

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

REGULAR PUBLIC MEETING MINUTES

October 28, 2019

District Conference Room

Roll Call – Executive Session

Upon roll call at 6:30 P.M., the Board members responded as follows: Mmes. Becker, Kilday, Laforgia, and Zammitti Shaw (6:37 P.M.). Messrs. Becker, Bunting (ABSENT), 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 6:30 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 Mr. Kinney 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 P.M. Board members responded as follows: Mmes. Becker, Kilday, Laforgia, and Zammitti Shaw. Messrs. Becker, Bunting (ABSENT), 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 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. Ferro, RHS, Student Board Representative, and Ms. Asha Patel, IHHS, Alternate Student Board Representative, to present their reports as follows: Mr. Ferro stated: 1) A Stigma Free and Pink Out was held on October 25 for the RHS student body; 2) Fall sports are doing well; 3) the first edition of the year of Rampage has been distributed; 4) Clubs are active; 5) Student Government is selling phone pockets; and 6) practices for the Gold Masque performances of The Heidi Chronicles are scheduled; 7) SATs are scheduled on November 2; and 8) the Anti-Vaping Committee met again and will another meeting is scheduled in March. Ms. Patel stated: 1) Spirit Week is scheduled this week; 2) the Powder Puff Competition is scheduled on November 5 and all proceeds will be donated to Relay for Life; 3) a Pep Rally is scheduled on December 6; 4) the Blood Drive was very successful; 5) a Relay for Life Meeting was scheduled last week and another is scheduled this week; 6) the members of Student Council attended a Leadership Council at TCNJ.

SUPERINTENDENT'S REPORT

Mrs. MacKay introduced the representatives of Dicaro Rubino Architects, Mr. Jerry Rubino and Ms. Allison Sroka, who presented the plans for District Capital Projects – IHHS Window Replacements; IHHS & RHS Girls' Locker Rooms; Touchdown Spaces; and Cafeteria.

Mrs. MacKay thanked Mr. Rubino and Ms. Sroka for their presentation.

BUSINESS ADMINISTRATOR'S REPORT

Mr. Ceurvels reported on District capital projects/initiatives as follows: 1) the QSAC Facilities inspection by County Officials was held on Friday, October 18; County Officials walked through Indian Hills High School and the inspection went very well; and 2) the NJ QSAC DPRs will be presented to the Board at the November 11 Board Meeting.

Mr. Ceurvels will continue to update the Board as to the status of these projects/initiatives.

PUBLIC DISCUSSION OF AGENDA AND NON-AGENDA ITEMS

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

Members of the public addressed the Board regarding their concerns about vaping and students' health and wellbeing as well as District programs for students regarding the effects of vaping and health and wellbeing.

- B. Moved by BUTTO Seconded KILDAY 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: BUTTO Seconded: BECKER

To approve Closed and Action/Work Session Minutes of September 9, 2019.

To approve Closed and Regular Public Meeting Minutes of September 23, 2019.

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

The following motions were approved by roll call: **P1 – PO2**

Moved by: KILDAY Seconded: KINNEY

PERSONNEL

- P1. To approve, as recommended by the Superintendent of Schools, an unpaid leave of absence for Kimberly Batti Valovina, IHHS, Art, effective for the period October 16 - November 6, 2019.
- P2. To approve, as recommended by the Superintendent of Schools, the appointment of Nancy Diehl, IHHS, .9 Art, Temporary Replacement Teacher for Kimberly Batti Valovina, non-tenured position, not accruing tenure in the position, BA, Step 1, \$253.15/diem, effective for the period October 18 - November 11, 2019, and subject to all federal, state, county and local regulations, governing said employment; and further 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.*, or *N.J.S.A. 18A:6-4.13 et seq.*
- P3. To amend, as recommended by the Superintendent of Schools, the 2019-20 salary placement for Kim Carey, District, Bus Driver, from \$34,461 to \$36,400, effective for the period October 15, 2019 - June 30, 2020.
- P4. To amend, as recommended by the Superintendent of Schools, the 1/2 sixth period teaching assignment for Kimberly Batti Valovina, IHHS, Art, Period 1A, at the contractual stipend of \$4,765, pro-rated, effective for the period November 11, 2019 - June 30, 2020.
- P5. To approve, as recommended by the Superintendent of Schools, the following individual listed below as a substitute teacher for the 2019-20 School Year; and move to approve the 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 et seq.*, and *N.J.S.A. 18A:12-1 et seq.*, as applicable:

<u>Name</u>	<u>Location</u>
Samanatha Franz	District

- P6. To approve, as recommended by the Superintendent of Schools, the appointment of Charles Wolff, District, School Safety Specialist, effective for the 2019-20 School Year.
- P7. To approve, as recommended by the Superintendent of Schools, the appointment of athletic coaches, subject to all federal, state, county, and local regulations, governing said employment; effective for the 2019-20 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.*, or *N.J.S.A. 18A:6-4.13 et seq.*, as follows:

Indian Hills High School

<u>Name</u>	<u>Position</u>	<u>Certification</u>	<u>Step</u>	<u>Stipend</u>
Ken DelSanto	Asst. Hockey	Standard	4	\$4,415
James Dunbar	Asst. Girls' Tennis	Substitute	4	4,867
Mark Durando	Asst. Boys' Basketball	Standard	4	5,871
Dominic Mulieri	Asst. Winter Strength & Conditioning	Standard	4	2,314
Darren White	Asst. Girls' Basketball	Standard	4	5,871

Ramapo High School

<u>Name</u>	<u>Position</u>	<u>Certification</u>	<u>Step</u>	<u>Stipend</u>
Christopher Anzano	Asst. Football	Standard	4	\$7,304
Michele Gordon	Asst. Girls' Basketball	Substitute	1	4,320

- P8. To approve, as recommended by the Superintendent of Schools, the appointment of Volunteer Coaches, 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. 18:6-7.1, et. seq.*, *N.J.S.A. 18A:39-17, et. seq.*, or *N.J.S.A. 18:6-4.13 et. seq.* as follows:

<u>Name</u>	<u>Position</u>
Geoff Castello, IHHS	Hockey
Steven Fuimefreddo, IHHS	Indoor & Spring Track
Ryan Larkin, IHHS	Hockey
Andrew Litchult, IHHS	Wrestling
Ronald Sparagoski, IHHS	Indoor & Spring Track

Anthony Tabbachino, IHHS Hockey

- P9. To approve, as recommended by the Superintendent of Schools, the IHHS Volunteer Club, Comic/ Anime Club, effective for the 2019-20 School Year, and further move to approve, as recommended by the Superintendent of Schools, the appointment of Lauren Bergrin as the Volunteer Club Advisor.
- P10. To accept, with regret, as recommended by the Superintendent of Schools, the resignation of Danielle McCartan, RHS, World Languages, effective December 13, 2019.

EDUCATION

- E1. To approve the Harassment, Intimidation, & Bullying student consequences imposed during the 2019-20 School Year as a result of the HIB Investigations for RHS-HIB 2019-001, RHS-HIB 2019-002, IHHS-HIB 2019-002, and IHHS-HIB 2019-004.
- E2. To approve, as recommended by the Superintendent of Schools, District student field trips scheduled for the 2019-20 School Year as follows:

<u>Location</u>	<u>Group</u>	<u>Date(s)</u>	<u>Cost</u>
St. Leon, Fair Lawn	IHHS Heroes & Cool Kids	November 19, 2019	\$400
St. Leon, Fair Lawn	RHS Heroes & Cool Kids	November 19, 2019	400
Eisenhower Middle School & Franklin Avenue Middle School	RHS Heroes & Cool Kids	November 20, 2019	160
Franklin Avenue Middle School & Valley Middle School	IHHS Heroes & Cool Kids	November 20, 2019	160
Camp YDP	RHS Interact	November 20, 2019	0
The Hermitage, HoHoKus	RHS US History 1 Honors	November 21, 2019	0
Ramapo College	RHS Digital Photography	December 3, 2019	0
NJIT, Newark	RHS UP Engineering	December 6, 2019	320
Spher Seeker, Waldwick	RHS CPE Forensics	December 11, 2019	0
Camp YDP	RHS Interact	December 11, 2019	0
Valley Middle School	IHHS Choir	January 8, 2020	160
United Methodist Church, Ridgewood	IHHS Chamber Choir	January 20, 2020	320
Schubert Theater	IHHS English	January 29, 2020	0
Harrah's, Atlantic City	IHHS & RHS DECA	March 2 - 4, 2020	0
Six Flags, Jackson	IHHS & RHS Physics	June 1, 2020	0

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

<u>Location</u>	<u>Group/Teacher</u>	<u>Date(s)</u>	<u>Cost</u>
School No. 2, Paterson	Holiday Festival / LaBarbiera	December 5, 2019	\$320 ¹

Request for Waiver of Transportation Costs

E4. As recommended by the Superintendent of Schools, that home instruction for a District student, at the approved hourly rate, be approved as follows:

<u>Student No.</u>	<u>School</u>	<u>Grade</u>
422453	IHHS	10

E5. To approve, as recommended by the Superintendent of Schools, the 2019-20 Joint Transportation and Transportation Services Agreement with Englewood Public School District for the purposes of transporting students to choice schools.

