording of HIB Reports—(Attached)

HIB REPORTS

- *5. accept, that as of **November 2015** after review of the appropriate sections of the monthly financial reports of the School Business Administrator/Board Secretary, and upon consultation with the School Business Administrator and other 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-.11(b) and that sufficient funds are available to meet the District’s financial obligations anticipated for the remainder of the fiscal year and is in agreement with the Treasurer’s Report.

ACKNOWLEDGE NO
OVER- EXPEDITURES
ACCEPT BOARD
SECRETARY’S REPORT

- *6. accept the Scholarship Analysis Report for the month ending **November 2015.**

SCHOLARSHIP
ANALYSIS RPT.

- *7. recommend bill payments in the amount of **\$1,049,074.76** including **\$24,245.60** from Cafeteria Account Funds, and **\$320,427.72** for previously issued warrants, and **\$704,401.44** for River Dell warrants to be issued, of which **\$-0-** is to be issued for capital projects, for the period ending **December 21, 2015.** (Members who had voucher reimbursements due them for Board connected expenditures listed on the bill list will indicate that their vote of approval will not include approval of any bill payment to them individually for those expenditures, or for any payee listed for whom they have performed services.)

BILL PAYMENTS
DECEMBER 2015

- *9. accept the following donations into the Scholarship Accounts for the month of **December 2015**:

DONATIONS INTO
SCHOLARSHIP ACCTS.

Scott Baker Scholarship	\$ 25.00
Secretarial Scholarship	<u>165.50</u>
Total	\$190.50

- *10. accept the Treasurer of School Monies Report for the month of **November 2015** and is in agreement with the Board Secretary's Report.

TREASURER OF
SCHOOL MONIES RPT.

- *11. approve the following services for student #170640:

BEDSIDE/HOMEBOUND
INSTRUCTION FOR
STUDENT #170640

- bedside instruction at Four Winds Hospital effective September 30, 2015 to October 16, 2015, ten hours per week at the rate of \$54.00 per hour;
- bedside instruction, provided by American Tutor Inc., at Immediate Care Psychiatric Center in Parsippany, NJ effective November 12 to 24, 2015, for ten hours per week, at the rate of \$58.00 per hour;
- homebound instruction effective November 25, 2015, for ten hours per week at the rate of \$50.78 per hour.

- *12. approve the following services for student #201815:

BEDSIDE/HOMEBOUND
INSTRUCTION FOR
STUDENT #201815

- bedside instruction at Overlook Hospital effective November 4 and 5, 2015 at the rate of \$48.00 per hour,
- homebound instruction effective November 16, 2015 for five hours per week, at the rate of \$50.78 per hour

- *13. approve a Joint Transportation Agreement with the Englewood Board of Education for the 2015-16 school year as follows: Route EA147 in the amount of \$884.

ENGLEWOOD JOINT
TRANSPORTION
AGREEMENT

- *14. accept a \$500 enrichment grant from the River Dell PTO for the Select Choir to help defray participation costs in the Distinguished Concerts International New York in March 2016 at Carnegie Hall.

\$500 ENRICHMENT
GRANT FROM RDPTO
FOR SELECT CHOIR

- *15. accept the donation of ten wooden stools for the chemistry lab in room 308 at the high school from Carrie Jacobus.

DONATION OF TEN
WOODEN STOOLS FOR
CHEMISTRY LAB IN H/S

*16. approve homebound instruction for student #58, effective December 3, 2015 for four to six weeks, at the rate of \$50.78 per hour. HOMEBOUND INSTRUCTION FOR STUDENT #58

*17. approve the disposal of mats no longer in use in the physical education department at the middle school. DISPOSAL OF PHYS. ED. MATS

*18. **WHEREAS**, it is required by the New Jersey Department of Education (NJDOE) that this Board approve the submission of Plans and Specifications for the roof overlay project at River Dell High School to NJDOE, and NJDOE SUBMISSION PLANS/SPECS. FOR ROOF OVERLAY RDHS

WHEREAS, plans and specifications that accurately address the program requirements for the project have been prepared by the architectural company, ARMM Associates, Inc.

