



PARK RIDGE BOARD OF EDUCATION

MONTHLY MEETING MINUTES

Date: January 22, 2018

Public Started: 8:00 P.M.

Public Ended: 8:17 P.M.

Park Ridge High School Little Theater

I. Roll Call

F. Church	P. Montalbano	B. von Bradsky	R. Sileo	D. Browne	P. Moran	J. Bruno
Y	Y	Y	Y	Y	Y	Y

Also Present:

R. Gamper	R. Wright	S. Green
Y	Y	Y

II. Pledge of Allegiance – was led by Board President Joseph Bruno.

III. Open Public Meetings Statement *was read by Board President Joseph Bruno.*

This is to advise the general public and to instruct that it be recorded in the minutes that in compliance with Chapter 231 of the Public Laws of 1975, entitled the “Open Public Meetings Act,” the Park Ridge Board of Education on January 11, 2018 caused to be posted at the Office of the Board of Education located at 85 Pascack Road, Park Ridge, New Jersey and on January 11, 2018 sent to The Record, 1 Garret Mountain Plaza, P.O. Box 471, Woodland Park, NJ 07424-0471 and The Ridgewood News, 41 Oak Street, Ridgewood, NJ 07450-3805 and on January 11, 2018 delivered to the Office of the Municipal Clerk of Park Ridge and the Park Ridge Public Library a meeting notice setting forth the time, date and location of this meeting.

IV. Adjournment to Private Session - N/A

Private Closed Session was read by _____.

The Park Ridge Board of Education will adjourn into private session to discuss item(s) which fall within specific exceptions contained in N.J.S.A. 10:4-12b.

Be it resolved that the Board will now go into private session to discuss matters rendered confidential due to the nature of pending or anticipated litigation, attorney client privilege and personnel – employment matters affecting a specific, prospective or current employee privilege. Any discussion held by the Board, which need not remain confidential, will be made public as soon as practical. Minutes of the private session will not be disclosed until the need for confidentiality no longer exists. All appropriate persons, who may be discussed in private session, have been adequately notified (RICED – in accordance with Policy #0162, Notice of Board Meetings by the Board Secretary/Business Administrator).

Motion, second and vote to enter into private session at _____.

M: S:
FC PM BVB RS DB PatM JB

Private Session Agenda

The Regular Session of the Board of Education was recalled at _____.

M: S:
FC PM BVB RS DB PatM JB

V. Minutes for Approval

Monthly Meeting	December 18, 2017	Board Approved
Reorganization Meeting	January 2, 2018	Board Approved

There were no questions on the minutes. The minutes were approved as follows:

M:	BVB	S:	RS				
FC	PM	BVB	RS	DB	PatM	JB	
Y	Y	Y	Y	Y	Y	Y	Y

VI. Special Presentations to the Board - None

VII. Hearing of Citizens - None

Agenda Items Only

Hearing of Citizens will be restricted to three minutes per person for a total of fifteen minutes for questions and/or comments on agenda items only.

VIII. Student Representative's Report

Samantha reported that the High School Media Center held a "Makerspace" day. Students were involved and enjoyed creating things. The High School musical this year was "The Little Mermaid Jr." The show was a big success and the costumes were great. The Mock Trial Team won several meets at the Hackensack courthouse. DECA participated in a competition and qualified 20 people for Atlantic City. There will be a new format on testing. Students prefer the new format to the previous years.

IX. President's Report

Board President Joseph Bruno reported that he attended the band dinner. He thanked all who were involved in putting the event together. He also attended the football brunch. He commented that he was impressed at how the students supported each other.

X. Superintendent's Report

HIB Update

Dr. Gamper had no HIB incidents to report.

Dr. Gamper reported on the Elementary media center. Meetings took place last week with the Board and architect to finalize the plan. The last step is to share the plan with the staff. After that, it will go out for bid.

Dr. Gamper reported that the application for Future-Ready Schools has been completed. There will be a district committee meeting about it in two weeks.

Dr. Gamper informed the Board that the new Reverse 911 System was put in place. While it had a few hiccups, they have been fixed and things should go smoothly moving forward.

Dr. Gamper informed the public that Tom Kersting would be giving a presentation on "Parenting in the Digital Age."

