

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

**WORK SESSION/REGULAR PUBLIC MEETING MINUTES
December 9, 2019
District Conference Room**

Roll Call – Executive Session

Upon roll call at 7:30 P.M., the Board members responded as follows: Mmes. Becker, Kilday, Laforgia, and Zammitti Shaw. Messrs. Becker, Bunting, Butto, Kinney, and Lax. Mrs. Beverly MacKay, Superintendent of Schools; and Mr. Frank C. Ceurvels, Business Administrator/Board Secretary; were also present.

The meeting was called to order by the Board president at 7:30 P.M. Mr. Becker announced that adequate notice of the meeting has been posted and published as required by law.

A motion was made by Mr. Butto and seconded by Mrs. Becker 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 8 P.M.

Roll Call – Regular Public Meeting

Upon roll call at 8:03 P.M. Board members responded as follows: Mmes. Becker, Kilday, Laforgia, and Zammitti Shaw. Messrs. Becker, Bunting, Butto, Kinney, and Lax. Mrs. Beverly MacKay, Superintendent of Schools; and Mr. Frank C. Ceurvels, Business Administrator/Board Secretary; were also present.

The meeting was called to order by the Board president at 8:03 P.M. Mr. Becker announced that adequate notice of the meeting has been posted and published as required by law. 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. Becker 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. Becker invited Mr. Ilardo, IHHS, Student Board Representatives, and Mr. Ferro, RHS, Student Board Representative, to present their reports as follows: Mr. Ilardo stated: 1) a holiday toy drive is ongoing; 2) a Coffee House is scheduled on December 12; 3) the Holiday Festival was held on December 5 and was enjoyed by all students; 4) students are preparing for the Holiday Assembly; 5) a Pep Rally is scheduled on December 13; 7) the Student Council and the Freshman Class are planning Photos with Santa to raise money for the Freshman Class; and 8) Deck the Halls is scheduled during the Week of December 16. Mr. Ferro stated: 1) the Winter Sports Season has begun; 2) the RHS Holiday Festival was held on December 5 and was enjoyed by all students and staff; 3) the Interact Club is hosting a Coffee House on December 12; 4) the RHS Winter Concert is scheduled on December 17; 5) Spirit Week is scheduled the Week of December 16; 6) Sophomore Night is scheduled on December 11; and 7) the Share the Keys Program is scheduled on December 16.

SUPERINTENDENT'S REPORT

Mrs. MacKay welcomed the IHHS and RHS Math Department Staff.

Mrs. MacKay thanked the students who were involved in the IHHS and RHS Holiday Festivals. She also thanked Mr. Bunting, Mrs. Becker, and Mr. Lax for their many years of dedicated service to the Ramapo Indian Hills Regional High School District.

Mrs. MacKay stated that the IHHS Holiday Concert is scheduled December 10 and the RHS Holiday Concert is scheduled on December 17.

Mrs. MacKay invited Mr. Sutherland to present the proposed revisions to the District's *2020-21 Program of Studies*. Mr. Sutherland briefly reviewed the proposed revisions and stated that the *2020-21 Program of Studies* will be approved by the Board at its December 9 Work Session/Regular Public Meeting.

BUSINESS ADMINISTRATOR'S REPORT

Mr. Ceurvels introduced Mr. Ralph Picone, a representative of Lerch, Vinci, & Higgins. Mr. Picone presented the 2018-19 Audit and discussed the District's Audit Report and stated that this Audit does not include and comments or recommendations. He also stated that the District has received an excellent audit report.

Mr. Ceurvels thanked the Business Office staff, especially, Bernice Parrella, for their work on the District Audit.

Mr. Ceurvels thanked Mr. Bunting, Mrs. Becker, and Mr. Lax for their many years of dedicated service to the District.

Mr. Ceurvels reported on District capital projects/initiatives as follows: 1) the IHHD Windows Project is out to bid and the project should be awarded some time in January 2020. The Project will begin in August 2020.

Mr. Ceurvels will continue to update the Board as to the status of this project.

