

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

ACTION/WORK SESSION MINUTES

February 13, 2017

District Conference Room

Roll Call – Executive Session

Upon roll call at 7:05 P.M., the Board members responded as follows: Mmes. Becker, Castor, Kilday, Quinlan, and Sciancalepore (7:14 P.M.). 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 7:05 P.M. Mr. Becker announced that adequate notice of the meeting has been posted and published as required by law.

A motion was made by Mrs. Quinlan and seconded by Mrs. Castor 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 – Action/Work Session

Upon roll call at 8:01 P.M. Board members responded as follows: Mmes. Becker, Castor, Kilday, Quinlan, and Sciancalepore. Messrs. Becker, Bunting, Butto, and Porro (8:15 P.M.). 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 8:01 P.M. Mr. Becker 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. Becker 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. Becker invited Mr. Finan, IHHS, Student Board Representative, to present his report as follows: Mr. Finan stated: 1) the IHHS Choir participated in the Martin Luther King Day celebrations; 2) the IHHS Academic Decathlon Team finished in first place at the Regional Academic Decathlon event; 3) 58 DECA students will be participating in the State DECA event; and 4) the IHHS Bowling Team won the State Sectional competition.

SUPERINTENDENT'S REPORT

Mrs. MacKay welcomed everyone to the Board Meeting. She congratulated the IHHS and RHS Academic Decathletes for their performances at the Regional competition. The IHHS Team placed in first place and the RHS Team placed in third place. The State Academic Decathlon event is scheduled on Saturday, March 4, RHS.

Mrs. MacKay also reported that on Friday, February 3, a Pep Rally was held for the student body to celebrate former RHS graduates Steven Cannon and Chris Hogan for their appearances at the February 5 Super Bowl. She also reported that the District's new website is up and running.

BUSINESS ADMINISTRATOR'S REPORT

Mr. Ceurvels reported on District projects as follows: 1) the District has entered into a contract to complete the IHHS Locker Room Project; it is anticipated that the Project will be completed by the end of March; 2) bids were received for the RHS Bleacher Project, however, all bids were overbudget; it is anticipated that the project will be awarded by the end of March; 3) the IHHS Bathroom Project is out to bid; a bid opening is scheduled on February 16; and 4) State aid figures are anticipated at the end of

February; a Finance Committee Meeting is scheduled on March 3 to review the State aid figures and to discuss the preliminary 2017-18 Proposed Budget.

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 BUTTO Seconded SCIANCALEPORE to open the meeting to public discussion.

A member of the public addressed the Board regarding the District’s website and congratulated District administration on the newly-designed website.

B. Moved by BUTTO Seconded CASTOR 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 - PO1**

Moved by: KILDAY Seconded: SCIANCALEPORE

PERSONNEL

P1. That as recommended by the superintendent of schools, the following person be appointed to fill the position for the length of time and with the compensation noted, subject to all federal, state, county and local regulations, governing said employment; and further that the president and secretary, as proper officers of the Board of Education, be authorized and directed to issue the proper contract for the 2016-17 School Year; and 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.*, 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. Further move to approve the assignment of the appropriate Unique Position Codes as required by State Statute, as applicable:

<u>Name</u>	<u>Position</u>	<u>Degree</u>	<u>Basis of Employment</u>	<u>Employment Date</u>	<u>Annual Salary</u>
Stephanie Cece	School Psychologist/ RHS	MA+30/ Step 7	10 months	2/27/17 - 6/30/17	\$60,664 ^{1/2/3}

- ¹Replacement for Debra Pulito
- ²Pro-rated
- ³Plus a two-day transition period

P2. To approve the resolution as follows:

WHEREAS, the Ramapo Indian Hills Regional High School District Board of Education (hereinafter referred to as the "Board") and the Ramapo Indian Hills Education Association (hereinafter referred to as the "Association") are parties to a Collective Negotiations Agreement in effect for the 2013-2014 through 2015-2016 school years; and

WHEREAS, the Board and the Association are desirous of entering into a Sidebar Agreement for the purpose of setting a fixed rate for chaperoning all events that take place on non-school days and setting forth language that separates chaperoning assignments into both day and overnight assignments.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby adopts and approves the terms, stipulations and conditions as established in a Sidebar Agreement annexed hereto and incorporated herein by reference. The Board President and the Board Secretary are hereby authorized and directed to execute the attached Sidebar Agreement and any other documents necessary to effectuate said Sidebar Agreement.

- P3. That as recommended by the superintendent of schools, the following persons be approved as 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 he /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.*, 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.

