

Meeting #2

Lyndhurst, NJ
January 14, 2013

The Lyndhurst Board of Education held a Regular meeting on January 14, 2013 at 8:00 p.m.

Call to Order

President Grillo called the meeting to order at 8:00 p.m. and requested all those present to stand for the Pledge of Allegiance.

Roll Call

The following Board members answered roll call: (7) Ronald Grillo, James Hooper, Christine Melleno, Thomas DiMascio, Sheri Jarvis, Josephine Malaniak, Christopher Musto.
Absent: (2) James Cunniff and Stephen Vendola.

Also present: Tracey Marinelli, Superintendent of Schools; David DiPisa, School Business Administrator/Board Secretary.

Open Public Meeting Act

President Grillo announced that adequate notice of this meeting was provided, in writing, to each Board member, The Herald and News, The Record, The Observer, The South Bergenite, the Township Clerk, and posted in the lobby of the Town Hall and the Board Office.

Approval of Minutes

Motion by James Hooper second by Josephine Malaniak that the Lyndhurst Board of Education approve the minutes of Meeting #27, December 17, 2012 & #28, January 7, 2013 (Sine Die) .

Roll Call For:

The following Board members answered roll call: (5) Christopher Musto, Ronald Grillo, James Hooper, Christine Melleno, Josephine Malaniak.

Abstain: (2) Thomas DiMascio & Sheri Jarvis

Absent: (2) James Cunniff & Stephen Vendola

Motion by James Hooper second by Christine Melleno that the Lyndhurst Board of Education approve the minutes of Meeting #1, January 7, 2013 (Reorganization) .

Roll Call For:

The following Board members answered roll call: (7) Thomas DiMascio, Sheri Jarvis, Ronald Grillo, James Hooper, Christine Melleno, Josephine Malaniak & Christopher Musto.

Absent: (2) James Cunniff & Stephen Vendola

Public Comments

Agenda Items - None

Finance Committee

Any Board member who takes exception to any of the following listed actions under the category of Finance may so indicate now and a separate motion for each of the excepted actions will be entertained.

Motion made by Thomas DiMascio second by Christine Melleno that the following Finance actions of the Board numbered 1 through 3 exception actions be adopted.

Roll Call For: (7) Ronald Grillo, James Hooper, Christine Melleno, Christopher Musto, Josephine Malaniak, Thomas DiMascio & Sheri Jarvis.

Absent: (2) James Cunniff & Stephen Vendola

1. BE IT RESOLVED, by the Lyndhurst Board of Education that it has received and accepts the financial reports of the Secretary and Treasurer of School Monies for the month ended December 31, 2012 and certifies that the reports indicate that no major account or fund is over expended in violation of NJAC 6A:23-2.11(a) and that sufficient funds are available to meet the district's financial obligations for the remainder of the school year. A copy of the certification shall be included in the minutes.
2. BE IT RESOLVED, that the payroll for the month ended December 31, 2012 be and the same is hereby approved and ordered paid:

| | |
|---------|-----------------|
| Payroll | \$ 1,932,883.66 |
|---------|-----------------|

3. BE IT RESOLVED, that the attached list of supplies received and services rendered to the Board of Education of the Township of Lyndhurst, County of Bergen, for the month ended January 14, 2013 be and the same are hereby approved and ordered paid:

| | |
|---------------------------|-----------------|
| Current Expense (Fund 11) | \$ 1,078,148.60 |
| Capital Outlay (Fund 12) | \$ 16,715.00 |
| Special Revenue (Fund 20) | \$ 24,917.34 |
| Debt Service (Fund 40) | \$ 79,170.00 |
| Total | \$ 1,198,950.94 |

| | |
|----------------|---------------|
| General Ledger | \$ 131,761.76 |
|----------------|---------------|

None

Miscellaneous

None

The above synopsis was prepared from the Comprehensive Annual Financial Report of the Lyndhurst School District for the fiscal year July 1, 2011 to June 30, 2012. This Comprehensive Annual Financial Report is on file at the office of the Secretary to the Board of Education and may be inspected by an interested person.

David DiPisa
School Business Administrator
Board Secretary

-----SEPARATE VOTE-----

Motion by Thomas DiMascio second by Christine Melleno

4. BE IT RESOLVED, that the Board of Education of the Township of Lyndhurst, County of Bergen, approve the services for Jarvis Plumbing and Heating through January 14, 2013 in the amount of \$4,357.00.

