

**GLEN RIDGE PUBLIC SCHOOLS
GLEN RIDGE BOARD OF EDUCATION
Monday, March 18, 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

SUPERINTENDENT'S REPORT

- Construction Update
- Preliminary Budget Presentation (B. Murphy)

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:
March 4, 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 9, and finds that HIB was not substantiated.

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>
Taylor McDermott*	Aide	3/19/19	6/30/19	11-213-100-106-17-00-00 51-03-00/aco	Replacing C. Ryan
LAS	Step 1 \$19.53 per hour				
Jillian Mazza	LR Social Worker \$59,250.00	3/25/19	6/30/19	11-000-219-104-00-00-05 10-06-00/aix	Replacing C. Massey

* 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 Date</u>
Alisha Cipollone	Speech	District	Maternity	8/28/19	9/1/20

P-3 Staff Presenters

Approve the following staff for presenting for the following events:

<u>Name</u>	<u>School</u>	<u>Event</u>	<u>Date</u>	<u>Rate</u>
Lauren Bas	RAS	Staff Professional Development (2) presentations	2/14/19	\$100.00 each
Jessica Gill	RAS	Staff Professional Development (2) presentations	2/14/19	\$100.00 each
Stacy Amanna	RAS	Staff Professional Development	3/15/19	\$100.00
Tim Aumack	RAS	Staff Professional Development (2) presentations	3/15/19	\$100.00 each
Cristine Coppola	RAS	Staff Professional Development	3/15/19	\$100.00
Nicole King	RAS	Staff Professional Development	3/15/19	\$100.00
Erica Marinaro	RAS	Staff Professional Development	3/15/19	\$100.00
Alice Roberts	RAS	Staff Professional Development	3/15/19	\$100.00
Francesca Roselli	RAS	Staff Professional Development	3/15/19	\$100.00
John Sarcone	RAS	Staff Professional Development	3/15/19	\$100.00
Candice Serritella	RAS	Staff Professional Development	3/15/19	\$100.00
Francoise Spano	RAS	Staff Professional Development	3/15/19	\$100.00
Christine Sullo	RAS	Staff Professional Development (2) presentations	3/15/19	\$100.00 each
Jill Szaloney	RAS	Staff Professional Development	3/15/19	\$100.00
Theresa Tarabocchia	RAS	Staff Professional Development	3/15/19	\$100.00
Jerry White	RAS	Staff Professional Development	3/15/19	\$100.00
Alyssa Angelo	GRHS	6 th Grade Parent Night	4/4/19	\$100.00
Kostas Barkouras	GRHS	6 th Grade Parent Night	4/4/19	\$100.00
Smita Ganatra	GRHS	6 th Grade Parent Night	4/4/19	\$100.00
Brian Ianni	GRHS	6 th Grade Parent Night	4/4/19	\$100.00
Jill Landgraber	GRHS	6 th Grade Parent Night	4/4/19	\$100.00
Andrew Shohen	GRHS	6 th Grade Parent Night	4/4/19	\$100.00
Danielle Zeiser	GRHS	6 th Grade Parent Night	4/4/19	\$100.00

P-4 Sixth Period Assignment

Approve sixth period assignment for the 2018-2019:

<u>Name</u>	<u>School</u>	<u>Effective Date</u>	<u>From (FTE)</u>	<u>To (FTE)</u>	<u>Total Amount</u>
John Poff	GRHS	2/28/19	0	.5	\$3,089.50

P-5 Substitutes

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

Jihan Girgis

P-6 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>
Sue Kilgen	Aide	FAS	Resignation	3/15/19
Dania Virgo	Aide	FAS	Resignation	3/15/19
Stephen Reitberger	PE Teacher	GRHS	Retirement	6/30/19

P-7 Sick Day Donation

Approve the voluntarily donated sick day by staff members to employee #4875.

CURRICULUM

C-1 Field Trips

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

- a. Forest Avenue Pre-K students to visit the Newark Museum for an hour Program about Animal Habitats, in Newark, NJ on April 10, 2019 as per the attached. (Exhibit C-1.a).
- b. Linden Avenue Pre-K students to visit the Fun Bus, being held at Linden Avenue School on May 30, 2019 as per the attached. (Exhibit C-1.b).
- c. ESS students (4th -6th grade) to visit Turtle Back Zoo, in West Orange, NJ on April 5, 2019 as per the attached. (Exhibit C-1.c).
- d. Spring Athletic Captains (9th -12th grade) to attend the Spring Athletics Leadership Summit, being held at West Essex High School in North Caldwell, NJ on March 28, 2019 as per the attached. (Exhibit C-1.d).
- e. ESS students (7th – 12th grade) to attend the Year-End Incentive/Reward Trip to Last Minute Escape, in Montclair, NJ on May 30, 2019 as per the attached. (Exhibit C-1.e).
- f. 9th grade students to attend Romeo & Juliet performed live, being held at the Pax Amicus Theater in Budd Lake, NJ on May 2, 2019 as per the attached. (Exhibit C-1.f).
- g. Model UN 9th – 12th grade students to attend Seton Hall Model UN, being held at Seton Hall University in South Orange, NJ from May 30-31, 2019 as per the attached (Exhibit C-1.g).
- h. Future Educators Club 9th – 12th grade students to teach a Spring Lesson (*The Tiny Seed*), at Forest Avenue School in Glen Ridge, NJ on March 20, 2019 as per the attached (Exhibit C-1.h).

