

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

**REGULAR PUBLIC MEETING MINUTES
December 12, 2016
District Conference Room**

Roll Call – Executive Session

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

The meeting was called to order by the Board president at 7 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. Sciancalepore and seconded by Mrs. Kilday and unanimously carried to move into Closed Executive Session for the purpose of discussing personnel, litigation, 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 – Work Session/Regular Public Meeting

Upon roll call at 8 P.M. Board members responded as follows: Mmes. Becker, Castor (ABSENT), Kilday, Quinlan, and Sciancalepore. Messrs. Becker, Bunting, Butto, and Porro. Mrs. Beverly MacKay, Superintendent of Schools; and Mr. Frank Ceurvels, Business Administrator/Board Secretary; and 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. Mahtabfar, RHS, Alternate Student Board Representative, and Mr. Finan, IHHS, Student Board Representative, to present their reports as follows: Mr. Mahtabfar stated: 1) the National Honor Society hosted a successful holiday toy drive; and 2) the Winter Pep Rally is scheduled on December 16. Mr. Finan stated: 1) the IHHS Student Council is collecting toys for the holiday season; 2) a TNT Video will be presented to the IHHS student body on December 23; 3) a Coffee House was held on December 7; and 4) Spirit Week is scheduled during the week of December 19.

Mr. Bunting invited Mr. Ron Anello, RHS Director of Athletics and Student Activities, to present the members of the RHS Gymnastics Team, RHS Boys' Soccer Team, RHS Girls' Volleyball Team, and a RHS Cross Country student athlete with Certificates of Achievement for their outstanding seasons. The coaches of each team highlighted the teams' accomplishments and thanked the members of the Board and Mrs. MacKay for their support.

Mr. Bunting thanked the parents of the student athletes for their commitment to their students' athletic endeavors. Mr. Bunting recognized Mr. Paul Heenehan, RHS, Girls' Soccer Coach, for his dedication and service to the District. He thanked Mr. Heenehan and wished him well.

Recess

Upon motion of Mr. Butto, seconded by Mrs. Becker and carried the Board recessed the Regular Public Meeting to recognize the student athletes at 8:31 P.M.

Reconvene

Upon motion of Mrs. Quinlan, seconded by Mrs. Sciancalepore the Regular Public Meeting was reconvened at 8:45 P.M. by Mr. Bunting.

SUPERINTENDENT'S REPORT

Mrs. MacKay welcomed everyone to the Board Meeting. She congratulated the student athletes and parents for their outstanding fall season.

Mrs. MacKay invited Mr. Sutherland to discuss the 2017-18 Program of Studies and the Graduation Pathway. A brief question and answer session followed the presentations.

Mrs. MacKay thanked Mr. Sutherland for his presentations.

BUSINESS ADMINISTRATOR'S REPORT

Mr. Ceurvels reported on District projects as follows: 1) he confirmed that the District has two athletic fields that were installed in 2009 to replace the two fields that were installed previously. He stated that the two fields are under warranty until September 2017. He stated further that the District may be involved in a class action; 2) he also stated that the District has entered into a Settlement Agreement with Askari for the IHHS Courtway Project that was installed last summer. The District is no longer responsible for any future payments on the Project; 3) a meeting was held last week to discuss the logistics for the RHS Bleacher Project. Schematics have been submitted to the Franklin Lakes Planning Board for review. The Project will go out to bid some time in mid January 2017. The Project budget is under \$665,000 and the project is scheduled to begin in late June 2017.

Mr. Ceurvels will continue to keep the Board members up to date as to the status of these District projects.

PUBLIC DISCUSSION OF AGENDA AND NON-AGENDA ITEMS

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

A member of the public addressed the Board regarding the IHHS Visitors' Bleachers. Mr. Ceurvels stated that timeline for the replacement of the IHHS Bleachers is scheduled during the summer months in 2018.

- B. Moved by BECKER Seconded SCIANCALEPORE to close public discussion of agenda items and to re-enter the Work Session/Regular Public Meeting.