Roll Call For: (6) Thomas DiMascio, James Hooper, Josephine Malaniak, Christine Melleno, Christopher Musto, Ronald Grillo.

Abstain: (1) Sheri Jarvis

Absent: (2) James Cunniff & Stephen Vendola

-----SEPARATE VOTE-----

Motion by Thomas DiMascio second by Christine Melleno

5. BE IT RESOLVED, that cafeteria services rendered to the Board of Education of the township of Lyndhurst, County of Bergen, for the Month of December 2012, be and the same are hereby approved and ordered paid:

| | |
|-----------------------|--------------|
| Payroll/Payroll Taxes | \$ 34,109.63 |
| Services | \$ 36,043.87 |

6. BE IT RESOLVED, that the Lyndhurst Board of Education approve the attached transfers for the month of December 2012.
7. BE IT RESOLVED, that the Audit Report of the Lyndhurst Board of Education for the fiscal year ended June 30, 2012 submitted by DiMaria & Di Maria LLP shall be accepted.

Administrative Practices and Procedures

1. That adequate minimum surety bond coverage be put in place for the Treasurer of School Monies or Business Administrator.

Financial Planning, Accounting and Reporting

None

School Purchasing Programs

2. That the Local Public Contracts Law as it pertains to electrical work, be strictly adhered to.

School Food Service

None

Student Body Activities

None

Application For State School Aid

None

Public Transportation

None

Facilities and Capital Assets

None

Miscellaneous

None

The above synopsis was prepared from the Comprehensive Annual Financial Report of the Lyndhurst School District for the fiscal year July 1, 2011 to June 30, 2012. This Comprehensive Annual Financial Report is on file at the office of the Secretary to the Board of Education and may be inspected by an interested person.

David DiPisa

School Business Administrator

Board Secretary

8. BE IT RESOLVED, that the Lyndhurst Board of Education approve the attached Corrective Action Plan of the Audit Report for fiscal year ended June 30, 2012.

Roll Call For: (7) Ronald Grillo, James Hooper, Christine Melleno, , Christopher Musto, Josephine Malaniak, Thomas DiMascio & Sheri Jarvis.

Absent: (2) James Cunniff & Stephen Vendola

-----SEPARATE VOTE -----

Education & Curriculum Committee

Any Board member who takes exception to any of the following listed actions under the category of Education & Curriculum Committee may so indicate now and a separate motion for each of the excepted actions will be entertained.

Motion made by Josephine Malaniak second by Thomas DiMascio that the following Finance actions of the Board numbered 1 through 6 exception actions be adopted.

Roll Call For: (7) Ronald Grillo, James Hooper, Christine Melleno, Christopher Musto, Josephine Malaniak, Thomas DiMascio & Sheri Jarvis.

Absent: (2) James Cunniff & Stephen Vendola

1. BE IT RESOLVED, that the Lyndhurst Board of Education approve the attached list of pre-approved school field trips.
2. BE IT RESOLVED, that the Lyndhurst Board of Education approve Kindergarten registration for the Lyndhurst Public Schools.

3. BE IT RESOLVED, that the Lyndhurst Board of Education approve the updated Lyndhurst High School Program of Studies for the 2012-2013 school year. Copy on file on the District's website under High School – Student Services – Program of Studies.
4. BE IT RESOLVED, that the Lyndhurst Board of Education approve “The Lifeline Challenge to Health Living Program” with Clara Maass Medical Center, Belleville, New Jersey. The program will be for grades 3 and 4 and will meet one time per week after school from January – June 2013.
5. BE IT RESOLVED, that the Lyndhurst Board of Education approve the following evaluation rubrics:

Danielson: A Framework for Teaching – Evaluation Tool for Teachers

McREL - Evaluation Tool for Administrators

6. BE IT RESOLVED, that the Lyndhurst Board of Education approve Lyndhurst High School's participation in the 2013 New Jersey Student Health Survey (NJSHSJ) being

conducted by the New Jersey Department of Education, in collaboration with the Department of Human Services and the Department of Health.

