

**GLEN RIDGE PUBLIC SCHOOLS
GLEN RIDGE BOARD OF EDUCATION
July 24, 2017**

**CALL TO ORDER – 6:30 pm Ridgewood Avenue Media Center
PLEDGE OF ALLEGIANCE
MOMENT OF SILENCE**

ROLL CALL

Mr. Campbell
Mr. de Leeuw
Ms. Hilberth
Mr. Keppel
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 July 14, 2017. Said notice was published in the Star Ledger on July 20, 2017 and the Glen Ridge Paper on July 20, 2017. 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
Peter Caprio, Business Administrator/Board Secretary

6:35 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

7:15 pm PUBLIC SESSION

PRESIDENT'S REPORT

SUPERINTENDENT'S REPORT

- Summer Update

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.

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 # 16-17 RAS 15, and finds that HIB was not 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 # 16-17 RAS 16, 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 # 16-17 RAS 17, and finds that HIB was not 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 # 16-17 HS 17, and finds that HIB was not substantiated.

A-5 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 # 16-17 HS 18, and finds that HIB was substantiated.

A-6 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-6)

P 1240	Evaluation of Superintendent (M) (Revised)
R 1240	Evaluation of Superintendent (M) (Revised)
P 1511	Board of Education Website Accessibility (New)
P 3126	District Mentoring Program (Revised)
R 3126	District Mentoring Program (Revised)
P 3221	Evaluation of Teachers (M) (Revised)
R 3221	Evaluation of Teachers (M) (Revised)
P 3222	Evaluation of Teaching Staff Members, Excluding Teachers and Administrators (M) (Revised)
R 3222	Evaluation of Teaching Staff Members, Excluding Teachers and Administrators (M) (Revised)
P 3223	Evaluation of Administrators, Excluding Principals, Vice Principals, and Assistant Principals (M) (Revised)

R 3223	Evaluation of Administrators, Excluding Principals, Vice Principals, and Assistant Principals (M) (Revised)
P 3224	Evaluation of Principals, Vice Principals, and Assistant Principals (M) (Revised)
R 3224	Evaluation of Principals, Vice Principals, and Assistant Principals (M) (Revised)
P 3240	Professional Development for Teachers and School Leaders (M)
R 3240	Professional Development for Teachers and School Leaders (M) (Revised)
P 5610	Suspension (M) (Revised)
R 5610	Suspension (M) (Revised)
P 5620	Expulsion (M) (Revised)
P 7424	Bed Bugs (New)
R 7424	Bed Bugs (New)
P 7461	District Sustainability Policy (New)
P 8505	Local Wellness Policy/Nutrient Standards for Meals and Other Foods (M) (Revised)

A-7 Comprehensive Equity Plan Annual Statement of Assurance

Approve the submission of the Comprehensive Equity Plan Statement of Assurance, for the 2017-2018 school year.

PERSONNEL

P-1 Appointments

Upon the recommendation of the Superintendent, approve the following:

- a. Robert Booth, as a Chemistry Teacher at Glen Ridge High School on MA Step 15 (74,725.00) effective August 23, 2017 through June 30, 2018.
- b. Megan Duffy Cerruto, as a Part-Time Instructional Aide at Linden Avenue School on Aide Step 1 (\$19.34 per hour) not to exceed 25 hours per week, effective August 23, 2017 through June 30, 2018.
- c. Nathan Nussbaum, as a Leave Replacement Middle School English Teacher at Glen Ridge High School on BA Step 1 (\$52,753.00) effective August 23, 2017 until the anticipated return date of November 6, 2017 for Lauren Foley.
- d. Cristina Tong, as a Leave Replacement 4th Grade Teacher at Ridgewood Avenue School on BA Step 1 (\$52,753.00) effective August 23, 2017 until the anticipated return date of June 30, 2018 for Fiona Rosenholz.
- e. Lawrence Rothweiler, as a Leave Replacement Social Studies Teacher at Glen Ridge High School on BA Step 1 (\$52,753.00) effective August 23, 2017 until the anticipated return date of June 30, 2018 for Constance Kontos.
- f. Xiaoqin Yin, as a (.6) Part Time Chinese Teacher at Glen Ridge High School on MA Step 3 (\$35,401.20) effective August 23, 2017 through June 30, 2018.

