

**GLEN RIDGE PUBLIC SCHOOLS
GLEN RIDGE BOARD OF EDUCATION
Monday, October 15, 2018**

CALL TO ORDER – Glen Ridge High School – Media Center

7:00 pm - Executive Session

8:00 pm - Public Session

**PLEDGE OF ALLEGIANCE
MOMENT OF SILENCE**

ROLL CALL

Mr. Campbell

Mr. de Leeuw

Ms. Hilberth

Mr. Keppel

Ms. Lang

Mr. Romano

Ms. St. Auburn

Dr. Yaros-Ramos

Ms. Ginsburg

STATEMENT OF PUBLIC MEETING NOTICE

This is a regular meeting of the Glen Ridge Board of Education. Adequate notice of this change of meeting location and time has been provided in that this Board notified the Glen Ridge Paper and the Star Ledger on January 16, 2018. Said notice was published in the Star Ledger on January 19, 2018 and the Glen Ridge Paper on January 25, 2018. The date, time, and location of this meeting were also emailed to all recipients of the annual schedule of the Board's meetings.

Dirk Phillips, Superintendent

Barbara Murphy, Business Administrator/Board Secretary

7:00 pm EXECUTIVE SESSION

WHEREAS, a matter to be considered by the Board of Education deals with personnel, negotiations and/or possible litigation, and

WHEREAS, public disclosure of this matter may be prejudicial to the public good,

NOW, THEREFORE, BE IT RESOLVED, that this matter be considered in a meeting closed to the public; and

BE IT FURTHER RESOLVED, that the minutes of this meeting be sealed until the matter is resolved.

Adjourn to closed session

8:00 pm PUBLIC SESSION

PRESIDENT'S REPORT

SUPERINTENDENT'S REPORT

Testing Report

PUBLIC COMMENTS (Agenda Items)

During the course of the board meeting, the Board of Education offers members of the public an opportunity to address issues regarding the operation of the Glen Ridge Public Schools. The Board reminds those individuals who take this opportunity to identify themselves by name and residency and to limit their comments to items listed on the agenda and/or items directly related to the operation of the School District. Issues raised by members of the public may or may not be responded to by the Board. All comments will be considered and a response will be forthcoming if and when appropriate. The Board asks that members of the public be courteous and mindful of the rights of other individuals when speaking. Specifically, comments regarding students and employees of the Board are discouraged and will not be responded to by the Board. Students and employees have specific legal rights

afforded by the laws of New Jersey. The Board bears no responsibility nor will it be liable for any comments made by members of the public. Members of the public should consider their comments in light of the legal rights of those affected or identified in their comments and be aware that they are legally responsible and liable for their comments.

COMMITTEE REPORTS (First meeting of the month only)

Curriculum Committee
Personnel and Policy Committee
Negotiations Committee
Finance and Facilities Committee
Communications Committee
Alternative Funding Committee

LIAISON REPORTS (First meeting of the month only)

Home & School Associations
Glen Ridge Association for Special Education (GRASE)
Glen Ridge Educational Foundation (GREF)
Glen Ridge Athletic Association (GRAA)
Glen Ridge Arts Patrons Association (GRAPA)
Gas Lamp Players

Ms. Elisabeth Ginsburg has a standing abstention from any discussion and/or vote regarding the appointment of or payment to the law firm of Sciarrillo, Cornell, Merlino, McKeever & Osborne, LLC.

MINUTES

M-1 Board of Education Minutes

Approve the Glen Ridge Board of Education minutes of the following meetings:

August 29, 2018	Special Meeting
September 11, 2018	Executive Session & Regular Meeting
September 24, 2018	Executive Session & Regular Meeting

ADMINISTRATION

A-1 First Reading of New and/or Revised Policies and Regulations

Approve the first reading of new and/or revised policies and regulations of the Glen Ridge Board of Education as follows: (Exhibit A-1)

P1613 Disclosure and Review of Applicant's Employment History (M)
R1613 Disclosure and Review of Applicant's Employment History (M)
P5561 Use of Physical Restraint and Seclusion Techniques for Students with Disabilities (M)
R5561 Use of Physical Restraint and Seclusion Techniques for Students with Disabilities (M)

A-2 Superintendent's Merit Goals

BE IT RESOLVED, that the Glen Ridge Board of Education accept the Superintendent's Merit Goals for the 2018-2019 school year.