Performing Arts Committee

Any Board member who takes exception to any of the following listed actions under the category of Performing Arts Committee may so indicate now and a separate motion for each of the excepted actions will be entertained.

Motion made by James Hooper second by Josephine Malaniak that the following Performing Arts Committee actions of the Board numbered 1 through 1 exception actions be adopted.

Roll Call For: (7) Ronald Grillo, James Hooper, Christine Melleno, Christopher Musto, Josephine Malaniak, Thomas DiMascio & Sheri Jarvis.

Absent: (2) James Cunniff & Stephen Vendola

1. BE IT RESOLVED, that the Lyndhurst Board of Education approve the musical, "Fiddler on the Roof", depending upon availability of rights to the show, for performance by the 6th, 7th and 8th grade students of Lyndhurst.

Rules & Regulations Committee

Any Board member who takes exception to any of the following listed actions under the category of Rules & Regulations Committee may so indicate now and a separate motion for each of the excepted actions will be entertained.

Motion made by James Hooper second by Christine Melleno that the following Performing Arts Committee actions of the Board numbered 1 through 5 exception actions be adopted.

Roll Call For: (7) Ronald Grillo, James Hooper, Christine Melleno, Christopher Musto, Josephine Malaniak, Thomas DiMascio & Sheri Jarvis.

Absent: (2) James Cunniff & Stephen Vendola

1. BE IT RESOLVED, that the Lyndhurst Board of Education approve the following use of school facilities:

| <u>Organization</u> | <u>Place</u> | <u>Time, Date, Purpose</u> |
|-------------------------|-------------------------|-----------------------------------|
| Lyndhurst Little League | High School Room 150 | 7:00-9:00 pm 1/3/13 Meeting |

| | | |
|-----------------------|--------------------------------|---|
| Lyndhurst Parks Dept. | Roosevelt School Gym | 1:30 – 4:30 pm 1/6, 1/13, 1/20/13 2/3, 2/10, 2/17, 2/24/13 3/3, 3/10, 3/17, 3/24 & 3/31/13 Soccer Training |
| Project Graduation | High School Room 150 | 7:00-9:00 pm 1/9 & 1/23/13 Meeting |
| Lyndhurst Recreation | High School Rooms 110 & 112 | 9:00 am – 3:00 pm 1/20/13 Picture Day |
| Lyndhurst Recreation | High School Auditorium | 5:00 – 8:00 pm 4/19/13 Dance Recital Rehearsal |
| Lyndhurst Recreation | High School Auditorium | 3:00 – 9:30 pm 4/20/13 Dance Recital |
| Roosevelt School | Roosevelt School Gym | 9:00 am – 3:00 pm 4/9 & 4/10/13 Book Fair |

2. BE IT RESOLVED, that the Lyndhurst Board of Education approve the following resolution proclaiming National PTA Teacher Appreciation Week May 6-10, 2013.

WHEREAS, America's greatest strength has always been an educated citizenry and

WHEREAS, that educated citizenry is directly attributable to our system of free and universal public education that provides an educational opportunity for all students, and

WHEREAS, the foundation upon which that system of public schooling rests is the classroom teacher, and

WHEREAS, the classroom teacher is challenged daily to reach out to every student regardless of ability, interest in learning, social or economic background, physical, mental, or emotional handicap, race, religion, creed or ethnic origin, to provide assistance and guidance necessary for full intellectual development; and

WHEREAS, the classroom teacher is key to the intellectual and occupational preparation of individual citizens, who collectively determine the quality of life in America and in our communities; and

WHEREAS, the work of the classroom teacher immeasurably affects the future lives of all students; and

WHEREAS, the classroom teacher deserved the deepest respect and admiration of the citizens of our communities;

NOW, THEREFORE, BE IT RESOLVED, that the Lyndhurst Board of Education hereby proclaims "Teacher Appreciation Week" May 6-10, 2013 for the purpose of providing public recognition and appreciation for the dedication and contributions of the classroom teacher, not only to our communities as a whole, but to each of us individually as citizens.

3. BE IT RESOLVED, that the Lyndhurst Board of Education approve the following resolution declaring the week of May 13-17, 2013 as Special Education Week.