THEREFORE BE IT RESOLVED, that the Board approves Frank J. Moore, AIA, Architect to make a submission of the Plans and Specifications to the NJDOE for final plan review.

BE IT FURTHER RESOLVED, that this project is considered an “Other Capital Project” and that the Board is not seeking state funding to carry out the project.

*19. approve payment to the following personnel through the following program: PAYMENT TO STAFF FROM IDEA FUNDS

<u>2015-2016</u>	<u>IDEA</u>
Castora, A.	\$26,880
Kleinberg, M.	\$22,350
Koble, C.	\$22,910
Maida, M.	\$22,478
Meo, C.	\$21,375
Welch, D.	\$41,601

*20. approve the use of extraordinary aid in the following manner: EXTRAORDINARY AID CAPITAL OUTLAY CONSTRUCTION

65-450 Capital Outlay-Construction \$7,004

*21. approve the disposal of outdated books in the High School Media Center as per the list on file in the Board Secretary’s office. DISPOSAL OF H/S OUTDATED BOOKS

Miscellaneous

2. Motion was made by Mrs. Hartman, seconded by Mr. Kupfer to approve the first reading of the following policies:

FIRST READING OF
SERIES 2000,4000,
5000 & 6000
POLICIES

2000 Series: 2224* Non-Discrimination/Affirmative Action

4000 Series: 4111* Recruitment, Selection and Hiring-Certified Staff
4111.1* Non-Discrimination/Affirmative Action-Certified Staff
4112.8* Nepotism—Certified Staff
4211* Recruitment, Selection and Hiring-Non- Certified Staff
4211.1* Non-Discrimination/Affirmative Action-Non-Certified Staff
4212.8* Nepotism—Non-Certified Staff

5000 Series: 5145.4* Equal Educational Opportunity

6000 Series: 6121* Non-Discrimination/Affirmative Action
6145* Extracurricular Activities

9000 Series: 9270* Conflict of Interest
9273 Nepotism—Board Members

Motion carried by the following roll call vote:

Claudia O’Neill, Patrick Gallagher, Albert Graef, Douglas Kupfer, Anthony Barbary, Barbara Kuchar, Stephanie Hartman, Alan Feigenson and Joseph Manzelli voted aye.

3. Motion was made by Mrs. Hartman, seconded by Mr. Feigenson to approve the following regulations:

1330R AND 6146R
REGULATIONS

1000 Series: 1330R Use of School Facility Rate Schedule 2015-2016

6000 Series: 6146R Graduation Requirements

Motion carried by the following roll call vote:

Claudia O’Neill, Patrick Gallagher, Albert Graef, Douglas Kupfer, Anthony Barbary, Barbara Kuchar, Stephanie Hartman, Alan Feigenson and Joseph Manzelli voted aye.

8. Motion was made by Mr. Feigenson, seconded by Mr. Barbary to accept line item transfers and the adjustments as listed in the Financial Report for the month ending **November 2015**.

LINE ITEM TRANSFERS
& ADJUSTMENTS

Motion carried by the following roll call vote:

Claudia O’Neill, Patrick Gallagher, Albert Graef, Douglas Kupfer, Anthony Barbary, Barbara Kuchar, Stephanie Hartman,

Alan Feigenson and Joseph Manzelli voted aye.

- 22. Motion was made by Mrs. O’Neill, seconded by Mr. Graef to approve the following resolution:

AWARD CONSTRUCTION
 CONTRACTORS OF NY,CORP.
 MEDIA CENTER
 RENOVATIONS PROJ. M/S

WHEREAS, the River Dell Regional Board of Education (hereinafter referred to as the “Board”) advertised for bids for the Media Center Renovations Project at River Dell Middle School (hereinafter referred to as “the Project”); and

WHEREAS, the Board received fifteen (15) bids for the Project, as reflected in the attached bid tabulation sheet; and

WHEREAS, the lowest responsible bid for this Project was submitted by Construction Contractors of NY, Corp. (hereinafter referred to as “Construction Contractors”) with a base bid in the amount of Four Hundred Thirty-Nine Thousand Dollars (\$439,000); together with Alternate No. 1, in the amount of Eight Thousand Dollars (\$8,000); Alternate No. 3, in the amount of Seven Thousand, Five Hundred Dollars (\$7,500); and Alternate No. 4, in the amount of Fifteen Thousand, Five Hundred Dollars (\$15,500); for a total contract sum of Four Hundred Seventy Thousand Dollars (\$470,000).