Indian Hills High School

<u>Name</u>	<u>Position</u>	<u>Certification</u>	<u>Step</u>	<u>Stipend</u>
Daniel Green	Asst. Baseball	Substitute	1	\$4,320
Steevi Brandt	Asst. Track	Standard	1	4,320

Ramapo High School

<u>Name</u>	<u>Position</u>	<u>Certification</u>	<u>Step</u>	<u>Stipend</u>
Steven Ferro	Asst. Track	Substitute	4	\$5,871
Ana Drehwing	Asst. Girls’ Lacrosse	Substitute	4	5,871
Sandy Gordon	Girls’ Golf	Standard	4	5,994

- P4. To confirm the appointment, as recommended by the superintendent of schools, of Timothy Hausch, IHHS, Asst. Swimming, Step 4, \$4,515, effective for the 2016-17 School Year; and 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.* 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.

- P5. To approve the appointment of a District Special School Advisor, as recommended by the superintendent of schools, with the compensation noted, subject to all federal, state, county and local regulations, governing said employment; and further that the president and secretary, as proper officers of the Board of Education, be authorized and directed to issue the proper contract for the 2016-17 School Year; and 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.*, as applicable. 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.

Ramapo High School

<u>Advisor</u>	<u>Position</u>	<u>Step</u>	<u>Stipend</u>
Athanassios Haralambopoulos	Junior Class	4	\$5,711 ¹

¹Effective March 22 – June 30, 2017

- P6. To approve the appointment of IHHS Spring Musical Production Staff, effective for the 2016-17 School Year. Further move to approve the applicants’ attestation that he/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.*, or *N.J.S.A. 18A:6-4.13 et seq.*, as follows:

<u>Name</u>	<u>Position</u>	<u>Stipend</u>
Susan Hereema	Vocal Coach	\$1,000
Erin O’Brien	Lighting Designer	2,000
Susan Hereema	Orchestra Conductor	500
John Fazio	Set Designer & Construction	1,500

- P7. 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. 18:6-4.14 et seq.*, as follows:

<u>Name</u>	<u>Position</u>
Gene Casaleggio	Baseball/IHHS
William Sharlow	Indoor Track/IHHS
Leslie Stephen	Girls' Golf/RHS

P8. To approve the following individuals listed below as substitute teachers for the 2016-17 School Year; and move to approve applicants' 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.*, or *N.J.S.A. 18A:6-4.13 et seq.*, as applicable:

<u>Name</u>	<u>Location</u>
Sarah Francini	District
Charlene Taormina	District

Effective February - June 2017

P9. To approve the placement of Michael Swanson, a Ramapo College student, at Ramapo High School, Social Studies Department, to complete his practicum requirement, effective for the period February - May 2017.

P10. To accept the resignations of District athletic coaches as follows:

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Joseph Sabella	Football/IHHS	effective immediately
Anthony Schifano	Asst. Boys' Golf/RHS	effective immediately

P11. To approve the resolution as follows:

WHEREAS, an employee whose name is one file in the Board Office has an individual employment contract with a sixty (60) day notice provision; and

WHEREAS, the Superintendent has recommended that the Board invoke the sixty (60) day notice provision to terminate said employee's individual employment contract; and

NOW, THEREFORE, BE IT RESOLVED that the Board hereby invokes the sixty (60) day notice provision of the above-referenced employee's individual employment contract; and

BE IT FURTHER RESOLVED that said employee shall not be required to continue to perform his duties during the period between the giving of notice and the date of termination of employment on April 14, 2017;

BE IT FURTHER RESOLVED that the Board Secretary / Business Administrator shall provide the employee with notice of the Board's action as set forth in this Resolution forthwith.

EDUCATION

E1. To approve 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>
AMC Theatre, Paramus	Psychology / Kamper	February 27, 2017	\$0
Bottagra, Hawthorne	Italian/ Castano	March 10, 2017	0

Fed Reserve/Glen Rock Train Station	FED Challenge/Witterschein	March 13, 2017	\$220
Rutgers University, Piscataway	UPED/Harley	March 15, 2017	401.57
Arcadia Relays, Arcadia, CA	IHHS Track/Rochford	April 5 - 9, 2017	0
Montclair State University	District Dance/ Sporn	April 7, 2017	0
Liberty Science Center	Anatomy & Physiology/Barnes	April 25, 2017	0
Grounds for Sculpture	Art/Gibson	April 26, 2017	0
ICDC Int'l Conference, Anaheim, CA	DECA/Fanale	April 25 - 30, 2017	0
Bergen Community College	IHHS Art & Dance/Gibson	May 19, 2017	220
Bergen Community College	RHS Art & Dance/Gibson	May 19, 2017	440
Wyckoff Memorial Day Parade	RHS Marching Band/Sarracco	May 29, 2017	220

E2. To approve a District student field trip and transportation cost for the 2016-17 School Year as follows:

<u>Location</u>	<u>Group/Coach</u>	<u>Date(s)</u>	<u>Cost</u>
Arcadia Relays, Arcadia, CA	IHHS Track/Rochford	April 5 - 9, 2017	\$0

E3. 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, the services of a One-to-One Aide be paid for Student No. 417721 placed at the Allegro School for the remainder of the 2016-17 School Year in the amount of \$17,220.00, pro-rated for 123 days.

