

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

REGULAR PUBLIC MEETING MINUTES

November 23, 2020
Electronic Public Meeting

Roll Call – Executive Session

Upon roll call at 7:03 P.M., the Board members responded as follows: Mmes. Laforgia, LeVon, Sullivan, and Zammitti Shaw. Messrs. Becker, Butto, Carolan, Fortunato, and Kinney. Mr. Michael Marano, Acting Superintendent of Schools; and Mr. Stephen Fogarty, Board Counsel; were also present.

The meeting was called to order by the Board president at 7:03 P.M. Mr. Kinney announced that adequate notice of the meeting has been posted and published as required by law.

A motion was made by Mr. Becker and seconded by Mrs. Zammitti Shaw and unanimously carried to move into Closed Executive Session for the purpose of discussing personnel, litigation, and negotiations. Information from the Closed Executive Session will be made public at the discretion of the Board, as per Board Bylaw 0166, Executive Sessions, or as otherwise authorized by law. The Closed Executive Session was adjourned at 7:46 P.M.

Roll Call – Regular Public Meeting

Upon roll call at 8 P.M. Board members responded as follows: Mmes. Laforgia, LeVon, Sullivan, and Zammitti Shaw. Messrs. Becker, Butto, Carolan, Fortunato, and Kinney. Mr. Michael Marano, Acting Superintendent of Schools; and was also present.

The meeting was called to order by the Board President at 8 P.M. Mr. Kinney announced that due to the current State of Emergency, in accordance with N.J.S.A. 10:4-8(b), and guidance from the New Jersey Department of Community Affairs, Division of Local Government Services, this Meeting was posted and published as a remote meeting. He read a public statement advising the public to be aware that employees of the Ramapo Indian Hills Regional High School District retain the right of privacy and shall retain all rights regarding defamation and slander according to the laws of New Jersey. Mr. Kinney further stated that the Board shall not be held liable for comments made by members of the public and, in order to protect the privacy rights of employees in the District, the Board shall not respond to statements made by the public of or about District employees.

BOARD PRESIDENT'S REPORT

Mr. Kinney invited Ms. Patel, IHHS, Student Board Representative, and Ms. Kologrivov, RHS, Student Board Representative, to present their reports as follows: Ms. Kologrivov stated: 1) fall sports are doing well and enjoyed successful seasons; 2) Winter sports will begin December 14; 3) clubs are holding meetings; 4) NHS is hosting food drives for charity; 5) Rampage is working on its next issue; 6) the WLNHS and NHS Inductions were held last week; and 7) Gold Masque is holding auditions. Ms. Patel stated: 1) Winter sports have scheduled meetings in December; 2) College Night was held on November 10; 3) the Guidance Department has scheduled a Class of 2023 Night; 4) PSAT Test results are available on December 7; 5) Instant Decision Days are scheduled; 6) Interact has scheduled calls to senior citizens; 7) a Coat Drive is scheduled; 8) IHHS students and staff did a great job in presenting Charlotte's Web; 9) Student Council is hosting a toy drive for charity; and 10) the first edition of The Blue & Gold Newsletter has been published.

Mr. Kinney introduced Mr. Anthony Riscica, Interim Superintendent of Schools, effective December 11, 2020. Mr. Riscica introduced himself and thanked the members of the Board for the appointment as Interim Superintendent of Schools.

ACTING SUPERINTENDENT'S REPORT

Mr. Marano thanked Ms. Kologrivov and Ms. Patel for their reports.

Mr. Marano presented the District's Anti-Bullying Act Self-Assessment. He also discussed the District's revised Return to Learning Schedule and thanked District administrators for their work on the revised schedule.

Mr. Marano wished everyone a very Happy Thanksgiving.

PUBLIC DISCUSSION OF AGENDA AND NON-AGENDA ITEMS

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

Members of the public addressed the Board regarding their concerns about school closures and teacher, student, and parent surveys.