A-3 Custodian of Records

Appoint Barbara Murphy, School Business Administrator/Board Secretary as Custodian of Records for the Glen Ridge School District for the 2018-2019 school year.

A-4 District Integrated Pest Management Coordinators (IPMC)

Appoint Barbara Murphy, School Business Administrator/Board Secretary and John Dubuque, Supervisor of Facilities, as the district's Integrated Pest Management Coordinators (IPMC) for the 2018-2019 school year.

A-5 Public Agency Compliance Officer (P.A.C.O.)

Appoint Barbara Murphy, School Business Administrator/Board Secretary as the Public Agency Compliance Officer (P.A.C.O.) for the 2018-2019 school year.

A-6 School Self-Assessment for Anti Bullying

Approve submission of the New Jersey Department of Education School Self-Assessment for Determining Grades under the Anti Bullying Bill of Rights Act (July 1, 2017 to June 30, 2018).

PERSONNEL

P-1 Appointments

Upon the recommendation of the Superintendent, approve the appointment of the following:

<u>Name</u> <u>Location</u>	<u>Position</u> <u>Guide/Salary</u>	<u>Effective</u> <u>Date</u>	<u>End Date</u>	<u>Account #</u> <u>PCR#</u>	<u>Rationale</u>
Nicole Lombard	School Psychologist MA+32-Step 5 \$66,834	11/21/18	06/30/19	11-000-219-104-00-00-04 10-06-05/att	Replacement for Heather Sinton, on leave
Christina Rivera	Childcare Aide \$11.75 / hour	10/1/18	6/30/19	-	New Position
Jodie Schnack	Childcare Site Coordinator \$20.00 / hour	9/1/18	6/30/19	-	Revised
Jennifer McCrea	Teacher MA Step 4-\$59,844	9/1/2018	6/30/19	11-120-100-101-01-00-00 10-06-06/ajn 10-06-07/aeh	Replacement for Lauren Liberman-Hertz, on leave

* Pending state and district required clearances.

P-2 Leave of Absence

Upon the recommendation of the Superintendent, approve the following:

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Type of Leave</u>	<u>Anticipated</u> <u>Effective Date</u>	<u>Anticipated Return</u> <u>Date</u>
Courtney Warren	English Teacher	GRHS	Maternity	2/20/19	6/3/19
Lauren Hertz	3 rd Grade	RAS	Maternity	extended	9/1/19
5981			Medical	11/1/18	12/1/18 or until released
6298			Family	11/1/18	6/30/19

P-3 Substitutes

Upon the recommendation of the Superintendent, approve the appointment of the following as substitutes for the 2018-2019 school year:

Linda Hartman (teacher)
John McAndrew (teacher)
Susan Servido (teacher)

P-4 Evening Events

Approve the following staff for evening activities:

<u>Name</u>	<u>School</u>	<u>Event</u>	<u>Date</u>	<u>Amount</u>
Heather Kobylinski	GRHS	15 Minute Child Break	9/25/18	\$100.00
Heather Kobylinski	GRHS	Screenagers	10/16/18	\$100.00
Heather Kobylinski	GRHS	Hidden in Plain Sight	10/23/18	\$100.00
Lauren Bas	RAS	Screenagers	10/16/18	\$100.00

Lindsey Deptula	RAS	Screenagers	10/16/18	\$100.00
Jill Landgraber	RAS	Screenagers	10/16/18	\$100.00
Vivian Petrosino	RAS	Screenagers	10/16/18	\$100.00

P-5 Sixth Period and Extra Duty Assignments

Approve sixth period assignments and extra duty assignments for the 2018-2019 school year as per the attached. (Exhibit P-5)

P-6 Volunteer

Approve the following staff as a volunteer for the 2018-2019 school year:

Michael DelloRusso – Volunteer Girls Basketball Coach

Steve Deluca – Volunteer Marching Band

P-7 Resignations/Retirements

Upon the recommendation of the Superintendent, accept, with regret, the following:

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Resignation or Retirement</u>	<u>Effective Date</u>
Samantha Russomano	Swim Coach	GRHS	Resignation	9/26/18
Cortney Ryan	Aide	LAS	Resignation	9/25/18

P-8 Coaches/Athletics, Co-Curricular/Club Advisors

Upon the recommendation of the Superintendent, approve the appointment of the following for the 2018-2019 school year:

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Guide</u>	<u>Step</u>	<u>Year</u>	<u>Amount</u>
Lisa Brooks	Environmental Club Advisor	GRHS	7	1	1	\$1,520.00

P-9 Title I Math Homework Club

Upon the recommendation of the Superintendent, approve the following staff for the Title I Math Homework Club for the 2018-2019 school year:

<u>Name</u>	<u>School</u>	<u>Total Amount</u>
John Sarcone	RAS	\$3,400.00
Nicholas Simatos	RAS	\$3,400.00
Elizabeth Murach	RAS	\$3,400.00
Michelle Klein	FAS	\$3,400.00
Rachel Patterson	FAS	\$3,400.00
Kim Waldron	LAS	\$3,400.00
Lyndsay Batikha	LAS	\$3,400.00

P-10 Professional Development Stipend

Approve the following staff for professional development stipend in the amount of \$100.00 for October 8, 2018:

Tim Aumack	Cionna Lane	Christine Spagnoulo
Jen Burns	Shannon Lekas	Francoise Spano
Charlene Dalton	Samantha Odell	Theresa Tarabocchia
Alyssa DeSimone	Alice Roberts	Gerry White
Jessica Gill	Cristina Rodriguez	Jen Wujciak
Laura Gois	John Sarcone	
Nicole King	Candice Serritella	

P-11 Overnight Chaperones

Upon the recommendation of the Superintendent, move to approve the following list of overnight chaperones for \$171/night:

<u>First Name</u>	<u>Last Name</u>	<u>Date</u>	<u>Trip</u>	<u># of Nights</u>
Jill	Landgraber	9/17/18	Peer Leadership Retreat	1
Danielle	Zieser	9/17/18	Peer Leadership Retreat	1

CURRICULUM

C-1 Field Trips

Upon the recommendation of the Superintendent, approve the following field trips:

- a. Forest Avenue Kindergarteners to attend Character Education: Spookley the Square Pumpkin being held at the Demerest Farms in Hillsdale, NJ on October 16, 2018 as per the attached (Exhibit C-1.a).
- b. Linden Avenue 1st Graders to attend Zoom to the Moon! being held at Linden Avenue School on October 26, 2018 as per the attached (Exhibit C-1.b).
- c. Linden Avenue 1st Graders to attend Theatre Works USA Production Aesop’s Fables being held at Mayo PAC in Morristown, NJ on April 1, 2019 as per the attached (Exhibit C-1.c).
- d. Linden Avenue 2nd Graders to visit Turtle Back Zoo/Berson Education Center in West Orange, NJ on October 29, 2018 as per the attached (Exhibit C-1.d).
- e. Ridgewood Avenue School 3rd Graders to visit March & Ocean Environment in Sandy Hook, NJ on May 17, 2019 as per the attached (Exhibit C-1.e).
- f. Ridgewood Avenue School 5th Graders to visit Fort Lee Historic Park in Fort Lee, NJ on May 1,2,3,8,9,10 & 15, 2019 as per the attached (Exhibit C-1.f).
- g. Varsity Football Team to attend a Devils Hockey Game at the Prudential Center in Newark, NJ on October 16, 2018 as per the attached (Exhibit C-1.g).

BUSINESS

B-1 Financial Reports

Upon the recommendation of the Superintendent, approve the following financial reports as recommended by the Finance Committee:

- a. Approve the Bills and Claims and Payroll Report, as per attached list, in the amount of \$1,157,282.21 and further move that the following bills drawn on the current account in the total amount of \$4,346,991.89 for materials received and/or services rendered, having been duly audited by the Business Administrator and submitted to the Board, be ratified by the Board. (Exhibit B-1.a)
- b. Student activity account bills list as follows:

<u>School</u>	<u>September 2018</u>
Glen Ridge High School Athletics	\$7,141.42
Glen Ridge High School	\$8,517.78
Ridgewood Avenue School	\$1,780.94
Linden Avenue School	\$794.75
Forest Avenue School	\$0