Dr. Gamper updated the Board on the referendum. He mentioned that he has spoken with parent groups. Motion F10 is the actual resolution to move forward on the referendum. There will be two proposals, one for the hot water heating conversion and the other for air conditioning the "A-wing". If Proposal 1 & 2 pass, there will be no additional taxes raised.

XI. BOE Committee Reports

The Finance Committee reported that it met to review a preliminary 2018-19 budget.

XII. Supplemental Agenda - None

Supplemental resolutions, if any, will be available the night of the meeting.

XIII. Consent Agenda

The Board reviewed the consent agenda. The agenda passed as follows:

M:	RS		S:	FC			
FC	PM	BVB	RS	DB	PatM	JB	
Y	Y	Y	Y	Y	Y	Y	Y

XIV. Hearing of Citizens - None

XV. Board Comments – New/Unfinished Business

The Building and Grounds Committee met to review media center plans with both elementary principals. Mr. Bruno thanked the principals for their work on this project.

President Bruno reminded everyone that on February 28, 2018 at 7 pm, there will be a public information session on the referendum.

XVI. Adjournment – 8:17 P.M.

M:	PM		S:	DB			
FC	PM	BVB	RS	DB	PatM	JB	
Y	Y	Y	Y	Y	Y	Y	Y

Robert Wright
 Business Administrator/
 Board Secretary

RESOLUTIONS FOR CONSENT AGENDA (XIII)

EDUCATION RESOLUTIONS

Be it resolved, upon the recommendation of the Superintendent of Schools in conjunction with the Business Administrator/Board Secretary that the following actions be taken:

- E1. The Park Ridge Board of Education accepts the suspension, truancy and HIB reports from the Superintendent for the month of December with no suspensions and one truancy to report.

M: S:
FC PM BVB RS DB PatM JB

- E2. The Park Ridge Board of Education approves Enid Martinez as a Literacy Consultant, at a rate of \$2,000 per day, and an amount not to exceed \$14,000, for the 2017/2018 school year. The Professional Development will include balanced literacy, reading and writing workshops, classroom modeling, coaching teachers in classrooms, differentiation, assessment and alignment to NJSL-“ELA (ESEA Title I and Title II funds).

M: S:
FC PM BVB RS DB PatM JB

- E3. The Park Ridge Board of Education approves the tuition for the following student for the 2017/18 school year:

<u>STUDENTS</u>	<u>PLACEMENT</u>	<u>DATES</u>	<u>AMOUNTS NOT TO EXCEED</u>
821(b)	South Bergen Jointure Commission Maywood, NJ	1/2/18 – 6/30/18	\$40,440.00

M: S:
FC PM BVB RS DB PatM JB

FINANCE RESOLUTIONS

Be it resolved, upon the recommendation of the Superintendent of Schools in conjunction with the Business Administrator/Board Secretary that the following actions be taken:

F1. Certification Resolution: The Park Ridge Board of Education, pursuant to N.J.A.C. 6:20-2.13 (e), certifies that the Board Secretary's December 2017 monthly financial report (appropriations section) did not reflect an over-expenditure in any of the major accounts or funds, has not been over expended in violation of N.J.A.C. 6:20 – 2.13(b), and based on the advice of the district officials, we have no reason to doubt that the district has sufficient funds available to meet its financial obligations for the remainder of the fiscal year. The Park Ridge Board of Education also certifies that the financial records are in compliance with Park Ridge Policy numbers 0171, 1320, 4413 and 6510. ***"F1"***

M: S:
FC PM BVB RS DB PatM JB

F2. The Park Ridge Board of Education accepts the Cafeteria Report for the month of November 2017. ***"F2"***

M: S:
FC PM BVB RS DB PatM JB

F3. The Park Ridge Board of Education approves the Check Journal (List of Bills) containing Check #37463-37600 in the total amount of \$2,665,869.28. ***"F3"***

M: S:
FC PM BVB RS DB PatM JB

F4. The Park Ridge Board of Education approves the payment of Athletic Vouchers #10482-10535 in the total amount of \$3,336.00. ***"F4"***

M: S:
FC PM BVB RS DB PatM JB

F5. The Park Ridge Board of Education approves Varsity Athletic Club Vouchers #1190-1195 in the total amount of \$10,679.85. ***"F5"***

M: S:
FC PM BVB RS DB PatM JB

F6. The Park Ridge Board of Education approves the Unemployment Compensation Vouchers #__N/A__ in the total amount of \$__N/A__.

