

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

**ACTION/WORK SESSION MINUTES  
September 11, 2017  
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, and Sciancalepore. Messrs. Becker, Bunting, 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 7:30 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. Sciancalepore 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, 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.

A moment of silence was held for the 9/11 victims and their families.

**BOARD PRESIDENT'S REPORT**

Mr. Becker invited Ms. Stephanie Goodrich, RHS, Alternate Student Board Representative, to present her report as follows: 1) the fundraiser, Bars for Ben, has raised over \$27,000 to support the Landel Family; 2) a Bolt for Ben Run is also scheduled as a fundraiser for the Landel Family; 3) the RHS Bleachers are completed and look amazing; and 4) a Pep Rally is scheduled for the RHS student body and all donations collected will be sent to a Houston, TX Elementary School.

**SUPERINTENDENT'S REPORT**

Mrs. MacKay reported that the 2017-18 School Year opening was successful for both high schools. Both high schools scheduled remembrance ceremonies for the victims of 9/11. The Back to School Nights are scheduled as follows: Indian Hills High School, September 12, and Ramapo High School, September 14. Attendance Awareness Month is scheduled during the month of September to raise awareness of school attendance and the importance of school attendance encouraging the freshmen to attend school.

**BUSINESS ADMINISTRATOR'S REPORT**

Mr. Ceurvels reported on District projects as follows: 1) the RHS Gymnasium Bleacher Project is complete and a temporary CO has been issued; 2) the IHHS Bathroom Project is expected to be completed this week; three bathrooms are complete and the fourth bathroom is expected to be completed this week; 3) the RHS Gymnasium Lighting Project is expected to be completed this week; 4) the District is involved in making all required repairs as a result of the Lead Testing completed in the District; and 5) the

auditors have completed their review of the District's processes and a Finance Committee Meeting is scheduled on September 15.

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

## **PUBLIC DISCUSSION OF AGENDA AND NON-AGENDA ITEMS**

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

A member of the public addressed the Board about the status of negotiations with the RIHEA. Mr. Becker thanked her for her comments and stated that the Board is looking forward to meeting with the representatives of the RIHEA again.

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

### **ACTION ITEMS - ✓ = Yes**

The following motion was approved by roll call: **P1**

Moved by: CASTOR Seconded: PORRO

### **PERSONNEL**

P1. 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 Beverly MacKay, entered into an Employment Agreement for the term commencing July 1, 2014 and expiring July 1, 2019 (hereinafter referred to as the "Present Employment Agreement"); and

WHEREAS, the Board and the Superintendent desire to rescind the Present Employment Agreement prior to its conclusion, and enter into a new Employment Agreement for a term commencing July 1, 2017 and expiring June 30, 2022 (hereinafter referred to as the "Succeeding Employment Agreement"); and

WHEREAS, this Employment Agreement has been submitted to and approved by the Interim Executive County Superintendent, according to standards adopted by the Commissioner of Education, pursuant to N.J.S.A. 18A:708(j).

NOW, THEREFORE, BE IT FURTHER RESOLVED that the Board hereby rescinds the Present Employment Agreement; and

BE IT FURTHER RESOLVED that the Board hereby appoints Beverly MacKay as the Superintendent of Schools for the Ramapo Indian Hills Regional High School District for the period beginning on July 1, 2017 and expiring on June 30, 2022 in accordance with the terms of the Succeeding Employment Agreement; and

BE IT FURTHER RESOLVED that the Board approves the Succeeding Employment Agreement with Beverly MacKay for the position of Superintendent of Schools for the foregoing period of appointment; and

BE IT FURTHER RESOLVED that the Board hereby authorizes the Board President and School Business Administrator to execute the Succeeding Employment Agreement on behalf of the Board.