- c. Approval of the Open Purchase Order Reports, as per attached, in the amount of \$27,709,390.42. (Exhibit B.1.c)
- d. Upon the recommendation of the Superintendent, move to approve transfers for the months of July 2018 and August 2018 as presented and on file in the Board Office.
- e. Approve reports of the Secretary and Treasurer for the periods ending July 31, 2018 and August 30, 2018. Pursuant to N.J.A.C. 6:202.13, and 6:20-2A.10 (d) and (e), and as certified by the Board Secretary, the Board certifies that no budgetary line account has been over expended or has obligations or payments which in total exceed the amount appropriated by the Board of Education, and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year. (Exhibit B.1.e)

B-2 Workshops/Conferences

Approve the following workshops/conferences for the following staff:

- a. Various staff members to attend the *Conquer Mathematics Workshops*, being held in Fairfield, NJ throughout the 2018-2019 school year for a total cost of \$9,610.00. (Exhibit B.2.a)
- b. Pamela Barton, Nurse, to attend *Enhancing Effective Medical Emergency Teams at Your School*, being held at the Crowne Plaza Hotel in Fairfield, NJ on December 10, 2018 for a total registration cost of \$303.10 (\$295.00 registration fee plus \$8.10 travel).
- c. Jennifer Chiang, French Teacher, to attend *Useful Strategies in Using 90% of the Target Language in the Classroom*, being held in West Orange, NJ on December 18, 2018 for a total registration cost of \$269.00.
- d. CANCELLED: Stephen Frost to attend Public School Purchasing workshop at Rutgers University in New Brunswick, NJ on October 10, 2018 and October 16, 2018 for a total cost of \$473.00.
- e. Erin Goldstein, Kindergarten Teacher, to attend *Students Who Start Behind: Powerful Strategies to Promote and Accelerate Academic Success*, being held in Fairfield, NJ on December 11, 2018 for a total registration cost of \$259.00.
- f. Jill Landgraber, Guidance Counselor, to attend *I&RS Training*, being held at RWJ Barnabas Health from December 4-6, 2018 for a total registration cost of \$250.00.
- g. Matthew Murphy, Principal, to attend *2018 FEA/NJPSA/NJSCD Conference*, being held in Long Branch, NJ on October 18 & 19, 2018 for a total registration cost of \$292.00.
- h. Sean McLearie, Science Teacher, to attend *Strengthen Instruction Through Better Use of Google Classroom*, being held in West Orange, NJ on December 7, 2018 for a total registration cost of \$259.00.
- i. Cluny Mendez, Math Teacher, to attend *3rd Annual Conference on Reimagining Math Education*, being held at the Stevens Institute of Technology in Hoboken, NJ on November 2, 2018 for a total cost of \$85.00 (\$75.00 registration fee plus \$10.00 travel).
- j. Nicholas Simatos, 5th Grade Teacher, to attend *New Jersey Science Teacher Convention*, being held in East Princeton, NJ on October 24, 2018 for a total registration cost of \$175.00.
- k. Christopher Troyano, Assistant Track Coach, to attend *US All-Star Track Clinic*, being held in Atlantic City, NJ from December 5-7, 2018 for a total cost of \$206.64 (\$109.00 registration fee plus \$12.00 tolls plus \$75.64 Mileage plus \$10.00 parking fee).
- l. Sharon Tully, Science Teacher, to attend *Strengthen Science Instruction by Making the Best Use of Google Classroom*, being held at the Wilshire Grand Hotel in West Orange, NJ on December 7, 2018 for a total registration cost of \$259.00.
- m. Xiaoqin Yin, Chinese Teacher, to attend *Chinese Language and Culture*, being held in New York, NY on November 6, 2018 for a total registration cost of \$235.00.

