

**GLEN RIDGE PUBLIC SCHOOLS
GLEN RIDGE BOARD OF EDUCATION
Monday, February 11, 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 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

- PARCC Score Update
- Construction Update

SUPERINTENDENT'S 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:
January 28, 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 3, and finds that HIB was substantiated.

A-2 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 4, and finds that HIB was not substantiated.

A-3 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 5, and finds that HIB was substantiated.

A-4 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 6, and finds that HIB was not substantiated.

A-5 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-5)

P 2422 Health and Physical Education (M) (Revised)
P 2431.3 Practice and Pre-Season Heat-Acclimation for School-Sponsored Athletics and Extra-Curricular Activities (Revised)
P 2610 Educational Program Evaluation (M) (Revised)

- P 4219 Commercial Driver's License Controlled Substance and Alcohol Use Testing (M) (Revised)
- P & R 5111 Eligibility of Resident/Nonresident Students (M) (Revised)
- P 5330.04 Administering an Opioid Antidote (M) (Revised)
- R 5330.04 Administering an Opioid Antidote (M) (New)
- P 5337 Service Animals (Revised)
- P 5756 Transgender Students (M) (Revised)
- P & R 7440 School District Security (M) (Revised)
- P 8561 Procurement Procedures for School Nutrition Programs (M) (Revised)
- P 8860 Memorials (Revised)

Policy and Regulation Guide Updates - Replacing "Electronic Violence and Vandalism Reporting System (EVVRS)" with "Student Safety Data System (SSDS)"

- P 2415.06 Unsafe School Choice Option (M) (Revised)
- R 2460.8 Special Education – Free and Appropriate Public Education (M) (Revised)
- R 5530 Substance Abuse (M) (Revised)
- P & R 5600 Student Discipline/Code of Conduct (M) (Revised)
- P & R 5611 Removal of Students for Firearms Offenses (M) (Revised)
- P & R 5612 Assaults on District Board of Education Members or Employees (M) (Revised)
- P & R 5613 Removal of Students for Assaults with Weapons Offenses (M) (Revised)
- P & R 8461 Reporting Violence, Vandalism, Harassment, Intimidation, Bullying, Alcohol, and Other Drug Offenses (M) (Revised)

A-6 Board of Education Goals

Approve the 2018-2019 Glen Ridge Board of Education Goals as follows:

1. **Capital Construction Project:** The Board will oversee the successful completion of the capital construction projects at the District's facilities, including the Central School.
2. **Student Mental Health Service:** The Board will oversee the expansion of student mental health services at all levels and evaluate the effectiveness of those services.
3. **Diversity Hiring:** The Board will continue to pursue increased efforts to hire a more diverse faculty and staff, as well as making the Glen Ridge Public Schools a more welcoming place for employees from diverse backgrounds.

A-7 Uniform Memorandum of Agreement

Approve the 2018-2019 Uniform State Memorandum of Agreement between the Glen Ridge Board of Education and Law Enforcement Officials.

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</u> <u>Date</u> | <u>Account #</u> <u>PCR#</u> | <u>Rationale</u> |
|--------------------------------|--|---------------------------------|---------------------------|---|----------------------------|
| Janet Garcia District | Substitute Payroll Supervisor \$50.00 per hour not to exceed 30 hours per week | 2/4/19 | 3/15/19 | | Substitute for S. Frost |
| Renee Amos | Childcare \$18.50 per hour | 2/15/19 | 2/19/19 | | Vacation Care |
| Sabine Hammuwd* District | Payroll Supervisor \$70,000.00 | 2/7/19 | 6/30/19 | 11-000-251-100-29-00-00 95-01-00/afp | Replacing S. Frost |
| Alyssa Apuzzio* GRHS | Leave Replacement English Teacher \$54,000.00 | 2/7/19 | 5/24/19 | 11-130-100-101-00-00-05 10-07-00/ahw 10-07-00/auz | Replacing C. Warren |

