

BOARD MEETING

A regular meeting of the Glen Ridge Board of Education was held on Thursday, September 26, 2016 at 7:06pm 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 - (Arrived at 7:09pm during Exec Session)
- Mr. Keppel
- Ms. Lang - (Arrived at 7:09pm during Exec Session)
- Mr. Romano - (Arrived at 7:09pm during Exec Session)
- 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 8, 2016. Said notice was published in the Star Ledger on January 13, 2016 and the Glen Ridge Paper on January 14, 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

7:08pm –8:01pm Executive Session

Moved: Mr. de Leeuw 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 – Mr. Campbell motioned to return to public session at 8:01 pm. Mr. Romano seconded the motion.

PRESIDENT'S REPORT

-Ms. Ginsburg discussed the Montclair Charter School and encouraged everyone to attend the October 18th meeting on the upcoming bond referendum.

SUPERINTENDENT'S REPORT

-Mr. Phillips discussed the approval of several state reports:

- QSAC
- Self-Assessment under Anti-Bullying Bill of Rights
- Uniform Memorandum of Agreement

PUBLIC COMMENTS (Agenda Items)

NONE

COMMITTEE REPORTS (First meeting of the month only)

Curriculum Committee – Mr. de Leeuw reported that the committee reviewed the analysis of the state test results and the math program.

Personnel and Policy Committee

Negotiations Committee

Finance and Facilities Committee

Communications Committee – Mr. Campbell reported that the committee discussed plans for the October 18th events.

Alternative Funding Committee

LIAISON REPORTS (First meeting of the month only)

Home & School Associations

Linden Avenue Home and School – Dr. Yaros-Ramos reported the following:

- New Library
- Harvest Festival
- Other Fundraisers
- Book Fair
- Back to School Night
- Added new parent committee to welcome new parents

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

ADMINISTRATION

A-1 Second Reading and Adoption of New and/or Revised Policies and Regulations

Moved: Mr. Keppel

Seconded: Ms. St. Auburn

Approve the second reading and adoption of new and/or revised policies and regulations of the Glen Ridge Board of Education as follows: (Exhibit A-1)

- P 1220 Employment of Chief School Administrator (M)
- P 1310 Employment of School Business Administrator/Board Secretary
- R 2414 Programs and Services for Students in High Poverty and in High Need School Districts (M)
- P 3111 Creating Positions
- P 3124 Employment Contract
- P 3125 Employment of Teaching Staff Members (M)
- P 3125.2 Employment of Substitute Teachers
- P & R 3126 District Mentoring Program
- P 3141 Resignation
- P & R 3144 Certification of Tenure Charges
- P 3159 Teaching Staff Member/School District Reporting Responsibilities
- P3214 Conflict of Interest
- P 3231 Outside Employment as Athletic Coach
- P 3240 Professional Development for Teachers and School Leaders (M)
- R 3240 Professional Development for Teachers and School Leaders
- P 4159 Support Staff Member/School District Reporting Responsibilities
- P 5305 Health Services Personnel
- R 5330 Administration of Medication (M)
- P 5350 Student Suicide Prevention
- R 5350 Student Suicide
- P 9541 Student Teachers/Interns
- P 5339 Screening for Dyslexia (M)
- P 5460 High School Graduation (M)
- P 5514 Student Use of Vehicles on School Grounds

- P 7481 Unmanned Aircraft Systems (UAS also known as Drones) (New)
- P & R 8441 Care of Injured and Ill Persons (M)
- P 8454 Management of Pediculosis (New)
- P 8630 Bus Driver/Bus Aide Responsibility (M)
- R 8630 Emergency School Bus Procedures (M)

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

A-2 Abolish Policy

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

BE IT RESOLVED, that the Glen Ridge Board of Education abolish the following as they are no longer required. (Exhibit A-2)

- P & R 3244 In-Service Training (M) (Abolished)
- R 5514 Student Use of Vehicles (Abolished)

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

A-3 NJQSAC Statement of Assurance

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

Approve the NJQSAC Statement of Assurance (SOA) for the 2016-2017 school year and its submission to the New Jersey Department of Education. (Exhibit A-3)

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

A-4 Superintendent's Merit Goals

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

BE IT RESOLVED, that the Glen Ridge Board of Education accept the Superintendent's Merit Goals for the 2016-2017 school year.