B-3 Out-of-District Placements

Approve the out-of-district placement of the following students for the 2018-2019 school year with transportation to be provided by the district unless noted:

<u>Student</u>	<u>Placement</u>	<u>Tuition</u>	<u>ESY Tuition</u>
23163	The Summit Speech School at the F.M. Kirby Center	\$11,160.00	-
18099	Fusion Learning, Inc.	\$47,575.00	-
21039	Bergen County Special Services Venture Program	\$90,540.00	-
16027	Bergen County Special Services CrossRoads Program	\$19,940.00	-
20183	Essex County Vocational and Tech School	\$4,552.00	-

B-4 Donations

- a. Upon the recommendation of the Superintendent, accept, with thanks, the generous donation from the Ridgewood Avenue School Home & School Association of Chromebooks, Chromebook Cart and Acad Chromeos Management Service (valued at \$8,987.09) for Ridgewood Avenue School. (Exhibit B-4.a).
- b. Upon the recommendation of the Superintendent, accept, with thanks, the generous donation from the Glen Ridge Education Foundation of \$28,000 for Literacy Consulting. (Exhibit B-4.b).
- c. Upon the recommendation of the Superintendent, accept, with thanks, the generous donation from the Glen Ridge Education Foundation of \$2,800 for Orton Gillingham Training. (Exhibit B-4.c).

B-5 Voiding and Stop Payment

Upon recommendation of the Superintendent, move to approve the voiding and stop payments of the following outstanding Wells Fargo Bank checks dated more than one year ago:

General Account:

Check #	Date	Amount
50087	11/30/2016	\$1,600.00
50115	11/30/2016	\$73.99
50267	12/31/2016	\$4,837.35
50431	01/31/2017	\$26.04
50852	04/29/2017	\$7.81
00537	05/17/2017	\$47.35
52279	06/29/2017	\$45.00
52323	06/30/2017	\$1,329.50
52327	06/30/2017	\$19.00
52399	06/30/2017	\$150.00

B-6 Building Systems Maintenance and Services Bid Award

Upon recommendation of the Superintendent, move to approve the following resolution:

WHEREAS, The Glen Ridge Board of Education received and opened bids for **Building Systems Maintenance and Services** at 1:00 pm on October 10, 2018; and

WHEREAS, the results of the bids received were as follows:

Vendor Name	Regular Hours-Hourly Rate		Off Hours-Hourly Rate		Material Costs+%
	Mechanic	Helper	Mechanic	Helper	
Binsky Service	\$113	\$113	\$169.50	\$169.50	+10%
Siemens Industry, Inc.	\$156	\$156	\$218	\$218	+30%

WHEREAS, the Board determined the lowest responsible bidder was Binsky Service
NOW, THEREFORE, BE IT RESOLVED, that the Board hereby awards the contract

for **Building Systems Maintenance and Services to Binsky Service** for the amounts listed above, for a two year period from October 16, 2018 to October 15, 2020.

BE IT FURTHER RESOLVED, that the Board President and Board Secretary are hereby authorized to execute such agreement and any other documents necessary to effectuate the terms of this resolution.

B-7 Maintenance and Service of Siemens DDC Controls System Bid Award

Upon recommendation of the Superintendent, move to approve the following resolution:

WHEREAS, The Glen Ridge Board of Education received and opened bids for **Maintenance and Service of Siemens DDC Controls System** at 2:00 pm on October 10, 2018; and

WHEREAS, the results of the bids received were as follows:

Vendor Name	Regular Hours-Hourly Rate		Off Hours-Hourly Rate		Material Costs+ %
	Mechanic	Helper	Mechanic	Helper	
Siemens Industry, Inc.	\$188	\$188	\$263	\$263	-60% off list Siemens parts

WHEREAS, the Board determined the lowest responsible bidder was Siemens Industry, Inc.

NOW, THEREFORE, BE IT RESOLVED, that the Board hereby awards the contract for **Maintenance and Service of Siemens DDC Controls System to Siemens Industry, Inc.** for the amounts listed above, for a two year period from October 16, 2018 to October 15, 2020.

BE IT FURTHER RESOLVED, that the Board President and Board Secretary are hereby authorized to execute such agreement and any other documents necessary to effectuate the terms of this resolution.

B-8 Direct Deposit

Upon the recommendation of the Superintendent, move to adopt a resolution to provide for the mandatory direct deposit of net pay for all future employees of the Glen Ridge Board of Education, in a specific banking institution based on information provided by the employee, pursuant to A720/S2090, beginning with the November 15, 2018 payroll.

PUBLIC COMMENT
ADJOURNMENT