

PARK RIDGE BOARD OF EDUCATION

MONTHLY MEETING MINUTES

Date: September 18, 2017

Public Started: 7:00 P.M.

Private Started: 7:05 P.M.

Public Started: 8:00 P.M.

Public Ended: 8:10 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, 2017 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, 2017 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, 2017 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

Private Closed Session was read by President Bruno.

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 7:05 p.m.

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

Private Session Agenda

The Regular Session of the Board of Education was recalled at 8:00 p.m.

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

V. Minutes for Approval

Private Meeting	June 13, 2017	Board Approved
Monthly Meeting	June 13, 2017	Board Approved
Special Meeting	June 28, 2017	Board Approved
Private Meeting	July 13, 2017	Board Approved
Emergency Meeting	July 13, 2017	Board Approved
Private Meeting	August 28, 2017	Board Approved
Monthly Meeting	August 28, 2017	Board Approved

M: BVB S: RS
FC PM BVB RS DB PatM JB
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 on the school activities that are currently underway. Auditions for the school play have begun. There will be a bonfire in October in preparation for the homecoming game on October 20. Parking is a concern for juniors/seniors due to the Borough's road construction project. Students were polled on what they would like to see at the High School. Many responded hand dryers in the bathrooms.

IX. President's Report

President Bruno reported that he attended the teacher welcome breakfast. He stated that it was good to see the new staff. He also commented that "Back to School Night" at the High School was enjoyable.

X. Superintendent's Report

 **HIB Update**

Dr. Gamper reported that there was one unconfirmed incident of HIB at the High School. No incidents were reported at either elementary school.

Dr. Gamper attended Back-to-School Night at both the High School and West Ridge. He felt both were productive and informative. The East Brook Back-to-School Night is scheduled for Wednesday, September 27. Dr. Gamper reported that he attended the West Ridge PTO meeting. He spoke about the proposed referendum at the meeting. Dr. Gamper stated that the annual test score presentation would be at the next board meeting.

XI. BOE Committee Reports

Both the Buildings and Grounds and Technology Committees asked meetings be scheduled.

XII. Supplemental Agenda

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

There were four agenda items on the Supplemental, one Finance and three Personnel. All four items were moved to the consent agenda.

XIII. Consent Agenda

The Board reviewed the consent agenda. Patrick Moran asked to abstain from item P5. The consent agenda was voted on and passed as follows:

M: PM 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 - None

XVI. Adjournment - 8:10 P.M.

M: PM S: BVB
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 has reviewed and approves the Park Ridge School District’s Nursing Services Plan for the 2017/18 school year, on file in the Superintendent’s Office.

M: S:
FC PM BVB RS DB PatM JB

E2. The Park Ridge Board of Education approves the following outside agencies, contractors and/or consultants for services for the 2017/18 school year or as indicated:

<u>NAME</u>	<u>SERVICE</u>	<u>TIME</u>	<u>AMOUNTS NOT TO EXCEED</u>
B.E.S.T. for Education	Consultant Services for the Owl House Life Skills Program	September 2017 thru June 2018	\$2,500.00

M: S:
FC PM BVB RS DB PatM JB

E3. The Park Ridge Board of Education approves the following students on home instruction, as indicated, subject to revision:

<u>STUDENT</u>	<u>DATES</u>	<u>APPROXIMATE TIME</u>
1729(c)	6/28/17 – 8/31/17	15 Hours
1729(c)	9/1/17 – 12/31/17	20 Hours
2915	9/12/17 – 1/31/18	3x Per Week x 15 Weeks

M: S:
FC PM BVB RS DB PatM JB

E4. The Park Ridge Board of Education approves the revised Collective Bargaining Agreement between the Park Ridge Board of Education and Park Ridge Education Association, from July 1, 2017 to June 30, 2020. **“E4”**

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 July and August 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. 620 – 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 __N/A__ 2017.

