



PARK RIDGE BOARD OF EDUCATION

MONTHLY MEETING MINUTES

Date: March 21, 2016
Public Started: 7:00 P.M.
Private Started: 7:05 P.M.
Public Started: 8:00 P.M.
Public Ended: 8:30 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
X X X X X X X

Also Present:
R. Gamper R. Wright E. Nyonly
X X X

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, 2016 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, 2016 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, 2016 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: RS S: FC
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 _____.

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

V. Minutes for Approval

Private Meeting	February 29, 2016	Board Approved
Monthly Meeting	February 29, 2016	Board Approved

The Board reviewed the minutes and approved them as follows:

M: FC 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

Eunique commented that the High School musical, which took place last week, was a success, receiving great reviews. She thanked Ms. Dow, Ms. Saxton and Mr. Buscareno for all the work they did in making it a success. Eunique spoke about the band and their recent participation in the St. Patrick's Day parade. She mentioned that the band will be performing in the upcoming Greek and Memorial Day parades. Students from Illinois visited the school as part of the District's PRE program. The NJHS is having a "Coffee House." There will be students reading poetry, singing and doing improv. Eunique concluded saying that spring sports had started.

IX. President's Report

President Bruno attended NJHS. He was impressed by their intelligence. President Bruno, Dr. Gamper and Mr. Wright met with the Mayor and Councilman Bosi to talk about what the impact on the school system would be from a large scale residential development. He mentioned that it was a good meeting and exchange of ideas.

X. Superintendent's Report

HIB Update

Dr. Gamper informed the Board that there were no incidents of HIB since the last meeting.

He mentioned that he had received a survey from the County on testing of water for lead in schools. Based on the survey and what is happening in Newark and Michigan, he informed the Board that the District is moving forward with performing its own water tests. Dr. Gamper also commented that he attended the Spring Musical and was very impressed.

XI. BOE Committee Reports

Buildings and Grounds

The committee met to discuss the fire alarm bids. The project is for re-wiring the existing fire alarm so that it is addressable. The District received four bids. It was determined that the lowest bidder did not submit a responsive bid. Their bid was withdrawn. The award will be going to the next low bidder. Since the second bid is still substantially lower than the budget, the District will be doing all three buildings. President Bruno stressed that this is a proactive project and is not being done because of a problem.

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. A resident asked about creating three sections next year for the West Ridge 5th grade class, which will be moving to 6th grade. She expressed concern that the class sizes are now up to 24 and that the results of students who took the PARCC test were dramatically lower than other grade levels. Dr. Gamper responded that there is no plan to increase that grade to a third section. He was asked what would happen if more students came into that grade. Dr. Gamper stated that the District would need to reassess. He indicated that he would be attending the April PTO meeting and would discuss the philosophy on class sizes.

The Board then voted on the consent agenda. The consent 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 - None

XVI. Adjournment – 8:30 p.m.

M: RS 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 accepts the suspension, truancy and HIB reports from the Superintendent for the month of February with no suspensions or truanancies to report.

M: S:
FC PM BVB RS DB PatM JB

- E2. The Park Ridge Board of Education approves the appointment of the following outside agency and/or consultants for services for the 2015/16 school year:

<u>NAME</u>	<u>SERVICE</u>	<u>RATE</u>	<u>AMOUNT NOT TO EXCEED</u>
American Tutor, Inc. Hillsborough, NJ	Out-of-School Instruction	\$58.00/Hour	N/A
Immediate Care Children's Psychiatric Center Parsippany, NJ	Psychiatric Center Providing Needs of Children and Families due to Mental Health Crisis	N/A	N/A

M: S:
FC PM BVB RS DB PatM JB

- E3. The Park Ridge Board of Education approves bedside instruction for Student 1720 as indicated below:

February 25, 2016 through February 29, 2016

<u>PROVIDER</u>	<u>TIME/RATE</u>	<u>AMOUNTS NOT TO EXCEED</u>
Saint Clare's Hospital	1 Hour/Day for 3 Days (Total 3 Hours) @ \$55.00/Hour	\$165.00

March 8, 2016 through April 19, 2016

<u>PROVIDER</u>	<u>TIME/RATE</u>	<u>AMOUNTS NOT TO EXCEED</u>
American Tutor, Inc.	10 Hours Week for 6 Weeks (Total 60 Hours) @ \$58.00/Hour	\$3,480.00

M: S:
FC PM BVB RS DB PatM JB

E4. The Park Ridge Board of Education acknowledges the visit of the German Exchange Students to Park Ridge from October 14, 2016 to November 4, 2016.

