

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

**ACTION/WORK SESSION MINUTES
October 10, 2016
District Conference Room**

Roll Call – Executive Session

Upon roll call at 7:01 P.M., the Board members responded as follows: Mmes. Becker, Castor, Kilday, Quinlan, and Sciancalepore (ABSENT). Messrs. Becker, Bunting (ABSENT), Butto, and Porro. Mr. Frank C. Ceurvels, Business Administrator/Board Secretary; were also present.

The meeting was called to order by the Board vice president at 7:01 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. Becker and seconded by Mrs. Castor 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, and Sciancalepore (ABSENT). Messrs. Becker, Bunting (ABSENT), 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 vice president at 8 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 thanked the members of the public for attending this evening's Board meeting.

Mr. Becker invited Mr. Finan, IHHS, Student Board Representative, to present his report as follows: Mr. Finan stated: 1) Spirit Week and a Pep Rally was held last week and enjoyed by the IHHS student body; 2) the IHHS Marching Band placed first in the Midland Park Band Competition; 3) the members of the TNT Club placed its Respect Jar in the Main Office for the annual Week of Respect; 4) the Chris Herren Program was outstanding and the IHHS student body enjoyed the program; 5) a Student Council Breakfast was held today during Period 2.

BUSINESS ADMINISTRATOR'S REPORT

Mr. Ceurvels reported on District initiatives as follows: 1) Resolution OP1 on the Agenda for approval of the contract for the remediation of the RHS TV Studio; all preliminary cleaning has been performed and the environmental consultant will be in the TV Studio on Tuesday, October 11, to clean; all testing results have been positive and it is anticipated that the Studio will be online by the beginning of November.

Mr. Ceurvels will continue to update the Board members as to the status of this project.

PUBLIC DISCUSSION OF AGENDA AND NON-AGENDA ITEMS

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

Ms. Braun, RIHEA, President, thanked Mr. Keaney and Mr. Boltzer for their work on the IHHS Greenhouse. Mr. Ceurvets stated that it is anticipated that the IHHS Greenhouse Project will be completed by the December Holiday Break, however, the Greenhouse is usable during the instructional day.

- B. Moved by QUINLAN Seconded BUTTO 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 – F2**

Moved by: KILDAY Seconded: BECKER

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.,* 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. Further move to approve the assignment of the appropriate Unique Position Code as required by State Statute.

<u>Name</u>	<u>Position</u>	<u>Degree</u>	<u>Basis of Employment</u>	<u>Employment Date</u>	<u>Annual Salary</u>
Laurie Restieri	.79 Instructional Aide/IHHS ¹	Step 4	10 months	10/11/16 - 6/30/17	\$21,014.79 ²

¹Replacement for Krista Seabrook
²Pro-rated

- P2. To approve the appointment of District staff to serve as mentors for the 2016-17 School Year in accordance with the Agreement between the RIHEA and the Board of Education, stipend to be pro-rated up to \$450 for the full term of the mentorship, as follows:

<u>Staff Member/Department</u>	<u>Mentor</u>
<u>Indian Hills High School</u>	
Jaelyn Welsh/Special Education	Allison Wittlinger

- P3. To approve the placement of Niki Ketikidis, a Monmouth University Student, to complete her clinical practice/student teaching requirement, in the Science Department, Ramapo High School, effective for the period September 2016 - April 2017.
- P4. To approve the placement of Briana Alvarez, a Rockland Community College Student, to complete her 90 hours of classroom observation requirement, in the Math Department, Indian Hills High School, effective for the period October 11 - December 23, 2016.
- P5. To amend the resignation date for Krista Seabrook, IHHS, Instructional Aide, from November 18, 2016, to October 7, 2016.

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 RHS-HIB 2016-001.

OPERATIONS

- OP1. To ratify the Proposal dated September 16, 2016 received from AllRisk, Inc. for mold remediation services and restoration at Ramapo High School, in the estimated amount of \$57,251.83. The final amount may be revised based on the actual work performed as the work continues. This proposal and all charges listed are in accordance with the Middlesex Regional Educational Services Commission of New Jersey State Approved Cooperative Bid MRESC 12/13-26.

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.

- F2. To authorize the payment for translation services provided on/about September 6, 2016, to a prospective student, in the amount of \$90.00.

P1 - F2

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

COMMITTEE REPORTS

Mrs. Becker reported that a Crisis Management Committee Meeting is scheduled on Friday, October 14.

Mr. Butto reported that a Finance Committee Meeting is scheduled on Friday, November 18, and the members of the Finance Committee will be reviewing the District's Audit. Other agenda items to be discussed will include: 1) health benefits and 2) LED Lighting Project.

Mrs. Quinlan reported that the October 10 Personnel/Goals/Evaluation Committee Meeting will be re-scheduled after October 31.

Mrs. Castor reported that an Education Committee Meeting is scheduled on October 13, 8 A.M. Mrs. Castor also discussed the need to schedule a Board Training Session with the NJSBA Field Representative. She asked the Board Members to review the list of training topics and submit their choices of topics.

Mr. Becker reported that a Mediation Session is scheduled with the representatives of the RIHEA on October 13, 6 P.M.

PUBLIC DISCUSSION

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

No discussion.

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

ANTICIPATED FUTURE MEETING DATE

Mr. Becker announced anticipated future meeting dates as follows:

Monday, October 24, 2016, Regular Public Meeting, District Conference Room, 8 P.M.

ADJOURNMENT

Moved by CASTOR Seconded: QUINLAN to adjourn at 8:22 P.M.

E. David Becker
Board Vice President

Frank C. Ceurvels
Business Administrator/Board Secretary