

**RAMAPO INDIAN HILLS REGIONAL HIGH SCHOOL DISTRICT
BOARD OF EDUCATION
Oakland, New Jersey**

ACTION/WORK SESSION MINUTES

November 14, 2016
District Conference Room

Roll Call – Executive Session

Upon roll call at 7:30 P.M., the Board members responded as follows: Mmes. Becker, Castor, Kilday, Quinlan (ABSENT), and Sciancalepore (ABSENT). Messrs. Becker, Bunting, Butto, and Porro (ABSENT). Mrs. Beverly MacKay, Superintendent of Schools; and Mr. Frank C. Ceurvels, Business Administrator / Board Secretary; were also present.

The meeting was called to order by the Board president at 7:30 P.M. Mr. Bunting announced that adequate notice of the meeting has been posted and published as required by law.

A motion was made by Mrs. Kilday and seconded by Mrs. Becker and unanimously carried to move into Closed Executive Session for the purpose of discussing personnel and negotiations. Information from the Closed Executive Session will be made public at the discretion of the Board, as per Board Bylaw 0166, Executive Sessions, or as otherwise authorized by law. The Closed Executive Session was adjourned at 8 P.M.

Roll Call – Action/Work Session

Upon roll call at 8 P.M. Board members responded as follows: Mmes. Becker, Castor, Kilday, Quinlan (ABSENT), and Sciancalepore (ABSENT). Messrs. Becker, Bunting, Butto, and Porro. Mrs. Beverly MacKay, Superintendent of Schools; and Mr. Frank Ceurvels, Business Administrator / Board Secretary were also present.

The meeting was called to order by the Board president at 8 P.M. Mr. Bunting announced that adequate notice of the meeting has been posted and published as required by law. He read a public statement advising the public to be aware that employees of the Ramapo Indian Hills Regional High School District retain the right of privacy and shall retain all rights regarding defamation and slander according to the laws of New Jersey. Mr. Bunting further stated that the Board shall not be held liable for comments made by members of the public and, in order to protect the privacy rights of employees in the District, the Board shall not respond to statements made by the public of or about District employees.

BOARD PRESIDENT'S REPORT

Mr. Bunting invited Mr. Mooney, RHS, Student Board Representative and Mr. Finan, IHHS, Student Board Representative, to present their reports as follows: Mr. Mooney stated: 1) the Boys' Soccer Team, Gymnastics Team, and Girls' Volleyball Team won their State Sectional competitions and; 2) the RHS student body is planning for the December Holiday Festival. Mr. Finan stated: 1) the second marking period has begun; 2) the IHHS Interact Club honored veterans for Veterans' Day; and 3) a food drive is planned for next week.

Recess

Upon motion of Mr. Porro, seconded by Mrs. Castor and carried the Board recessed the Action/Work Session to recognize the members of the RHS Student Council at 8:10 P.M.

Reconvene

Upon motion of Mrs. Castor, seconded by Mrs. Becker the Action/Work Session was reconvened at 8:18 P.M. by Mr. Bunting.

SUPERINTENDENT'S REPORT

Mrs. MacKay thanked the Mr. Becker and the veterans for their service. She reported that a wellness weekend is planned for the Thanksgiving Holiday weekend and no homework will be assigned for students.

Mrs. MacKay also stated that the Gold Masque production of *Night Watch* is scheduled on November 17, 18, and 19, and the IHHS Fall Production of *The Miracle Worker* is scheduled on December 1, 2, and 3.

BUSINESS ADMINISTRATOR'S REPORT

Mr. Ceurvels reported that the District received test results on the TV Studio last month, and it is anticipated that the TV Studio will be fully functional immediately following the Thanksgiving Holiday.

He also reported that some work is being completed on the Locker Rooms, however, the Bonding Company will be scheduling work to be completed some time next week. His office continues to monitor the progress of this project. Additionally, the architect will be scheduling a second Phasing Meeting for the RHS Bleacher Project. Soil borings were performed last week and those results should be available to the District some time next week.

PUBLIC DISCUSSION OF AGENDA AND NON-AGENDA ITEMS

A. Moved by PORRO Seconded BUTTO to open the meeting to public discussion.

No discussion.

