

**GLEN RIDGE PUBLIC SCHOOLS  
GLEN RIDGE BOARD OF EDUCATION  
March 2, 2020**

**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 7, 2020. Said notice was published in the Star Ledger on January 10, 2020 and the Glen Ridge Paper on January 16, 2020. 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**

- Construction Update
- Preliminary 2020-21 School Budget Presentation: Barbara 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:

- January 27, 2020 Regular Meeting
- February 10, 2020 Exec Session and 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 19-20 HS#8 and finds that HIB was substantiated.

**A-2 Memorandum of Agreement and Collective Bargaining Agreement between the Glen Ridge Board of Education and the Glen Ridge Education Association**

Upon recommendation of the Superintendent, move to approve the Memorandum of Agreement and Collective Bargaining Agreement between the Glen Ridge Board of Education and the Glen Ridge Education Association for the period July 1, 2019 through June 30, 2022.

**A-3 Cafeteria Plan for Transportation Costs**

Upon recommendation of the Superintendent, move to approve the amended Glen Ridge Board of Education Cafeteria Plan, to allow an eligible employee to pay for his or her share of contributions on a pre-tax salary reduction basis for reimbursement of certain transportation costs in addition to certain medical and dependent care expenses, as amended, effective as of March 1, 2020.

**PERSONNEL**

**P-1 Appointments (cont'd)**

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

<b>Name Location</b>	<b>Position Guide/Salary</b>	<b>Effective Date</b>	<b>End Date</b>	<b>Account # PCR#</b>	<b>Rationale</b>
Ludovico Arico*	Custodian	3/16/2020	6/30/2020	TBD	Filling vacancy
RAS	Step 1 \$42,219.00 pro-rated				

\*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:

Carolyn Estrada
Samantha Marchesano
Rupinder Sidhu
Kimberly Plaksin
Julia Procopio

**P-3 Unpaid Days Approve the following staff for unpaid days:**

Name	Date
#5449	May 27, 28, 29
#6631	Feb 27-Mar 13

**P-4 Overnight Chaperones**

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

Name	Date	Trip	# of Nights
Meredith Batastini	2/12/21-2/15/21	Quebec Trip	3
Jennifer Chiang	2/12/21-2/15/21	Quebec Trip	3
Sandra Gatsch	2/12/21-2/15/21	Quebec Trip	3
Lillian Serghides	2/12/21-2/15/21	Quebec Trip	3
Keisha Harris	2/12/21-2/15/21	Quebec Trip	3

**P-5 Resignations/Retirements**

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

Name	Position	Location	Resignation or Retirement	Effective Date
Grace Behrens	Substitute	RAS	Resignation	2/13/2020
Samantha Marchesano	Aide	FAS	Resignation	2/11/2020

**P-6 Coaches/Athletics, Co-Curricular/Club Advisors (Revised)**

Upon the recommendation of the Superintendent, approve the following clubs and guides:

Name	Position	Location	Guide	Step	Year	Amount	Long.	Effective Date
Jessica Glover	MS Assistant Drama Director	GRHS	-	-	-	\$2,000	0	3/2/2020
Heather Crawford	MS Choreographer	GRHS	-	-	-	\$1,500	0	3/2/2020
Ellen Aumack	Yoga Instructor	GRHS	-	-	-	\$2560	0	3/2/2020
Kendall Southerland	Weightlifting Supervisor (.5)	GRHS	3	5	10	\$3,554	0	revised
Nelson Mendez	Weightlifting Supervisor (.5)	GRHS	3	8	30	\$4,569	\$468	revised
Keith Bucher	Weightlifting Supervisor (.5)	GRHS	3	6	12	\$3,723	0	revised

**P-7 Volunteer**

Approve the following volunteers for the 2019-2020 school year:

Matt Larkin- Boy's Lacrosse  
 Julia Short- Girls Lacrosse  
 Bob Finlay- Softball  
 John McAndrew- Baseball

**P-8 Sixth Period Assignment and Extra Duty**

Approve sixth period assignment and extra duty for the 2019-2020:

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

Name	School	Assignment	Date	Total Amount
Sandra Gatsch	GRHS	6th Period	9/1/19-4/22/20	\$6,179.00 pro-rated
Sandra Gatsch	GRHS	Extra Duty	1/30/20-4/22/20	\$3,089.52 pro-rated

**P-9 Extra Days**

Approve extra days for Samantha Myers who worked February 12 -13, 2020 as a leave replacement teacher.

**CURRICULUM**

**C-1 Field Trips**

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

- a. Ridgewood Avenue Special Education Students (3rd-5th grade) to visit NJ Sealife & Legoland Discovery Center at the American Dream in East Rutherford, NJ on June 8, 2020 as per the attached. (Exhibit C-1.a)
- b. Ridgewood Avenue 6th grade students to visit Medieval Times in Lyndhurst, NJ on April 30, 2020 as per the attached. (Exhibit C-1.b)
- c. Model UN students (9th-12th grade) to attend South MUNC being held at West Windsor-Plainsboro High School in Princeton Junction, NJ on March 21, 2020 as per the attached. (Exhibit C-1.c)
- d. High School Student Council (9th-12th grade) to attend Student Government Day being held at the Glen Ridge Municipal Building in Glen Ridge, NJ on February 24, 2020.

