

**BOARD MEETING**

A regular meeting of the Glen Ridge Board of Education was held on Monday, December 12, 2016 at 8:15pm at the Glen Ridge High School – Media Center

The meeting was held in accordance with applicable NJ Statutes governing public Board of Education meetings.

The Pledge of Allegiance and a Moment of Silence were observed.

**PRESENT**

- 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 November 18, 2016. Said notice was published in the Star Ledger on December 1, 2016 and the Glen Ridge Paper on December 1, 2016. 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

**7:01pm – 8:15pm Executive Session**

Moved: Ms. Lang            Seconded: Ms. St. Auburn

**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

Campbell	de Leeuw	Hilberth	Keppel	Lang	Romano	St. Auburn	Yaros-Ramos	Ginsburg
Aye	Aye	Aye	Aye	Aye	Aye	Aye	Aye	Aye

**Public Session** – Ms. St. Auburn motioned to return to public session at 8:15 pm. Ms. Lang seconded the motion.

**WRITTEN COMMUNICATION**

Greta Sawa – state HIB reporting

**PRESIDENT'S REPORT**

- Ms. Ginsburg provided information on how State revenues are down and it could have a negative effect on remaining aid for this school year and the amount of aid distributed for next school year.
- Ms. Ginsburg discussed the Referendum 2017.

**SUPERINTENDENT'S REPORT**

- Mr. Phillips recognized Maria DiCondina, Caroline Johnson, and Stephanie Pollak for 25 Years of Service. Only Maria DiCondina was in attendance.
- Mr. Phillips presented the 2017-2018 School Calendar. He discussed the change in the February break.
- Mr. Phillips provided an update on the Referendum 2017.

- Bill Schroeder of Nisivoccia Auditors presented the district audit report. Mr. Schroeder stated the district is in stable financial condition. His only recommendation was related to cafeteria service, which was not breaking even. He recommended allocation capital reserve funds in order to preserve the funds. He pointed out that the District still has outstanding STA grants to collect.

**PUBLIC COMMENTS (Agenda Items)**

NONE

**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

**MINUTES**

**M-1 Board of Education Minutes**

Moved: Mr. Keppel      Seconded: Mr. Romano

Approve the Glen Ridge Board of Education minutes of the following meeting:  
 September 26, 2016- Executive Session and Regular Meeting  
 October 10, 2016- Executive Session and Regular Meeting  
 October 24, 2016- Executive Session and Regular Meeting  
 November 21, 2016- Executive Session and Regular Meeting

Campbell	de Leeuw	Hilberth	Keppel	Lang	Romano	St. Auburn	Yaros-Ramos	Ginsburg
Aye	Aye	Aye*	Aye	Aye	Aye	Aye	Aye	Aye

\*Abstained from minutes for 10/24/16

**ADMINISTRATION**

**A-1 2017-2018 School Calendar**

Moved: Mr. de Leeuw      Seconded: Mr. Romano

Approve the 2017-2018 school calendar as presented. (Exhibit A-1)

Campbell	de Leeuw	Hilberth	Keppel	Lang	Romano	St. Auburn	Yaros-Ramos	Ginsburg
Aye	Aye	Aye	Aye	Aye	Aye	Aye	Aye	Aye

**PERSONNEL**

**P-1 Appointments**

Moved: Mr. Campbell      Seconded: Ms. St. Auburn

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

- a. Angela Smith, as a Part Time Aide at Forest Avenue School Step 1 (\$18.85 per hour), effective December 1, 2016 through June 30, 2017.
- b. Kimberly Burk, as a Math Teacher at Glen Ridge High School on MA 17 (\$82,750 pro-rated), effective December 9, 2016 through June 30, 2017.

Campbell	de Leeuw	Hilberth	Keppel	Lang	Romano	St. Auburn	Yaros-Ramos	Ginsburg
Aye	Aye	Aye	Aye	Aye	Aye	Aye	Aye	Aye

**P-2 Resignations/Retirements**

Moved: Mr. Campbell    Seconded: Ms. St. Auburn

Upon the recommendation of the Superintendent, approve the following:

- a. Approve the resignation of Fazeena Mohamed, as Childcare Site Coordinator, effective December 15, 2016.
- b. Approve the resignation of Jennifer Antonicello, as Part-Time Aide at Glen Ridge High School, effective December 16, 2016.
- c. Approve the resignation of Elizabeth Sackheim, as Part-Time Aide at Ridgewood Avenue School, effective December 22, 2016.
- d. Approve the resignation of Alaine Robertson-Ali, as Part-Time Aide at Ridgewood Avenue School, effective December 23, 2016.