B. Moved by CASTOR Seconded KILDAY to close public discussion of agenda items and to re-enter the Action/Work Session.

ACTION ITEMS - ✓ = Yes

The following motions were approved by roll call: **P1 – PO2**

Moved by: QUINLAN Seconded: SCIANCALEPORE

PERSONNEL

- P1. To amend the employment date of Melissa Maki, RHS, Guidance, from November 28, 2016 - June 30, 2017, to November 17, 2016 - June 30, 2017.
- P2. To approve the request for an unpaid Family Leave of Absence, utilizing The Family and Medical Leave Act (FMLA), for Daniel Poalillo, IHHS, Science, effective for the period November 28 - December 9, 2016.
- P3. To approve additional summer employment for Denise Colaneri, RHS, Child Study Team, to conduct an educational evaluation on August 19 - 20, 2016, 5 hours, as per the approval contractual hourly rate (as calculated on the base pay plus longevity). Salary guide placement to remain at the 2015-16 salary guide levels until such time when the 2016-17 salary guide has been approved, in accordance with the New Jersey Supreme Court Neptune Decision.
- P4. To amend the appointment, as recommended by the Superintendent of Schools, of Stephen Picciano, RHS, Guidance Counselor/Long-term Replacement, for Jennifer Perry, non-tenured position, not accruing tenure in the position, MA+30, Step 1, \$279.08/diem, effective for the period September 6 - November 17, 2016, and subject to all federal, state, county, and local regulations, governing said employment; and further move to approve applicant's attestation that he has not been convicted of any disqualifying crime pursuant to the provisions of N.J.S.A. 18A:6-7.1 et seq., N.J.S.A. 18A:39-17 et seq., or N.J.S.A. 18A:6-4.13 et seq.
- P5. To approve, as recommended by the Superintendent of Schools, the appointment of athletic coaches, subject to all federal, state, county, and local regulations, governing said employment; effective for the 2016-17 School Year; and move to approve applicants' attestation that she/he has not been convicted of any disqualifying crime pursuant to the provisions of N.J.S.A. 18A:6-7.1 et seq., N.J.S.A. 18A:39-17 et seq., or N.J.S.A. 18A:6-4.13 et seq. Salary guide placement to remain at the 2015-16 salary guide levels until such time when the 2016-17 salary guide has been approved, in accordance with the New Jersey Supreme Court Neptune Decision as follows:

Indian Hills High School

<u>Name</u>	<u>Position</u>	<u>Certification</u>	<u>Step</u>	<u>Stipend</u>
Joseph Verdon	Asst. Boys' Basketball	Standard	1	\$4,320

Ramapo High School

Ian McGarry	Asst. Hockey	Substitute	4	\$4,415
Michael Swanson	Asst. Boys' Basketball	Substitute	1	4,320

- P6. To approve the appointment of Volunteer Coaches, effective for the 2016-17 School Year. Authorization for employment is based on prior verification of background check pursuant to the provisions of *N.J.S.A. 18:6-7.1, et. seq., N.J.S.A. 18A:39-17, et. seq., or N.J.S.A. 18:6-4.13 et. seq.* as follows:

<u>Name</u>	<u>Position</u>
Megan Mitchell	Girls' Basketball/RHS
Ryan Larkin	Hockey/IHHS
Taylor Grbelja	Girls' Basketball/IHHS
Jill Hochuli	Girls' Basketball/IHHS
Jordan Houlihan	Hockey/IHHS

- P7. To approve the appointment of Volunteer Special School Advisors, effective for the 2016-17 School Year. Authorization for employment is based on prior verification of background check pursuant to the provisions of *N.J.S.A. 18:6-7.1, et. seq., N.J.S.A. 18A:39-17, et. seq., or N.J.S.A. 18:6-4.13 et. seq.* as follows:

<u>Name</u>	<u>Position</u>
John Mungiglio	Film Festival Club/IHHS
Dan Keyser	Film Festival Club/IHHS

- P8. To approve the placement of Amy Fields, a Rutgers University Student, to complete her four-hour Classroom Observation requirement, in the Business Department, Ramapo High School, effective for the period November 15 - 30, 2016.

- P9. To approve the placement of Samantha Mayer, a Caldwell College Student, to complete her three-hour Classroom Observation requirement, in the Math Department, Indian Hills High School, effective for the period November 15 - December 2, 2016.

- P10. To accept, with regret, the resignation of John Schilstra, IHHS, Robotics Club Special School Advisor, effective immediately.