ACTION ITEMS - ✓ = Yes

The following motion was approved by roll call:

Moved by: KILDAY Seconded: BUTTO

To approve Closed and Action/Work Session Minutes of November 14, 2016.

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

The following motion was approved by roll call:

Moved by: QUINLAN Seconded: BUTTO

To approve Closed and Regular Public Meeting Minutes of November 28, 2016.

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

The following motion was approved by roll call:

Moved by: QUINLAN Seconded: SCIANCALEPORE

To approve Board Retreat Minutes of November 29, 2016.

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

The following motion was approved by roll call: **P5**

Moved by: PORRO Seconded: SCIANCALEPORE

PERSONNEL

P5. To accept retirement, with regret, effective June 30, 2017, as follows:

WHEREAS, Cherylin Roeser has dedicated herself to the Ramapo Indian Hills Regional High School District for forty nine years as an English Teacher, Yearbook/Editorial Advisor, Yearbook/Business Advisor, Class Advisor, National Honor Society Advisor, and District Mentor Program Coordinator; displaying an unselfish commitment to our children; exemplifying the ideals of professionalism and the standard of excellence, and

WHEREAS, the Ramapo Indian Hills Regional High School District Board of Education, together with its citizens, wishes to acknowledge exemplary service that Cherylin Roeser has provided our children,

NOW, THEREFORE, BE IT RESOLVED THAT the Ramapo Indian Hills Regional High School District Board of Education does hereby extend its appreciation and gratitude to Cherylin Roeser in recognition of her exemplary service to our school district.

P5

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

The following motion was approved by roll call: **P6**

Moved by: PORRO Seconded: BUTTO

P6. To accept retirement, with regret, effective June 30, 2017, as follows:

WHEREAS, Barbara Duhig has dedicated herself to the Ramapo Indian Hills Regional High School District for thirty six years as a Business Teacher, English Teacher, Head Teacher, Cheerleader Advisor, Class Advisor, Photography Club Advisor, School Publicity Advisor, Student Council Advisor, Stock Market Club Advisor, Newspaper/Editorial Advisor, Newspaper/Business Advisor, DECA Advisor, Newspaper Online Advisor, Yearbook/Editorial Advisor; and District Mentor Program Coordinator; displaying an unselfish commitment to our children; exemplifying the ideals of professionalism and the standard of excellence, and

WHEREAS, the Ramapo Indian Hills Regional High School District Board of Education, together with its citizens, wishes to acknowledge exemplary service that Barbara Duhig has provided our children,

NOW, THEREFORE, BE IT RESOLVED THAT the Ramapo Indian Hills Regional High School District Board of Education does hereby extend its appreciation and gratitude to Barbara Duhig in recognition of her exemplary service to our school district.

P6

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

The following motions were approved by roll call: **P1 – P4 & P7 – F2 & F4 - PO2**

Moved by: SCIANCALEPORE Seconded: KILDAY

PERSONNEL

P1. To approve the reappointment of Kevin Hogan, IHHS, Special Services, fourth-year, non-tenured, approaching tenure, effective February 25 - June 30, 2017 and further move to award a tenure contract. Salary guide placement to remain at the 2015-16 salary guide level until such time when the 2016-17 salary guide has been approved, in accordance with the New Jersey Supreme Court Neptune Decision.

P2. To amend the Schedule B Stipends for District Special School Advisors effective for the 2016-17 School Year as follows:

Dan Ferat, IHHS, School Newspaper/ Business from Step 4, \$3,056, to Step 2, \$2,802

John Gaccione, RHS, Fall Intramurals from Step 4, \$1,606, to Step 3, \$1,541

Salary guide placement to remain at the 2015-16 salary guide level until such time when the 2016-17 salary guide has been approved, in accordance with the New Jersey Supreme Court Neptune Decision.

P3. Move to approve the appointment of Mark Aug, RHS, Girls' Basketball Volunteer Coach, 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.