PUBLIC DISCUSSION OF AGENDA AND NON-AGENDA ITEMS

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

A member of the public addressed the Board regarding the new curriculum as proposed in the *2020-21 Program of Studies*. Mr. Sutherland stated that once the District's application for the coursework is approved, the District will receive the new curriculum.

Mr. Madigan, former RIH Trustee, extended his appreciation to Mr. Bunting and Mrs. Becker for the dedicated service to the Ramapo Indian Hills Regional High School District.

Mr. Gaccione, on behalf of the RIHEA, thanked Mr. Bunting and Mrs. Castor for their service to the District. Mr. Bunting thanked Mr. Gaccione for his kind words.

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

OPEN BOARD DISCUSSION

ACTION - ✓ = Yes

The following motion was approved by roll call:

Moved by: KILDAY Seconded: KINNEY

To approve Closed and Action/Work Session Minutes of November 11, 2019.

RC): Becker ✓, Bunting ✓, Butto **ABSTAIN**, Kinney ✓, Laforgia ✓,
Lax ✓, Zammitti Shaw ✓, Kilday ✓, Becker ✓

The following motion was approved by roll call:

Moved by: KILDAY Seconded: KINNEY

To approve Closed and Regular Public Meeting Minutes of November 25, 2019.

P12. To approve, as recommended by the Superintendent of Schools, the appointment of the following individual listed below as an athletic coach, subject to all federal, state, county and local regulations, governing said employment; effective for the 2019-20 School Year; and move to approve applicant’s attestation that he 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:

Indian Hills High School

| <u>Name</u> | <u>Position</u> | <u>Certification</u> | <u>Step</u> | <u>Stipend</u> |
|--------------|-----------------|----------------------|-------------|----------------|
| Chris George | Asst. Wrestling | Standard | 4 | \$5,871 |

P13. To approve, as recommended by the Superintendent of Schools, the following individual listed below as a substitute teacher effective for the 2019-20 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> |
|----------------|-----------------|
| Janet Sheikhan | District |

P14. To approve, as recommended by the Superintendent of Schools, the appointment of Sophia Stamatelatos, IHHS, Volunteer Athletic Coach, effective for the 2019-20 School Year. Authorization for employment is based on prior verification of background check 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.

P15. To amend, as recommended by the Superintendent of Schools, the placement of Nicole D’Ascoli, a William Paterson University Student, to complete her Student Teaching Experience in the IHHS Physical Education/ Health Department, effective for the period January 3 - May 7, 2020.

P16. To rescind, as recommended by the Superintendent of Schools, the appointment of Peter Kruimer, IHHS, Asst. Track, effective immediately.

P17. To accept, as recommended by the Superintendent of Schools, the retirement, with regret, effective January 31, 2020, as follows:

WHEREAS, Stephen Tallis has dedicated himself to the Ramapo Indian Hills Regional High School District for 10 years and 5 months as a World Languages Teacher; displaying an unselfish commitment to our children; exemplifying the ideals of professionalism and the standard of excellence, and

WHEREAS, the Ramapo Indian Hills Regional High School District Board of Education, together with its citizens, wishes to acknowledge exemplary service that Stephen Tallis has provided our children,

NOW, THEREFORE, BE IT RESOLVED THAT the Ramapo Indian Hills Regional High School District Board of Education does hereby extend its appreciation and gratitude to Stephen Tallis in recognition of his exemplary service to our school district.

EDUCATION

E1. To approve in accordance with Chapter 46, Title 18A, New Jersey Statutes, and on the recommendation of the Superintendent of Schools, District Director of Student Personnel Services, and District Child Study Team that tuition and/or related services be paid for the student listed below to attend the school indicated at the tuition cost indicated for the 2019-20 School Year as follows:

| <u>Student No.</u> | <u>Placement</u> | <u>Tuition</u> |
|--------------------|-------------------|-------------------------|
| 092899 | Bancroft/1:1 Aide | \$9,600.00 ¹ |

¹Pro-rated for 48 days (10/11/19-12/31/19)

E2. To approve, as recommended by the Superintendent of Schools, the 2020-21 *Program of Studies*.

