

**GLEN RIDGE BOARD OF EDUCATION
RE-ORGANIZATION MEETING - JANUARY 3, 2019**

CALL TO ORDER - 8:00 pm Glen Ridge High School – Media Center

PLEDGE OF ALLEGIANCE

MOMENT OF SILENCE

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.

SWEARING IN OF NEW BOARD MEMBERS

RESULTS OF ANNUAL SCHOOL BOARD ELECTION

BOE Members Total Votes

3 year terms:

Anthony Bonnett – 1,769

Teresa Boyle-Vellucci – 2,118

David Campbell – 1,727

Timothy Keppel - 1475

ROLL CALL

Mr. Bonnett

Ms. Boyle-Vellucci

Mr. Campbell

Mr. de Leeuw

Ms. Lang

Mr. Romano

Ms. St. Auburn

Dr. Yaros-Ramos

Ms. Ginsburg

Dirk Phillips, Superintendent

Barbara Murphy, Business Administrator/Board Secretary

NOMINATIONS FOR PRESIDENT

ELECTION OF PRESIDENT

ELECTED PRESIDENT ASSUMES THE CHAIR

NOMINATIONS FOR FIRST VICE PRESIDENT

ELECTION OF FIRST VICE PRESIDENT

NOMINATIONS FOR SECOND VICE PRESIDENT

ELECTION OF SECOND VICE PRESIDENT

WRITTEN COMMUNICATIONS

PRESIDENT'S REPORT

SUPERINTENDENT'S REPORT

PUBLIC COMMENT (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.

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:
 December 17, 2018 Executive Session & Regular Meeting

ADMINISTRATION

A-1 Open Public Meetings Act and Board of Education Meetings Schedule

Approve the Open Public Meetings Act as follows:

Section 1. Except as provided in Section 7b of the Act, all meetings of the Board shall be open to the public at all times.

Section 2. At every regular public meeting, the public may actively participate during the time or times designated for that purpose in Order of Business and the Board might take formal action.

Section 3. At every meeting, the public may participate or be heard subject to the rules outlined in Bylaw #0167 of the Board.

Section 4. All public meetings, as set forth in the annual meeting schedule attached shall be held in the Glen Ridge High School Media Center. The Board will meet in Executive Session at 7:00 pm immediately following the call to order at each meeting. The public session of the meeting will begin at 8:00 pm.

| 2019 | | |
|-------------|----------------------------|----|
| January | 3 (Thurs) | 28 |
| February | 11 | - |
| March | 4 | 18 |
| April | 8 | 29 |
| May | 13 | - |
| June | 3 | 17 |
| July | 22 | - |
| August | No Meeting (unless needed) | |
| September | 9 | 23 |
| October | 7 | 28 |

| | | |
|-------------|----|----|
| November | 18 | - |
| December | 9 | - |
| 2020 | | |
| January | 2 | 27 |

Section 5. Within 7 days following the adoption of this resolution and any revising or modifying resolution,

- a) A copy shall be filed with the Glen Ridge Library,
- b) A copy shall be emailed to the Glen Ridge Paper and The Star Ledger,
- c) A copy shall be filed with the Borough Clerk of the Borough of Glen Ridge.

Section 6. Upon receipt by the Board of a written request setting forth the name and address of the person making the request, the Board shall send to such person by regular mail or email, a copy of the regular meeting schedule referred to in Section 4, all revisions thereof, and all other advance notices of regular, special, and rescheduled meeting dates.

A-2 Official Newspapers

Approve the designation of the Glen Ridge Paper and The Star Ledger as the official newspapers of the Board of Education.

A-3 NJSBA Delegate and Alternate

BE IT RESOLVED, that _____ be appointed delegate to the New Jersey School Boards Association and Essex County School Boards Association for one year, and that _____ be appointed as alternate to the New Jersey School Boards Association and Essex County School Board Association for one year, beginning immediately.

BE IT FURTHER RESOLVED, that the policy authorizing the duties of the delegate or the alternate to the New Jersey School Boards Association be approved, as follows:

1. Represent the Board at meetings and conferences of the New Jersey School Boards Association.
2. At the direction of the Board, prepare proposed resolutions for submission to the State School Boards Association.
3. Vote as the representative of the Glen Ridge Board of Education. The policy shall not prohibit or discourage other Board members from active participation in legislative affairs.