M: S:
 FC PM BVB RS DB PatM JB

E5. The Park Ridge Board of Education authorizes the submission of the Comprehensive Equity Plan (CEP) for three years, 2016-17 through 2018-19, in accordance with N.J.A.C. 6A:7, Managing for Equality and Equity in Education, along with the Comprehensive Equity Plan 3-Year Statement of Assurance.

M: S:
 FC PM BVB RS DB PatM JB

E6. The Park Ridge Board of Education authorizes the submission of the ESEA Accountability Plan – 2015 Participation Rate and Assurances to the Bergen County Superintendent’s Office.

M: S:
 FC PM BVB RS DB PatM JB

E7. The Park Ridge Board of Education approves the following school field trip for the 2015/16 school year:

TEACHER’S NAME CLASS NAME/GROUP	DESTINATION FOR FIELD TRIP	DATE OF TRIP *
Peter English (Advisor) DECA Club	DECA Nationals Competition Nashville, TN	April 23-27, 2016
Chris Brown Peter Crandall PR Baseball Team	Bishop Ahr HS & Great Adventure Jackson, NJ	April 23-24, 2016

* Changes in dates will not require BOE action.

M: S:
 FC PM BVB RS DB PatM JB

E8. The Park Ridge Board of Education approves School-Based Therapy Services for occupational therapy and/or consulting on behalf of the students attending Our Lady of Mercy Academy. Funding will be through IDEA and NCLB Grants in an amount not to exceed \$20,468.

M: S:
 FC PM BVB RS DB PatM JB

E9. The Park Ridge Board of Education approves the list of field trips for Summer 2016 EXTRAS, as attached. **“E9”**

M: S:
 FC PM BVB RS DB PatM JB

E10. The Park Ridge Board of Education approves the payment of Region II approved consultants for the services and rated as listed below for the 2015/16 fiscal year:

Psychiatric Evaluation	\$550
Neurological & Developmental Evaluations	\$450
Psychiatric Clearance	\$250

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 February 2016 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 approves the Petty Cash Vouchers #_-0-_ in the total amount of \$_-0-_.

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 #33383-33518 in the total amount of \$2,313,340.37. "F3"

M: S:
FC PM BVB RS DB PatM JB

- F4. The Park Ridge Board of Education approves the payment of Athletic Vouchers #9176-9248 in the total amount of \$8,052.00. "F4"

M: S:
FC PM BVB RS DB PatM JB

- F5. The Park Ridge Board of Education approves the Varsity Athletic Club Voucher #1158-1160 in the total amount of \$658.00. "F5"

M: S:
FC PM BVB RS DB PatM JB

F6. The Park Ridge Board of Education approves the January 2016 “Report of the Secretary 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 2015/2016 General Fund Transfers for the month of February 2016 in the amount indicated per Appendix A. “F7”

M: S:
FC PM BVB RS DB PatM JB

F8. The Park Ridge Board of Education accepts the Cafeteria Report for the month of January 2016. “F8”

M: S:
FC PM BVB RS DB PatM JB

F9. The Park Ridge Board of Education approves the purchase of computers from Apple Inc. in the amount of \$ _-0-_, per State Contract A70259.

M: S:
FC PM BVB RS DB PatM JB

F10. The Park Ridge Board of Education approves the purchase of technical support and equipment in the amount of \$ _-0-_, per HCESC/Educational Data.