P4. To approve the appointment of Leann Lebov, RHS, Relay for Life Volunteer Advisor, 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.

P7. To accept, with regret, the resignation of District Athletic Coaches, as follows:

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Nicholas Guttuso	Asst. Track/RHS	effective immediately
Paul Heenehan	Girls' Soccer/RHS	effective immediately
John McCabe	Asst. Baseball/IHHS	effective immediately

P8. To accept the resignation of Elliot Richman, RHS, Chemistry II League Advisor, effective immediately.

P9. To approve the appointment of Rebeca Gordy, RHS, Science/Temporary Leave Replacement/Maternity Leave Replacement Teacher for Ashley Gross-Green, not accruing tenure in the position, BA, Step 1, \$250.18/diem, conditional upon receipt of appropriate New Jersey Certification, effective for the period January 26 - April 7, 2017, and subject to all federal, state, county, and local regulations, governing said employment; and further move to approve applicant's attestation that she 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., and N.J.S.A. 18A:6-4.13 et seq., as applicable.

EDUCATION

E1. To approve in accordance with Chapter 46, Title 18A, New Jersey Statutes, and on the recommendation of the Superintendent of Schools, District Director of Student Personnel Services, and District Child Study Team that tuition and/or related services be paid for the students listed below to attend the schools indicated at the tuition costs indicated for the 2016-17 School Year as follows:

<u>Student No.</u>	<u>Placement</u>	<u>Tuition</u>
072899	East Mountain School	\$ 73,415.43
420068	Toms River Regional High School	\$10,850.72

Pro-rated per diem rate for 144 days

- E2. To approve the 2017-18 *Program of Studies*.
- E3. To approve the District student field trips and transportation costs for the 2016-17 School Year as follows:

<u>Location</u>	<u>Group/Teacher</u>	<u>Date(s)</u>	<u>Cost</u>
Camp YDP	Interact/Funk	December 16, 2016	\$0
Bergen County Courthouse	Mock Trial/Luke	January 6, 2017	\$247.50
Lincoln Center/Met Opera	Italian/Lazzara	January 6, 2017	\$0
Bergen County Courthouse	Mock Trial/Luke	January 11, 2017	247.50
Bergen County Courthouse	Mock Trial/Luke	January 18, 2017	247.50
NY Federal Reserve/Glen Rock Train Station	FED Challenge/Witterschein	February 1, 2017	220
Princeton University	AP US History/Paravati	February 1, 2017	376.57
Atlantic City, NJ	DECA/Fanale	February 20 - 23, 2017	0
Liberty Science Center	Transition Math/Science/Gramazio	March 16, 2017	351.57

OPERATIONS

- OP1. To approve the resolution as follows:

BE IT RESOLVED by the Ramapo Indian Hills Regional High School District Board of Education (hereinafter referred to as the "Board") that the terms, stipulations and conditions as established in the Settlement Agreement and Release (hereinafter referred to as "Agreement") between the Board and Askari Construction, Inc. are hereby adopted and approved by the Board. The Board President and Business Administrator/Board Secretary are hereby authorized and directed to execute the Settlement Agreement and Release, and any other documents necessary to effectuate the settlement.

- OP2. To approve Change Order No. 003 dated November 19, 2015, from Thassian Mechanical Contracting, Inc., Belford, New Jersey, for the *HVAC Upgrades (Phase 2) at Indian Hills High School*, Contract No. 60 to include the following:

<u>Change Order No.</u>	<u>Description</u>	<u>Amount</u>
003	This Change Order reflects additional work as specified on Attachment No. 1.	\$101,468.60

The Original Contract Sum is \$1,256,000.00 and the New Contract Sum including this Change Order will be \$1,499,678.60. (The net change by previously authorized Change Orders was \$142,210.00; Contract Sum will be increased by this Change Order in the amount of \$101,468.60; the Contract Sum prior to this Change Order was \$1,398,210.00.)