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 #36714-36868 in the total amount of \$2,018,038.63. **"F3"**

M: S:
FC PM BVB RS DB PatM JB

F4. The Park Ridge Board of Education approves the payment of Athletic Voucher #010071 in the total amount of \$335.22. **"F4"**

M: S:
FC PM BVB RS DB PatM JB

F5. The Park Ridge Board of Education approves the Varsity Athletic Club Voucher #__N/A__ in the total amount of \$___-0-___.

M: S:
FC PM BVB RS DB PatM JB

F6. The Park Ridge Board of Education approves the July 2017 “Report of the Secretary to the Board of Education” and the “Report of the Treasurer” to the Board of Education. **“F6”**

M: S:
FC PM BVB RS DB PatM JB

F7. The Park Ridge Board of Education approves the following 2017/2018 General Fund Transfers for the month of July and August 2017 in the amount indicated per Appendix A. **“F7”**

M: S:
FC PM BVB RS DB PatM JB

F8. The Park Ridge Board of Education approves the Joint Transportation Agreement with Pascack Valley Regional Board of Education for fifteen (15) students attending the Bergen County Academies in Hackensack, for the 2017/18 school year, at an estimated amount of \$11,074.00.

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)	\$12,360.28

M: S:
FC PM BVB RS DB PatM JB

F10. The Park Ridge Board of Education accepts and approves the submission of the ESEA FY 2018 funding as follows:

<u>ESEA GRANT</u>	<u>AMOUNT OF GRANT</u>	<u>PARK RIDGE SD</u>	<u>OLM</u>
Title I	\$96,387	\$96,387	-0-
Title II A	\$22,246	\$16,918	\$5,328
Title III	\$6,987	\$6,987	-0-
Title IV	\$10,000	\$7,605	\$2,395

M: S:
FC PM BVB RS DB PatM JB

F11. The Park Ridge Board of Education approves the Non-Public Technology Initiative Agreement between the Park Ridge Public Schools and Our Lady of Mercy in the amount of \$5,624 for the 2017/18 school year. **"F11"**

M: S:
FC PM BVB RS DB PatM JB

F12. The Park Ridge Board of Education approves Stack Sports LLC to provide an on-site strength and conditioning coach for Park Ridge High School athletes, for the 2017/18 school year, at a cost of \$9,800. **"F12"**

M: S:
FC PM BVB RS DB PatM JB

F13. The Park Ridge Board of Education approves Student *1829 to attend Park Ridge High School as an out-of-district regular education student for the 2017/18 school year, commencing September 1, 2017. The approved annual tuition rate for an 11th grade student is \$25,673.

M: S:
FC PM BVB RS DB PatM JB

F14. The Park Ridge Board of Education approves the following:

RESOLUTION OF THE BOARD OF EDUCATION OF THE BOROUGH OF PARK RIDGE
IN THE COUNTY OF BERGEN, NEW JERSEY AUTHORIZING CERTAIN ACTIONS IN
CONNECTION WITH A PROPOSED SCHOOL FACILITIES PROJECT

WHEREAS, the Board of Education of the Borough of Park Ridge in the County of Bergen, New Jersey (the "Board"), seeks to submit school facilities projects to the voters consisting of the conversion of steam heat to hot water heat in the older portion of the High School and the replacement of unit ventilators and installation of air conditioning in wing A of the High School (collectively, the "Project"); and

WHEREAS, the School District will seek Debt Service Aid with respect to the Project; and

WHEREAS, the Board now seeks to take the initial steps in order to proceed with the planning and authorization of (i) the Project and (ii) a special election at which a bond referendum authorizing the Project shall be presented to the voters.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE BOROUGH OF PARK RIDGE IN THE COUNTY OF BERGEN, NEW JERSEY, as follows:

Section 1. In accordance with the requirements of Section 6A:26-5.1 through 6A:26-5.3 of the New Jersey Administrative Code, the Board, approves the preparation of Schematic Plans and Educational Specifications by Parette Somjen Architects LLC in connection with the Project and Board further authorizes and directs Parette Somjen Architects LLC to submit same to the New Jersey Department of Education and to the Bergen County Superintendent of Schools for review and approval. The Board further authorizes and directs the submission of the Schematic Plans to the Park Ridge Borough Planning Board for its review, to the extent required.