E3. To approve, as recommended by the Superintendent of Schools, the District student field trips and transportation costs for the 2019-20 School Year as follows:

| <u>Location</u> | <u>Group</u> | <u>Date(s)</u> | <u>Cost</u> |
|--|-------------------|-------------------|-------------|
| Camp YDP | IHHS Interact | December 17, 2019 | \$0 |
| Franklin Avenue Middle School & Valley Middle School | IHHS Band | January 9, 2020 | 560 |
| Weis Ecology Center, Ringwood | IHHS Wellness | January 17, 2020 | 0 |
| Bergen County Jail | RHS Sociology | January 28, 2020 | 320 |
| Bergen County Jail | RHS Sociology | January 30, 2020 | 320 |
| Pax Amicus Theater, Budd Lake | IHHS English | May 1, 2020 | 0 |
| Wyckoff Memorial Day Parade, Wyckoff | RHS Marching Band | May 25, 2020 | 320 |

E4. To approve, as recommended by the Superintendent of Schools, a District student field trip for the 2019-20 School Year as follows:

| <u>Location</u> | <u>Group</u> | <u>Date(s)</u> |
|--|-------------------|---------------------|
| ESPN Wide World of Sports, Orlando, FL | RHS Softball Team | March 20 - 24, 2020 |

E5. That, as recommended by the 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> |
|--------------------|---------------|--------------|
| 421715 | IHHS | 11 |
| 422431 | IHHS | 10 |

E6. To approve, as recommended by the Superintendent of Schools, the resolution as follows:

BE IT RESOLVED by the Ramapo Indian Hills Regional High School District Board of Education (hereinafter referred to as the "Board") that the terms, stipulations and conditions as established in the Addendum to the Settlement Agreement and Release (hereinafter referred to as "Agreement") between the Board and the Parents of a student whose name is on file in the Superintendent's Office, and which Agreement is located in the student's file, are hereby adopted and approved by the Board. The Board President and Business Administrator/ Board Secretary are hereby authorized and directed to execute the Agreement, and any other documents necessary to effectuate the Agreement.

E7. To authorize the carryover of the Elementary and Secondary Education Act (ESEA), as amended by the Every Student Succeeds Act (ESSA), Grant Funds, as recommended by the Superintendent of Schools, for Fiscal Year 2020 as follows:

| | |
|------------------|---------|
| Title II, Part A | \$8,168 |
| Title IV, Part A | \$2,510 |

E8. To approve, as recommended by the Superintendent of Schools, the Curriculum Evaluation Hours for the 2019-20 School Year as follows:

| <u>Department</u> | <u>Course Title</u> | <u>Staff</u> | <u>Hours Per Staff Member</u> |
|--------------------|----------------------------|----------------|-------------------------------|
| Applied Technology | Applied Technology Courses | 2 Participants | 10 |
| | | 1 Presenter | 10 |
| English | English 1 | 4 Participants | 8 |
| | | 2 Presenters | 8 |
| | English 2 | 4 Participants | 8 |
| | | 2 Presenters | 8 |
| | English 3 | 4 Participants | 8 |
| | | 2 Presenters | 8 |
| | English 4 | 4 Participants | 8 |
| | | 2 Presenters | 8 |
| Mathematics | Algebra 1 | 4 Participants | 8 |
| | | 2 Presenters | 8 |
| | Geometry | 4 Participants | 8 |
| | | 2 Presenters | 8 |
| | Algebra 2 | 4 Participants | 8 |
| | | 2 Presenters | 8 |
| | Post-Algebra 2 Courses | 4 Participants | 8 |
| | | 2 Presenters | 8 |

E9. To approve, as recommended by the Superintendent of Schools, the *Dual Enrollment Articulation Agreement between Centenary University and the Ramapo Indian Hills Regional High School District Board of Education*, to offer college-level courses (Social Media Marketing) to District students, effective for the 2020-21 School Year.