P-2 Summer Resolution Appointments

Upon the recommendation of the Superintendent, approve the summer resolution appointments from June 29, 2017:

- a. Robert Faggiani, as a Part-Time Physical Education Teacher at Glen Ridge High School on MA Step 4 (\$59,644.00 pro-rated) effective August 23, 2017 through June 30, 2018.
- b. Smita Ganatra, as a Middle School English Teacher at Glen Ridge High School on MA Step 13 (\$69,670.00) effective August 23, 2017 through June 30, 2018.

P-3 Appointments 2016-2017

Upon the recommendation of the Superintendent, approve Lawrence Rothweiler, as a Leave Replacement Social Studies Teacher at Glen Ridge High School on BA Step 1 (\$52,753.00 pro-rated) effective May 8, 2017 through June 30, 2017.

P-4 Substitutes

Upon the recommendation of the Superintendent, approve the following:

- a. Substitutes for the 2017-2018 school year as presented. (Exhibit P-4.a)
- b. Approve the addition of the following to the Substitute list for the 2017-2018 school year:
Amanda Dezso
Paul Simons

P-5 Coaches/Athletics, Co-Curricular/Club Advisors

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

- a. Alyssa Angelo, as (.5) Student Council Co-Advisor on Guide 4 Year 1 Step 1 (\$2,219.00), for the 2017-2018 school year.
- b. Emily Ramos, as (.5) Student Council Co-Advisor on Guide 4 Year 1 Step 1 (\$2,219.00), for the 2017-2018 school year.
- c. Heather Ballantyne, as Middle School Drama Advisor on Guide 3 Year 1 Step 1 (\$5,633.00), for the 2017-2018 school year.
- d. Shana Caulfield, as Head Field Hockey Coach on Guide 2 Step 7 Year 14 (\$9,273.00), for the 2017-2018 school year.
- e. Jessica Mahaffey, as Assistant Field Hockey Coach on Guide 3 Step 1 Year 1 (\$5,633.00), for the 2017-2018 school year.

P-6 Resignations/Retirements

Upon the recommendation of the Superintendent, accept with regret, the resignation of Francesca Laddaga, as an Aide at Ridgewood Avenue School, effective June 30, 2017.

P-7 Black Seal – Stipend

Approve a Black Seal Stipend for the 2017-2018 school year in the amount of \$633.00 for the following:

William Doran
Nicholas Persaud

P-8 Movement on the Guide

Approve movement on the guide and change in salary for the 2017-2018 school year for the following staff members:

First	Last	Assignment	From		To	
Jillian	Blender	GRHS	BA 10	\$58,334.00	MA 10	\$64,658.00
Matthew	Cannici	GRHS	MA 8	\$62,986.00	MA+32 8	\$68,447.00
Domenic	Curfman	RAS	MA 8	\$62,986.00	MA+32 8	\$68,447.00
Joan	DeJong	RAS	MA 17	\$85,000.00	MA+32 17	\$102,031.00
Trisha	Fagan	FAS/LAS	MA 14	\$71,342.00	MA+32 14	\$77,599.00
Erin	Goldstein	FAS	BA 11	\$59,861.00	MA+32 11	\$72,076.00
Lauren	Hertz	RAS	MA 14	\$71,342.00	MA+32 14	\$77,599.00
Daria	Kibitelsky	LAS	BA 5	\$55,280.00	MA 5	\$61,316.00
Christopher	Petouvis	GRHS	MA 9	\$62,986.00	MA+32 9	\$68,447.00
Erica	Schwerin	RAS	MA 15	\$74,725.00	MA+32 15	\$83,057.00
Lisa	Walter	FAS	MA 17	\$85,000.00	MA+32 17	\$102,650.00

P-9 Team Leaders

Approve the following staff as Team Leaders for Ridgewood Avenue School at a rate of \$1,000.00 each, for the 2017-2018 school year:

Beth Murach – 3rd Grade
Alyssa DeSimone – 4th Grade
Stacy Amanna – 5th Grade
Samantha Odell – 6th Grade
Cristina Rodriguez – Related Arts
Candice Serritella – Special Education

P-10 IEP Meetings

Upon the recommendation of the Superintendent, approve all certified teachers for the summer of 2017 to attend IEP meetings at their per diem rate, not to exceed one hour per meeting.