* 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 Effective Date</u> | <u>Anticipated Return Date</u> |
|-----------------|------------------------|-----------------|----------------------|-----------------------------------|--------------------------------|
| Jackie Cerone | Social Studies Teacher | GRHS | Maternity Leave | 9/11/18 | 3/4/19 |
| 4268 | Teacher | GRHS | Medical Leave | 1/11/19 | Upon medical release |
| 4889 | Teacher | LAS | Medical Leave | 12/20/18 | Upon medical release |
| Courtney Warren | English Teacher | GRHS | Maternity Leave | 2/6/19 | 5/15/19 |
| 5261 | Teacher | RAS | Family Leave | 2/4/19 | Intermittent |

P-3 Evening Event

Approve the following staff for evening activities:

| <u>Name</u> | <u>School</u> | <u>Event</u> | <u>Date</u> | <u>Rate</u> |
|--------------------|---------------|---------------------|-------------|-------------|
| Linda St. Ambrogio | LAS | Grade 2 Movie Night | 2/1/19 | \$50.00 |
| Megan Connolly | LAS | Grade 2 Movie Night | 2/1/19 | \$50.00 |
| Debra Travisano | LAS | Pre-K Registration | 1/9/19 | \$67.00 |

P-4 Extra Duty Assignments

Approve extra duty assignments for the 2018-2019 school year for the following staff:

| <u>Name</u> | <u>School</u> | <u>Effective Date</u> | <u>From (FTE)</u> | <u>To (FTE)</u> | <u>Total Amount</u> |
|------------------|---------------|-----------------------|-------------------|-----------------|---------------------|
| Cluny Mendez | GRHS | 1/28/19 | 0.0 | .5 | \$3,089.50 |
| Allison Gallo | GRHS | 9/1/18 | .5 | 1 | \$3,089.50 |
| Constance Kontos | GRHS | 9/1/18 | .5 | 1 | \$3,089.50 |

P-5 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> |
|------------------|-----------------------|-----------------|--------------|-------------|-------------|---------------|
| Ira Ford | Head Track Coach | GRHS | 2 | 4 | 8 | \$8,102.00 |
| Stephanie Fego | Assistant Track Coach | GRHS | 3 | 2 | 4 | \$5,970.00 |
| Paul Kartanowicz | Assistant Track Coach | GRHS | 3 | 5 | 9 | \$7,107.00 |
| Chris Troyano | Assistant Track Coach | GRHS | 3 | 8 | 16 | \$8,202.00 |

P-6 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> |
|-------------------|------------------|-------------------|-------------|--------------------|
| Pam | Baker | 4/12/20 – 4/19/20 | France | 7 |
| Anne | Malone | 4/12/20 – 4/19/20 | France | 7 |
| Shihong | Zhang | 2/8/19 – 2/10/19 | Boston | 2 |

P-7 Volunteer

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

Julia Short – Volunteer Girls Lacrosse Coach

P-8 Home Instruction

Approve Hannah Bass and Sandra Gatsch as Home Instructor Teachers, at the rate of \$47 per hour not to exceed 10 hours per week.

P-9 Rescind Appointment

Rescind the appointment of the following staff:

- a. Jonathan Duvelson as Assistant MS Drama Director approved on January 28, 2019.

- b. Paul Kartanowicz as Head Spring Track Coach approved on June 11, 2018.

P-10 Substitutes

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

Janet Donofrio (teacher)

CURRICULUM

C-1 Field Trips

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

- a. Forest Avenue 2nd Grade Students to participate in an In-School Journey into American Indian Territory being held at Forest Avenue School on May 16, 2019 as per the attached. (Exhibit C-1.a).
- b. Ridgewood Avenue 4th Grade G & T Students to attend Totally Global Convocation being held at Essex Fells Elementary School in Essex Fells, NJ on March 28, 2019 as per the attached. (Exhibit C-1.b).
- c. Debate Team (9th – 12th grade) to participate in a Debate Tournament being held at Montville High School in Montville, NJ on February 23, 2019 as per the attached. (Exhibit C-1.c).
- d. Boys Lacrosse Team (9th – 12th grade) to attend Training and Scrimmages in Baltimore, MD and Washington DC from March 7-10, 2019 as per the attached. (Exhibit C-1.d).
- e. Engineering & Car Club (7th – 12th grade) to attend the NY International Auto Show being held at the Javits Center in New York, NY on April 26, 2019 as per the attached. (Exhibit C-1.e).
- f. CANCELLED: Debate Team (9th – 12th grade) to participate in a Debate Tournament being held at Delbarton High School in Morristown, NJ on February 16, 2019 as per the attached.

