

**GLEN RIDGE PUBLIC SCHOOLS
GLEN RIDGE BOARD OF EDUCATION
December 9, 2019**

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. Bonnett

Ms. Boyle-Vellucci

Mr. Campbell

Mr. de Leeuw

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 9, 2019. Said notice was published in the Star Ledger on January 15, 2019 and the Glen Ridge Paper on January 17, 2019. 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, confidential pupil matters, 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

WRITTEN COMMUNICATIONS

PRESIDENT'S REPORT

SUPERINTENDENT'S REPORT

- Recognition of the GRHS Boys' Soccer team
- Construction Update
- Cybersecurity Presentation - Winnie Boswell, Director of Technology
- Audit Presentation - Kathi Mantell, Partner, Nisivoccia LLP, Certified Public Accountants & Advisors

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:
 November 18, 2019 Executive Session & Regular Meeting

ADMINISTRATION

A-1 Investigation of Harassment, Intimidation, and Bullying (HIB)

Be it resolved, that the Board of Education accepts the recommendation of the Superintendent of Schools on the investigation of Harassment, Intimidation, and Bullying (HIB) Report #18-19 HS#17, and finds that HIB was not substantiated.

A-2 2019-2020 Nursing Services Plan

Approve the 2019-2020 Nursing Services Plan as presented. (Exhibit A-2)

A-3 Board of Education Goals

Approve the 2019-2020 Glen Ridge Board of Education Goals as follows:

Finance/Facilities

- Oversee the completion of the renovation of the district's five schools and orderly transition of students to Central School.
- Oversee the continued expansion and development of our security measures.

Personnel/Policy

- Continue to support the superintendent's efforts to recruit new staff members who reflect the diversity of our community.

Communications

- Continue to improve the positive information exchange between the Board and its constituents, using the Board's website and other existing and developing media.
 - o Action Item: Improve communication with the public. Provide regular updates on district policies and initiatives, update website information in a timely manner, and explore initiatives for reaching members of the community not directly involved with the schools.
 - o Action Item: Have more effective, productive and informative Board of Education meetings. Strive to include more student presentations at each meeting.

Curriculum

- o Oversee the development of an assessment process to review new curriculum initiatives.
- o Action Item: Discuss with GRHS Guidance the methods used to keep students "on track" in each year of high school, especially for junior and senior years (this might include supports for academically weak students, assistance for the college bound, exposure to different career options for all students, etc.)

Negotiations

- Successful conclusion of negotiations with the GREA and the Administrators' Association

School Safety/Security (includes Social Emotional Learning/Mental Health)

- Action Item: Explore/discuss ideas for reducing the stress levels and increasing the wellbeing of our students, including expanding resources and programs that promote those aims.
- Action Item: Explore/discuss professional development opportunities that will enable staff to best address student physical, social and emotional well-being.

PERSONNEL

P-1 Appointments

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

Name Location	Position Guide/Salary	Effective Date	End Date	Account # PCR#	Rationale
Patricia Enright GRHS	MS Math Teacher Leave Replacement \$325.00 per diem	8/28/19	12/11/19	11-130-100-101-00-00-05 10-07-00/aml	REVISED
Geraldine Cahill RAS	Aide Step 1- \$19.53 an hour	12/9/19	6/30/20	TBD	New Position
Janet Messineo* CA	Aide Step 5 - \$20.25 an hour	1/2/20	6/30/20	TBD	Replacing T. Bahr

*Pending District and State Approval

P-2 Substitutes

Upon the recommendation of the Superintendent, approve the appointment of the substitutes for the 2019-2020 school year:

Beverly Birnbaum (Bus Aide)
Louis Espinal
Wallis Debouru
Elda Gjonbocari
Brittany Maguire

*Pending District and State Approval

P-3 Evening Events

Approve the following staff for evening activities at the rate of \$50.00:

Name	School	Event	Date
Michael Salvatelli	GRHS	MS Movie Night	10/11/19
Lindsey Deptula	GRHS	Financial Aid Night	10/2/19
Vivian Petrosino	GRHS	Financial Aid Night	10/2/19

P-4 Maternity Leave

- a. Upon recommendation of the Superintendent, move to approve the maternity leave for **Alejandra Carreira**, Psychologist, utilizing 10 sick days effective March 27, 2020 until April 10, 2020, her due date is on or about April 15, 2020. To be followed by child care leave of absence under Federal Family and Medical Leave Act (FMLA) and NJ Family Leave Act (NJFLA), without pay. Alejandra is extending her leave without pay and returning to work on or about April 1, 2021.
- b. Upon recommendation of the Superintendent, move to approve the medical leave for employee #6631, starting December 10, 2019 to return upon medical release.