WHEREAS, the bid submitted by Construction Contractors is responsive in all material respects and the Board is desirous of awarding the contract for the Project to Construction Contractors;

NOW, THEREFORE, BE IT RESOLVED that the Board hereby awards the contract for the Media Center Renovations Project at River Dell Middle School to Construction Contractors of NY, Corp. in a total contract sum of Four Hundred Seventy Thousand Dollars (\$470,000).

BE IT FURTHER RESOLVED that this award is expressly conditioned upon the contractor furnishing the requisite insurance certificate and labor and materials/performance bond as required in the Project specifications, together with an AA201-Project Manning Report, an executed A-101-Standard Form of Agreement Between Owner and Contractor, A-201-General Conditions of the Contract for Construction, as prepared by the Board Attorney, within ten (10) days of the date hereof.

BE IT FURTHER RESOLVED that the Board Attorney is hereby directed to draft the agreement with the successful bidder consistent with this Resolution and with the terms contained in the bid documents approved by the Board for the Project. The Board President and the Board Secretary are hereby authorized to execute such agreement and any other documents necessary to effectuate the terms of this Resolution.

Motion carried by the following roll call vote:
Claudia O’Neill, Patrick Gallagher, Albert Graef, Douglas Kupfer, Anthony Barbary, Barbara Kuchar, Stephanie Hartman, Alan Feigenson and Joseph Manzelli voted aye.

- 23. Motion was made by Mrs. Hartman, seconded by Mr. Feigenson to approve the following resolution:

**REJECTED BIDS FOR
THE SYNETHIC TURF
REPLACEMENT H/S**

WHEREAS, the River Dell Regional Board of Education (hereinafter referred to as the “Board”) advertised for bids for the Synthetic Turf Replacement Project at River Dell High School (hereinafter referred to as “the Project”); and

WHEREAS, the Board received two (2) bids for the Project, as reflected in the attached bid tabulation sheet; and

WHEREAS, on December 1, 2015 the Board issued an addendum to the Project; and

WHEREAS, due to administrative error, the Architect failed to provide one (1) of the bidders with the addendum; and

WHEREAS, N.J.S.A. 18A:18A-21(d) requires the re-advertisement of a project where the board of education has not provided all bidders with notification of revisions and/or addenda to the bid specifications; and

NOW, THEREFORE, BE IT RESOLVED that the Board hereby rejects the bids received for the Synthetic Turf Replacement at River Dell High School Project pursuant to N.J.S.A. 18A:18A-21; and

BE IT FURTHER RESOLVED, that the Board Secretary/Business Administrator is hereby authorized to re-advertise the Project in the best interest of the school district.

Motion carried by the following roll call vote:
Claudia O’Neill, Patrick Gallagher, Albert Graef, Douglas Kupfer,
Anthony Barbary, Barbara Kuchar, Stephanie Hartman,
Alan Feigenson and Joseph Manzelli voted aye.

XII. Items for Board Discussion and Decision-None

XIII./XIV. Old Business/New Business

OLD BUSINESS/
NEW BUSINESS

The following topics were discussed:

- District Goals Step III
- 1/4/16 is the Re-org. mtg./Regular mtg.
- Student teacher ratio Audit
- M/S Holiday Concert
- M/S Student Representative
- Spring Musical

XV. Public Comments—General

PUBLIC COMMENTS

The following topics were discussed:

- November Elections
- Summer School
- Hats & Profanity

XVI. Motion to Adjourn

ADJOURNMENT

Motion was made by Mrs. O’Neill, seconded by Mrs. Hartman
to adjourn the meeting at 9:26 p.m.

Motion carried by all ayes.

Respectfully submitted,

Thomas L. Bonfiglio
Business Administrator/Board Secretary