OPERATIONS

OP1. To approve the resolution as follows:

WHEREAS, the Ramapo Indian Hills Regional High School District Board of Education (“the Board”) advertised for bids for the Home Bleacher Replacement Project at Ramapo High School (“Project”); and

WHEREAS, on February 2, 2017, the Board received eight (8) bids for the Project as set forth in the attached bid tabulation; and

WHEREAS, all of the bids submitted in excess of the cost estimates for the Project and, as such, are not reasonable as to price on the basis of the estimates prepared on behalf of the Board.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. All of the bids submitted for the Project are hereby rejected as the bids exceed the costs estimates of the Project and, as such, are unreasonable as to price on the basis of the estimates prepared on behalf of the Board.
2. The Board Secretary / Business Administrator is hereby authorized to re-advertise the Project for bids.

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 below:

<u>Req. No.</u>	<u>Employee</u>	<u>Conference</u>	<u>Date</u>	<u>Expenses</u>
IH16-53	Lewandowski	The Vietnam War	March 10, 2017	\$68.54
IH16-54	Baratta	DAANJ	March 13 - 15, 2017	768.44
IH16-55	Cheff	DECA	February 21 - 23, 2017	446.24
IH16-56	Zielenkiewicz	DECA	February 21 - 23, 2017	342.00
IH16-57	Kamper	Mindfulness for Teachers	February 16 & March 23, 2017	72.72
IH16-58	Kamper	Violence Against Women on College Campuses	March 7, 2017	35.96
IH16-59	Zielenkiewicz	Good Ideas in Teaching Precalculus	March 17, 2017	33.17
IH16-60	Shemon	DECA	February 21 - 23, 2017	443.14
R16-45	Hixson	Good Ideas in Teaching Precalculus	March 17, 2017	169.65
R16-46	R. Jasinski	DECA	February 21 - 23, 2017	342.00
R16-47	Blomquist	NJPSA/FEA	October 19 - 20, 2017	330.00
R16-48	Blomquist	NJSPA	April 3, 2017	26.00
R16-49	Kaplan	Precalculus Conference	March 17, 2017	34.00
R16-50	Enslin-Velez	Institute for Educational Development	March 2, 2017	264.00
R16-51	Wang	Good Ideas in Teaching Precalculus	March 17, 2017	186.76
R16-52	C. Jasinski	DECA	February 21 - 23, 2017	342.00

POLICY

PO1. To approve the revised District Regulations 3432 and 4432, Sick Leave.

P1 - PO1

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

COMMITTEE REPORTS

Mrs. Kilday reported that members of the Facilities Committee met earlier this evening to discuss agenda items as follows: 1) the District's Long-Range Facilities Plan; 2) the RHS Bleacher Project; and 3) the IHHS Locker Room Project.

Mr. Butto reported that members of the Finance Committee met on February 9 to discuss agenda items as follows: 1) health benefits experience; 2) Proposed Budget for the 2017-18 School Year; 3) State aid figures; and 4) LED Lighting Project.

Mr. Bunting reported that members of the Negotiations Committee participated in the February 7 Fact Finding Session, and unfortunately, no progress was made. A second Fact Finding Session will be scheduled some time in May.

Mrs. Quinlan reported that the members of the Personnel/Goals/Evaluation Committee met on February 10 to meet with the consultants and to review the RFP for the Efficiency Study. A second quote was submitted in the amount of \$7,500 by the consultants and it is anticipated that the Efficiency Study will be conducted by the end of February.

Mrs. Castor reported that a training session will be scheduled on February 27 in the area of Finance. An NJSBA representative will be present to conduct this training session with the Board.

Mrs. Castor also reported that an Education Committee Meeting is scheduled on February 14.

PUBLIC DISCUSSION

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

No discussion.

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

ANTICIPATED FUTURE MEETING DATES

Mr. Becker announced anticipated future meeting dates as follows:

Monday, February 27, 2017, Regular Public Meeting, District Conference Room, 8 P.M.

ADJOURNMENT

Moved by KILDAY Seconded: BUNTING to adjourn at 8:35 P.M.