A member of the public addressed the Board regarding scheduling a meeting with the FLOW Forward Committee. Mr. Kinney thanked her for her comments and stated that the Board will discuss this request.

- B. Moved by CAROLAN Seconded BUTTO to close public discussion of agenda items and to re-enter the Regular Public Meeting.

ACTION ITEMS - ✓ = Yes

The following motions were approved by roll call:

Moved by: CAROLAN Seconded: BECKER

To approve Closed and Action/Work Session Minutes of October 12, 2020.

To approve Closed and Regular Public Meeting Minutes of October 26, 2020.

To approve Closed Executive Session Minutes of October 30, 2020.

RC): Becker ✓, Butto ✓, Carolan ✓, Fortunato ✓, Laforgia ✓,
LeVon ✓, Sullivan ✓, Zammitti Shaw ✓, Kinney ✓

Upon motion of Mr. Butto, seconded by Ms. Sullivan and carried, the Board amended Resolution E1 to read as follows:

To approve, as recommended by the Acting Superintendent of Schools, the revised Two Cohort Hybrid Schedule and further the Policy Committee will meet prior to the December 14 Meeting to amend and edit Policy 1648 for a first reading to define contact tracing and provide specific benchmarks to be hit prior to moving from in-person instruction to all virtual. A Special Meeting to occur subsequently one week later for a second reading.

RC): Becker ✓, Butto ✓, Carolan NO, Fortunato ✓, Laforgia ✓,
LeVon ✓, Sullivan ✓, Zammitti Shaw ✓, Kinney ✓

The following motion was approved by roll call: E1

Moved by: BECKER Seconded: ZAMMITTI SHAW

- E1. To approve, as recommended by the Acting Superintendent of Schools, the revised Two Cohort Hybrid Schedule and further the Policy Committee will meet prior to the December 14 Meeting to amend and edit Policy 1648 for a first reading to define contact tracing and provide specific benchmarks to be hit prior to moving from in-person instruction to all virtual. A Special Meeting to occur subsequently one week later for a second reading.

RC): Becker ✓, Butto ✓, Carolan ✓, Fortunato ✓, Laforgia NO,
LeVon ✓, Sullivan NO, Zammitti Shaw ✓, Kinney ✓

Upon motion of Mr. Butto, seconded by Mrs. Laforgia and carried, the Board voted to add Regulation 1648 to the District’s Policy Manual as follows:

Schools are deemed open when either moving from in-person instruction to full virtual or the opposite. All extracurricular activities including athletics and clubs shall be allowed to continue providing there are no positive cases on the team/club.

RC): Becker NO, Butto ✓, Carolan NO, Fortunato NO, Laforgia ✓, LeVon ✓, Sullivan ✓, Zammitti Shaw NO, Kinney NO

The following motions were approved by roll call: P1 – P8 & E2 – E3 & E5 – E6 & OP1 – OP2 & F1 – F11