WHEREAS, the week of May 13-17, 2013 has been designated as Special Education Week by the New Jersey School Board Association and the Association of Schools and Agencies for the Handicapped; and

WHEREAS, in the Lyndhurst Board of Education we have a tradition of excellence in our special education programs and a superb and dedicated staff,

NOW, THEREFORE, BE IT RESOLVED that the Lyndhurst Board of Education does hereby declare May 13-17, 2013 as Special Education Week. The Lyndhurst Board of Education, furthermore, is proud to provide exceptional programs that assist every child in reaching his or her potential.

4. BE IT RESOLVED, that the Lyndhurst Board of Education approve the following resolution honoring secretarial, clerical and bookkeeping personnel and proclaiming the week of April 22-26, 2013 as Professional Secretaries' Week.

WHEREAS, the Lyndhurst Board of Education secretarial, clerical and bookkeeping staff members have successfully served the Lyndhurst Public Schools, its administration, faculty and student body in the daily performance of their duties; and

WHEREAS, the Lyndhurst Board of Education secretarial, clerical and bookkeeping staff members have faithfully and unselfishly carried out their duties in an exemplary manner to the benefit of our students and the community; and

WHEREAS, the Lyndhurst Board of Education wishes to formally recognize and honor every secretarial, clerical and bookkeeping staff member for their personal dedication;

NOW, THEREFORE, BE IT RESOLVED, that the week of April 22-26, 2013 is hereby proclaimed "National Professional Secretaries' Week" for the purpose of providing public recognition and appreciation for the contributions that secretarial, clerical and

bookkeeping staff members to the Lyndhurst School District in the performance of their duties.

5. WHEREAS, The New Jersey School Boards Association has declared January 2013 to be School Board Recognition Month, a time that all residents might acknowledge the contributions made by our local school board members; and

WHEREAS, The Lyndhurst Board of Education is one of 586 local school boards in New Jersey that sets policies and oversees operations for public school districts; and

WHEREAS, The Lyndhurst Board of Education embraces the goal of high-quality education for all New Jersey public school students; and

WHEREAS, New Jersey's local school boards help determine community goals for the education of approximately 1.4 million children in pre-kindergarten through 12th grade; and

WHEREAS, New Jersey's 4,800 local school board members, who receive no remuneration for their services, act as advocates for public school students as they work with administrators, teachers and parents for the betterment of public education; and

WHEREAS, School boards strive to provide the resources necessary to meet the needs of all students, including those with special needs; and

WHEREAS, Boards of education provide accountability to the public; they communicate the needs of the school district to the public; and they convey to school administrators the public's expectations for the schools; and

WHEREAS, New Jersey can take pride in its schools, which rank among the nation's best in indicators such as high school graduation rates, class size, college entrance exam participation and Advanced Placement offerings and test scores. Now, therefore, be it

RESOLVED, That the Lyndhurst Board of Education, does hereby recognize the services of local school board members throughout New Jersey as we join communities statewide in observing January 2013 as SCHOOL BOARD RECOGNITION MONTH; and be it further

RESOLVED, That the Lyndhurst Board of Education urges all New Jersey citizens to work with their local boards of education and public school staffs toward the improvement of our children's education.

Student Activities & Recognition Committee

Any Board member who takes exception to any of the following listed actions under the category of Student Activities & Recognition Committee may so indicate now and a separate motion for each of the excepted actions will be entertained.

Motion made by Sheri Jarvis second by Thomas DiMascio that the following Student Activities & Recognition Committee actions of the Board numbered 1 through 3 exception actions be adopted.

Roll Call For: (7) Ronald Grillo, James Hooper, Christine Melleno, Christopher Musto, Josephine Malaniak, Thomas DiMascio & Sheri Jarvis.

Absent: (2) James Cunniff & Stephen Vendola

1. BE IT RESOLVED, that the Lyndhurst Board of Education approve placement of (1) pre-school disabled student to attend South Bergen Jointure Commission's Maywood Campus, effective January 7, 2013, at a tuition rate of \$57,300.00, pro-rated. Transportation will be arranged through South Bergen Jointure.
2. BE IT RESOLVED, that the Lyndhurst Board of Education approve home instruction for (3) students, subject to state approval.
3. BE IT RESOLVED, that the Lyndhurst Board of Education approve a Memorandum of Agreement For the Suspension Alternative Program (SAP) with Bergen County Special Services School District for the 2012-2013.