M: S:
FC PM BVB RS DB PatM JB

F7. The Park Ridge Board of Education approves the December 2017 "Report of the Secretary" and the "Report of the Treasurer" to the Board of Education. **"F7"**

M: S:
FC PM BVB RS DB PatM JB

F8. The Park Ridge Board of Education approves the following 2017/2018 General Fund Transfers for the month of December 2017 in the amount indicated per Appendix A. **"F8"**

M: S:
FC PM BVB RS DB PatM JB

F9. The Park Ridge Board of Education approves the purchase of technical support and equipment, and maintenance, repair and operational supplies through State Contract/Cooperative pricing. Listed below are expenses anticipated to exceed the threshold (cumulatively):

<u>ITEMS PURCHASED FROM</u>	<u>AMOUNT</u>
W.W. Grainger (Per State Contract #72605)	\$27,215.71

M: S:
FC PM BVB RS DB PatM JB

F10.

**RESOLUTION OF THE BOARD OF EDUCATION OF THE
BOROUGH OF PARK RIDGE IN THE COUNTY OF BERGEN,
NEW JERSEY PROVIDING FOR THE SUBMISSION OF TWO
SPECIAL BALLOT QUESTIONS TO THE SCHOOL DISTRICT
VOTERS AT A SPECIAL SCHOOL DISTRICT ELECTION TO
BE HELD ON TUESDAY, MARCH 13, 2018**

WHEREAS, The Board of Education of the Borough of Park Ridge in the County of Bergen, New Jersey (the "Board" when referring to the governing body and the "School District" when referring to the territorial boundaries governed by the Board) desires to undertake school facilities' projects consisting of (1) the conversion of steam heat to hot water heat in the older portion of the High School, and (2) the replacement of unit ventilators and the installation of air conditioning in the A-Wing of the High School (collectively, the "Projects");

WHEREAS, to accomplish the Projects, the Board seeks to authorize the submission of two ballot questions and an explanatory question at a Special School District Election to be held on Tuesday, March 13, 2018 (the "Election") and to authorize certain actions required to be taken in connection with the conduct of the Election and the undertaking of the Projects.

NOW THEREFORE BE IT RESOLVED by the Board of Education of the Borough of Park Ridge in the County of Bergen, New Jersey (not less than a majority of the full membership of the Board concurring) as follows:

1. The following Explanatory Statement and Proposals (the "Proposal") shall be submitted to the legal voters of the School District at a Special School District Election (the "Election") to be held on Tuesday, March 13, 2018 commencing at 1:00 p.m. in the School District for the purposes hereinafter provided. The polls shall remain open until 8:00 p.m. and as much longer as may be necessary to permit all the legal voters then present to vote and cast their ballot.

EXPLANATORY STATEMENT

PROPOSAL #1

The Board is seeking to undertake the conversion of steam heat to hot water heat in the older portion of the High School at a cost not to exceed \$2,800,000, which will be funded through the issuance of a short term bond/note.

PROPOSAL #2

The Board is seeking to undertake the replacement of unit ventilators and the installation of air conditioning in the A-Wing of the High School at a cost not to exceed \$798,466, which will be funded through the issuance of a short term bond/note.

STATE FUNDING FOR PROPOSAL #1 AND PROPOSAL #2

The Board will receive State aid for each of the projects in Proposal #1 and Proposal #2 in the form of debt service aid anticipated to be in the amount of 34% - 40% of total project costs. This State aid reduces the taxpayers' share of each of the projects to between 60% and 66% of the total project cost. Such State funding will only be available if the respective proposals pass. The Board expects to fund its local share of debt service with monies that will be available in the Capital Reserve Fund so it is anticipated that no new tax dollars will be raised to pay for the projects.

VOTERS ARE ENCOURAGED TO VOTE ON BOTH PROPOSALS

PROPOSAL #1

The Board of Education of the Borough of Park Ridge in the County of Bergen, New Jersey is authorized to undertake a school facilities project consisting of the conversion of steam heat to hot water heat in the older portion of the High School. The Board is authorized to expend up to \$2,800,000 on such project and issue bonds for such project in an amount not to exceed \$2,800,000. The State has agreed to provide debt service aid in the amount of 40% of the "final eligible costs" of the school facilities project. All of the costs of the project are "final eligible costs."