OP3. To approve Change Order No. 003, dated December 8, 2016, from ML, Inc., Passaic, New Jersey, for the *Masonry Upgrades at Ramapo High School*, Contract No. 64 to include the following:

<u>Change Order No.</u>	<u>Description</u>	<u>Amount</u>
003	Furnish and install new precast concrete trench drain (approximately 21' in length) with stainless steel cover along exterior wall adjacent main entrance to school.	\$ 5,500

The Original Contract Sum is \$1,007,000.00 and the New Contract Sum including this Change Order will be \$1,025,938.43. (The net change by previously authorized Change Orders was \$13,438.43; Contract Sum will be increased by this Change Order in the amount of \$5,500.00; the Contract Sum prior to this Change Order was \$1,020,438.43.)

OP4. To approve the resolution as follows:

WHEREAS, the Board of Education will be submitting applications to the New Jersey Department of Education for the approval of capital improvement projects as follows:

*IHHS Silicone/Polyurethane Foam Roof Recoat
Section 12 - Lower Gymnasium, Section 14 -
Administration, Section 14b*

*RHS Silicone/Polyurethane Foam Roof Recoat
Section 14 - Lower Gymnasium*

WHEREAS, these projects are not included in the 2005 Long-Range Facilities Plan list of capital projects to be completed, and therefore the Long-Range Facilities Plan needs to be amended; and

NOW, THEREFORE BE IT RESOLVED that the Board of Education approves amending the School District's Long-Range Facilities Plan to include these projects.

OP5. To approve the resolution as follows:

WHEREAS, the Board of Education of the Ramapo Indian Hills Regional High School District (the "Board") has identified a need to undertake the following projects:

*IHHS Silicone/Polyurethane Foam Roof Recoat
Section 12 - Lower Gymnasium, Section 14 -
Administration, Section 14b*

*RHS Silicone/Polyurethane Foam Roof Recoat
Section 14 - Lower Gymnasium*

(the "Projects", and;

WHEREAS, the District has moved forward with a Proposal for Architectural Services for the Projects, and;

WHEREAS, the Board desires to retain Laurence Parisi, AIA (the "Architect") to provide Architectural Services in connection with the Projects, and;

WHEREAS, the agreement with Laurence Parisi, AIA, may be awarded without public bidding as a contract for professional services pursuant to N.J.S.A. 18A:18A(a)(1), and;

WHEREAS, the Board intends to finance the cost of the projects through the use of capital funds as part of the District's Long-Range Facility Plan (LRFP), and;

NOW, THEREFORE, BE IT RESOLVED by the Ramapo Indian Hills Regional High School District that the Board president and secretary are hereby authorized and directed to enter into an agreement with Laurence Parisi, AIA, and;

BE IT FURTHER RESOLVED that a brief notice of this action shall be printed once in the Board's official newspaper stating its nature, duration, service and amount and that the resolution and contract shall be on file and available for public inspection in the Board Office, in the following form:

LEGAL NOTICE
RAMAPO INDIAN HILLS REGIONAL HIGH SCHOOL DISTRICT
BOARD OF EDUCATION
COUNTY OF BERGEN, STATE OF NEW JERSEY
NOTICE OF AWARD OF PROFESSIONAL SERVICES CONTRACT

PLEASE TAKE NOTICE that on December 12, 2016, the Board of Education authorized the Board president and secretary to enter into an Agreement for professional architectural services with Laurence Parisi, AIA, One Marine Plaza, North Bergen, New Jersey 07047, with regard to the following projects:

*IHHS Silicone/Polyurethane Foam Roof Recoat
Section 12 - Lower Gymnasium, Section 14 -
Administration, Section 14b*