**P1**

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

The following motions were approved by roll call: **P2 – F1**

Moved by: KILDAY      Seconded: BECKER

- P2. To approve the appointment of Sue Hoyt, IHHS, Science, Temporary Replacement Teacher for Eunjeong Lee, not accruing tenure in the position, MA+30, Step 1, \$279.08/diem, effective for the period September 7 – October 27, 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.*, or *N.J.S.A. 18A:6-4.13 et seq.*
- P3. To amend the appointment of Elizabeth Cericola, IHHS, from full-time Business Teacher, to .9 Business Teacher effective for the 2017-18 School Year. 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 of Lona Ozrek, RHS, from .4 Math and .4065 Supplemental Math Teacher (3 instructional periods), to .4 Math Teacher and .542 Math Supplemental Teacher effective for the 2017-18 School Year. 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 change in assignment, as recommended by the Superintendent of Schools, for Michael Glodava, from .4065 Social Studies Supplemental Teacher, RHS, MA, Step 2, \$20,329.47 and .4 Applied Technology/SLE Instructor, District, MA, Step 2, \$20,004.40, to .271 Social Studies Supplemental Teacher, RHS, MA, Step 2, \$13,552.98 and .6 Applied Technology/SLE Instructor, District, MA, Step 2, \$30,006.60, 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.
- P6. To approve the change in assignment, as recommended by the Superintendent of Schools, for Scott Dempster, RHS, from .2 Special Education, MA+30, Step 1, \$10,605, Supplemental Teacher, (2 instructional periods) MA, Step 1, \$13,304.50, and .53 One-to-One Instructional Aide, Step 2, \$13,038.53, to .2 Special Education, MA+30, Step 1, \$10,605, .542 Social Studies Supplemental Teacher MA, Step 1, \$26,690, and .26 Instructional Aide, Step 2, \$6,396.26, effective for the period September 1, 2017 - June 30 2018, subject to all federal, state, county, and local regulations, governing said employment. 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.
- P7. To approve the request for a paid Maternity Leave of Absence (Presumptive Period of Disability), utilizing unused sick leave as allowed by law, for Courtney McDonough, IHHS, Science, effective on or about October 30 – December 4, 2017, and further move to approve an unpaid Family Leave of Absence utilizing The Family and Medical Leave Act (FMLA) effective on or about December 5, 2017 – March 9, 2018, and further move to approve an unpaid Childrearing Leave of Absence effective on or about March 12 - June 30, 2018.
- P8. To approve the request for a paid Maternity Leave of Absence (Presumptive Period of Disability), utilizing unused sick leave as allowed by law, for Elizabeth Wang, RHS, Math, effective on or about November 6 – December 31, 2017, and further move to approve an unpaid Family Leave of Absence utilizing The Family and Medical Leave Act (FMLA) effective on or about January 1 – April 1, 2018.
- P9. To amend the sixth period teaching assignment for Jim Drobinske, RHS, Applied Technology, Period 2A, pro-rated to 1/2 of a sixth period teaching assignment, at the contractual stipend of \$4,765 effective for the 2017-18 School Year.

P10. To amend the sixth period teaching assignment for John Schilstra, RHS, Applied Technology, Period 4A, pro-rated to 1/2 of a sixth period teaching assignment, at the contractual stipend of \$4,765 effective for the 2017-18 School Year.

P11. To approve the placement of Brian Rochford, a Seton Hall University Student, to complete his School Counseling Internship in the Guidance Department, Indian Hills High School, effective for the 2017-18 School Year.

P12. To approve the placement of Ramapo College students at Ramapo High School to complete their 45 hours of practicum observation requirements as follows:

<u>Name</u>	<u>Department</u>	<u>Effective Date</u>
Kimberly Lauro	English	September 13 - December 22, 2017
Emily Wisneski	Social Studies	September 13 - December 22, 2017

P13. 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:

<u>Staff Member/Department</u>	<u>Mentor</u>
<u>Indian Hills High School</u>	
Marisa Frissora/ English	Karen Davidson

P14. To approve the appointment of School Affirmative Action Coordinators effective for the 2017-18 School Year as follows:

<u>Staff Member</u>	<u>Building</u>
Kathleen Robinson	IHHS
Michelle Patrickio	IHHS
Denise Colaneri	RHS
Jennifer Mola	RHS

P15. To approve, as recommended by the Superintendent of Schools, the appointment of Special School Advisors, 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 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 as follows:

Indian Hills High School

<u>Advisor</u>	<u>Position</u>	<u>Step</u>	<u>Stipend</u>
Shelby Drake	Asst. Yearbook/Editorial	1	\$2,770

Ramapo High School

<u>Advisor</u>	<u>Position</u>	<u>Step</u>	<u>Stipend</u>
Karli Basilicato	Sophomore Class	4	\$3,056
Sean Quirk	Freshman Class	2	2,802
Lisa Higbie	Photography Club	1	1,409

Effective September 5 - October 27, 2017

Moved by \_\_\_\_\_ Seconded \_\_\_\_\_  
 RC): Becker Bunting Castor Kilday Porro  
 Quinlan Sciancalepore Butto Becker

P16. To accept the resignation of Peter Bedell, IHHS, Robotics Club Special School Advisor, effective immediately.

P17. Move to accept the resignation of Kamran Hatefi, IHHS, Asst. Football Coach, effective September 8, 2017.