E10. To approve, as recommended by the Superintendent of Schools, the Virtual Reality Research Study, *Mission US: Timesnap!*, conducted by the Education Development Center with the Ramapo High School Social Studies Department, US History 1.

OPERATIONS

OP1. To approve, as recommended by the Superintendent of Schools, the resolution as follows:

WHEREAS, Dr. Maurice Elias has the expertise and experience to provide medical services to the Board of Education (hereinafter referred to as the "Board"); and

WHEREAS, the Board is desirous of appointing Dr. Maurice Elias to provide medical services to the Board effective for the period January 1 - December 31, 2020;

NOW, THEREFORE, BE IT RESOLVED that the Board appoints Dr. Maurice Elias to provide medical services in accordance with the terms and conditions set forth in the Agreement which is attached hereto and made a part thereof. The Board President and the Board Secretary are hereby authorized to execute the Agreement and any and all other documents necessary to effectuate the terms of this resolution. The Board Secretary is hereby directed to publish a notice of this Award in the official newspaper of the Board.

LEGAL NOTICE
 RAMAPO INDIAN HILLS REGIONAL HIGH SCHOOL DISTRICT
 BOARD OF EDUCATION
 COUNTY OF BERGEN, STATE OF NEW JERSEY

PLEASE TAKE NOTICE that the Ramapo Indian Hills Regional High School District Board of Education took action at its public meeting on December 9, 2019 to appoint Dr. Maurice Elias to provide medical services. The appointment qualifies as a professional service for which the Board is not required to publicly advertise for bids in accordance with N.J.S.A. 18A:18A-5. Dr. Maurice Elias will provide medical services to the Board of Education in the amount of \$24,000. The resolution appointing Dr. Maurice Elias and the terms of the appointment are on file and available for public inspection at the District Office at 131 Yawpo Avenue, Oakland, New Jersey 07436.

FINANCE

- F1. That, as recommended by the Superintendent of Schools, the financial report of the business administrator and the treasurer of school monies for the month of October 2019, including a cash report for that period, be approved and ordered filed.
- F2. To ratify, as recommended by the Superintendent of Schools, the November 30, 2019 payroll in the amount of \$1,398,824.64, having been duly audited by the business administrator and the chairperson of the Finance Committee, be ratified by the Board. (Amount was not available for the November 25, 2019 Regular Public Meeting.)
- F3. To authorize, as recommended by the Superintendent of Schools, approval of bills drawn on the current account in the total amount of \$1,314,695.04 for materials received and/or services rendered, having been duly audited by the business administrator and the chairperson of the Finance Committee.
- F4. That, as recommended by the Superintendent of Schools, bills in the District Cafeteria Fund in the total amount of \$152,451.83 having been duly audited and approved by the business administrator/board secretary, and previously paid, be approved by the Board as follows:

| | | |
|-----------------------------|--------------|--------------------------|
| ARAMARK | \$151,372.83 | November Operations |
| RIH District Cafeteria Fund | \$1,079.00 | November Student Lunches |

- F5. To approve, as recommended by the Superintendent of Schools, the resolution as follows:

WHEREAS, District employees have submitted requests for reimbursement for work-related travel that is directly related to and within the scope of the employees' 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 requests 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 employees as set forth below:

| <u>Req. No.</u> | <u>Employee</u> | <u>Conference</u> | <u>Date</u> | <u>Expenses</u> |
|-----------------|-----------------|--------------------------------|------------------|-----------------|
| R19-41 | Crossley | No. Jersey FCS EdCamp | January 21, 2020 | \$28.42 |
| R19-42 | Gaspar | No. Jersey FCS EdCamp | January 21, 2020 | \$19.95 |
| R19-43 | Kaplan | NJECC Conference | January 14, 2020 | \$133.00 |
| R19-44 | Wiese | NGSS Conference | March 16, 2020 | \$317.20 |
| IH19-49 | Viruet | Increase Motivation & Learning | January 23, 2020 | \$286.00 |
| D19-12 | Amaral | NJECC Conference | January 14, 2020 | \$130.32 |