Motion to Go Into Executive Caucus

Motion by Christopher Musto second by Christine Melleno and unanimously carried, the Board went into Executive Caucus at 8:12 p.m. for the purpose of: a matter involving staff members, other Board Member social media issues, pending or anticipated litigation and personnel.

Motion To Open Meeting to Public

Motion by Josephine Malaniak second by Christopher Musto and unanimously carried, the Board opened the meeting to the public at 8:43 p.m.

Roll Call For:

The following Board members answered roll call: (7) Ronald Grillo, James Hooper, Christine Melleno, Josephine Malaniak, Christopher Musto, Thomas DiMascio & Sheri Jarvis.
Absent: (2) James Cunniff & Stephen Vendola

Personnel Committee

Any Board member who takes exception to any of the following listed actions under the category of Personnel Committee may so indicate now and a separate motion for each of the excepted actions will be entertained.

Motion made by Christine Melleno second by Thomas DiMascio that the following Personnel Committee actions of the Board numbered 1 through 9 exception actions be adopted.

Roll Call For: (7) Ronald Grillo, James Hooper, Christine Melleno, Christopher Musto, Josephine Malaniak, Thomas DiMascio & Sheri Jarvis.

Absent: (2) James Cunniff & Stephen Vendola

1. BE IT RESOLVED, that the Lyndhurst Board of Education designate Tracey L. Marinelli, Public Agency Compliance Officer for the 2012-2013 school year.

2. BE IT RESOLVED, at the recommendation of Tracey L. Marinelli, Superintendent of Schools, that the Lyndhurst Board of Education approve the following personnel rates:

Substitute Principal - \$250.00 per day

3. BE IT RESOLVED, at the recommendation of Tracey L. Marinelli, Superintendent of Schools, that the Lyndhurst Board of Education approve the following for the 2012-2013 school year. Employment will be provisional, subject to authorization approval pending completion of criminal history background check, and subject to submission of all required application documents:

Irene A. Jack Lunch Aide at Washington School

Ashley Zuccato One-to-One Aide at Washington School

4. BE IT RESOLVED, at the recommendation of Tracey L. Marinelli, Superintendent of Schools, that the Lyndhurst Board of Education approve the following volunteer coaches for the 2012-2013 school year, pending completion of criminal history background check:

Ryan Halligan – Freshman Basketball

Brian Walker - Freshman Basketball

Brittany Carroll – Winter Cheering

5. BE IT RESOLVED, at the recommendation of Tracey L. Marinelli, Superintendent of Schools, that the Lyndhurst Board of Education grant the following college students permission to complete a practicum and student teaching in the Lyndhurst Public Schools in order to fulfill their course requirements:

Nicole Boglivi Practicum, 25 hours
Caldwell College February 25 – April 26, 2013
 Mary Forbes – LDTC

Christina Mamangakis Student Teaching
Columbia University January 21 – May 14, 2013
 Tanya Pastor – HS English

Christian Hyra Student Teaching
William Paterson Univ. January 15 – May 2, 2013
 Richard Falcicchio – HS Math

6. BE IT RESOLVED, at the recommendation of Tracey L. Marinelli, Superintendent of Schools, that the Lyndhurst Board of Education place the following employees on the proper step of the salary guide, subject to negotiations:

Michael Clifford From: BA @ \$53,015 To: BA+30 @ \$56,415
 Effective February 1, 2013, subject to negotiations

Jill Dischler From: BA @ \$51,315 To: MA @ \$58,715*
 Effective February 1, 2013, subject to negotiations

*Ms. Dischler has completed all requirements for the degree at this time and will officially graduate January 25, 2013.

7. BE IT RESOLVED, at the recommendation of Tracey L. Marinelli, Superintendent of Schools, that the Lyndhurst Board of Education, grant Staci Valentin, Remediation Teacher at Lincoln School, a Maternity Leave of Absence under the Family Leave Act with the use of accumulated sick days from December 21, 2012 to January 31, 2013. Family Leave Act from February 1, 2013 to April 30, 2013. This is a revised motion.

8. BE IT RESOLVED, at the recommendation of Tracey L. Marinelli, Superintendent of Schools, that the Lyndhurst Board of Education approve Clarissa Lozano-Golub as a Spanish Translator for the 2012-2013 school year. She will assist the Child Study Team at IEP meetings with parents who only speak Spanish, at a fee of \$40.00 per hour, as needed.