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 **\$417,099.20** and further move that the following bills drawn on the current account in the total amount of **\$157,389.38** 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 **February 28, 2019** as presented and on file in the Board Office.
- c. Approve reports of the Secretary and Treasurer for the period ending **February 28, 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 **\$4,752,297.77**. (Exhibit B.1.d)
- e. Student activity account bills list as follows:

<u>School</u>	<u>February 2019</u>
Glen Ridge High School Athletics	\$5,004.00
Glen Ridge High School	\$56,221.32
Ridgewood Avenue School	\$1,188.65
Linden Avenue School	\$0
Forest Avenue School	\$399.69

B-2 Workshops/Conferences

Approve the following workshops/conferences for the following staff:

- a. Janet Dobbs, Special Education Teacher to attend *Increase Your Success as a Special Education Resource Teacher*, being held in West Orange, NJ on April 9, 2019 for a total registration cost of \$269.00.
- b. Joseph Mazarella and Liam Carr, Basketball Coaches to attend the *New Jersey Basketball Coaches Clinic*, being held in Roselle, NJ on April 12, 2019 for a total registration cost of \$100.00 each.
- c. Robert Faggiani, Physical Education Teacher to attend *First Aid/CPR/AED*, being held in Fairfield, NJ on March 26 & 27, 2019 for a total registration cost of \$300.00.

B-3 Transportation Services Agreement for the 2019-2020 School Year

Authorize the Educational Services Commission of Morris County to coordinate and administer all non-public transportation applications submitted by the Glen Ridge Board of Education for pupil transportation for the 2019-2020 school year.

B-4 Professional Services

- a. Upon the recommendation of the Superintendent, move to approve the agreement with **Phoenix Advisors** for the 2019-2020 school year for Continuing Disclosure Agent services at an annual base cost of \$1,000 and initial setup fee for each new bond issue set up during the year at a cost of \$200.
- b. Upon the recommendation of the Superintendent, approve the appointment and contract of Leslie Saint, Esq. of Jackson Lewis PC to provide independent investigation for the 2018-2019 school year, at the hourly rate of \$250 for all attorneys.

B-5 Cooperative Pricing Services

WHEREAS, N.J.S.A. 40A:11-1 et. seq. authorizes contracting units to enter into Cooperative Pricing Agreements; and

WHEREAS, the County of Union hereinafter referred to as "the Lead Agency" has offered voluntary participation in a renewal participation in a Cooperative Pricing system for the purchase of work, materials and supplies; and

WHEREAS, the Glen Ridge Board of Education, in the County of Essex desires to participate in the Union County Cooperative Pricing Agreement.

NOW, THEREFORE, BE IT RESOLVED, by the Glen Ridge Board of Education, in the County of Essex, State of New Jersey that the Board authorizes the Glen Ridge Board of Education to participate in the Union County Cooperative Pricing Agreement and execute a Cooperative Pricing agreement with the County of Union upon its approval by the Division of Local Government Services; and

BE IT FURTHER RESOLVED, that the County of Union as Lead Agency is expected to comply with the provisions of the Local Public Contracts Law (N.J.S.A. 40A:11-1 et. seq. and all of the provisions of the revised statutes of the State of New Jersey).

B-6 Change Order

Upon the recommendation of the Superintendent, move to approve:

- a. Change Order # 10 from Daskal for the Removal of Wood floors and joists in Boiler room, and to replace with concrete and gravel at Central School at a cost of \$6,776.28.
- b. Change Order # 11 from Daskal for credits at Central School for door frames that can be reused in the amount of \$ (2,454.74).
- c. Change Order # 12 from Daskal for the Relocation of a door to create sufficient ADA clearance for Girls Restroom at Central School at a cost of \$1,348.90.
- d. Change Order # 13 from Daskal for the saw cutting of a double layered concrete slab in Rooms 007, 010A, 012, and 014 to trench a pipe at Central School at a cost of \$3,256.11.