Section 2. In accordance with the requirements of Section 6A:26-2.3 of the New Jersey Administrative Code, the Board approves an amendment to the Long Range Facilities Plan, as necessary, to reflect the Project and approves the submission of such amendment to the New Jersey Department of Education.

Section 3. In accordance with the requirements of Section 6A:26-3.2 of the New Jersey Administrative Code, the Board approves the Project applications, and Parette Somjen Architects LLC is hereby directed to submit such application to the New Jersey Department of Education seeking debt service aid for the Project.

Section 4. With respect to the Project, the Board authorizes and directs the Board President, the Superintendent, the and the Business Administrator/Board Secretary, as applicable, to execute the schematic plans and educational specifications, the amendment to the Long Range Facilities Plan, the Project cost estimate sheets and all related project documents allowing submission of same to the New Jersey Department of Education.

Section 5. The Board hereby authorizes and directs the Board President, the Superintendent, the Business Administrator/Board Secretary, Parette Somjen Architects LLC and Bond Counsel, Wilentz, Goldman & Spitzer, P.A., as applicable, to take all action required to preserve the opportunity to present the Project to the voters via a bond referendum at a Special School District Election to be held on March 13, 2018.

Section 6. This resolution shall take effect immediately.

M: S:
FC PM BVB RS DB PatM JB

F15. The Park Ridge Board of Education accepts the terms, in accordance with the provisions of the Settlement Agreement, with the parent of Student No. 1618. **"F15"**

M: S:
FC PM BVB RS DB PatM JB

F15. The Park Ridge Board of Education approves the hotel reservations for one night, October 25, (S1.) 2017 for Robert Gamper, Robert Wright and Lisa Bernardo in order to attend the NJ School Board Conference in Atlantic City, NJ, at a cost of \$486.96.

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 Change Order #003 to Northeast Roof Maintenance Contract for work on the Portico Renovation at the High School in the amount of \$7,150. ***"BG1"***

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 for the 2017/18 school year:

NEW

Bethany Miele*

RETURNING

Siobhan Neilan

*Pending completion of state-mandated paperwork.

M: S:
FC PM BVB RS DB PatM JB

- P2. The Park Ridge Board of Education approves and acknowledges the appointments/resignations of the following, as indicated in the areas listed, for the amounts cited for the 2017/18 school year:

SCHEDULE "E" RESCIND:

<u>NAME</u>	<u>POSITION</u>	<u>STIPEND</u>
Tina Bacolas	Owl Co-Advisor	\$1,679.50
Robert Andresen	Owl Co-Advisor	\$1,679.50
Samuel Lebreault	Robotics Club Advisor (MS)	\$1,638.00

SCHEDULE "E" APPOINTMENTS:

<u>NAME</u>	<u>POSITION</u>	<u>STIPEND</u>
Rachel Erdmann	HS Transition Coordinator	\$2,000.00
Tara Kane	HS Transition Coordinator	\$2,000.00
Raina Lynn	Literary Imprints (HS), Art Advisor	\$1,289.00
Tara Saykin	MS Honor Society	\$1,409.00
Jack DiLisi	Mock Trial Advisor	\$2,200.00
Jack DiLisi	Mock Trial Advisor (State Regionals)	\$500.00
Robert Andresen	OWL Advisor	\$3,359.00
Samuel Lebreault	Robotics Club Advisor (HS)	\$2,000.00
Karen Yates	Elementary Homework Advisor (WR)	\$4,000.00

PARAPROFESSIONAL APPOINTMENTS:

<u>NAME</u>	<u>POSITION</u>	<u>HOURLY RATE</u>
Caroline Glynn	Substitute Paraprofessional (WR)	\$14.94
Jennifer Luther*	Lunch Paraprofessional	\$16.00

*Contingent upon completion of state-mandated paperwork.