Campbell	de Leeuw	Hilberth	Keppel	Lang	Romano	St. Auburn	Yaros-Ramos	Ginsburg
Aye	Aye	Aye	Aye	Aye	Aye	Aye	Aye	Aye

**P-3 Longevity Pay**

Moved: Mr. Campbell    Seconded: Ms. St. Auburn

Approve Longevity Pay for the following staff:

- Andrew Barney – 10 Years Longevity (\$1,050)
- Kathleen Ciccone – 15 Years Longevity (\$1,210)

Campbell	de Leeuw	Hilberth	Keppel	Lang	Romano	St. Auburn	Yaros-Ramos	Ginsburg
Aye	Aye	Aye	Aye	Aye	Aye	Aye	Aye	Aye

**P-4 Volunteers**

Moved: Mr. Campbell    Seconded: Ms. St. Auburn

Approve the following as volunteers for the 2017 season:

- Paul DuWors – Volunteer Boys Basketball Coach
- William Indek – Volunteer Assistant Track Coach

Campbell	de Leeuw	Hilberth	Keppel	Lang	Romano	St. Auburn	Yaros-Ramos	Ginsburg
Aye	Aye	Aye	Aye	Aye	Aye	Aye	Aye	Aye

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

Upon the recommendation of the Superintendent, approve the appointment of Michael Kerr, Head Swim Coach at Glen Ridge High School, on Guide 5 Year 11 Step 6 (\$5,289), for the 2016-2017 school year.

**P-6 Substitutes**

Moved: Mr. Campbell    Seconded: Ms. St. Auburn

Approve the addition of the following to the Substitute list for the 2016-2017 school year:

- Megan Duffy-Cerruto
- Fazeena Mohamed
- Dana Sangiacome
- Robert Schiller

Campbell	de Leeuw	Hilberth	Keppel	Lang	Romano	St. Auburn	Yaros-Ramos	Ginsburg
Aye	Aye	Aye	Aye	Aye	Aye	Aye	Aye	Aye

**P-7 Revised Leave of Absence**

Moved: Mr. Campbell    Seconded: Ms. St. Auburn

Revise the leave of absence for Genna Chiapperini, 1<sup>st</sup> Grade Teacher at Forest Avenue School leaving December 16, 2016 and returning April 3, 2017.

Campbell	de Leeuw	Hilberth	Keppel	Lang	Romano	St. Auburn	Yaros-Ramos	Ginsburg
Aye	Aye	Aye	Aye	Aye	Aye	Aye	Aye	Aye

**CURRICULUM**

**C-1 Field Trips**

Moved: Mr. de Leeuw                      Seconded: Ms. Hilberth

Upon the recommendation of the Superintendent, approve the following:

- a. Linden Avenue grade K students, to attend the Essex County Environmental Center, in Roseland, NJ on April 27, 2017, as per the attached. (Exhibit C-1.a).
- b. Ridgewood Avenue 3<sup>rd</sup> grade students, to attend Marsh & Ocean Environments, in Sandy Hook, NJ on June 15, 2017, as per the attached. (Exhibit C-1.b).
- c. Ridgewood Avenue 5<sup>th</sup> grade students, to attend Fort Lee Historic Park, in Fort Lee, NJ on May 3, 4, 5,10,11,12, 2017, as per the attached. (Exhibit C-1.c).
- d. Glen Ridge High School Criminal Law 12<sup>th</sup> grade class, to attend Tour of Superior Court of NJ-Essex, in Newark, NJ on January 12, 2017, as per the attached. (Exhibit C-1.d).
- e. Art and Chinese Classes (grades 9-10), to attend Discover China through Art, in New York, NY on January 20, 2017, as per the attached. (Exhibit C-1.e).
- f. Middle School Chinese Classes (grade 7-8), to attend Discover Chinatown in NYC, in New York, NY as per the attached. (Exhibit C-1.f).
- g. Glen Ridge High School Band/Chorus, to attend the Color Purple on Broadway, at the Jacobs Theatre in New York, NY on January 3, 2017, as per the attached. (Exhibit C-1.g).