**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 2017-18 School Year as follows:

<u>Student No.</u>	<u>Placement</u>	<u>Tuition</u>
081297	Educational Services Commission of Morris County	\$70,675.00
013000	BCSS/Transition Center at Wood-Ridge	59,400.00
071801	BCSS/New Bridges	81,000.00
073099	BCSS/New Bridges	81,000.00
101602	BC/New Bridges	81,000.00
122398	BC/New Bridges	81,000.00

E2. To approve the *Agreement between Bergen County Special Services School District (BSCC) and the Ramapo Indian Hills Regional High School District Board of Education* for the provision of Hospital Instruction at a rate of \$65/hour for the 2017-18 School Year.

**OPERATIONS**

OP1. To approve Change Order No. 001, dated August 3, 2017, from Daskal, LLC, Garfield, New Jersey, for *Contract No. 78, Bathroom Renovations (Phase 3) at Indian Hills High School*, to include the following:

<u>Change Order No.</u>	<u>Description</u>	<u>Amount</u>
001	Per proposed Change Order dated July 21, 2017 to include for boys urinal: new 3" sanitary line to be installed and tied into the existing 4" stack, the cracked section, will be replaced with new rough in for three urinals. New broken tee. Rework existing floor drains for 2nd floor bathrooms. Replace section of existing 4" main stack.	\$15,048.31

The Original Contract Sum is \$256,000.00 and the New Contract Sum including this Change Order will be \$271,048.31. (The net change by previously authorized Change Orders was \$0; Contract Sum will be increased by this Change Order in the amount of \$15,048.31; the Contract Sum prior to this Change Order was \$256,000.00.00)

OP2. To approve Change Order No. 001, dated August 30, 2017, from Rochelle Contracting Co., Inc., Landing, New Jersey, for *Contract No. 77, Home Bleacher Replacement at Ramapo High School*, to include the following:

<u>Change Order No.</u>	<u>Description</u>	<u>Amount</u>
001	Fence and walk gates under the bleachers and additional paving.	\$27,142.50

The Original Contract Sum is \$533,000.00 and the New Contract Sum including this Change Order will be \$560,142.50. (The net change by previously authorized Change Orders was \$0; Contract Sum will be increased by this Change Order in the amount of \$27,142.50; the Contract Sum prior to this Change Order was \$533,000.00)

OP3. 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

Bergen County Women’s Coaches Association     2017 Girls’ Soccer Tournament, Athletic Fields;  
 Sunday, October 15, 2017, 10 A.M. - 8:30 P.M.;  
 Saturday, October 28, 2017, 3:45 - 7:45 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>
IH17-01	Vacca	Stronge New Administrator Training	9/12, 9/19, & 9/26/2017	\$570.00
IH17-03	Kamper	NJCSS	10/23/17	113.60

IH17-04	Mule	NJCSS	10/23/17	\$113.60
IH17-05	Batti	SCAD Ed	10/18-22/17	60.00
D17-10	Wolf	Safe Schools Resource Officer Training	12/4 - 8/17	350.00

**P2 – F1**

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

**COMMITTEE REPORTS**

Mrs. Kilday reported that members of the Facilities Committee met earlier to discuss the progress of all District summer projects.

Mr. Butto reported that the members of the Finance Committee will meet on September 15, 7:30 A.M.

Mrs. Castor reported that an Education Committee Meeting is scheduled on October 10, 4 P.M.

Mrs. Quinlan reported that a Personnel/Goals/Evaluation Committee Meeting is scheduled on September 12, 8:30 A.M.

Mr. Bunting reported that a Negotiations Committee Meeting is scheduled on September 12, 4 P.M. A Fact Finding Session is scheduled in early October.

**BOARD COMMENTS**

Mr. Porro congratulated Mrs. MacKay on her employment contract.

Mrs. Becker stated that she attended both football games, and unfortunately, both Indian Hills and Ramapo lost.

Mrs. Kilday thanked Mr. Ceurvels, Mr. Keaney, and the Custodial staff in both buildings for their hard work during the summer months.

Mrs. Sciancalepore thanked District administration and staff for a great opening to the 2017-18 School Year. She also stated that she attended the IHHS Tennis Court Ribbon Cutting Ceremony and the event was great.

Mr. Bunting also thanked District administration and staff for a great opening to the 2017-18 School Year. He also congratulated Mrs. MacKay on her employment contract stating the contract is well deserved.

Mrs. MacKay thanked the members of the Board of Education for their continued support. She stated that she is honored to be a member of this District and enjoys working with the members of the Board of Education.

**PUBLIC DISCUSSION**

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

No discussion.

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

**ANTICIPATED FUTURE MEETING DATES**

Mr. Becker announced anticipated future meeting dates as follows:

Monday, September 25, 2017 Regular Public Meeting, Ramapo High School, 8 P.M.

**ADJOURNMENT**

Moved by CASTOR Seconded: PORRO to adjourn at 8:35 P.M.

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E. David Becker  
Board President

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Frank C. Ceurvels  
Business Administrator/Board Secretary