P-5 Event Workers

Upon recommendation of the Superintendent, move to approve Victoria Ramirez as an athletic event worker for the remainder of the 2019-2020 school year with remuneration set as follows:

- Ticket Sales - \$60.00/event;
- Clock/Varsity -\$65.00/event;
- Clock/JV- \$45.00/event
- Site Supervision - \$60.00/event;

P-6 Extra Duty Assignment

Approve the extra duty assignment for the 2019-2020 :

*(Total Amount to be adjusted upon the adoption of the 2019-2022 negotiated contract)

Name	School	Effective Date	FTE	Total Amount
Marlynn Savio (2 extra duty)	GRHS	9/1/19	1.0	\$3,089.62
Rachel Hogan	GRHS	9/1/19	1.0	\$3,089.62
Lauren Foley	GRHS	11/11/19	.75	\$2,317.21
Jessica Mahaffey	GRHS	9/1/19	1.0	\$3,089.62
Dave Majewski	GRHS	9/1/19	1.0	\$3,089.62
Sean McLearnie	GRHS	9/1/19	1.0	\$3,089.62
Anne Malone	GRHS	9/1/19	1.0	\$3,089.62
Nelson Mendez	GRHS	9/1/19	1.0	\$3,089.62
MaryLynn Savio	GRHS	9/1/19	1.0	\$3,089.62

P-7 Sixth Period Assignment (revised)

Approve sixth period assignment for the 2019-2020 :

*(Total Amount to be adjusted upon the adoption of the 2019-2022 negotiated contract)

Name	School	Effective Date	FTE	Total Amount
Mike Levine	GRHS	9/1/19	.8	\$4,943.20
Kyle Concha	GRHS	9/1/19	.6	\$3,707.40

P-8 Salary Adjustment

Upon the recommendation of the Superintendent, adjust the salary for Joseph Caravela, effective December 9, 2019, to reflect attainment of his doctorate, as follows: \$166,168.55 (\$160,168.55 + \$3,500.00 longevity + \$2,500.00 doctorate degree stipend).

P-9 Childcare Program Staff

Upon the recommendation of the Superintendent, approve the following for the 2019-2020 school year:

Last Name	First Name	Rate	Position
Hadley	Mary	\$18.50	Sub Site Coordinator

P-10 Resignations/Retirements

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

Name	Position	Location	Resignation or Retirement	Effective Date
Theresa Messineo	Teacher	LAS	Retirement	6/30/20

P-11 Unpaid Days

Approve the following staff for unpaid days:

Name	School	Date
#5808	FAS	12/17/19

P-12 Teacher Conference Stipend

Approve the following staff for a teacher conference stipend at the rate of \$25.00 per night:

Ridgewood Evening Conferences November 12 & 14 (Both Nights)
Joan DeJong
Lauren Bas

P-13 Overnight Chaperones

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

First Name	Last Name	Date	Trip	# of Nights
Caitlin	Reilly	December 5-8, 2019	Rutgers Model UN	3
Emily	Ramos	December 5-8, 2019	Rutgers Model UN	3
Darren	Gage	December 5-8, 2019	Rutgers Model UN	3
Carol	Svetik	December 5-8, 2019	Rutgers Model UN	3
Kevin	George	December 5-8, 2019	Rutgers Model UN	3