*RHS Silicone/Polyurethane Foam Roof Recoat
Section 14 - Lower Gymnasium*

FINANCE

- F1. That the financial report of the business administrator and the treasurer of school monies for the month of October 2016, including a cash report for that period, be approved and ordered filed.
- F2. That the following bills drawn on the current account in the month of November 2016 in the total amount of \$280,674.45 for materials received and/or services rendered, having been duly audited by the business administrator and the chairperson of the Finance Committee be ratified by the Board.
- F4. To authorize approval of bills drawn on the current account in the total amount of \$769,003.33 for materials received and/or services rendered, having been duly audited by the business administrator and the chairperson of the Finance Committee.
- F5. That bills in the District Cafeteria Fund in the total amount of \$114,787.37 having been duly audited and approved by the business administrator/board secretary, and previously paid, be approved by the Board as follows:

ARAMARK	\$ 113,584.87	November Operations
RIH District Cafeteria Fund	\$1,202.50	November Student Lunches

- F6. To approve the resolution as follows:

Frank Ceurvels 12/10/2016 1:41 AM
Comment [1]: Finance needs monthly certification? If not now, at worksession in January

Julie Browne 12/10/2016 1:41 AM
Comment [2]: Do you want to wait until the January 5 Agenda so that you can close out December 2016?

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.

~~F7. To accept the donation in the amount of \$600 from the Class of 2016 Project Graduation for the purchase of an Outdoor Blue Bench to be placed by the Athletic Field.~~

Resolution F7 was deleted from the Agenda.

POLICY

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

<i>Policy Title</i>	<i>Policy Number</i>
Employment of Chief School Administrator	1220
Student Use of Vehicles on School Grounds	5514
Outstanding Food Service Charges	8550
Bus Driver/Bus Aide Responsibility	8630

PO2. To approve Bylaw 0141, Board Member Number and Term.

P1 – P4 & P7 – F2 & F4 - PO2

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

The following motion was approved by roll call: **F3**

Moved by: SCIANCALEPORE Seconded: BUTTO

F3. To ratify the November 30, 2016 payroll in the amount of \$1,242,051.65, having been duly audited by the business administrator and the chairperson of the Finance Committee, be ratified by the Board. (Amount was not available for the November 28, 2016 Regular Public Meeting.)

F3

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

COMMITTEE REPORTS

Mrs. Sciancalepore stated that the members of the Facilities Committee are reviewing the District projects scheduled during the summer months in 2017.

Mrs. Becker stated that a Crisis Management Committee Meeting is scheduled on Friday, December 16.

BOARD COMMENTS

Members of the Board wished everyone happy holidays.

Mr. Butto congratulated the RHS student athletes for their accomplishments.

Mrs. Quinlan thanked Mr. Sutherland for his presentations on the 2017-18 Program of Studies and the Graduation Pathways Program.

Mr. Porro congratulated the RHS student athletes for their successful Fall season.

Mrs. Becker stated that she attended the RHS Holiday Concert and plans to attend the IHHS Fall Concert on December 13.

Mrs. Kilday congratulated the RHS and IHHS student athletes for their successful Fall seasons. She also stated that she attended the IHHS Play and the RHS Holiday Concert and congratulated the staff and students on their outstanding performances.

Mr. Becker congratulated the RHS student athletes and thanked the athletic coaches and administrators and staff for their commitment to the District's athletic program.

Mr. Bunting thanked Mr. Sutherland for his presentations on the District's Program of Study and the Graduation Pathway Program. He also stated that this Board Meeting is his last meeting as Board President. He thanked District administrators for their continued commitment to the District. Mr. Bunting wished everyone a Merry Christmas and a Happy New Year.

Mr. Becker thanked Mr. Bunting for his service to the District as Board President.

PUBLIC DISCUSSION

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

No discussion.

B. Moved by PORRO Seconded BUTTO to re-enter the Regular Public Meeting.

ANTICIPATED FUTURE MEETING DATES

Mr. Bunting announced anticipated future meeting dates as follows:

Thursday, January 5, 2017, Reorganization/ Action/Work Session, District Conference Room, 6 P.M.

ADJOURNMENT

Moved by QUINLAN Seconded: SCIANCALEPORE to adjourn at 9:29 P.M.

Thomas Bunting
Board President

Frank C. Ceurvels
Business Administrator/Board Secretary