B-7 Asbestos Abatement

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

WHEREAS, the Glen Board of Education advertised for bids for Asbestos Abatement Related to Boiler Replacements and HVAC Renovations at Forest Avenue School, Linden Avenue School and Ridgewood Avenue School; and

WHEREAS, on March 7, 2019 the Board received the following bids for the Project:

Bidders	Base Bid
Apex Development	\$ 315,515.00
B & G Restoration	\$ 210,000.00
East Coast Haz Mat Removal, Inc.	\$ 210,000.00
Greenwood Abatement Consultants	\$ 297,600.00
Lilich Corporation	\$ 124,500.00
MTM Metro Corporation	\$ 106,000.00
NARI Construction	\$ 215,000.00
Two Brothers Contracting	\$ 447,000.00
Unicorn Contracting Corp	\$ 178,560.00

WHEREAS, the lowest responsible bid for this Project was submitted by MTM Metro Corporation, with a base bid in the amount of \$106,000;

NOW, THEREFORE, BE IT RESOLVED, that the Board hereby awards the contract for the Asbestos Abatement Related to Boiler Replacements and HVAC Renovations to MTM Metro Corporation for the base bid in a total contract amount of \$106,000.

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 Business Office Software

Upon the recommendation of the Superintendent, move to approve the renewal contract with Computer Solutions Inc. for Business Office Software and Support including Budgetary Accounting, Human Resources and Payroll modules for the 2019-2020 school year at a cost of \$15,636.

B-9 2019-2020 School Year Budget

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

RESOLVED that the Glen Ridge Board of Education includes in the proposed budget the adjustment for banked cap in accordance with N.J.A.C. 6A:23A-10.3(b). The district has fully exhausted all eligible statutory spending authority and must increase the tax levy to support the base budget in the amount of \$148,252 for the purposes of security upgrades.

BE IT FURTHER RESOLVED that the Glen Ridge Board of Education, in the County of Essex, State of New Jersey, approves the following equipment, capital outlay and capital projects for the 2019-2020 school year:

- SDA Assessment for NJ Rod Grant \$24,241
- Interest for Capital Reserve \$9,000
- Technology Promethean Panels \$72,000
- Security Upgrades \$421,000

BE IT RESOLVED that the tentative budget be approved for the 2019-2020 School Year using the 2019-2020 state aid figures and the Secretary to the Board of Education be authorized to submit the following tentative budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline:

	GENERAL	SPECIAL	DEBT	
	FUND	REVENUES	SERVICE	TOTAL
2019-20 Total Expenditures	34,084,841	474,801	2,054,935	36,614,577
Less: Anticipated Revenues	<u>3,693,096</u>	<u>474,801</u>	<u>446,150</u>	<u>4,614,047</u>
Taxes to be Raised	<u>30,391,745</u>	<u>0</u>	<u>1,608,785</u>	<u>32,000,530</u>

And to advertise said tentative budget in The Star Ledger in accordance with the form suggested by the State Department of Education and according to law; and

BE IT FURTHER RESOLVED, that a public hearing be held in the Glen Ridge High School Library, Glen Ridge, New Jersey, on April 29, 2019 at 8 p.m., for the purpose of conducting a public hearing on the budget for the 2019-2020 School Year.

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

WHEREAS, the Glen Ridge Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

WHEREAS, N.J.A.C. 6A:23B-1.1 et seq. requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

WHEREAS, a Board of Education may establish, for regular district business travel only, an annual school year threshold of \$150 per staff member where prior Board approval shall not be required unless this annual threshold for a staff member is exceeded in a given school year (July 1 through June 30); and

WHEREAS, the Glen Ridge Board of Education established an annual school budget maximum for travel expenses of \$143,919 for 2018-2019, with expenditures totaling \$19,235 through February 2019; and

WHEREAS, travel and related expenses not in compliance with N.J.A.C. 6A:23B-1.1 et seq., but deemed by the Board of Education to be necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; now

THEREFORE, BE IT RESOLVED, the Board of Education approves all travel not in compliance with N.J.A.C. 6A:23B-1.1 et seq. as being necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; and

BE IT FURTHER RESOLVED, the Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A:23B-1.2(b), to a maximum expenditure of \$102,485 for all staff and board members for the 2019-2020 school year.

WHEREAS, N.J.A.C. 6A:23A:5.2(a) mandates boards to establish annually prior to budget preparation, for public relations and each type of professional service a maximum level of spending for the ensuing school year; and

WHEREAS, the budget includes the following appropriations:

Legal \$136,200

Accounting \$66,553

Architectural/Engineering Services \$2,500

Other Purchased Services-Admin \$49,867

Repair Services \$336,060

Professional Development \$36,925

WHEREAS, the Administration needs to notice the board if there arises a need to exceed said maximums upon which the board may adopt a dollar increase in the maximum amount through formal board action; and

WHEREAS, the Board and Administration wish to minimize the amount of paperwork involved in this area;

BE IT RESOLVED, that the Glen Ridge School District Board of Education, in the County of Essex, State of New Jersey establishes maximums for professional services in the areas listed above at a level of 130% of the amounts listed for the 2019-2020 school year.

PUBLIC COMMENT

ADJOURNMENT