P-11 Extended School Year Program

- a. Elizabeth Dalton, as a Substitute Teacher for the Extended School Year Program at a rate of \$39.40 per hour for a maximum of 4.5 hours per day.
- b. Elizabeth Femino, as a Substitute Nurse for the Extended School Year Program at a rate of \$50.00 per hour for a maximum of 4.5 hours per day.

CURRICULUM

C-1 Field Trips

Upon the recommendation of the Superintendent, approve the field trip for the Students in Spanish IV-V (Grades 11-12) to take a 5-day Educational Travel Adventure to Puerto Rico from February 15-19, 2018 as per the attached. (Exhibit C-1).

C-2 School Bus Evacuation Drill Report

Approve the State mandated School Bus Emergency Evacuation Drill Report as per the attached. (Exhibit C-2)

BUSINESS

B-1 Financial Reports

Approve the following financial reports as recommended by the Finance Committee:

- a. Certification of Fund Balance
Pursuant to N.J.A.C. 6:20-2.13(e), we certify that as of **April & May 2017** after review of the Secretary's monthly financial reports and upon consultation with the appropriate district officials, to the best of our knowledge no major account or fund has been over expended in violation of N.J.A.C. 6:20-2.13(b) and that sufficient funds were available to meet the district's financial obligations for the fiscal year.
- b. Secretary's report through **April & May 2017** as follows:

	<u>April</u>	<u>May</u>
Beginning Balance	\$5,025,268.63	\$6,237,737.25
Receipts	\$3,692,029.95	\$2,669,012.47
Disbursements	\$2,479,561.33	\$3,993,533.29
Cash Balance	\$6,237,737.25	\$4,913,216.43

- c. Student activity account bills list as follows:

<u>School</u>	<u>June 2017</u>
Glen Ridge High School	\$63,359.37
Glen Ridge High School Athletics	\$970.75
Ridgewood Avenue School	\$37,752.30
Forest Avenue School	\$0
Linden Avenue School	\$600.00

- d. Treasurer of School Monies report for **April & May 2017** as presented.
- e. Approve the budget transfer for the month of **April & May 2017** as presented. (Exhibit B-1.e)

B-2 Out-of-District Placements

- a. Approve the out-of-district placement of the following students for the 2017-2018 school year with transportation to be provided by the district unless noted:

<u>Student</u>	<u>Placement</u>	<u>Tuition</u>	<u>ESY Tuition</u>
24002	ECLC of New Jersey	\$55,548.00	\$0
15067	ECLC of New Jersey	\$55,548.00	\$0
17054	ECLC of New Jersey	\$55,548.00	\$0
31003	Verona Public Schools (Laning Avenue School)	\$40,660.00	\$2,617.00
28001	The Arc of Essex County	\$54,900.00	\$9,150.00
23009	The Windsor School	\$54,900.00	\$5,590.00
20011	Chapel Hill Academy	\$58,680.00	\$9,780.00
26002	Pompton Lakes Public Schools (Children's P.L.A.C.E.)	\$86,225.00	\$12,756.00
25009	The Newmark School	\$55,497.60	\$5,549.76
18105	Grove School (as per settlement)	\$136,920.00	\$0

B-3 Educational Services

Upon the recommendation of the Superintendent, approve educational services to be provided by the New Jersey Commission for the Blind and Visually Impaired to student #20131 in the amount of \$12,600 for the 2017-2018 school year.

B-4 Occupational/Physical Therapy/Speech and Language Pathologist Services

Approve Occupational, Physical Therapy, Speech and Language Pathologist Services to be provided by Lee's Developmental Services for the 2017-2018 school year.

B-5 Physical Therapy Services

Approve physical therapy services to be provided by Northern Region Educational Services Commission for student #26002 for the 2017-2018 school year.

