

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

ACTION/WORK SESSION MINUTES

November 13, 2017
District Conference Room

Roll Call – Executive Session

Upon roll call at 7:31 P.M., the Board members responded as follows: Mmes. Becker, Castor, Kilday, Quinlan, and Sciancalepore. Messrs. Becker, Bunting (ABSENT), Butto, and Porro. 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 7:31 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. Castor and seconded by Mrs. Quinlan 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 P.M. Board members responded as follows: Mmes. Becker, Castor, Kilday, Quinlan, and Sciancalepore. Messrs. Becker, Bunting (ABSENT), Butto, and Porro. Mrs. Beverly MacKay, Superintendent of Schools; 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. 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. Mahtabfar, RHS, Student Board Representative and Ms. Durkin, IHHS, Alternate Student Board Representative, to present their reports as follows: Ms. Durkin stated: 1) quarterly exams are over; 2) the IHHS students recognized all veterans by reading names of the veterans of the IHHS family; 3) the Junior Prom Committee met to begin planning for the 2018 Junior Prom; 4) Interact is hosting a food drive for charity; 5) the Powder Puff Game is re-scheduled to Thursday, November 16; and 6) *A Chorus Line* is scheduled on November 26, 27, and 28. Mr. Matabfar stated: 1) quarterly exams are over and students are waiting for their grades; 2) a Bike-for-Ben event is scheduled on November 18; all proceeds will be presented to the Landel Family; 3) the therapy dogs were on site for the RHS student body during exam days; 4) the performances of *Sylvia* are scheduled on November 16, 17, and 18; and 5) the Holiday Festival is scheduled in December.

SUPERINTENDENT'S REPORT

Mrs. MacKay reported that Veterans' Day was celebrated in both high schools honoring staff and students' family members who served in the armed forces. Mrs. MacKay thanked Mr. Becker for his service.

Mrs. MacKay also stated that Mr. William Percy, an IHHS student, was awarded the Hackensack University Medical Center's Medal of Citizenship for his volunteer service with wounded veterans. The Board will recognize Mr. Percy at its November 23 Regular Public Meeting.

BUSINESS ADMINISTRATOR'S REPORT

Mr. Ceurvels reported on District capital projects/initiatives as follows: 1) the District's Audit is complete and will be presented to the Board at its November 23 Regular Public Meeting; 2) the District's Facilities Master Plan should be completed some time in December; and 3) the plans for the IHHS Bleacher Project and the RHS Visitor Bleacher Project will be submitted to the State and local planning board for review and approval.

Mr. Ceurvels will continue to update the Board members as to the status of these capital projects/initiatives.

PUBLIC DISCUSSION OF AGENDA AND NON-AGENDA ITEMS

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

A member of the public congratulated Mr. Becker, Mrs. Kilday, and Mrs. Quinlan on their re-election to the Board of Education.

- B. Moved by CASTOR Seconded QUINLAN 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 – PO4**

Moved by: PORRO Seconded: BECKER

PERSONNEL

- P1. To amend the request for a paid Maternity Leave of Absence (Presumptive Period of Disability), utilizing unused sick leave as allowed by law, for Danielle Maglietta, IHHS, Math, effective on or about November 14, 2017 – January 10, 2018, and an unpaid Family Leave of Absence utilizing The Family and Medical Leave Act (FMLA) effective on or about January 11 – April 5, 2018.
- P2. To amend the appointment of David Hesselgrave, IHHS, Math, Temporary Replacement Teacher for Danielle Maglietta, not accruing tenure in the position, BA+15, Step 11, \$62,272, pro-rated, effective for the period November 14, 2017 – April 5, 2018, plus two transition days, 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., N.J.S.A. 18A:6-4.13 et seq., and N.J.S.A. 18A:12-1 et seq.
- P3. To approve the change in assignment for Jenna Calderon, RHS, from .3 Biology Teacher, BA, Step 1, \$14,260.20, to .3 Biology Teacher, BA, Step 1, \$14,260.20, and .7 Instructional Aide, Step 1, \$16,662.10, effective for the period December 13, 2017 - June 30, 2018. Salary guide placement to remain at the 2015-16 salary guide levels until such time when the 2017-18 salary guide has been approved, in accordance with the New Jersey Supreme Court Neptune Decision
- P4. To confirm the annual salary for Joseph Amatuzzi, Treasurer of School Monies, for the 2017-18 School Year in the amount of \$5,877.
- P5. To approve the appointment of District staff to serve as a mentor for the 2017-18 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:

Staff Member/Department

Mentor

Ramapo High School

Jose Rodrigues

Ariel Shortino

- P6. To approve, as recommended by the Superintendent of Schools, the appointment of Dominique DeJean as a bedside instructor for the 2017-18 School Year, conditional upon approval of the Criminal History Review process pursuant to the provisions of *N.J.S.A. 18A:6-7.1 et seq., N.J.S.A. 18A:39-17 et seq., N.J.S.A. 18A:6-4.13 et seq., and N.J.S.A. 18A:12-1 et seq.*
- P7. To approve, as recommended by the Superintendent of Schools, the appointment of a Special School Advisor, subject to all federal, state, county, and local regulations, governing said employment, effective for the 2017-18 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., N.J.S.A. 18A:6-4.13 et seq., and N.J.S.A. 18A:12-1 et seq.* Salary guide placement to remain at the 2015-16 salary guide levels until such time when the 2017-18 salary guide has been approved, in accordance with the New Jersey Supreme Court Neptune Decision as follows:

Indian Hills High School

| <u>Advisor</u> | <u>Position</u> | <u>Step</u> | <u>Stipend</u> |
|--------------------|------------------|-------------|----------------|
| Austin Murphy-Park | Newspaper Online | N/A | \$1,615 |

- P8. 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 2017-18 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., N.J.S.A. 18A:6-4.13 et seq., and N.J.S.A. 18A:12-1 et seq.* Salary guide placement to remain at the 2015-16 salary guide levels until such time when the 2017-18 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> |
|----------------|--------------------|----------------------|-------------|----------------|
| Michael Begen | Asst. Indoor Track | Substitute | 1 | \$3,572 |
| Lucas Nececkas | Asst. Fencing | Substitute | 2 | 4,784 |
| Kyle Wengerter | Asst. Wrestling | Standard | 2 | 4,784 |

Ramapo High School

| <u>Name</u> | <u>Position</u> | <u>Certification</u> | <u>Step</u> | <u>Stipend</u> |
|----------------|--------------------------------------|----------------------|-------------|----------------|
| Michael Nangle | Asst. Indoor Track | Standard | 4 | \$4,867 |
| Leslie Stephen | Asst. Girls’ Golf | Standard | 4 | 2,821 |
| Drew Gibbs | Asst. Winter Strength & Conditioning | Standard | 4 | 2,314 |
| Kathy Schwartz | Asst. Swimming | Substitute | 4 | 4,515 |

- P9. To amend the Schedule B Stipend for Donald Campbell, IHHS, Asst. Hockey, from Step 1, \$3,488, to Step 2, \$3,882, effective for the 2017-18 School Year. Salary guide placement to remain at the 2015-16 salary guide levels until such time when the 2017-18 salary guide has been approved, in accordance with the New Jersey Supreme Court Neptune Decision.

P10. To approve the appointment of a Volunteer Coach, effective for the 2017-18 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., N.J.S.A. 18:6-4.13 et seq., and N.J.S.A. 18A:12-1 et seq.* as follows:

| <u>Name</u> | <u>Position</u> |
|-------------|-----------------|
| Mark Yonadi | Ice Hockey/RHS |

EDUCATION

E1. To approve the Harassment, Intimidation, & Bullying student consequences imposed during the 2017-18 School Year as a result of the HIB Investigation for IHHS-HIB 2017-001.

E2. To approve the Harassment, Intimidation, & Bullying student consequences imposed during the 2017-18 School Year as a result of the HIB Investigation for RHS-HIB 2017-003.

E3. To approve District student field trips scheduled for the 2017-18 School Year as follows:

| <u>Location</u> | <u>Group</u> | <u>Date(s)</u> | <u>Cost</u> |
|--|-------------------------|-------------------|-------------|
| Eisenhower Middle School | RHS Band | November 16, 2017 | \$840 |
| Camp YDP, Paterson | RHS Interact | November 21, 2017 | 0 |
| Bergen Community College | RHS Heroes & Cool Kids | November 21, 2017 | 560 |
| Bergen Community College | IHHS Heroes & Cool Kids | November 21, 2017 | 560 |
| Eisenhower Middle School | RHS Heroes & Cool Kids | November 29, 2017 | 140 |
| Valley Middle School & Franklin Avenue Middle School | IHHS Heroes & Cool Kids | November 29, 2017 | 140 |

E4. That home instruction for District students, at the approved hourly rate, be approved as follows:

| <u>Student No.</u> | <u>School</u> | <u>Grade</u> |
|--------------------|---------------|--------------|
| 420087 | IHHS | 10 |
| 421388 | RHS | 9 |

E5. 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 student listed below to attend the school indicated and at the tuition cost indicated for the 2017-18 School Year as follows:

| <u>Student No.</u> | <u>Placement</u> | <u>Tuition</u> |
|--------------------|-----------------------------|----------------|
| 420068 | Toms River Regional Schools | \$13,269.00 |

E6. Move to approve the request for a District textbook for the 2017-18 School Year as follows:

| <u>Title</u> | <u>Authors</u> | <u>Publication & Copyright Date</u> | <u>Courses</u> |
|--|---|---|--|
| <i>Oggi In Italia: A Text for Italian Courses, 9th Edition</i> | Franca Celli Merlonghi, Ferdinando Merlonghi, Joseph A. Tursi, Brian Rea O'Connor | 2016/Cengage | Italian 1 CPE, Italian 2 CPE, & Italian 3 CPE/Honors |

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:

Indian Hills High School

Oakland Recreation Basketball & Wrestling; Gymnasium; Sundays (as needed), November 5, 12, 19, & 26, 2017; December 3, 10, & 17, 2017; January 7, 14, 21, & 28, 2018; February 4 & 11, 2018; March 4, 2018; 10 A.M. - 1 P.M.