Campbell	de Leeuw	Hilberth	Keppel	Lang	Romano	St. Auburn	Yaros-Ramos	Ginsburg
Aye	Aye	Aye	Aye	Aye	Aye	Aye	Aye	Aye

**C-2 School Bus Evacuation Drill Report**

Moved: Mr. de Leeuw                      Seconded: Ms. Hilberth

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

Campbell	de Leeuw	Hilberth	Keppel	Lang	Romano	St. Auburn	Yaros-Ramos	Ginsburg
Aye	Aye	Aye	Aye	Aye	Aye	Aye	Aye	Aye

**BUSINESS**

**B-1 Financial Reports**

Moved: Mr. Keppel                      Seconded: Mr. Romano

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

a. Student activity account bills list as follows:

<b><u>School</u></b>	<b><u>November 2016</u></b>
Ridgewood Avenue School	\$13,135.75
Linden Avenue School	\$1,863.00
Forest Avenue School	\$3,463.00
Glen Ridge High School	\$6,909.75
Glen Ridge High School Athletics	\$8,492.46

b. Approve the Bills list through **November 30, 2016** in the amount of **\$3,097,235.81**.

Campbell	de Leeuw	Hilberth	Keppel	Lang	Romano	St. Auburn	Yaros-Ramos	Ginsburg
Aye	Aye	Aye	Aye	Aye	Aye	Aye	Aye	Aye

**B-2 Workshops/Conferences**

Moved: Mr. Keppel      Seconded: Mr. Romano

Approve attendance at workshops/conferences for the following:

- a. Erin Goldstein, Kindergarten Teacher, to attend *Using Differentiated Instructional Strategies in Your Guided Reading Small Groups for Reading Success (Grades K-2)*, being held in West Orange, NJ on January 26, 2017 for a total registration cost of \$245.00.
- b. Lisa Petruzzi, Kindergarten Teacher, to attend *Enhance Your Reading and Writing Instruction: (Pre-K and Kindergarten)*, being held in West Orange, NJ on January 13, 2017 for a total registration cost of \$245.00.
- c. Steve Reitberger, Physical Education Teacher, to attend *NJ Association for Health, Physical Education, Recreation and Dance Annual Convention*, being held at the Ocean Place Hotel in Long Branch, NJ on February 27 & 28, 2017 for a total cost of \$203.44 (\$150.00 registration fee plus \$53.44 travel cost).
- d. Christine Sullo, 6<sup>th</sup> grade Teacher, to attend *NJECC Annual Conference*, being held at Montclair State University in Montclair, NJ on January 10, 2017 for a total registration cost of \$110.00.

Campbell	de Leeuw	Hilberth	Keppel	Lang	Romano	St. Auburn	Yaros-Ramos	Ginsburg
Aye	Aye	Aye	Aye	Aye	Aye	Aye	Aye	Aye

**B-3 Termination of Placement**

Moved: Mr. Keppel      Seconded: Mr. Romano

Approve the termination of placement for student #18502 at Holmstead School effective November 28, 2016.

Campbell	de Leeuw	Hilberth	Keppel	Lang	Romano	St. Auburn	Yaros-Ramos	Ginsburg
Aye	Aye	Aye	Aye	Aye	Aye	Aye	Aye	Aye

**B-4 Out-of-District Placements**

Moved: Mr. Keppel      Seconded: Mr. Romano

Approve the out-of-district placement of the following students for the 2016-2017 school year with transportation to be provided by the district unless noted:

<u>Student</u>	<u>Placement</u>	<u>Tuition</u>
18502	Cornerstone Day School	\$81,455.00
23009	The Winsor School	\$64,050.00

Campbell	de Leeuw	Hilberth	Keppel	Lang	Romano	St. Auburn	Yaros-Ramos	Ginsburg
Aye	Aye	Aye	Aye	Aye	Aye	Aye	Aye	Aye

**B-5 Donations**

Moved: Mr. Keppel      Seconded: Mr. Romano

Upon the recommendation of the Superintendent, accept the following donations:

- a. Accept with thanks, the generous donation of the Virtual High School (valued at \$18,725.00) from The Glen Ridge Education Foundation for Glen Ridge High School. (Exhibit B-5.a).
- b. Accept with thanks, the generous donation of Musical Instruments: Bundy Alto Saxophone (valued at \$500.00) and a Selmer Clarinet (valued at \$250.00) from Anne Rodger for the Middle School & High School Concert Band. (Exhibit B-5.b).