B-6 Individuals with Disabilities Act, Part II (IDEA-B) Combined Basic and Preschool Allocation Application FY 2018

Approve the submission to the New Jersey State Department of Education the IDEA-B Combined Basic and Preschool Application FY 2018 as follows:

Basic - \$342,636

Preschool - \$12,005

B-7 Report of Awarded Contracts during the 2016-2017 School Year

Pursuant to PL 2015, Chapter 47 the Glen Ridge Board of Education intends to renew, award, or permit to expire the following contracts previously awarded by the board of education. These contracts are, have been, and will continue to be in full compliance with all state and federal statutes and regulations; in particular, New Jersey Title 18A:18, et. seq., NJAC Chapter 23, and Federal Uniform Administrative Requirements 2CFR, Part 200: (Exhibit B-7)

B-8 Donations

Upon the recommendation of the Superintendent, accept, with thanks, the generous donation of the following:

- a. \$20,000.00 from Glen Ridge Benefits donated to Glen Ridge Public Schools for improvements at all schools. (Exhibit B-8.a).
- b. \$5,000.00 from Gas Lamp donated to Glen Ridge Public Schools for improvements at all schools. (Exhibit B-8.b).
- c. 750 sq. ft. of Acoustic Tiles plus adhesive (valued at \$1,200) from GRMPA for the Glen Ridge High School Chorus Room to enhance the Music Program. (Exhibit B-8.c).

B-9 Authorizing the Sale of Temporary Notes to Finance a Portion of the Costs of the Project in Anticipation of the Issuance of Bonds and Authorizing the Reimbursement of Costs From the Proceeds Thereof

WHEREAS, The Board of Education of the Borough of Glen Ridge in the County of Essex, New Jersey (the "Board" when referring to the governing body and the "School District" when referring to the territorial boundaries governed thereby) approved the submission of a proposal (the "Proposal") to the voters of the School District which authorized the Board to undertake upgrades and improvements to Forest Avenue School, Linden Avenue School, Ridgewood Avenue School and Glen Ridge High School and the acquisition and renovation of the prior Central School, located at 5 High Street, to provide for early education and elementary school classes (the "Project") and expend on the Project an amount not to exceed \$23,758,854, which cost would be funded with school bonds of the School District in an amount not to exceed \$23,758,854; and

WHEREAS, on March 28, 2017, at a special School District election, the Proposal was approved by the affirmative vote of a majority of the legal voters present and voting; and

WHEREAS, as of the date hereof, the Board has determined that it is necessary and desirable to authorize temporary notes (the "Notes") in the amount of not to exceed \$6,200,000 to temporarily finance project costs in anticipation of the issuance of bonds; and

WHEREAS, the Board desires to preserve its right to treat an allocation of proceeds of the Notes to the reimbursement of Project costs paid prior to the issuance of the Notes as an expenditure for such Project costs to be reimbursed for purposes of Sections 103 and 141 through 150, inclusive, of the Internal Revenue Code of 1986, as amended.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE BOROUGH OF GLEN RIDGE IN THE COUNTY OF ESSEX, NEW JERSEY THAT:

1. The Notes are hereby authorized and shall be issued in a principal amount not exceeding \$6,200,000, pursuant to and within the limitations proscribed by Title 18A, Education, of the Revised Statutes of New Jersey (the "Education Law"), to interim finance a portion of the project costs in anticipation of the issuance of bonds.
2. All Notes issued hereunder shall be in the principal amount, shall bear interest at such rate or rates and be in such form and shall mature at such times as may be determined by the Business Administrator/Board Secretary, provided that no Note shall mature later than one (1) year from its date. The Business Administrator/Board Secretary shall determine all matters in connection with the Notes, and the signature of the Board President or Board Vice President upon the Notes shall be conclusive evidence as to all such determinations. All Notes issued hereunder may be renewed from time to time in accordance with the provisions of N.J.S.A. 18A:24-3. The Business Administrator/Board Secretary is hereby authorized to sell part or all of the Notes from time to time at public or private sale and to deliver them to the purchaser thereof upon receipt of payment of the purchase price and accrued interest thereon from their dated dates to the date of delivery thereof. The Business Administrator/Board Secretary is directed to report in writing to the Board at the meeting next succeeding the date when any sale or delivery of the Notes is made. Such report must include a description of the principal amount, interest rate, purchase price, maturity date and name of the purchaser of the Notes so sold.
3. The Board hereby covenants that it will comply with any conditions subsequent imposed by the Internal Revenue Code of 1986, as amended (the "Code"), in order to preserve the exemption from taxation of interest on the Notes, including, if necessary, the requirement to rebate all net investment earnings on the gross proceeds above the yield on the Notes.
4. The Board reasonably expects to reimburse its expenditure of Project costs paid prior to the issuance of the Notes with proceeds of the Notes. This resolution is intended to be and hereby is a declaration of the Board's official intent to reimburse the expenditure of Project costs paid prior to the issuance of the Notes with the proceeds of the Notes, in accordance with Treasury Regulations §150-2. The maximum principal amount of the Notes expected to be issued to finance the Project is \$6,200,000. The Project costs to be reimbursed with the proceeds of the Notes will be "capital expenditures" in accordance with the meaning of Section 150 of the Code. No reimbursement allocation will employ an "abusive arbitrage device" under Treasury Regulations §1.148-10 to avoid the arbitrage restrictions or to avoid the restrictions under Sections 142 through 147, inclusive, of the Code. The proceeds of the Notes used to reimburse the Board for Project costs, or funds corresponding to such amounts, will not be used in a manner that results in the creation of "replacement proceeds", including "sinking funds", "pledged funds" or funds subject to a "negative pledge" (as such terms are defined in Treasury Regulations §1.148-