PROPOSAL #2

IF AND ONLY IF PROPOSAL #1 IS APPROVED, the Board of Education of the Borough of Park Ridge in the County of Bergen, New Jersey is authorized to undertake a school facilities project consisting of the replacement of unit ventilators and the installation of air conditioning in the A-Wing of the High School. The Board is authorized to expend up to \$798,466 on such project and issue bonds for such project in an amount not to exceed \$798,466. The State has agreed to provide debt service aid in the amount of 40% of the "final eligible costs" of the school facilities project. All of the costs of the project are "final eligible costs."

2. The Board hereby approves and adopts the Proposals and, subject to the approval of the legal voters of the School District, hereby determines to carry out the same.

3. The Business Administrator/Board Secretary is hereby authorized and directed, in conjunction with Bond Counsel, to deliver a certified copy of this resolution and such other information as shall be necessary to comply with applicable provisions of the Education Law and Election Law, to the Executive Bergen County Superintendent of Schools, Bergen County Clerk, Bergen County Boards of Elections, and to the Clerk of the Borough of Park Ridge, and to request such persons to undertake their respective functions under the Education Law and the Election Law, as applicable, in connection with the Election. The Business Administrator/Board Secretary is hereby authorized to amend the Proposals and the Explanatory Statement to conform same to statutory requirements.

4. The Board hereby acknowledges and confirms that, in accordance with the requirements of Sections 24-16 and 24-17 of the Education Law, a Supplemental Debt Statement has been prepared as of the date of this resolution by the Chief Financial Officer of the Borough of Park Ridge, giving effect to the proposed total authorization of School Bonds of the School District in the maximum amount provided for in the Proposals, and that such Supplemental Debt Statement has been filed in the office of the

Clerk of the Borough of Park Ridge, and in the office of the Business Administrator/Board Secretary prior to the adoption of this resolution. The Board hereby directs the Business Administrator/Board Secretary to cause such Supplemental Debt Statement to be filed in the office of the Director of the Division of Local Government Services, State of New Jersey Department of Community Affairs prior to the date of the Election.

5. The School Administration and such other officers, professionals and agents of the Board as are necessary, including Wilentz, Goldman & Spitzer, P.A., Bond Counsel and the Architect for the Project, are each hereby authorized and directed to perform such acts, execute such documents and do such things as are necessary and proper for the submission of the Proposals to the voters of the School District at the Election, including preparation and submission of all required applications for receipt of debt service aid.

6. The Board hereby (i) accepts the determination of Preliminary Eligible Costs as set forth in the letters of the New Jersey Department of Education (the "NJDOE Eligibility Letter"); (ii) elects to receive the State Share in the form of debt service aid; (iii) determines to construct the Projects; (iv) agrees to locally fund any excess costs; and (v) delegates the supervision of the Project to the Business Administrator/Board Secretary.

7. This resolution shall take effect immediately.

M: S:
FC PM BVB RS DB PatM JB

BUILDINGS AND GROUNDS RESOLUTIONS

Be it resolved, upon the recommendation of the Superintendent of Schools in conjunction with the Business Administrator/Board Secretary that the following actions be taken:

BG1. The Park Ridge Board of Education approves the following payment to Parette Somjen Architects for the following Project: **"BG1"**

<u>PROJECT NO.</u>	<u>PROJECT NAME</u>	<u>AMOUNT</u>
7381	HS Hot Water Boiler Conversion	\$10,480.00
7448	A Wing HVAC Improvements	\$4,392.00

M: S:
FC PM BVB RS DB PatM JB

BG2. The Park Ridge Board of Education approves the attached Proposal No. P-180501 from Karl Environmental Group for the Sampling of Suspect Materials for Asbestos Content, in the amount of \$14,630.00 **"BG2"**

M: S:
FC PM BVB RS DB PatM JB

BG3. The Park Ridge Board of Education approves Credit Change Order No. 004 from EI Associates for the following project: **"BG3"**

- Project ES8092.00 – Portico Project \$12,600.00

M: S:
FC PM BVB RS DB PatM JB

BG4. The Park Ridge Board of Education approves the attached proposal agreement from Parette Somjen Architects for "Design Studios for the Locker Rooms at Park Ridge High School" in the amount of \$39,500.00. **"BG4"**