Moved by: CAROLAN Seconded: BECKER

PERSONNEL

- P1. To amend, as recommended by the Acting Superintendent of Schools, the request for a paid Maternity Leave of Absence (Presumptive Period of disability), utilizing unused sick leave as allowed by law, for Graziella Lazzara, IHHS, World Languages, effective on or about June 2 - 16, 2020, and further move to approve an unpaid Family Leave of Absence utilizing The Family and Medical Leave Act (FMLA) effective on or about September 1 - November 20, 2020, and further move to approve an unpaid Childrearing Leave of Absence effective on or about November 23, 2020 - June 30, 2021.
- P2. To amend, as recommended by the Acting Superintendent of Schools, the appointment of Titina Serpico, IHHS, World Languages, Long-term, Temporary Replacement Teacher, Maternity Leave Replacement, for Graziella Lazzara, a non-tenured position, not accruing tenure in the position, MA, Step 4, \$57,588, retroactive for the period September 1, 2020 - June 30, 2021, and further move that the president and secretary, as proper officers of the Board of Education, be authorized and directed to issue the proper contract; subject to all federal, state, county and local regulations, governing said employment.
- P3. To approve, as recommended by the Acting Superintendent of Schools, the request for a paid Maternity Leave of Absence (Presumptive Period of Disability), utilizing unused sick leave as allowed by law, for Emily Reitter, RHS, Music, effective on or about February 25 - April 16, 2021, and move to approve an unpaid Family Leave of Absence utilizing The Family and Medical Leave Act (FMLA) effective on or about April 19 - June 30, 2021.
- P4. To amend, as recommended by the Acting Superintendent of Schools, the appointment of Robin Crossley, Family & Consumer Science District Head Teacher, annual stipend of \$4,056, from September 1, 2020 - June 30, 2021, to September 1 - 24, 2020.
- P5. To approve, as recommended by the Acting Superintendent of Schools, the appointment of athletic coaches, subject to all federal, state, county, and local regulations, governing said employment; effective for the 2020-21 School Year; and move to approve applicants’ attestation that he / she has not been convicted of any disqualifying crime pursuant to the provisions of *N.J.S.A. 18A:6-7.1 et seq., N.J.S.A. 18A:39-17 et seq., N.J.S.A. 18A:6-4.13, and N.J.S.A. 18A:12-1 et seq.* as follows:

Ramapo High School

<u>Name</u>	<u>Position</u>	<u>Certification</u>	<u>Step</u>	<u>Stipend</u>
Dan Ring	Asst. Boys’ Basketball	Substitute	4	\$5,871
Samantha Samuel	Basketball Cheerleading	Substitute	1	3,336

- P6. To approve, as recommended by the Acting Superintendent of Schools, the appointment of Special School Advisors, subject to all federal, state, county, and local regulations, governing said employment, effective for the 2020-21 School

Year; and move to approve applicants’ attestation that she has not been convicted of any disqualifying crime pursuant to the provisions of *N.J.S.A. 18A:6-7.1 et seq.*, *N.J.S.A. 18A:39-17 et seq.*, *N.J.S.A. 18A:6-4.13 et seq.*, and *N.J.S.A. 18A:12-1 et seq.*, as follows:

Ramapo High School

<u>Advisor</u>	<u>Position</u>	<u>Step</u>	<u>Stipend</u>
Kathleen Whaley	Yearbook - Editorial	4	\$7,642
Claire Davanzo	Asst. Yearbook - Editorial	1	2,632

- P7. To approve, as recommended by the Acting Superintendent of Schools, the following individual listed below as a substitute teacher effective for the 2020-21 School Year; and move to approve applicant’s attestation that she has not been convicted of any disqualifying crime pursuant to the provisions of *N.J.S.A. 18A:6-7.1 et seq.*, *N.J.S.A. 18A:39-17 et seq.*, *N.J.S.A. 18A:6-4.13*, and *N.J.S.A. 18A:12-1 et seq.*, as applicable:

<u>Name</u>	<u>Location</u>
Andrea Bellantone	District

- P8. To accept the resignation of Robert Zitelli, RHS, Math Supplemental Teacher, effective December 17, 2020.

EDUCATION

- E2. To approve in accordance with Chapter 46, Title 18A, New Jersey Statutes, and on the recommendation of the Acting Superintendent of Schools, District Director of Student Personnel Services, and District Child Study Team that tuition and /or related services be paid for the students listed below to attend the schools indicated and at the tuition costs indicated for the 2020-21 School Year as follows:

<u>Student No.</u>	<u>Placement</u>	<u>Tuition</u>
422632	The Forum School, 1:1 Aide	\$39,999.00 ¹
421652	Paradigm Therapeutic Day School	\$52,956.80 ²

¹Includes Extended School Year
²Prorated beginning November 16, 2020

- E3. That, as recommended by the Acting Superintendent of Schools, home instruction for District students, at the approved hourly rate, be approved as follows:

<u>Student No.</u>	<u>School</u>	<u>Grade</u>
421652	ODRHS	12
423211	RHS	10

- E5. To approve, as recommended by the Acting Superintendent of Schools, the Indian Hills High School and the Ramapo High School 2019-20 School Self-Assessments for Determining Grades under the Anti-Bullying Bill of Rights Act (ABR) and pursuant to *N.J.S.A. 18A:17-46*.
- E6. To approve, as recommended by the Acting Superintendent of Schools, the Curriculum Evaluation Hours for the 2020-21 School Year as follows:

<u>Department</u>	<u>Course Title</u>	<u>Staff</u>	<u>Hours Per Staff Member</u>
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Business	Technology / Programming	4 Participants	8
		2 Instructors	8
	Business	4 Participants	8
		2 Instructors	8
Family & Consumer Science	Family Consumer Science	4 Participants	8
		2 Instructors	8
Science	Biology	4 Participants	8
		2 Instructors	8
	Chemistry	4 Participants	8
		2 Instructors	8
	Physics	4 Participants	8
		2 Instructors	8
	Science Electives	4 Participants	8
		2 Instructors	8
World Languages	Spanish	4 Participants	8
		2 Instructors	8
	Italian	4 Participants	8
		2 Instructors	8
	French	4 Participants	8
		2 Instructors	8
	Chinese	1 Participant	8
		1 Instructor	8

OPERATIONS

OP1. To accept, as recommended by the Acting Superintendent of Schools, the reports of bus evacuation drills that were conducted in the District during the 2020-21 School Year as follows:

Drills were conducted on October 15, 2020 in front of the Indian Hills High School between 11:35 - 11:45 A.M. and students who are bussed to school participated. Mr. Matthew Bushta, Assistant Principal, and Mr. Charles Wolff, District Security Coordinator, supervised the drills.

Drills were conducted on October 15, 2020 in front of the Ramapo High School between 7 - 7:20 A.M. and students who are bussed to school participated. Mr. Mike Mancino, Assistant Principal, and Mr. Charles Wolff, District Security Coordinator, supervised the drills.

Drills were conducted on October 20, 2020 in front of the Indian Hills High School between 11:35 - 11:45 A.M. and students who are bussed to school participated. Mr. Matthew Bushta, Assistant Principal, and Mr. Charles Wolff, District Security Coordinator, supervised the drills.

Drills were conducted on November 16, 2020 in front of the Ramapo High School between 11:35 - 11:45 A.M. and students who are bussed to school participated.

Mr. Mike Mancino, Assistant Principal, and Mr. Charles Wolff, District Security Coordinator, supervised the drills.

OP2. To approve, as recommended by the Acting Superintendent of Schools, the resolution as follows:

BE IT RESOLVED, that the terms, stipulations and conditions as established in the Settlement Agreement between the Ramapo Indian Hills Regional High School District Board of Education, Hygrade Insulators, Inc., and Laurence Parisi, AIA, which is annexed to this resolution is hereby adopted and approved by the Board. The Board President and Business Administrator/Board Secretary are hereby authorized and directed to execute the Settlement Agreement and any other documents necessary to effectuate same.