M: S:
FC PM BVB RS DB PatM JB

F11. The Park Ridge Board of Education accepts the following donation for the 2015/16 school year:

<u>DONOR</u>	<u>TO</u>	<u>TYPE OF DONATION</u>	<u>AMOUNT</u>
Fairleigh Dickinson University Teaneck	PRHS Marching Band	Monetary (Participation at FDU Basketball Game)	\$700.00

M: S:
FC PM BVB RS DB PatM JB

F12. The Park Ridge Board of Education approves the following PREF grant for the English Department:

Writer-In-Residence – Playwrights Theatre of NJ
Amount: \$2,700.00

M: S:
FC PM BVB RS DB PatM JB

F13. The Park Ridge Board of Education approves the following resolution:

WHEREAS, Park Ridge Board of Education is a member of the Northeast School Board Insurance Group (NESBIG);

WHEREAS, the bylaws of the NESBIG require that each Board appoint a Risk Management Consultant to perform various professional services pursuant to agreement attached hereto; and

WHEREAS, the bylaws for NESBIG indicate a minimum fee equal to 6% of the Board's assessment which expenditures represent reasonable compensation for the services required and is included in the Board's assessment; and

WHEREAS, the Board authorizes NESBIG to pay this amount directly to the Risk Management Consultant; and

WHEREAS, the judgmental nature of the Risk Management Consultant's duties renders comparative bidding impractical;

NOW THEREFORE BE IT RESOLVED by the Park Ridge Board of Education that The Voza Agency is hereby appointed Risk Management Consultant in accordance with the Fund's bylaws for the period of July 1, 2016 to July 2019; and

BE IT FURTHER RESOLVED that the Board Secretary/Business Administrator is hereby authorized and directed to execute the Risk Consultant's Agreement annexed hereto. **"F13"**

M: S:
FC PM BVB RS DB PatM JB

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

RESOLUTION TO APPROVE THE PRELIMINARY 2016/17 SCHOOL YEAR BUDGET

BE IT RESOLVED, that the Park Ridge Board of Education, County of Bergen, approves the preliminary 2016/17 school year budget as follows:

Current General Expense (Funds 11)	\$28,690,244
Capital Outlay (Fund 12)	\$ 1,210,652
TOTAL GENERAL FUND	\$29,900,896
Special Revenue (Fund 20)	\$ 489,452
TOTAL EXPENDITURES/APPROPRIATIONS and	\$30,390,348

BE IT FURTHER RESOLVED, that the GENERAL FUND tax levy \$27,153,268 is approved to support Current General Expense and \$787,213 to support Debt Service, for the 2016/17 school year budget; and

BE IT FURTHER RESOLVED, that the 2016/17 school year budget includes automatic adjustments in accordance with N.J.S.A. 18A:7F-39(e), in the amount of \$154,280 as an adjustment for health care costs.

M: S:
FC PM BVB RS DB PatM JB

BUILDING 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 custodial/maintenance calendar for 2016/17. "BG1"

M: S:
FC PM BVB RS DB PatM JB

BG2. The Park Ridge Board of Education approves the disposal of a Smart UF55 Smartboard Projector, Tag No. 10531.

M: S:
FC PM BVB RS DB PatM JB

BG3. The Park Ridge Board of Education approves payment to EI Associates for the following project:

- Project ES7903.00 – District-Wide Fire Alarm Upgrades \$20,625.00

M: S:
FC PM BVB RS DB PatM JB

BG4. The Park Ridge Board of Education approves the Application for Use of Building Facilities for use of the High School Gym by Pride Lacrosse for a Lacrosse Clinic, as indicated on the attached, and as per Board Policy #7510 "Use of School Facilities." "BG4"

M: S:
FC PM BVB RS DB PatM JB

BG5. The Park Ridge Board of Education approves the request of a waiver to forego the hourly usage fee for use of the High School gym for Pride Lacrosse Lil' Lacrosse Clinic. "BG5"

M: S:
FC PM BVB RS DB PatM JB

BG6. The Park Ridge Board of Education approves the Application for Use of Building Facilities for use of the East Brook Elementary School Gym by an in-school group for a youth basketball clinic, as indicated on the attached, and as per Board Policy #7510 "Use of School Facilities." "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 by Park Ridge 13U Owls Baseball Team, for use of the High School JV baseball field, as per Board Policy #7510 "Use of School Facilities," as per attached. "BG7"

M: S:
FC PM BVB RS DB PatM JB

BG8. The Park Ridge Board of Education approves the submission of a Change-In-Use Application to the State for East Brook Elementary School.