Ramapo High School

Wyckoff Recreation Basketball Practices/Games; Gymnasium; December 3, 10, & 17, 2017; January 7, 14, 21, & 28, 2018; February 4 & 11, 2018; 12:30 - 5 P.M.

FINANCE

F1. To approve the resolution as follows:

WHEREAS, District employees have submitted requests for reimbursement for work-related travel that is directly related to and within the scope of the employees' 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 the employee and found same to be in compliance with the Board's policy provisions and approval requirements; and

WHEREAS, the travel requests listed below 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> |
|-----------------|-----------------|----------------------|------------------|-----------------|
| D17-14 | DelBuono | NJCHE Conference | December 1, 2017 | \$100.00 |
| D17-15 | Keaney | Purchasing Refresher | December 9, 2017 | 139.00 |
| R17-23 | Glodava | Child Labor | November 15, | 125.00 |

| | | | | |
|---------|-----------|---------------------------------------|-----------------------|----------|
| | | Laws Course | 2017 | |
| R17-28 | Slovinski | IEP and 504 Plan Legal Workshop | December 11, 2017 | \$368.30 |
| R17-29 | Zizzo | SLE Workshop | December 5, 2017 | 6.82 |
| R17-30 | Sibilia | NJCHE Conference | December 1, 2017 | 109.53 |
| R17-31 | Noah | NJCHE Conference | December 1, 2017 | 109.53 |
| R17-32 | Crane | NJCHE Conference | December 1, 2017 | 109.53 |
| IH17-24 | Manzi | EQuIP Workshop | December 5-6, 2017 | \$47.12 |
| IH17-25 | Batti | SCBWI | December 4, 2017 | 45.00 |

POLICY

PO1. To approve the second and final reading of District Policies as follows:

| <u>Policy Title</u> | <u>Policy No.</u> |
|---------------------------------------|-------------------|
| Services to Nonpublic School Students | 2700 |
| Education of Homeless Children | 5116 |

PO2. To approve the first readings of District Policies as follows:

| <u>Policy Title</u> | <u>Policy No.</u> |
|--|-------------------|
| Long-Range Facilities Planning | 7100 |
| Educational Adequacy of Capital Projects | 7101 |
| Site Selection and Acquisition | 7102 |
| School Closing | 7130 |
| Disposition of Property | 7300 |
| Care of Injured and Ill Persons | 8441 |
| Reporting Potentially Missing or Abused Children | 8462 |
| Opening Exercises | 8820 |
| Student Teachers/Interns | 9541 |

PO3. To approve District Regulations as follows:

| <u>Regulation Title</u> | <u>Regulation No.</u> |
|----------------------------------|-----------------------|
| Education of Homeless Children | 5116 |
| Disposition of Land Property | 7300.2 |
| Disposition of Personal Property | 7300.3 |
| Disposition of Federal Property | 7300.4 |

PO4. To abolish Regulation 7300.1, Disposition of Instructional Property.

P1 – PO4

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

COMMITTEE REPORTS

Mrs. Kilday reported that the members of the Facilities Committee met earlier to discuss agenda items as follows: 1) the Bleacher Projects; and 2) the Model Classrooms.

Mr. Butto reported that the members of the Finance Committee met on November 3 to review and discuss the District's Audit.

Mrs. Castor reported that the members of the Education Committee will meet on November 28 to review the *2018-19 Program of Studies*.

Mrs. Quinlan reported that the members of the Personnel/Goals/Evaluation Committee will meet on November 14.

BOARD COMMENTS

Board members congratulated Mr. Becker, Mrs. Kilday, and Mrs. Quinlan on their re-election to the Board of Education.

Mrs. Quinlan stated that she attended the October 2017 New Jersey School Boards Association Workshop with Mrs. MacKay, Mr. Ceurvels, Mr. Sutherland, and Mrs. Castor. The Workshop Breakout Sessions she attended were very interesting.

PUBLIC DISCUSSION

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

A member of the public congratulated the members of the Board on its achievement of Certified Board. He commended the Board for their work in achieving this award.

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

ANTICIPATED FUTURE MEETING DATES

Mr. Becker announced anticipated future meeting dates as follows:

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

ADJOURNMENT

Moved by CASTOR Seconded: PORRO to adjourn at 8:37 P.M.

E. David Becker
Board President

Frank C. Ceurvels
Business Administrator / Board Secretary