E6. To approve, as recommended by the Superintendent of Schools, the disposal of obsolete District textbooks no longer in use or included in the Science and Mathematics and Business Departments' Course of Study as follows:

<u>Title</u>	<u>Quantity</u>	<u>Author/Copyright</u>	<u>Publisher</u>	<u>ISBN No.</u>
Chemistry: Matter and Change	135	2013	McGraw Hill	978-0-07- 896405-3
Intro to Business	41	Betty J. Brown, John E. Clow / 2008	McGraw Hill Glencoe	978-0-07- 874768-7
Marketing Essentials	30	Lois Schneider Farese, Grady Kimbrell, Carl Woloszyk / 2006	McGraw Hill Education Glencoe	978-0-07- 895312-5
Glencoe Accounting	21	Donald J. Guerri, F. Barry Haber, William B. Hoyt, Robert E. Turner / 2012	McGraw Hill Education	

OPERATIONS

OP1. To approve, as recommended by the Superintendent of Schools, the use of the Ramapo Indian Hills Regional High School District facilities for the date(s) indicated in accordance with the rules and regulations governing said use as follows:

Indian Hills High School

American Cancer Society / Relay for Life	Athletic Fields (and surrounding fields), Concession Stand, May 29, 2020, 8 A.M. & May 30, 2020, 7 A.M. (Request for Waiver of Building Use Fees)
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OP2. To approve, as recommended by the Superintendent of Schools, the resolution as follows:

WHEREAS, the Department of Education requires New Jersey School Districts to submit three-year maintenance plans documenting required maintenance activities for each of its public schools facilities, and

WHEREAS, the required maintenance activities as listed in the document for the school facilities of the Ramapo Indian Hills Regional High School District are consistent with these requirements,

WHEREAS, all past and planned activities are reasonable to keep school facilities open and safe for use in their original condition and to keep system warranties valid,

NOW THEREFORE, BE IT RESOLVED, that the Ramapo Indian Hills Board of Education does hereby authorize the school business administrator to submit the Comprehensive Maintenance Plan for the Ramapo Indian Hills School District for the 2019-20 School Year in compliance with Department of Education requirements.

OP3. To accept, as recommended by the Superintendent of Schools, the reports of bus evacuation drills that were conducted in the District during the 2019-20 School Year as follows:

Drills were conducted on October 23, 2019 in front of the Indian Hills High School between 7 - 7:20 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 24, 2019 in front of the Ramapo High School between 7 - 7:25 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.

FINANCE

- F1. As recommended by the Superintendent of Schools, that the financial report of the business administrator and the treasurer of school monies for the month of August 2019, including a cash report for that period, be approved and ordered filed.
- F2. As recommended by the Superintendent of Schools, to approve the *Committed Purchase Order Report* for the month of September 2019, having been duly audited by the business administrator and the chairperson of the Finance Committee.
- F3. As recommended by the Superintendent of Schools, that the additional bills paid in September 2019 and drawn on the current account in the total amount of \$2,739.40 for materials received and/or services rendered, having been duly audited by the business administrator and the chairperson of the Finance Committee, be ratified by the Board.
- F4. To authorize approval, as recommended by the Superintendent of Schools, of bills drawn on the current account in the total amount of \$3,400,134.96 for materials received and/or services rendered, including the October 15, 2019 payroll, having been duly audited by the business administrator and the chairperson of the Finance Committee.
- F5. To ratify, as recommended by the Superintendent of Schools, the September 30, 2019 Payroll in the amount of \$1,491,654.68 having been duly audited and previously paid. (Amount was not available for the September 23, 2019 Regular Public Meeting.)
- F6. To approve, as recommended by the Superintendent of Schools, transfers and to authorize the 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 September 2019.
- F7. That, as recommended by the Superintendent of Schools, bills in the District Cafeteria Fund in the total amount of \$16,889.94 having been duly audited and approved by the business administrator/board secretary, and previously paid, be approved by the Board as follows:

ARAMARK	\$16,889.94	August Operations
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- F8. That, as recommended by the Superintendent of Schools, bills in the District Cafeteria Fund in the total amount of \$166,307.38 having been duly audited and

approved by the business administrator/board secretary, and previously paid, be approved by the Board as follows:

ARAMARK	\$165,715.88	September Operations
RIH District Cafeteria Fund	\$591.50	September Student Lunches

F9. That pursuant to *N.J.A.C. 6:23A-16.10(c)4*, we certify that as of September 30, 2019 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.

F10. 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 August 31, 2019, 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*.