CURRICULUM

C-1 Field Trips

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

- a. Middle School G & T students (7th and 8th grade) to visit the Escapology Escape Room, in Garwood, NJ on January 15, 2020, as per the attached (C-1.a)
- b. Student Athletes (9th - 12th grade) to attend the Winter Athletics Leadership Summit, being held at West Essex High School in North Caldwell, NJ on December 12, 2019, as per the attached (C-1.b)
- c. Spanish Club and Hispanic Honor Society students (9th - 12th grade) to attend Painting Workshop & Fundraiser, being held at Pinot's Palette in Montclair, NJ on February 6, 2020, as per the attached (C-1.c)
- d. Criminal Law Class students (12th grade) to visit Glen Ridge Police Department for a tour and presentation, being held at the Glen Ridge Police Department in Glen Ridge, NJ on December 18, 2019, as per the attached (C-1.d)

BUSINESS

B-1 Financial Reports

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

- a. Approve the Bills and Claims as per attached list, in the amount of **\$1,629,980.81** and further move that the following bills drawn on the current account in the total amount of **\$1,002,116.91** for Payroll, and 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. Approve transfers for the month of **November 2019** as presented and on file in the Board Office.
- c. Approve reports of the Secretary and Treasurer for the period ending **November 30, 2019**. Pursuant to N.J.A.C. 6:20-2.13, 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.
- d. Approval of the Open Purchase Order Reports, as per attached, in the amount of **\$163,795.02**. (Exhibit B-1.d)
- e. Student activity account bills list as follows:

School	November 2019
Glen Ridge High School Athletics	\$1,980.00
Glen Ridge High School	\$19,683.61
Ridgewood Avenue School	\$650.00
Forest Avenue School	\$0
Linden Avenue School	\$1,385.00

B-2 Settlement Agreement

Upon the recommendation of the Superintendent, move to approve the Settlement Agreement for student #33008 for the 2019-2020 school year.

B-3 Settlement Agreement

Upon the recommendation of the Superintendent, move to approve the Settlement Agreement for student #22107 for the 2019-2020 school year.

B-4 Settlement Agreement

Upon the recommendation of the Superintendent, move to approve the Settlement Agreement for student #25010 for the 2019-2020 school year.

B-5 Home Instruction

Upon the recommendation of the Superintendent, move to approve the following home instruction agreement:

Vendor	School Year/Dates	Fee/Rate	Student
a. Saint Clare's Hospital	Began 11/26/19	\$55.00/hour; 10 hours/week	24189

B-6 Workshops/Conferences

Upon the recommendation of the Superintendent, move to approve the workshop(s)/conference(s) for the following staff:

Staff Member/ Position	Workshop/Conference	Date(s)	Location	Cost
a. Jennifer O'Connor, School Nurse	School Nurses Enhance Effective Medical Emergency Teams	1/16/20	Newark	Reg.: \$295.00
	School Nurse - Practical Strategies to Address the Challenges of Today's School Nurse	2/27/20	West Orange	Reg.: \$279.00

B-7 Checks

Upon the recommendation of the Superintendent, move to approve the voiding and stop payments of outstanding checks dated more than six months ago for the Student Activities accounts as attached. (Exhibit B-7)

B-8 Change Order

Upon the recommendation of the Superintendent, move to approve Change Order from H&S Construction & Mechanical for the remobilization for excavation of electric trench and mini excavator at Forest Avenue School at a cost of \$3,116.75.

B-9 Shared Services Agreement

Upon the recommendation of the Superintendent, move to approve the shared services agreement between Central Jersey Program for the Recruitment of Diverse Educators (CJ PRIDE) and the Glen Ridge Board of Education for the purpose of recruiting highly-qualified educators at an initiation membership fee of \$2,000 for the 2019-2020 school year as attached. (Exhibit B-9)

B-10 Comprehensive Annual Financial Report (CAFR) and Auditors Management Report (AMR)

Upon the recommendation of the Superintendent, move to approve the Comprehensive Annual Financial Report (CAFR) and the Auditors Management Report (AMR) for the fiscal year ended June 30, 2019 as prepared by the firm of Nisivoccia & Company LLP, Certified Public Accountants and Consultants, as presented, noting the following recommendations:

Treasurer's Records

It is recommended that all financial records for the After School and Summer Program be made available for audit.

Student Body Activities

It is recommended that all receipts be deposited in a timely manner.

Be it further resolved, that the Glen Ridge Board of Education approve the Corrective Action Plan for recommendations in the fiscal year 2019 audit report as presented. (Exhibit B-10)

**PUBLIC COMMENT
ADJOURNMENT**