**BUSINESS**

**B-1 2020-2021 Tentative 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 \$353,225 for the purposes of adding a Self-Contained Class, an Orton-Gillingham Teacher and a 1<sup>st</sup> Grade Teacher.

**BE IT FURTHER RESOLVED**, that the Glen Ridge School District Board of Education, in the County of Essex, New Jersey, approves the following equipment, capital outlay and capital projects for the 2020-2021 school year:

SDA Assessment for NJ Rod Grant	\$24,241
Interest for Capital Reserve	\$9,000
Technology Promethean Panels	\$87,531
Roof and Roof Top Unit Replacements	\$675,000

**BE IT RESOLVED** that the tentative budget be approved for the 2020-2021 School Year using the 2020-2021 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:

	<u>GENERAL</u> <u>FUND</u>	<u>SPECIAL</u> <u>REVENUES</u>	<u>DEBT</u> <u>SERVICE</u>	<u>TOTAL</u>
<b>2020-2021 Total Expenditures</b>	35,497,574	460,218	2,037,635	37,995,427
<b>Less: Anticipated Revenues</b>	<u>4,144,770</u>	<u>460,218</u>	<u>393,251</u>	<u>4,998,239</u>
<b>Taxes to be Raised</b>	31,352,804	0	1,644,384	32,997,188

Included in Budgeted Withdrawal from Capital Reserve is \$450,845 that is for other capital projects for Ridgewood Avenue School Roof and Roof Top Unit Replacement, for the purpose of replacing the roof and roof top units above the Ridgewood Avenue School auditorium. The total cost of this project is \$675,000.

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 27, 2020 at 8 p.m., for the purpose of conducting a public hearing on the budget for the 2020-2021 School Year.

2. Upon 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 \$92,485 for 2019-2020, with expenditures totaling \$18,029 through February 2020, 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 \$87,640 for all staff and Board members for the 2020-2021 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	\$169,200
Accounting	\$67,884
Architectural/Engineering Services	\$2,500
Other Purchased Services-Admin	\$28,018
Repair Services	\$388,740
Professional Development	\$26,690

**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 wishes 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, New Jersey establishes maximums for professional services in the areas listed above at a level of 130% of the amounts listed for the 2020-2021 school year.

## **B-2 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 **\$448,083.85** and further move that the following bills drawn on the current account in the total amount of **\$2,433,171.53** 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-2.a)
- b. Approve transfers for the month of **January 2020** as presented and on file in the Board Office. (Exhibit B-2.b)
- c. Approve reports of the Secretary and Treasurer for the period ending **January 31, 2020**. 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. (Exhibit B-2.c)

### **B-3 Home Instruction**

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

<b>Vendor</b>	<b>School Year/Dates</b>	<b>Fee/Rate</b>	<b>Student</b>
a. LearnWell	Began 2/13/20	\$43.00/hour; 5 hours/week	23143
b. Professional Education Services, Inc. (PESI)	Began 2/19/20	\$40.00/hour	21148

### **B-4 Professional Services**

Upon the recommendation of the Superintendent, move to approve the following revised professional services:

<b>Vendor</b>	<b>Services</b>	<b>School Year/Dates</b>	<b>Fee/Rate</b>
Dr. Lori Catania	NeuroPsychological Evaluation	2019-2020	<b>\$4,200.00/evaluation*</b>

\*Revised rate

### **B-5 Workshops/Conferences**

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

<b>Staff Member/Position</b>	<b>Workshop/Conference</b>	<b>Date(s)</b>	<b>Location</b>	<b>Cost</b>
a. Beth Coletta, Teacher	Strengthen Phonics Instruction in any K-2 Reading Program	4/22/20	West Orange, NJ	\$279.00
b. Kate Pritchard and Rosemary Matar, Teachers	Garden State Equality Curriculum Conference	5/2/20	Monmouth University	\$199.00 ea.
c. Lisa Jacobsen, LDTC	LEGAL ONE HIB Law Update	3/13/20	Brick, NJ	Reg.: \$150.00 Travel: \$48.99
d. Heather Kobylinski, Student Counselor	LEGAL ONE HIB Law Update	3/13/20	Brick, NJ	Reg.: \$150.00 Travel: \$49.63
e. Lauren Bas, Guidance Counselor	LEGAL ONE HIB Law Update	3/13/20	Brick, NJ	Reg.: \$150.00 Travel: \$38.50

### **B-6 Change Orders**

Upon the recommendation of the Superintendent, move to approve the following change orders:

- a. Change Order #39 from Daskal, LLC to repair steps in stairwells at Central School a cost of \$2,102.27.
- b. Change Order #41 from Daskal, LLC for a credit for chain link fence chiller enclosure at Central School in the amount of -\$1,349.25.
- c. Change Order #9 from GDS Mechanical, Inc. for additional scope of work of providing heat in rooms 109, 124, 207, and 223 at Ridgewood Avenue School at a cost of \$15,240.03.

### **PUBLIC COMMENT ADJOURNMENT**