F11. 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>
IH19-30	Fanale	DECA State Competition	3/1-4/20	\$741.20
IH19-31	Hill	Adapted Health & Physical Education	10/30/19	88.50
IH19-32	Urdang	NJCHE	12/6/19	142.42
IH19-33	Deming	AP French Language	11/2/19	55.00
IH19-34	Friedman	Jazz Conference	11/15/19	110.61
IH19-35	Zielenkiewicz	NJAMSL Meeting	11/12/19	39.29
IH19-36	Bushta	Section 504 & I&RS	11/20/19	261.00
IH19-37	Johnson	UPISB	11/12-15/19	91.00

IH19-38	Manzi	UPSMR	11/12-15/19	\$532.00
IH19-39	Murphy	UPSMR	11/12-15/19	266.00
IH19-40	Paravati	NJCHE	12/6/19	116.75
IH19-41	Brooks	Student Motivation Course	11/2/19	199.00
R19-25	Anson	NJCHE	12/6/19	140.00
R19-26	DelBuono	NJCHE	12/6/19	140.00
R19-27	Gross-Green	STANYS	11/1-4/19	250.00
R19-28	Mancino	I&RS	11/20/19	164.00
R19-29	Perry	School Counselor Professional Development Day	11/5/19	42.77
R19-30	Slovinski	AP Central Workshop	11/8/19	320.00
R19-31	DelBuono	ALBA	11/6/19	11.00
R19-32	Kaplan	NJAMSL Meeting	11/12/19	70.60
R19-33	Wiese	The Solar System	3/16-4/20/20	499.00
R19-34	Witterschein	NJCHE	12/6/19	120.25
R19-35	Dantoni	Walnut Hill College Educators' Day	12/6/19	82.10
R19-36	Gaspar	Walnut Hill College Educators' Day	12/6/19	87.00
R19-37	Maturo	Art Ed Now Conference	2/1/20	149.00
D19-11	Ceurvels	Campus Emergencies	12/10/19	25.00

POLICY

PO1. To approve, as recommended by the Superintendent of Schools, the second and final reading of District Policies as follows:

<i>Policy Title</i>	<i>Policy No.</i>
Health and Physical Education	2422
Educational Program Evaluation	2610
Teaching Staff Member/School District Reporting Responsibilities	3159
Commercial Driver's License Controlled Substance and Alcohol Use Testing	4219
Administering an Opioid Antidote	5330.04
Service Animals	5337
Transgender Students	5756

Reimbursement of Federal and Other Grant Expenditures	6112
Bus Driver/Bus Aide Responsibility	8630
Transportation of Special Needs Students	8670

PO2. To approve, as recommended by the Superintendent of Schools, the new and revised District Regulations as follows:

<u>Regulation Title</u>	<u>Regulation No.</u>
Administering An Opioid Antidote	5330.04
Reimbursement of Federal and Other Grant Expenditures	6112
Emergency School Bus Procedures	8630

P1 – PO2

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

COMMITTEE REPORTS

Mr. Kinney reported that members of the Negotiations Committee will meet with representatives of the RIHSA on November 4 to continue discussing the terms and conditions of a successor agreement.

Mrs. Kilday reported that an Education Committee Meeting is scheduled on October 29, 4:15 P.M.

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

Mr. Butto reported that members of the Facilities Committee met on October 14 to review the plans for the Girls' Locker Rooms at IHHS and RHS.

Mrs. Laforgia stated that she and Mr. Becker will look into changing the name of the Crisis Management Committee.

BOARD COMMENTS

Members of the Board congratulated the members of the RHS Girls' Soccer Team and RHS Football Team.

Members of the Board thanked the parents for attending tonight's Board Meeting.

Mrs. Becker stated that she attended her 35th Class Reunion (RHS Class of 1984) on Saturday, which was a great event. Mr. Smith provided the alumni with a building tour.

PUBLIC DISCUSSION

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

Members of the public addressed the Board regarding their concerns about student vaping in the high schools.

A member of the public addressed the Board regarding the scheduled date for the Relay for Life event. Mrs. MacKay thanked the student for her involvement in Relay for Life and stated that District administration will look into scheduling an alternate date for the event.

B. Moved by BECKER Seconded KINNEY to re-enter the Regular Public Meeting.

ANTICIPATED FUTURE MEETING DATES

Mr. Becker announced anticipated future meeting dates as follows:

Monday, November 11, 2019, Work Session, District Conference Room, 8 P.M.

Monday, November 25, 2019, Regular Public Meeting, District Conference Room, 8 P.M.

ADJOURNMENT

Moved by KINNEY Seconded: KILDAY to adjourn at 10:09 P.M.