- c. Accept with thanks, the generous donation of Electric Kiln and 100 plus ceramic molds (estimated value of \$500 - \$1,000) from Rex and Susan Harriott for the Art Program at Glen Ridge High School. (Exhibit B-5.c).

Campbell	de Leeuw	Hilberth	Keppel	Lang	Romano	St. Auburn	Yaros-Ramos	Ginsburg
Aye	Aye	Aye	Aye	Aye	Aye	Aye	Aye	Aye

**B-6 Amend the Long Range Facility Plan (LRFP)**

Moved: Mr. Keppel      Seconded: Mr. Romano

Resolved, the Glen Ridge Public Schools Board of Education authorizes:  
 Design Resources Group, Architects A.I.A.  
 200 Franklin Square Drive, Suite 402  
 Somerset, New Jersey 08873

to "Amend" the district's currently approved LRFP.

The District is submitting the amendment which includes all capital improvement/potential capacity projects. Selected projects, and associated applications, will be executed in conjunction with a potential March 2017 bond referendum.

At that time the district will apply for NJ Department of Education approval under "other capital project(s)". The district understands there will be no funding (ROD Grant) available from the state at this time.

Campbell	de Leeuw	Hilberth	Keppel	Lang	Romano	St. Auburn	Yaros-Ramos	Ginsburg
Aye	Aye	Aye	Aye	Aye	Aye	Aye	Aye	Aye

**B-7 Authorizing Design Resources Group to Submit all Required Documents**

Moved: Mr. Keppel      Seconded: Mr. Romano

Resolved, the Glen Ridge Board of Education authorizes:  
 Design Resources Group, Architects A.I.A.  
 200 Franklin Square Drive, Suite 402  
 Somerset, NJ 08873

to prepare and submit all of the required and appropriate documents (i.e. applications, schematic drawings, educational specifications) as required by the NJ Department of Education, for their review for the:

- "Capital Improvements to the Forest Avenue School": State Project #1750-070-16-2000
- "Capital Improvements to the Glen Ridge High School": State Project #1750-050-17-1000
- "Capital Improvements to the Linden Avenue School": State Project #1750-080-16-1000
- "Capital Improvements to the Ridgewood Avenue School": State Project #1750-075-16-1000
- "Acquisition of Property at 5 High Street and Conversion to the Central School": State project #1750-X01-16-1000

The district is submitting these projects to the Department of Education for approval as required in order to prepare for a **March 2017 Referendum**. Only the Central School requires Educational Specifications.

Campbell	de Leeuw	Hilberth	Keppel	Lang	Romano	St. Auburn	Yaros-Ramos	Ginsburg
Aye	Aye	Aye	Aye	Aye	Aye	Aye	Aye	Aye

**B-8 Audit Report and Corrective Action Plan**

Moved: Mr. Keppel      Seconded: Mr. Romano

- a. Be it resolved, that the Glen Ridge Board of Education accept the fiscal year 2016 report prepared by the firm of Nisivoccia & Company LLP, Certified Public Accountants and Consultants, as presented. (Exhibit B-8.a)

- b. Be it further resolved, that the Glen Ridge Board of Education approve the Corrective Action Plan for recommendation in the fiscal year 2016 audit report. (Exhibit B-8.b)

Campbell	de Leeuw	Hilberth	Keppel	Lang	Romano	St. Auburn	Yaros-Ramos	Ginsburg
Aye	Aye	Aye	Aye	Aye	Aye	Aye	Aye	Aye

**B-9 2017-2018 Before/After School Child Care Fees - TABLED**

Approve the Before/After School Child Care Program fee changes for the 2017-2018 school year (Exhibit B-9).

**PUBLIC COMMENT**

NONE

**ADJOURNMENT**

Mr. de Leeuw motioned to adjourn at 8:37 pm. Mr. Campbell seconded the motion. The meeting was adjourned at 8:37 pm.

Campbell	de Leeuw	Hilberth	Keppel	Lang	Romano	St. Auburn	Yaros-Ramos	Ginsburg
Aye	Aye	Aye	Aye	Aye	Aye	Aye	Aye	Aye

Respectfully submitted,

Dirk Phillips  
Superintendent