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

A-5 School Self-Assessment under the Anti-Bullying Bill of Rights (ABR)

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

Approve the submission of the 2015-2016 School Self-Assessment for Determining Grades under the Anti-Bullying Bill of Rights Act (ABR) to the New Jersey Department of Education. (Exhibit A-5)

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

A-6 Uniform Memorandum of Agreement

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

Approve the 2016-2017 Uniform State Memorandum of Agreement between the Glen Ridge Board of Education and Law Enforcement Officials.

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

A-7 Annual Board Self Evaluation

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

BE IT RESOLVED, that the Glen Ridge Board of Education accept the Annual Board Self Evaluation for the 2016-2017 school year.

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

A-8 Board of Education Goals for 2016-2017 School Year - TABLED

Approve the 2016-2017 Board of Education Goals.

PERSONNEL

P-1 Appointments

Moved: Mr. Campbell Seconded: Ms. Lang

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

- a. Stephanie Fego, as Part-Time Special Education Aide at Glen Ridge High School on Aide Step 1 (\$18.85 per hour) not to exceed 25 hours per week, effective September 1, 2016 through June 30, 2017.
- b. Joseph Garreffa, as Part-Time Special Education Aide at Glen Ridge High School on Aide Step 1 (\$18.85 per hour) not to exceed 25 hours per week, effective September 26, 2016 through June 30, 2017.
- c. Kostrzewa, Eileen, as a Part-Time Aide at Forest Avenue School on Step 1 (\$18.85), effective September 26, 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 Substitutes

Moved: Mr. Campbell Seconded: Ms. Lang

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

Nicole Kylis
Linda Sylvester

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

P-3 Leave of Absence

Moved: Mr. Campbell Seconded: Ms. Lang

Upon the recommendation of the Superintendent, approve a maternity leave of absence to Constance Kontos, Social Studies Teacher at Glen Ridge High School, effective November 23, 2016. Ms. Kontos will utilize her unused sick days as per the Master Agreement, her anticipated return is the first day of the 2017-2018 school year.

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

P-4 Coaches/Athletics, Co-Curricular/Club Advisors

Moved: Mr. Campbell Seconded: Ms. Lang

Upon the recommendation of the Superintendent, approve the appointment of Kaitlyn Mackay, Assistant Cheerleading Coach at Glen Ridge High School, on Guide 6 Year 1 Step 1 (\$2,335), for the 2016 winter season.

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

P-5 Non-Union Board Stipend

Moved: Mr. Campbell Seconded: Ms. Lang

Approve a non-union Board stipend to Darren Gage in the amount of \$3,000 for Marching Band Drill Design for the 2016-2017 school year.

Campbell	de Leeuw	Hilberth	Keppel	Lang	Romano	St. Auburn	Yaros-Ramos	Ginsburg
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Aye	Aye	Aye	Aye	Aye	Aye	Aye	Aye	Aye
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P-6 MSUNER Program District Coordinator

Moved: Mr. Campbell Seconded: Ms. Lang

Approve Lauren Bas as the district coordinator for the MSUNER (Montclair State University Educational Renewal) Program for the 2016-2017 school year for a stipend amount of \$1,000 to be paid by MSUNER.

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: Dr. Yaros-Ramos

Upon the recommendation of the Superintendent, approve the following:

- a. Ridgewood Avenue 3rd grade students, to visit the Glen Ridge Public Library in Glen Ridge, NJ on December 5, 6, 7, 8, 12, & 13, 2016, as per the attached. (Exhibit C-1.a).
- b. Ridgewood Avenue 4th grade students, to visit the Sterling Hill Mining Museum in Ogdensburg, NJ on October 14, 2016, as per the attached. (Exhibit C-1.b).
- c. Ridgewood Avenue 6th grade students, to visit the Buehler Challenger Science Center being held at the Bergen County Community College in Paramus, NJ on November 28, 29, & 30, 2016, as per the attached. (Exhibit C-1.c).
- d. Ridgewood Avenue 6th grade & G&T students, to attend the Power of One Lecture Series, Astronaut Tom Kopra being held at the Intrepid Air, Space & Sea Museum in New York City, NY on October 26, 2016, as per the attached (Exhibit C-1.d).
- e. Marching Band students, to attend the New Jersey Symphony Concert being held at NJPAC in Newark, NJ on September 23, 2016, as per the attached. (Exhibit C-1.e).
- f. Key Club students, to attend the New Jersey Key Club Fall Rally being held at Six Flags Great Adventure in Jackson, NJ on October 9, 2016, as per the attached. (Exhibit C-1.f).
- g. Engineering/Calculus students (grade 12), to attend the Engineering Career Day: Exploring Engineering as a Career Path being held at NJIT, in Newark, NJ on October 14, 2016, as per the attached. (Exhibit C.1.g).
- h. Model UN students (grades 9-12), to attend the Rutgers Model UN Conference being held at the Hyatt Regency Hotel, in New Brunswick, NJ from December 1-4, 2016, as per the attached. (Exhibit C-1.h).
- i. Model UN students (grades 9-12), to attend the John Hopkins Model UN Conference being held at the Hilton Baltimore Hotel, in Baltimore, MD from February 9-12, 2017, as per the attached. (Exhibit C-1.i).
- j. National Art Honor Society students (grades 11-12), to attend the Photography Exhibit & Activity on Peace Corp. being held at the 70 South Gallery in Morristown, NJ on October 18, 2016, as per the attached. (Exhibit C-1.j).

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

BUSINESS

B-1 Workshops/Conferences

Moved: Mr. Keppel Seconded:

Approve attendance at workshops/conferences for the following:

- a. Winnie Boswell, Director of Curriculum & Technology, to attend the *2nd and 3rd year Superintendent Institute*, being held in Monroe Township, NJ on October 1, 2016, January 17, 2017 and March 7, 2017, for a total registration cost of \$399.00.
- b. Cindee Bulthaupt, Learning Consultant, to attend *Impact of Psychiatric & Emotional Factors on Classroom Learning Behavior*, being held in Kenilworth, NJ on October 19, 2016, for a total travel cost of \$6.88.
- c. Cindee Bulthaupt, Learning Consultant, to attend *Anti-Bullying for Educators Specialist Program*, being held in Monroe, NJ on October 13, 2016, February 7, 2017 and April 25, 2017 for a total travel cost of \$76.26.
- d. Odalie Curtis, School Counselor, to attend *Advanced Mindfulness*, being held in Allentown, PA on October 25, 2016, for a total cost of \$256.93 (\$199.99 registration fee plus \$56.94 materials).
- e. Jack DeWitt, Director of Student Services to attend the *Strauss Esmay Hib Training*, being held in Toms River, NJ on November 2, 2016 for a total registration cost of \$125.00
- f. Jack DeWitt, Director of Student Services to attend the *2016 NJ School Boards Convention* being held in Atlantic City, NJ from October 25-27, 2016 for an approximate cost not to exceed \$750.
- g. Lisbeth Ellersick, Synergistics Teacher, to attend *Bergen Markerspace*, being held at Bergen County Technical School in Hackensack, NJ on November 2, 2016, for a total cost of \$169.67 (\$160 registration fee plus \$9.67 travel).
- h. Tia Gist, Athletic Trainer, to attend *Sports Emergency Care Training & Certification*, being held at Jersey Shore Arena in Wall, NJ on November 4, 2016, for a total registration cost of \$180.00.
- i. Jon Heitmann, Assistant Principal, to attend *Legal One Workshops*, being held in Monroe Township, NJ on October 14, 2016, November 7, 2016 and January 27, 2017, for a total registration cost of \$449.00.
- j. Heather Kobylinski, Counselor, to attend *Chasing the Dragon, Opiate Abuse Curriculum*, being held at St. Peters University, in Jersey City, NJ on September 13, 2016, for a total travel cost of \$7.94.
- k. Alejandra Otero, Psychologist, to attend *Anti-Bullying for Educators Specialist Program*, being held in Monroe, NJ on October 13, 2016, February 7, 2017 and April 25, 2017 for a total travel cost of \$78.12.
- l. Dirk Phillips, Winnie Boswell and Jack DeWitt, to attend the *2016 District Management Council*, being held in Washington, DC from October 12-15, 2016, for a total registration cost of \$3,322.98 (\$1,107.66 each).
- m. Dirk Phillips, Superintendent, to attend the *2nd and 3rd year Superintendent Institute*, being held in Monroe Township, NJ on October 1, 2016 and January 17, 2017, for a total registration cost of \$298.00.
- n. Danielle Purciello, Science Teacher, to attend the *New Jersey Science Convention*, being held in Princeton, NJ on October 25, 2016, for a total registration cost of \$205.34 (\$175.00 registration fee plus \$30.34 travel).
- o. Charlene Reilly, School Nurse, to attend *Advanced Mindfulness*, being held in Allentown, PA on October 25, 2016, for a total cost of \$236.97 (\$199.99 registration fee plus \$36.98 materials).
- p. Geni Sackson, 5th Grade Teacher, to attend *Teaching Kids to Code*, being held at Bergen County Education Technology Center in Paramus, NJ on October 25, 2016 and November 2, 2016 for a total registration cost of \$75.00.