M: S:
FC PM BVB RS DB PatM JB

BG5. The Park Ridge Board of Education approves the attached proposal agreement from Parette Somjen Architects for "Schematic Design Studies for the Renovation of Media Centers at West Ridge and East Brook Elementary Schools" in the amount of \$17,900.00. **"BG5"**

M: S:
FC PM BVB RS DB PatM JB

BG6. The Park Ridge Board of Education approves the attached proposal agreement from Parette Somjen Architects for “Renovation of Media Centers at West Ridge and East Brook Elementary Schools” in the amount of \$53,500.00. **“BG6”**

M: S:
FC PM BVB RS DB PatM JB

BG7. The Park Ridge Board of Education approves the “Application for Use of Building Facilities” for use of the East Brook gym by TGA of Bergen County for golf instruction, as indicated on the attached, and as per Board Policy #7510 “Use of School Facilities.” **“BG7”**

M: S:
FC PM BVB RS DB PatM JB

BG8. The Park Ridge Board of Education approves the “Application for Use of Building Facilities” for use of the West Ridge gym by TGA of Bergen County for tennis instruction, as indicated on the attached, and as per Board Policy #7510 “Use of School Facilities.” **“BG8”**

M: S:
FC PM BVB RS DB PatM JB

POLICY & PROCEDURE RESOLUTIONS

Be it resolved, upon the recommendation of the Superintendent of Schools in conjunction with the Business Administrator/Board Secretary that the following actions be taken:

PO1. The Park Ridge Board of Education reviews the following Policies and Regulations for first readings on January 22, 2018, and with second readings and approval to be made on February 12, 2018:
"PO1"

Regulation No. R 5460.1
Policy No. 7440
Regulation No. R 7440
Policy No. 7441

Regulation No. R 7441

Policy No. 8630
Regulation No. R 8630

High School Transcripts
School District Security
School District Security
Electronic Surveillance in School
Buildings and on School Grounds
Electronic Surveillance in School
Buildings and on School Grounds
Bus Driver/Bus Aide Responsibility
Emergency School Bus Procedures

M: S:
FC PM BVB RS DB PatM JB

PO2. The Park Ridge Board of Education reviews the following Policies and Regulations for first readings on January 22, 2018, and with second readings and approval to be made on February 12, 2018:
"PO2"

Policy No. 6620

Petty Cash

M: S:
FC PM BVB RS DB PatM JB

PERSONNEL RESOLUTIONS

Be it resolved, upon the recommendation of the Superintendent of Schools in conjunction with the Business Administrator/Board Secretary that the following actions be taken:

- P1. The Park Ridge Board of Education approves the appointment of the following substitute teachers and maintenance worker for the 2017/18 school year:

Substitute Teachers

Michelle Cascio
Beth Ann DeMarco

Substitute Maintenance

Amaurys Garcia

M: S:
FC PM BVB RS DB PatM JB

- P2. The Park Ridge Board of Education approves the appointments/resignation of the following in the areas listed, for the 2017/18 school year, or as indicated:

OTHER APPOINTMENTS:

<u>NAME</u>	<u>POSITION</u>	<u>HOURLY RATE</u>
Jerry Kavanagh	Girls' Basketball Volunteer Coach	N/A
Lauren Brown	Substitute Paraprofessional	\$14.94
Heather Zuener	EXTRAS Teacher	\$29.50
Kaitlyn Amato	EXTRAS Teacher	\$29.50
Diane Castino	EXTRAS Adult Aide	\$20.00

APPOINTMENTS – SCHEDULE “E”

<u>NAME</u>	<u>POSITION</u>	<u>STIPEND</u>
Samuel Lebreault	Robotics Club Advisor	\$2,000.00
Michelle Cascio	HS Assistant Spring Track Coach	\$4,833.00

PARAPROFESSIONALS TO WORK 1 ADDITIONAL HOUR PER DAY – Effective January 8 – June 30, 2018:

<u>NAME</u>	<u>DAY</u>	<u>HOURLY RATE</u>
Mary Ann Revie	Monday	\$17.56
Lyzette Napier	Tuesday & Wednesday	\$16.00
Siva Bonatti	Thursday & Friday	\$16.00