F6. To approve, as recommended by the Superintendent of Schools, the resolution as follows:

BE IT RESOLVED, that the Ramapo Indian Hills Regional High School District Board of Education accept the 2018-19 Audit, Submission of the CAFR (Comprehensive Annual Financial Report) prepared by the firm of Lerch, Vinci and Higgins, LLC, and approve the Corrective Action Plan with the following recommendations:

- I. Administrative Practices and Procedures
There are none.
- II. Financial Planning, Accounting and Reporting
There are none.
- III. School Purchasing Program
There are none.
- IV. School Food Services
There are none.
- V. Student Body Activities
There are none.
- VI. Application for State School Aid
There are none.
- VII. Pupil Transportation
There are none.
- VIII. Miscellaneous
There are none.
- IX. Facilities and Capital Assets

There are none.

- X. Status of Prior Year's Audit Findings and Recommendations
Corrective action was taken on the prior year recommendation.

P1 – F6

RC): Becker ✓, Bunting ✓, Butto ✓, Kinney ✓, Laforgia ✓,
Lax ✓, Zammitti Shaw ✓, Kilday ✓, Becker ✓

COMMITTEE REPORTS

Mrs. Laforgia stated that a Crisis Management Committee Meeting is scheduled on Friday, December 13.

Mr. Butto stated that a Facilities Committee Meeting is scheduled on December 16. The Extracurricular Committee Meeting will be re-scheduled in the near future. Mrs. Becker reported that the members of the Personnel/Goals/Evaluation Committee met to review and discuss the Action Plans for the Board Goals.

Mrs. Kilday reported that the members of the Education Committee met to discuss the *2020-21 Program of Studies*. She also reported that the members of the Policy Committee met to review and discuss District policies and regulations.

Mr. Kinney reported that the Board approved the Memorandum of Agreement with the RIHSA and thanked the representatives of the RIHSA for their professionalism during the negotiations process.

BOARD COMMENTS

Members of the Board of Education thanked Mr. Bunting, Mrs. Becker, and Mr. Lax for their dedicated service to the District and congratulated the RHS Football Team on their successful season.

Mrs. Becker thanked the members of the Board for their service to the District and stated that she appreciated the opportunity to serve.

Mrs. Kilday thanked Mr. Ceurvels and the staff of the Business Office for their work on the District Audit.

Mr. Bunting also thanked the staff of the Business Office for their work on the District Audit. He stated that he is very proud of this District and enjoyed serving on this Board of Education.

Mr. Lax thanked the members of the Board of Education for allowing him to be a part of this Board.

Ms. Zammitti Shaw stated that she is looking forward to working with the newest Board members in January 2020.

Mr. Becker thanked the members of the IHHS and RHS Math and Business Departments for attending the Board Meeting. He also thanked Mr. Bunting, Mrs. Becker, and Mr. Lax for their years of service.

PUBLIC DISCUSSION

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

Mrs. Quinlan, former Oakland Trustee, thanked Mr. Bunting and Mrs. Becker for their service on the Board of Education and for the years they served on the Board while she was an Oakland Trustee. She also thanked Mr. Lax for replacing her on the Board and for his service to the District.

Mrs. Castor, former Oakland Trustee, thanked Mr. Bunting and Mrs. Becker and stated it was her privilege to serve with them on this Board.

B. Moved by KILDAY Seconded BUTTO to re-enter the Work Session/Regular Public Meeting.

ANTICIPATED FUTURE MEETING DATES

Mr. Becker announced anticipated future meeting dates as follows:

Monday, January 6, 2020, Reorganization/Action/Work Session, District Conference Room, 7 P.M.

ADJOURNMENT

Moved by BECKER Seconded: BUTTO to adjourn at 9:25 P.M.

Eric David Becker
Board President

Frank C. Ceurvels
Business Administrator/Board Secretary