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 as per attached list, in the amount of **\$643,239.83** and further move that the following bills drawn on the current account in the total amount of **\$1,690,957.15** 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 **January 31, 2019** as presented and on file in the Board Office.
- c. Approve reports of the Secretary and Treasurer for the period ending **January 31, 2019**. 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.
- d. Approval of the Open Purchase Order Reports, as per attached, in the amount of \$61,590.55. (Exhibit B.1.d)
- e. Student activity account bills list as follows:

| <u>School</u> | <u>January 2019</u> |
|----------------------------------|----------------------------|
| Glen Ridge High School Athletics | \$8,184.05 |
| Glen Ridge High School | \$7,798.70 |
| Ridgewood Avenue School | \$4,088.00 |
| Linden Avenue School | \$630.50 |
| Forest Avenue School | \$234.82 |

B-2 Workshops/Conferences

Approve the following workshops/conferences for the following staff:

- a. Jenelle Hamer, Special Education Teacher to attend the *Strengthen Math Instruction by Learning More Efficient Ways to Utilize Google Classroom as Well as Google Extensions and Apps*, being held in West Orange, NJ on March 18, 2019 for a total registration cost of \$269.00.
- b. Paula Horton, Reading Specialist to attend *Best Practices in Guided Reading Seminar*, being held in West Orange, NJ on March 11, 2019 for a total registration cost of \$259.00.
- c. Erica Schwerin and Theresa Tarabocchia, Music Teachers to attend *NJMEA February Music In-Service Conference*, being held in East Brunswick, NJ from February 21-23, 2019 for a total registration cost of \$170.00.
- d. Shihong Zhang, World Language Teacher, to attend the *National Chinese Language Conference*, being held in San Diego, CA from May 9-11, 2019 for a total cost of \$1,661.31 (Paid through the Chinese Grant).
- e. Xiaoqin Yin, World Language Teacher, to attend the *National Chinese Language Conference*, being held in San Diego, CA from May 9-11, 2019 for a total cost of \$ 1,734.80 (Paid through the Chinese Grant).

B-3 Settlement Agreement

Upon the recommendation of the Superintendent, approve the agreement between Glen Ridge Board of Education and Joseph G. Wojak.

B-4 Special Education Medicaid Initiative (SEMI) Waiver

Approve the submission of a waiver for the requirement to maximize Special Education Medicaid Initiative (SEMI) participation for the 2019-2020 school year.

B-5 Comprehensive Annual Financial Report (CAFR) and the Auditors Management Report

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

Student Body Activities

It is recommended that all receipts be deposited in a timely manner to ensure deposit within 48 hours of receipt.

Travel Expenses and Reimbursement Policy

It is recommended that all required supporting documentation be obtained prior to the release of travel expense reimbursements.

Be it further resolved, that the Glen Ridge Board of Education approve the Corrective Action Plan for recommendations in the fiscal year 2018 audit report as presented.

B-6 Asbestos Management

Upon the recommendation of the Superintendent, move to approve an agreement modification with T and M Associates to expand the scope of asbestos management services for the floor removal project and asbestos pipe removal at Central School in the amount of \$7,450.00.

B-7 Home Instruction

Upon the recommendation of the Superintendent, approve bedside instruction for student #21148 effective January 30, 2019 to be provided by Education Inc. / Learn Well located at Newark Beth Israel-Children's Crisis Intervention Center in Newark, NJ at a rate of \$40.00 per hour.

B-8 Donations

Upon the recommendation of the Superintendent, accept with thanks, the generous donation of Chromebooks (valued at \$2,579.00) from the Linden Avenue Home and School for Linden Avenue School first graders (Exhibit B-8).

B-9 Change Order

Upon the recommendation of the Superintendent, move to approve the Change Order # 5 from Daskal, LLC for the removal and disposal of Asbestos Piping at Central School at a cost of \$6,067.77.

PUBLIC COMMENT

ADJOURNMENT