FINANCE

- F1. That, as recommended by the Acting Superintendent of Schools, the financial report of the Business Administrator and the Treasurer of School Monies for the month of September 2020, including a cash report for that period, be approved and ordered filed.
- F2. To approve, as recommended by the Acting Superintendent of Schools, the *Committed Purchase Order Report* for the month of October 2020, having been duly audited by the business administrator and the chairperson of the Finance Committee.
- F3. To ratify, as recommended by the Acting Superintendent of Schools, the October 31, 2020 Payroll in the amount of \$1,442,841.76 having been duly audited and previously paid. (Amount was not available for the October 26, 2020 Regular Public Meeting).
- F4. To authorize, as recommended by the Acting Superintendent of Schools, approval of bills drawn on the current account in the total amount of \$2,594,705.67 for materials received and/or services rendered, including the November 15, 2020 Payroll, having been duly audited by the Business Administrator and the chairperson of the Finance Committee.
- F5. To approve, as recommended by the Acting Superintendent of Schools, transfers and to authorize the Acting Superintendent and Business Administrator/Board Secretary to make additional transfers that would be ratified at the next Board Meeting as necessary to comply with State requirements in accordance with Policy 6422 as per the attached *Expense Account Adjustment Analysis* for the month of October 2020.
- F6. That, as recommended by the Acting Superintendent of Schools, bills in the District Cafeteria Fund in the total amount of \$30,777.22 having been duly audited and approved by the Business Administrator/Board Secretary, and previously paid, be approved by the Board as follows:

ARAMARK	\$30,413.22	October Operations
RIH District Cafeteria Fund	\$364.00	October Student Lunches

- F7. That pursuant to *N.J.A.C. 6:23A-16.10(c)4*, we certify that as of October 31, 2020 after review of the Secretary's monthly financial report (Appropriations Section) and upon consultation with the appropriate District officials, to the best of our knowledge no major account or fund has been over-expended in violation of *N.J.A.C. 6A:23A-16.10(b)* and that sufficient funds are available to meet the District's financial obligations for the remainder of the fiscal year.
- F8. To approve the resolution as follows:

Receipt of Certification from Board Secretary

Pursuant to *N.J.A.C. 6:23A-16.10(c)4*, I, Frank C. Ceurvels, certify that as of September 30, 2020, no budgetary line item account has obligations or payments

(contractual orders) which in total exceeds the amount appropriated by the District Board of Education pursuant to *N.J.S.A. 18A:22-8* and *N.J.S.A. 18A:22-8.1*.

F9. To approve, as recommended by the Acting Superintendent of Schools, the 2021-22 Budget Development Calendar.

F10. To approve, as recommended by the Acting Superintendent of Schools, the resolution as follows:

BE IT RESOLVED, that the amount of District taxes needed to meet the obligations of this Board from January - June 2021 is \$26,789,651 divided as follows:

\$9,624,741 Borough of Franklin Lakes

\$6,396,618 Borough of Oakland

\$10,768,292 Township of Wyckoff

F11. To approve, as recommended by the Acting Superintendent of Schools, the resolution as follows:

WHEREAS, a District employee has submitted a request for reimbursement for work-related travel that is directly related to and within the scope of the employee's current work responsibilities; and

WHEREAS, the Board has previously authorized such work-related travel, and the District's school business administrator or designee has reviewed the documentation submitted by the employee and found same to be in compliance with the Board's policy provisions and approval requirements; and

WHEREAS, the travel request listed below specifies for each item of reimbursement the specific promotion of delivery of instruction or furtherance of the efficient operation of the school district, and the amount of each listed reimbursement does not exceed State travel reimbursement guidelines;

NOW, THEREFORE, BE IT RESOLVED, in accordance with the provisions of Board Policy and *N.J.A.C. 6A:23B-1.1 et seq.*, that the Board of Education hereby approves work-related travel reimbursement to its employee as set forth below:

<u>Req. No.</u>	<u>Employee</u>	<u>Conference</u>	<u>Date</u>	<u>Expenses</u>
R20-09	Winslow	Introduction to Argument-Driven Inquiry	December 5, 2020	\$175

P1 – P8 & E2 – E3 & E5 – E6 & OP1 – OP2 & F1 – F11

RC): Becker ✓, Butto ✓, Carolan ✓, Fortunato ✓, Laforgia ✓,
LeVon ✓, Sullivan ✓, Zammitti Shaw ✓, Kinney ✓

The following motion was tabled by roll call: **E4**

E4. To approve, as recommended by the Acting Superintendent of Schools, the Agreement between Bergen County Special Services and the Ramapo Indian Hills Regional High School District Board of Education for the Suspension Alternative Program (SAP) effective for the period of July 1, 2020 – June 30, 2021.