9. BE IT RESOLVED, at the recommendation of Tracey L. Marinelli, Superintendent of Schools, that the Lyndhurst Board of Education approve the following Professional Development Opportunities:

Tracey L. Marinelli, Supt. 1/8/13 – Obstacles & Opportunities:
 & Marlene Krupp, Supv. Addressing the Transition to CCSS & PARCC
 Approx. \$6.00

Mary Forbes 1/11/13 – Difficult Behavior in Students with
 Special Services Asperger's
 Approx. \$7.13

Teressa Matvienko 1/11/13 – iPad for Science & Social Studies
 Franklin School Approx. \$100.00

Ed Tessalone 1/16/13 – BCCS Social Studies Roundtable
 High School Approx. \$10.50

David DiPisa 1/17/13 – Training on Contracting w/Food
 Business Administrator/ Services Management Company
 School Board Secretary Approx. \$6.94

| | |
|--|---|
| Marlene Krupp Supervisor | 1/18/13 – SBJC Professional Development Committee Approx. \$4.34 |
| Marlene Krupp Supervisor | 1/23/13 – HSPA District Test Coordinator Training Approx. \$14.26 |
| Peter Strumolo Principal | 1/31 & 2/1/13 - NJASA TECHSPO 2013 Approx. \$623.31 |
| Kelly Chua & Lisa Stellato High School | 2/1/13 – What School, Families & Students Need to Know About Transition Approx. \$9.92 each |
| Shannon Ross Roosevelt School | 2/16/13 – Expressions & Equations Approx. \$108.72 |
| Tom Thomas & Pat Vasto High School | 2/25/12 – Coaching Clinic ATSNJ State Conference Approx. \$115.00 each |
| Lisa Marie Vuono Roosevelt | 3/4/13 – Comet Scenario Training Approx. \$9.56 |
| Phyllis Lind Roosevelt | 3/7/13 – Geometry 7 – Conquer Mathematics Approx. \$108.72 |
| Linda Webb Jefferson | 3/8 & 3/9-The Many Facets of School Nursing Approx. \$320.50 |
| Maryann Mule High School | 3/13/13 – Section 501 in New Jersey Approx. \$189.99 |
| Jamie Stevens High School | 3/25/13 – Revolutionizing Diagnosis & Treatment Using the DSM-5 Approx. \$99.00 |
| David DiPisa Business Administrator School Board Secretary | 4/30/13 – NJASBO – Understanding your CAFR & How to Read the Board Secretary's Report Approx. \$59.55 |
| Tom Thomas High School | 2012-2013 School Year National Athletic Trainers' Association's Professional Development Approx. \$284.00 |

9. BE IT RESOLVED, at the recommendation of Tracey L. Marinelli, Superintendent of Schools, that the Lyndhurst Board of Education approve the attached list of substitute teachers for the 2012-2013 school year. Employment will be provisional, subject to authorization approval pending completion of criminal history background check, and subject to submission of all required application documents.

Unfinished Business

Superintendent's Report

1. Superstorm Sandy
2. Holiday Concert
3. Rules & Regulations – Allergy Policy
4. Received approval to add Principal
5. Thank you for Jill Todzuman & Maryann Mule on Prescription Drug Presentation

New Business

Special Needs – Christine Melleno

300 Children
Thank You and Great Job
Parent Involvement in Committee

School Safety

Meeting scheduled for January 24, 2013 – 10:30 AM
Invited Mayor and people from the township

Non-Agenda Items

Debbie Peloso
Holiday Show
Checklist – Security/Permit
NJASK Scores - On-line

Eileen Cimicata
8th Grade Accelerated Band
Incident on Friday
Buses - 1 Hour
Home School – 9:40 – 9:50 am
No Teacher

Alam Quazzi

Lincoln School

Who is the Principal?

No Textbooks – 6th Grade – No Social Studies & Science

No Math Textbooks – 4th Grade – Lincoln School

Adjournment

Motion by Ronald Grillo second by Thomas DiMascio and unanimously carried, the meeting was adjourned at 9:25 p.m.

Respectfully submitted,

David DiPisa
School Business Administrator
Board Secretary