(Membership in New Jersey School Boards is required as set forth in 18A:6-45. Appointment of delegate is required as set forth in 18A:6-46.)

A-4 District Teacher/Staff and School Leadership Evaluation System

BE IT RESOLVED, that the Glen Ridge School District is using the Marzano Model as their evidence-based Teacher/Staff and School Leadership Evaluation System. The iObservation will support this model.

A-5 Code of Ethics

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

The Board of Education Members have received a copy of the Code of Ethics pursuant to the School Ethics Act in N.J.S.A. 18A:12-24.1 and further that each Board member has read, understands, and shall abide by same.

RESOLVED, THAT THE New Jersey School Boards Association "Code of Ethics" shall be considered the official Code of Ethics of the Glen Ridge Board of Education:

CODE OF ETHICS

- a. I will uphold and enforce all laws, state board rules and regulations, and court orders pertaining to schools. Desired changes should be brought about only through legal and ethical procedures.
- b. I will make decisions in terms of the educational welfare of children and will seek to develop and maintain public schools which meet the individual needs of all children regardless of their ability, race, creed, sex, or social standing.

- c. I will confine my board action to policy-making, planning, and appraisal, and I will help to frame policies and plans only after the Board has consulted those who will be affected by them.
- d. I will carry out my responsibility, not to administer the schools, but, together with my fellow Board members, to see that they are well run.
- e. I will recognize that authority rests with the Board of Education and will make no personal promises nor take any private action which may compromise the Board.
- f. I will refuse to surrender my independent judgment to special interest or partisan, political groups, or to use the schools for personal gain or for the gain of friends.
- g. I will hold confidential all matters pertaining to the schools which, if disclosed, would needlessly injure individuals or the schools. But in all other matters, I will provide accurate information and, in concert with my fellow Board members, interpret to the staff the aspirations of the community for its schools.
- h. I will vote to appoint the best qualified personnel available after consideration of the recommendation of the chief administrative officer.
- i. I will support and protect school personnel in proper performance of their duties.
- j. I will refer all complaints to the chief administrative officer and will act on such complaints at public meetings only after failure of an administrative solution.

A-6 Roberts Rules of Order

Upon the recommendation of the Superintendent, move to adopt **Roberts Rules of Order** as the official parliamentary procedure manual to be used to conduct meetings and appoint the Board Secretary and Board Attorney to act as the parliamentarians for the period January 3, 2019 – January 2, 2020.

A-7 Policies, Regulations and By-Laws

Upon the recommendation of the Superintendent, move to approve the re-adoption of the existing **Policies, Regulations, and By-Laws** of the Glen Ridge Board of Education on file for the period January 3, 2019 – January 2, 2020.

A-8 Curriculum and Services

Upon the recommendation of the Superintendent, move to approve the adoption of the **Curriculum and Services** for grades Pre-K – 12 in the Glen Ridge Public Schools, as approved and on file, as of January 3, 2019.

A-9 Purchasing Agent

Upon the recommendation of Superintendent, move to approve the following resolution, effective for the 2018-2019 school year:

Whereas, N.J.S.A. 18A:18A-2 provides that a Board of Education shall assign the Authority, responsibility, and accountability for the purchasing activity of the Board of Education to a person or persons who shall have the power to prepare advertisements, to advertise for and receive bids, and to award contracts as permitted by this chapter; and

Whereas, N.J.S.A. 18A:18A-3 provides that contracts, awarded by the purchasing agent that do not exceed in the aggregate in a contract year the bid threshold (currently \$40,000), may be awarded by the purchasing agent without advertising for bids when so authorized by Board resolution; and

Whereas, N.J.S.A. 18A:18A-37c provides that all contracts that are in the aggregate less than 15% of the bid threshold (currently \$6,000) may be awarded by the purchasing agent without soliciting competitive quotations if so authorized by Board resolution; and