"Transition Project" Training – August 31, 2017

<u>NAME</u>	<u>HOURS/RATE</u>	<u>AMOUNTS NOT TO EXCEED</u>
Rachel Avery	3 Hours @ \$74/Hour	\$222.00
Sarah-Kate Maskin	3 Hours @ \$74/Hour	\$222.00

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(S) NOT TO EXCEED</u>
Alexis Potkulski	International Dyslexia Assn. Somerset, NJ	10/13 – 10/14/17	\$290.00
Christine McCaffery	ASCD Educational Conference Kissimmee, Florida	10/27 – 10/29/17	\$2,025.00
Dana Caine	Assn. of Math Teachers of New Jersey (AMTNJ) East Windsor, NJ	10/26/17	\$220.00
Steve Kopelman	Assn. of Math Teachers of New Jersey (AMTNJ) East Windsor, NJ	10/27/17	\$220.00
Taline Gebhardt	Art Educators of NJ (AENJ) Long Branch, NJ	10/2/17	\$255.00
Theresa Russo	Art Educators of NJ (AENJ) Long Branch, NJ	10/2/17	\$255.00
Lesley Henderson	PRISM Science Workshop Montclair, NJ	10/20/17	\$150.00
Sophia Cordeiro	PRISM Science Workshop Montclair, NJ	10/20/17	\$160.00
Christine Scheer	PRISM Science Workshop Montclair, NJ	10/20/17	\$165.00

M: S:
FC PM BVB RS DB PatM JB

- P4. The Park Ridge Board of Education approves the following teacher staff members for CST Summer Eligibility/IEP Meetings, Testing and/or Evaluations:

July 1, 2017 to August 31, 2017

<u>STAFF MEMBER</u>	<u>HOURLY RATE</u>	<u>TOTAL HOURS</u>	<u>AMOUNT NOT TO EXCEED</u>
Nicole Porta	\$80.95	12	\$971.44
Barbara Slipiec	\$59.43	15	\$891.48
Emily Jabel	\$45.95	2.5	\$114.88
April Kaiser	\$45.16	1.5	\$67.74

M: S:
FC PM BVB RS DB PatM JB

- P5. The Park Ridge Board of Education approves the following paraprofessionals to work additional time to provide needed coverage at East Brook and West Ridge Elementary Schools:

<u>NAME</u>	<u>CURRENT SCHEDULE (PARAPROFESSIONAL & LUNCH AIDE)</u>	<u>ADJUSTED SCHEDULE</u>	<u>ADDITIONAL TIME</u>	<u>CURRENT HOURLY RATE</u>
Andrea Boffa	11:30 a.m. to 3:30 p.m.	10:30 a.m. to 3:30 p.m.	1 Hour Per Day	\$16.00
Susan Gincley	8:30 a.m. to 3:30 p.m.	8:00 a.m. to 3:30 p.m.	½ Hour Per Day	\$16.32
Beverly LaJoie	8:30 a.m. to 3:30 p.m.	8:00 a.m. to 3:30 p.m.	½ Hour Per Day	\$16.96
Angela Masson	11:30 a.m. to 12:30 p.m.	11:30 a.m. to 1:30 p.m.	1 Hour Per Day	\$15.99
Francine Moran	11:30 a.m. to 3:30 p.m.	10:30 a.m. to 3:30 p.m.	1 Hour Per Day	\$17.56
Dawn Morgan	11:30 a.m. to 1:30 p.m.	10:30 a.m. to 1:30 p.m.	1 Hour Per Day	\$15.99
Cindy Turner	8:30 a.m. to 11:30 a.m.	8:30 a.m. to 12:30 p.m.	1 Hour Per Day	\$16.96

The following is a list of the coverage accommodated by the additional hours.