EDUCATION

- E1. To approve the Harassment, Intimidation, & Bullying student consequences imposed during the 2016-17 School Year as a result of the HIB Investigation for IHHS-HIB 2016-003.
- E2. To approve the Agreement between Care Plus New Jersey and the Ramapo Indian Hills Regional High School District Board of Education for Consultation and Screening Services, \$250/per session, effective for the period November 15, 2016 - June 30, 2017.
- E3. To approve the NJ QSAC Equivalency Application, as per N.J.A.C. 6A:30-3.1(a)-(d) and 3.2, and further move to approve the submission of the Equivalency Application to the Executive County Superintendent for review and approval.

E4. To accept the amended No Child Left Behind (NCLB) Grant Entitlement for Fiscal Year 2017 as follows:

Title I, Part A Basic \$58,815

OPERATIONS

OP1. To approve the use of the Ramapo Indian Hills Regional High School District facilities for the date(s) indicated in accordance with the rules and regulations governing said use as follows:

Ramapo High School

Wyckoff Recreation Bergen County Municipal JIF Assembly;
Auditorium; Sunday, November 20, 2016; 11 A.M.
- 2 P.M.

FINANCE

F1. To approve the resolution as follows:

WHEREAS, the District employees, as listed on the attached, have submitted requests for reimbursement for work-related travel that is directly related to and within the scope of each employee’s current work responsibilities; and

WHEREAS, the Board has previously authorized such work-related travel, and the District’s school business administrator or designee has reviewed the documentation submitted by each employee and found same to be in compliance with the Board’s policy provisions and approval requirements; and

WHEREAS, the attachment specifies for each item of reimbursement the specific promotion of delivery of instruction or furtherance of the efficient operation of the school district, and the amount of each listed reimbursement does not exceed State travel reimbursement guidelines;

NOW, THEREFORE, BE IT RESOLVED, in accordance with the provisions of Board Policy and *N.J.A.C. 6A:23B-1.1 et seq.*, that the Board of Education hereby approves work-related travel reimbursement to its employees as set forth on the attached.

POLICY

PO1. To approve the first readings of District Policies as follows:

<u>Policy Title</u>	<u>Policy Number</u>
Employment of School Business Administrator / Board Secretary	1310
Title 1 - Educational Stability for Children in Foster Care	2415.30
Unmanned Aircraft Systems (UAS a/k/a DRONES)	7481

PO2. To approve the revised District Bylaws as follows:

<u>Bylaw Title</u>	<u>Bylaw Number</u>
Public Participation in Board Meetings	0167
Recording Board Meetings	0168

P1 – PO2

RC): Becker ✓, Butto ✓, Castor ✓, Kilday ✓, Porro ✓,
Quinlan ABSENT, Sciancalepore ABSENT, Becker ✓, Bunting ✓

COMMITTEE REPORTS

Mr. Butto reported that a Finance Committee Meeting is scheduled on November 18.

Mrs. Castor reported that an RFP will be drafted for the services of an outside consultant to conduct a review of the job descriptions, to review past practices, and to review salary alignments for the Central Office staff. She also reported that the Board Retreat is scheduled on Tuesday, November 29.

Mrs. Castor also stated that an Education Committee Meeting is scheduled on November 17.

Mrs. Becker reported that the members of the Crisis Management Committee met on November 18 to discuss agenda items as follows: 1) medical training for the bike paths and 2) bus evacuations.

Mrs. Kilday reported that the members of the Extracurricular Committee met on November 8 to discuss the District's policy for chaperones during school trips. Mrs. Kilday also stated that she will discuss with the members of the Policy Committee developing a District policy for out-of-district students participating in District extracurricular activities.

Mr. Becker reported that both the Board of Education and the RIHEA will be present at a fact finding meeting scheduled at a later date. He also reported that the members of the Negotiations Committee will schedule a meeting date with the representatives of the RIHAA.

BOARD COMMENTS

Members of the Board congratulated Mrs. Becker, Mr. Bunting, and Mr. Butto on their re-election to the Board of Education.

Mr. Butto thanked the Franklin Lakes residents for their support of his candidacy for the Board of Education.

PUBLIC DISCUSSION

A. Moved by CASTOR Seconded BECKER to open the meeting to public discussion.

No discussion.

B. Moved by CASTOR Seconded KILDAY to re-enter the Action/Work Session.

ANTICIPATED FUTURE MEETING DATES

Mr. Bunting announced anticipated future meeting dates as follows:

Monday, November 28, 2016, Regular Public Meeting, District Conference Room, 8 P.M.

ADJOURNMENT

Moved by CASTOR Seconded: BUTTO to adjourn at 8:39 P.M.

Thomas Bunting
Board President

Frank C. Ceurvels
Business Administrator/Board Secretary