E4

RC): Becker ✓, Butto ✓, Carolan ✓, Fortunato ✓, Laforgia ✓,
LeVon ✓, Sullivan ✓, Zammitti Shaw ✓, Kinney ✓

Upon motion of Mr. Carolan, seconded by Mrs. Laforgia and carried, the Board amended Resolution OP3 to read as follows:

BE IT RESOLVED that the Ramapo Indian Hills Regional High School District Board of Education immediately solicit Requests for Qualifications (RFQ) for the calendar year 2021 for Board Counsel (General, Labor, and Special Education) Services, Audit Services, and Insurance Brokerage Services, with such RFQ process to be completed no later than April 1, 2021 for Board approval with prospective applicants to submit their resumes demonstrating ten (10) years' experience in the relevant subject matter, along with their hourly billing rate and description of professional liability insurance coverage, and any other requirements to be posted in the public notice.

The following motion was approved by roll call: **OP3**

Moved by: CAROLAN Seconded: LAFORGIA

OP3. To approve the resolution as follows:

BE IT RESOLVED that the Ramapo Indian Hills Regional High School District Board of Education immediately solicit Requests for Qualifications (RFQ) for the calendar year 2021 for Board Counsel (General, Labor, and Special Education) Services, Audit Services, and Insurance Brokerage Services, with such RFQ process to be completed no later than April 1, 2021 for Board approval with prospective applicants to submit their resumes demonstrating ten (10) years' experience in the relevant subject matter, along with their hourly billing rate and description of professional liability insurance coverage, and any other requirements to be posted in the public notice.

OP3

RC): Becker ABSTAIN, Butto ✓, Carolan ✓, Fortunato ✓, Laforgia ✓,
LeVon ✓, Sullivan ✓, Zammitti Shaw ✓, Kinney ✓

COMMITTEE REPORTS

Mr. Becker reported that an Education Committee Meeting is scheduled on December 10 to review the 2021-22 Program of Studies.

Mrs. Zammitti Shaw stated that a Policy Committee Meeting will be scheduled to discuss Policy 1648.

Mr. Fortunato stated that a Facilities Committee Meeting will be scheduled in the near future.

Ms. Sullivan stated that an Extracurricular Committee Meeting will need to be scheduled.

Mr. Carolan reported that representatives of the Negotiations Committee met with representatives of the RIHEA. He also reported that a Strategic Planning Committee Meeting is scheduled on December 2 to continue the work of the Strategic Plan.

Mr. Butto reported that members of the Finance Committee met on November 11 and November 18 to discuss agenda items as follows: 1) a security matter, 2) development of an RFQ, and 3) the District's Return to Learning Plan. A Finance Committee Meeting will be scheduled in the near future.

Mrs. LeVon stated that a Personnel/Goals/Evaluation Committee Meeting will be scheduled in the near future.

BOARD COMMENTS

Mrs. Laforgia thanked the public for their comments.

PUBLIC DISCUSSION

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

Members of the public addressed the Board regarding FLOW Forward.

Members of the public addressed the Board expressing their support of the Board of Health's recommendations for school closures and District administrators.

Members of the public addressed the Board expressing their appreciation for the additional instructional time in the revised schedule.

- B. Moved by CAROLAN Seconded BUTTO to re-enter the Regular Public Meeting.

ANTICIPATED FUTURE MEETING DATES

Mr. Kinney announced anticipated future meeting dates as follows:

Monday, December 14, 2020, Work Session/Regular Public Meeting, Electronic Meeting, 8 P.M.

ADJOURNMENT

Moved by FORTUNATO Seconded: LAFORGIA to adjourn at 11:38 P.M.

John Kinney
Board President

Julie Browne
Board Secretary Pro-tem