Now, therefore be it resolved, that the Glen Ridge Board of Education, pursuant to the statutes cited above, hereby appoints Barbara Murphy, Business Administrator/Board Secretary, as its duly authorized Qualified Purchasing Agent and is duly assigned the authority, responsibility, and accountability for the purchasing activity of the Glen Ridge School District; and

Be it further resolved, that Barbara Murphy is hereby authorized to award contracts on behalf of the Glen Ridge Board of Education that are in the aggregate less than 15% of the Bid threshold (currently \$6,000) without soliciting competitive quotations; and

Be it further resolved, that Barbara Murphy is hereby authorized to seek competitive quotations, when applicable and practicable, when contracts in the aggregate exceed 15% of the bid threshold (currently \$6,000) but less than the bid threshold of \$40,000.

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> |
|--------------------------------|--|---------------------------------|-----------------|---------------------------------|------------------|
| Linda St. Ambrogio | Childcare \$18.50 per hour | 2/15/19 | 2/19/19 | - | Vacation Care |

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> |
|-----------------|--------------------|-----------------|----------------------|---|--|
| Jill Landgraber | Guidance Counselor | GRHS | Maternity | 5/24/19 | 9/1/19 |
| Jordan Schaefer | Secretary | RAS | Unpaid | 1/2/19, 1/3/19, 1/4/19 | |

P-3 Conference Stipend

Approve the following staff for a \$25.00 conference stipend:

| <u>First Name</u> | <u>Last Name</u> | <u>Date</u> |
|-------------------|------------------|-------------|
| Francesca | Roselli | 11/13/18 |

P-4 Overnight Chaperones

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

| <u>First</u> <u>Name</u> | <u>Last Name</u> | <u>Date</u> | <u>Trip</u> | <u># of Nights</u> |
|-----------------------------|------------------|-------------|-------------|--------------------|
| Keisha | Harris | 10/23/18 | Cooperstown | 1 |
| Caitlin | Reilly | 11/29-12/2 | Model UN | 3 |

P-5 Student Workers

Approve the following student worker, starting January 3, 2019 through January 11, 2019:

| | |
|---------------|---------|
| Jaime Donovan | \$10.75 |
|---------------|---------|

CURRICULUM

C-1 Field Trips

Approve the following field trips:

- a. Forest Avenue 1st grade students, to visit Dey Mansion to Learn of Life Long Ago in Wayne, NJ on April 25, 2019 as per the attached (Exhibit C-1.a).
- b. Safe School Ambassadors (4th – 6th grade students) to visit Linden Avenue School to facilitate play and social interactions as part of anti-bullying initiatives on January 9, 2019 as per the attached (Exhibit C-1.b).
- c. Safe School Ambassadors (4th – 6th grade students) to visit Forest Avenue School to facilitate play and social interactions as part of anti-bullying initiatives on January 11, 2019 as per the attached (Exhibit C-1.c).
- d. Chinese Classes (9th – 12th grade students) to visit Chinese Scholars Garden and Lantern Festival being held at the Snug Harbor Cultural Center & Botanical Gardens in Staten Island, NY on January 4, 2019 as per the attached (Exhibit C-1.d).

C-2 Textbooks

Upon the recommendation of the Superintendent, move to approve the adoption of the Textbook List for the Glen Ridge Public Schools, as approved and on file for the period January 3, 2019 – January 2, 2020. (Exhibit C-2)

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 \$83,398.95 and further move that the following bills drawn on the current account in the total amount of \$1,061,841.42 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-2 Workshops/Conferences

Approve the following workshops/conferences:

- a. Lauren Bas, Counselor, to attend *Yoga & Mindfulness in the Classroom*, being held in Fairfield, NJ on January 30, 2019, for a registration cost of \$199.00.
- b. Nicholas Benevento, Special Education Teacher, to attend *Powerful Strategies to Boost the Success of Your Struggling Learners*, being held in West Orange, NJ on February 22, 2019 for a registration cost of \$259.00.
- c. Elaina Frissell, Music Teacher, to attend *Research, Learn and Bring Back New Materials to Enhance the K-2 Music Program*, being held in East Brunswick, NJ from February 21-23, 2019 for a total registration cost of \$188.10 (\$170.00 registration fee plus \$18.10 travel).
- d. Heather Kobylinski, Counselor, to attend *Yoga & Mindfulness in the Classroom*, being held in Fairfield, NJ on January 30, 2019, for a total cost of \$205.07 (\$199.00 registration fee plus \$5.08 travel).
- e. Heather Kobylinski, Counselor, to attend *LGBTQ Youth: Clinical Strategies*, being held in Parsippany, NJ on January 23, 2019 for a total cost of \$209.66 (\$199.00 registration fee plus \$9.67 travel).
- f. Cionna Lane, Special Education Teacher, to attend *Learn about the New Titles in Children's Book*, being held in Fairfield, NJ on February 27, 2019 for a total registration cost of \$269.00.
- g. Shannon Lekas and Francoise Spano, 5th Grade Teacher and Reading Specialist, to attend *Strategies & Structures for Teaching Reading & Writing*, being held in Livingston, NJ on February 28, 2019 for a total registration cost of \$209.00 per person.
- h. Dawn Miller, Title I Math, to attend *Geometry Workshop*, being held in Pompton Plains, NJ on January 22, 2019 for a total registration cost of \$155.00.
- i. William Montes de Oca, Soccer Coach, to attend *2019 Soccer Champions Coaches Clinic*, being held at the Mohegan Sun Convention Center in Uncasville, CT from February 21-23, 2019 for a total registration cost of \$278.65 (\$189.00 registration fee plus \$89.65 travel).
- j. Steve Reitberger, Soccer Coach, to attend *2019 Soccer Champions Coaches Clinic*, being held at the Mohegan Sun Convention Center in Uncasville, CT from February 21-23, 2019 for a total registration cost of \$270.65 (\$189.00 registration fee plus \$81.65 travel).
- k. Alice Roberts, 4th Grade Teacher, to attend *Strategies & Structures for Teaching Reading & Writing*, being held in Livingston, NJ on February 28, 2019 for a total cost of \$212.04 (\$209.00 registration fee plus \$3.04 travel).
- l. Oscar Viteri, Soccer Coach, to attend *2019 Soccer Champions Coaches Clinic*, being held at the Mohegan Sun Convention Center in Uncasville, CT from February 21-23, 2019 for a total registration cost of \$276.89 (\$189.00 registration fee plus \$87.89 travel).

B-3 Termination of Placement

Approve the termination of placement of student #28139 at Calais School effective December 14, 2018.

B-4 Security Consulting Services

Upon the recommendation of the Superintendent, move to approve a contract with Partner Engineering and Science, Inc. in the amount of \$7,900 for Security Consulting Services per quotes received.

B-5 Change Orders

Upon the recommendation of the Superintendent, move to approve:

a. Change Order # 1 from H & S Construction & Mechanical, Inc. for the Linden Avenue School and Glen Ridge High School Toilet Renovations in the total amount of \$20,780.33 for the following items:

| | |
|--|------------|
| Demolition of masonry wall | \$3,272.73 |
| Installation of new wire and breakers for hand dryers | \$5,541.95 |
| Relocation of cast iron sewer stack | \$7,846.57 |
| Credit for urinal, partition, grab bar labor | -\$601.20 |
| Relocation of urinal sanitary lateral due to existing conditions | \$4,720.28 |

b. Change Order # 1 from Salazar and Associates, Inc. for the Ridgewood Avenue School and Forest Avenue School Toilet Renovations in the total amount of \$22,554.00 for the following items:

| | |
|--|------------|
| Removal of 16 light fixtures | \$1,683.00 |
| Addition of 12 grab bars and sanitary napkin disposal replacements | \$2,766.00 |
| Removal of ceramic tile in RAS rooms 001 and 002 | \$4,547.00 |
| Replacement of collapsed drain line, install new floor drain | \$4,538.00 |
| Metal stud wall and masonry wall repair | \$2,756.00 |
| Removal of 2 wall fans and wall repair | \$4,476.00 |
| Replace drain line | \$1,788.00 |

PUBLIC COMMENT

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

ADJOURNMENT