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

B-2 Phase I/ Preliminary Assessment Scope of Work

Moved: Mr. Keppel Seconded:

Approve Site Remediation Group, LLC. (SRG) to perform either a Phase I Environmental Site Assessment (ESA) and/or a Preliminary Assessment Report with Entire Site Wide Response Action Outcome (RAO) if warranted for the following estimated amounts:

Option 1: Record Search, Site Walkthrough and Phase I Report - \$2,500.00

Option 2: Record Search, Walkthrough and Preliminary Assessment with Site Wide RAO - \$6,000.00

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

B-3 Workshop for Board Member

Moved: Mr. Keppel Seconded:

Approve attendance at workshops/conferences for Elisabeth Ginsburg, to attend the 2016 NJ School Boards Convention being held in Atlantic City, NJ from October 25-27, 2016 for an approximate cost not to exceed \$750.

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

* Ms. Ginsburg abstained

B-4 Workshop for Board Member

Moved: Mr. Keppel Seconded:

Approve attendance at workshops/conferences for Tracey St. Auburn to attend the 2016 NJ School Boards Convention being held in Atlantic City, NJ from October 25-27, 2016 for an approximate cost not to exceed \$750.

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

* Ms. St. Auburn abstained

B-5 Out-of-District Placements

Moved: Mr. Keppel Seconded:

Approve the out-of-district placement of the following student 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>
17141	Essex County Vocational and Tech School	\$9,104.00
16030	Bergen County Special Services to attend CrossRoads School	\$14,500.00
16027	Bergen County Special Services to attend CrossRoads School	\$14,500.00

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

B-6 Financial Reports

Moved: Mr. Keppel Seconded:

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 **Final June 2016** 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 **Final June 2016** as follows:

	<u>June 2016</u>
Beginning Balance	\$4,053,218.94
Receipts	\$3,240,488.95
Disbursements	\$2,898,589.92

Cash Balance	\$4,395,117.97
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- c. Treasurer of School Monies report for **Final June 2016** as presented.
- d. Approve the budget transfer for the months of **Final June 2016** as presented. (Exhibit B-6.d)

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

B-7 Appraisal Services

Moved: Mr. Keppel Seconded:

Approve Appraisal Consultants Corp. to perform appraisal services for the subject property at 5 High Street, Glen Ridge, NJ 07028 in the amount of \$12,000.00

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

PUBLIC COMMENT

NONE

ADJOURNMENT

Mr. Campbell motioned to adjourn at 8:16 pm. Mr. Romano seconded the motion. The meeting was adjourned at 8:16 pm.

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

Respectfully submitted,

Peter Caprio
Board Secretary