1), of the Notes or another issue of debt obligations of the Board, other than amounts deposited into a "bona fide debt service fund" (as defined in Treasury Regulations §1.148-1). All reimbursement allocations will occur not later than 18 months after the later of (i) the date the expenditure from a source other than the Notes is paid, or (ii) the date the Project is "placed in service" (within the meaning of Treasury Regulations §1.150-2) or abandoned, but in no event more than 3 years after the expenditure is paid.

5. This resolution shall take effect immediately.

B-10 Renewal of Contract for Building Systems, Maintenance and Services

Be it resolved, that the Glen Ridge Board of Education approves the contract renewal with Siemens Industry, Inc., Building Technologies Division for Building Systems Maintenance and Services from July 1, 2017 to June 30, 2018 in the amount of \$75,940.

B-11 Cancellation of Checks

Approve the cancellation of outstanding checks from the general checking account totaling \$21,333.70 through December 31, 2016. (Exhibit B-11)

B-12 Workshops/Conferences

Approve the following workshops/conferences for the following:

- a. Stephen Frost, Payroll Supervisor, to attend *Municipal Finance Course (QPA Requirement)*, being held at Morris County Public Safety Training Academy in Morris Plains, NJ for a total cost of \$959.90 (\$805.00 registration fee plus \$154.90 travel) on the following dates:

September 6	October 4	November 1
September 13	October 11	
September 20	October 18	
September 27	October 25	

- b. Stephen Frost, Payroll Supervisor, to attend *School Accounting Certification Course*, being held in Perth Amboy, NJ for a total cost of \$773.20 (\$700.00 registration fee plus \$73.20 travel) on the following dates:

September 16	October 7	October 28
September 23	October 14	November 1
September 30	October 21	

- c. Stephen Frost, Payroll Supervisor, to attend *Public Purchasing Course*, being held in Egg Harbor Township, NJ on October 13, 2017 for a total cost of \$310.11 (\$234.00 registration fee plus \$76.11 travel).

- d. Stephen Frost, Payroll Supervisor, to attend *Public Purchasing II Course*, being held at Wyckoff Fire Company in Wyckoff, NJ for a total cost of \$1,036.87 (\$932.00 registration fee plus \$104.87 travel) on the following dates:

October 5	November 2
October 12	
October 19	
October 26	

- e. Stephen Frost, Payroll Supervisor, to attend *School Plant Planning Certificate Course*, being held at NJASBO in Robbinsville, NJ for a total cost of \$423.92 (\$280.00 registration fee plus \$143.92 travel) on the following dates:

February 21
March 3
March 10
March 17

- f. Matthew Murphy, Principal, to attend *FEA/NJPSA/NJASCD Fall Conference*, being held at the Ocean Place Resort in Long Branch, NJ on October 19-20, 2017 for a total cost of \$325.93 (\$285.00 registration fee plus \$40.93 travel).

PUBLIC COMMENT

BOARD RETREAT

At the conclusion of the Public Session, the Board will conduct its annual retreat.

ADJOURNMENT