<u>NAME</u>	<u>ADJUSTED SCHEDULE</u>	<u>COVERAGE</u>
Andrea Boffa	10:30 a.m. to 3:30 p.m.	Lunch Coverage for Rita Kvopka - WR Kindergarten
Susan Gincley	8:00 a.m. to 3:30 p.m.	Bus Coverage East Brook – a.m.
Beverly LaJoie	8:00 a.m. to 3:30 p.m.	Bus Coverage East Brook – a.m.
Angela Masson	11:30 a.m. to 1:30 p.m.	Lunch Coverage for Carol Frasciello - WR Grade 1
Francine Moran	10:30 a.m. to 3:30 p.m.	Lunch Coverage for Maryann Travalja - WR Pre-K
Dawn Morgan	10:30 a.m. to 1:30 p.m.	Lunch Coverage for Lisa D’Urso - EB Grade 5
Cindy Turner	8:30 a.m. to 12:30 p.m.	Lunch Aide

M: S:
FC PM BVB RS DB PatM JB

P6. The Park Ridge Board of Education approves the transfer of Christine Dunay from the Special Education position at West Ridge to the High School LDT-C position, effective on or after October 17, 2017, at her current annual salary of \$96,292 (Step 19 of the MA guide).

M: S:
FC PM BVB RS DB PatM JB

P7. The Park Ridge Board of Education approves additional hours for the following staff member for Supplemental Resource Reading Instruction for Student 2915:

<u>STAFF MEMBER</u>	<u>DATES</u>	<u>ADDITIONAL TIME</u>	(Based on \$85/Hour Rate) <u>(44 MINUTE RATE)</u>	<u>ESTIMATED TOTAL AMOUNT</u>
Heather Loll	9/12/17 – 1/31/18	3 Hours/Week x 15 Weeks = 55 44-Minute Sessions	\$62.33 (55 Sessions)	\$3,428.15

M: S:
FC PM BVB RS DB PatM JB

P8. The Park Ridge Board of Education approves the following staff member as home instructors for the students on the dates listed:

<u>STUDENTS</u>	<u>TEACHER</u>	<u>SUBJECTS TO BE COVERED</u>	<u>TIME</u>	<u>TOTAL HOURS & RATE</u>	<u>AMOUNTS NOT TO EXCEED</u>
1729(c)	Sarah-Kate Maskin	Geometry	6/28/17 - 8/31/17	15 Hours @ \$55/Hour	\$825.00
1729(c)	Sarah-Kate Maskin	Geometry	9/1/17 - 12/31/17	20 Hours @ \$55/Hour	\$1,100.00

M: S:
FC PM BVB RS DB PatM JB

P9. The Park Ridge Board of Education approves the appointment of Bethany Miele as anticipated leave replacement HS teacher, on Step 1 of the BA Salary Guide, for the 2017/18 school year, at an annual salary of \$55,902, effective October 1, 2017 or sooner, subject to completion of state-mandated paperwork. Salary to be pro-rated when starting date is confirmed.

M: S:
FC PM BVB RS DB PatM JB

P10. The Park Ridge Board of Education authorizes the submission of the Superintendent's 2017/18 Merit Goals to the County Office.

M: S:
 FC PM BVB RS DB PatM JB

P11. The Park Ridge Board of Education approves a Leave-of-Absence for Erin Mullen (High School Math Teacher) as follows:

- A Disability Leave-of-Absence from September 18, 2017 through October 9, 2017, with pay and with benefits.
- A Federal Family Leave-of-Absence effective October 10, 2017 through November 2, 2017, without pay but with benefits.
- A Leave-of-Absence effective November 3, 2017 through November 14, 2017, without pay and without benefits.
- A State Family Leave-of-Absence effective November 15, 2017 through February 14, 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

P12. The Park Ridge Board of Education approves the following for the EXTRAS program:
 (S3.)

<u>NAME</u>	<u>POSITION</u>	<u>HOURLY RATE</u>
Taryn Corrigan	Substitute Teacher	\$29.50
Taryn Corrigan	Substitute Aide	\$20.00
Emily Montanez	Student Aide	\$9.00

M: S:
 FC PM BVB RS DB PatM JB

P13. The Park Ridge Board of Education authorizes the submission of the Business Administrator's (S4.) 2017/18 Merit Goals to the County Office.

M: S:
 FC PM BVB RS DB PatM JB