M: S:
FC PM BVB RS DB PatM JB

BG9. The Park Ridge Board of Education approves EI Associates to provide professional services for a Long Range Facility Plan, in the amount of \$18,000, as per attached Contract. "BG9"

M: S:
FC PM BVB RS DB PatM JB

BG10. WHEREAS, the Park Ridge Board of Education (the Board) held a bid opening on Thursday, March 10th, at 2:00 p.m. for the project known as Fire Alarm Upgrades whose purpose is to upgrade the existing fire alarm wiring in all three schools and;

WHEREAS, the Board received four bids from contractors who submitted the following bids both by individual school and for all three schools and;

	<u>All Buildings</u>	<u>Alternate #1</u>	<u>High School</u>	<u>Alternate #1</u>	<u>East Brook</u>	<u>Alternate #1</u>	<u>West Ridge</u>	<u>Alternate #1</u>
Haig Service Corp.	\$ 800,000	\$ 200,000	\$ 370,000	\$ 100,000	\$ 245,000	\$ 50,000	\$ 185,000	\$ 50,000
ACT	\$ 879,500	\$ -	\$ 485,500	\$ -	\$ 200,000	\$ -	\$ 194,000	\$ -
Systems Electronic	\$ 433,704	\$ -	\$ 273,700	\$ -	\$ 95,900	\$ -	\$ 95,900	\$ -
CV Electrical	\$ 669,700	\$ -	\$376,800	\$ -	\$147,400	\$ -	\$,145,500	\$ -

WHEREAS, the Board determined that the low bid received from Systems Electronic was deemed "non-responsive" and;

WHEREAS, the second lowest bidder, CV Electrical, was deemed to have submitted their bid in compliance with the specifications;

NOW THEREFORE BE IT RESOLVED that the Park Ridge Board of Education awards the Fire Alarm Upgrades Project to CV Electrical and selects the option to do all three schools for a total contract amount of \$669,700.

BE IT FURTHER RESOLVED that the Park Ridge Board of Education will approve the acceptance of a 10% contingency fund on top of the bid price to be used only if an unexpected change order should arise. This fund will be used in order to keep the project on schedule and will be limited to unexpected problems which may arise during the course of the work. Any additions/deletions to the bid specification must be approved by the Board before proceeding. Any unexpended funds from this contingency will lapse back into the Board's budget. Any use of the contingency fund must first be reviewed with members of the Building and Grounds committee before being finalized.

M: S:
FC PM BVB RS DB PatM JB

Bring any adjustments to the B&G committee, with 24 hour notice.

POLICY & PROCEDURES 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 for second reading and approval: "PO1"

Policy No. 2425
Policy No. 7424

Physical Education
Bed Bugs

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 following substitute teacher, nurse and custodian for the 2015/16 school year:

Teacher:

Trevor DeCandia

Custodian:

Jesus Geraldino

Nurse:

Rita Alexander

M: S:

FC PM BVB RS DB PatM JB

- P2. The Park Ridge Board of Education approves the appointments of the following, as indicated in the areas listed, for the amounts cited for the 2015/16 school year (or as indicated):

Schedule E Appointments - 2016/17 School Year:

<u>NAME</u>	<u>POSITION</u>	<u>STIPEND</u>
Rachel Erdmann	German Exchange Trip Host Coordinator	\$1,893.00
Ruth McIlhargy	Chaperone for DECA Trip (April 23-27, 2016)	N/A

Other Appointments:

<u>NAME</u>	<u>POSITION</u>	<u>TIME</u>	<u>HOURLY RATE</u>
Lorraine Syring	Substitute Teacher - EXTRAS	N/A	\$26.50
Trevor DeCandia	Substitute Paraprofessional	N/A	\$14.50
Kathleen Perry	1:1 Paraprofessional for Student 1311 attending Saturday Detention	2 Hours on March 5, 2016	\$16.55

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:

<u>NAME</u>	<u>REASON/LOCATION FOR CONFERENCE/SEMINAR</u>	<u>DATE</u>	<u>AMOUNT(S) NOT TO EXCEED</u>
Robert Wright	NJASBO – 54 th Annual Conf. Atlantic City, NJ	June 8-10, 2016	\$610.00
Chuck Kovacs	Staff Development for Educators (SDE) Fairfield, NJ	May 10–11, 2016	\$415.00
Cathy Timpone	ASCD Annual Conference Atlanta, GA	April 1-4, 2016	\$2,260.00

M: S:
FC PM BVB RS DB PatM JB

- P4. The Park Ridge Board of Education approves the following camps/clinics and coaches, as outlined:

	<u>COACH</u>	<u>GRADES ELIGIBLE</u>	<u>DATES / TIMES</u>	<u>LOCATION</u>	<u>COST</u>
<i>GIRLS & BOYS VOLLEYBALL CLINIC</i>	<i>Tara Kane & William Allen</i>	<i>3rd - 8th</i>	<i>May 21 & June 11, 2016; 9am-12pm</i>	<i>PRHS Main Gym</i>	<i>\$50 Per Day; \$75 For Both Days</i>
<i>HS GIRLS VOLLEYBALL BOOTCAMP</i>	<i>Tara Kane</i>	<i>9th - 12th</i>	<i>August 1-5, 2016; 9am-12pm</i>	<i>PRHS Main Gym</i>	<i>\$80</i>
<i>CHEER MINI CAMP</i>	<i>Danielle Schwartz</i>	<i>9th - 12th</i>	<i>June 27-28, 2016; 5-8pm</i>	<i>PRHS Mini Gym</i>	<i>\$45</i>
<i>BOYS FOOTBALL SUMMER CAMP</i>	<i>Tom Curry and Staff</i>	<i>3rd - 9th (As of Sept 2016)</i>	<i>July 11-12, 2016; 1-4pm</i>	<i>PRHS</i>	<i>\$35 Per Day \$60 For Both Days</i>
<i>BOYS LACROSSE SUMMER CAMP</i>	<i>Steve Harvey & PRE Lacrosse Staff</i>	<i>Boys Entering Grades 2nd - 9th</i>	<i>June 27-30, 2016; 9am-12pm</i>	<i>PRHS Turf Field</i>	<i>Before June 1st - \$125 Per Player; After June 1st - \$150 Per Player</i>
<i>BOYS & GIRLS BASKETBALL CLINIC</i>	<i>Ryan Dennis, William Allen, and Student Counselors</i>	<i>3rd - 8th</i>	<i>July 11-14 - Girls July 18-21 - Boys; 8:30-3:30 (Extended Hours 8-4)</i>	<i>PRHS Gym</i>	<i>8:30-3:30 - \$160 8:00-4:00 - \$200</i>

**Stipends based on enrollment.*

M: S:
FC PM BVB RS DB PatM JB

P5. The Park Ridge Board of Education accepts the resignation of Joyce Reubish, West Ridge Elementary School office secretary, due to retirement, effective June 30, 2016.

M: S:
FC PM BVB RS DB PatM JB

P6. The Park Ridge Board of Education accepts the resignation of Lauren Noeth, West Ridge Elementary School teacher, effective June 30, 2016.

M: S:
FC PM BVB RS DB PatM JB

P7. The Park Ridge Board of Education approves the appointment of personnel/hours/rates for the 2016 Summer EXTRAS program, as listed on the attached. "P7"

M: S:
FC PM BVB RS DB PatM JB