M: S:
FC PM BVB RS DB PatM JB

- P3. The Park Ridge Board of Education approves the reimbursement of anticipated conference/ seminar expenses for the following staff members for the 2017/18 school year:

<u>NAME</u>	<u>REASON/LOCATION FOR CONFERENCE/SEMINAR</u>	<u>DATE</u>	<u>AMOUNT NOT TO EXCEED</u>
Rachel Erdmann	NECTFL New York, NY	2/9/18 -2/10/18	\$240.00
Ruth McIlhargy	NECTFL New York, NY	2/9/18 -2/10/18	\$240.00
Troy Lederman	NJPSA FEA Monroe Township NJ	1/23/18	\$200.00
Chris Brown	Dir. of Athletic Assoc. of NJ – A/D Atlantic City, NJ	3/12/18 – 3/16/18	\$920.00
Brian Pierro	NJ School B&G Convention Atlantic City, NJ	3/12/18 – 3/14/18	\$635.00
Kim Cheman	BC Ed. Tech. Training Center Paramus, NJ	3/26/18 & 3/27/18	\$260.00
Brigitte Walsh	BC Ed. Tech. Training Center Paramus, NJ	3/26/18 & 3/27/18	\$260.00
Alexis Potkulski	26 th Annual Speech/Hearing Assoc. Garwood, NJ	3/9/18	\$180.00
Andrew Yeager	Assoc. of Student Assistance Conf. Princeton, NJ	2/7/18 – 2/9/18	\$615.00
George Racanelli	College of NJ – Project Reading Ewing, NJ	1/23/18 & 1/24/18	\$755.00

M: S:
FC PM BVB RS DB PatM JB

- P4. The Park Ridge Board of Education approves a Leave-of-Absence for Ariel Goldberg, High School Math Teacher, as follows:

- A Disability Leave-of-Absence from April 23, 2018 through May 31, 2018, with pay and with benefits.
- A New Jersey Family Leave from June 1, 2018 to October 12, 2018, without pay but with benefits.

The dates listed above are based on current attendance and are subject to change.

M: S:
FC PM BVB RS DB PatM JB

P5. The Park Ridge Board of Education approves the appointment of Mimi Brako Bismarck as a High School leave replacement teacher for Allison McElrath, from February 12, 2018 to June 15, 2018, on MA Step 3-4, with an annual salary of \$61,252, to be prorated for the dates listed.

M: S:
FC PM BVB RS DB PatM JB

Mimi Bracko Bismarck is recommended to fill the leave replacement for Allison McElrath (HS English) from Feb 12th through June 15th, 2018. Mrs. Brako Bismarck has covered two other leaves for us over the last two years and is on our substitute teaching roster.

P6. The Park Ridge Board of Education approves the continuation of Bethany Miele as leave replacement HS mathematics teacher, through March 31, 2018.

M: S:
FC PM BVB RS DB PatM JB

P7. The Park Ridge Board of Education approves the following staff members for professional development workshops as indicated below:

January 3, 2018

<u>NAME</u>	<u>TRAINING</u>	<u>HOURS*</u>	<u>AMOUNTS NOT TO EXCEED</u>
Gina DeMar	Literacy	3	\$222.00

January 15, 2018

<u>NAME</u>	<u>TRAINING</u>	<u>HOURS*</u>	<u>AMOUNTS NOT TO EXCEED</u>
Gina DeMar	A Closer Look Into the Classroom	3	\$222.00
Melissa Ballaera and Lisa Conforti	Practical Strategies for Struggling Readers	1.5	\$111.00
Colleen Colletti and Mallorie Troast	Reader's Theater	1.5	\$111.00
Deborah Clare	Introduction to Coding	3	\$222.00
Francoise Moffitt	Seesaw for Students	3	\$222.00
Jill Casey	Para/Student Prompt Fading	3	\$222.00

*Total Hours consist of 2 Hours Prep Time and 1 Hour Presentation (total 3) @ \$74/Hour.

M: S:
FC PM BVB RS DB PatM JB

P8. The Park Ridge Board of Education approves the appointment of Amaurys Garcia as a maintenance worker for the 2017/18 school year, on Step 4 of the Maintenance 2 Salary Guide, effective February 16, 2018, at an annual salary of \$47,169.00, pro-rated to \$17,688.38.

M: S:
FC PM BVB RS DB PatM JB