

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

WORK SESSION/REGULAR PUBLIC MEETING MINUTES

July 29, 2019

District Conference Room

Roll Call – Executive Session

Upon roll call at 7:04 P.M., the Board members responded as follows: Mmes. Becker, Kilday, and Laforgia (ABSENT). Messrs. Becker, Bunting, Butto, Kinney, Lax, and Rukaj (ABSENT). 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 7:04 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 Mrs. Becker and seconded by Mr. Butto 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 – Work Session/Regular Public Meeting

Upon roll call at 8 P.M. Board members responded as follows: Mmes. Becker, Kilday, and Laforgia (ABSENT). Messrs. Becker, Bunting, Butto, Kinney, Lax, and Rukaj (ABSENT). 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.

SUPERINTENDENT'S REPORT

Mrs. MacKay stated that QSAC Monitoring is scheduled for the Fall.

She also stated that an Ethics Training Session for Board members is scheduled on September 9, 8 P.M. Mr. Matt Lee, a NJSBA Field Representative, will facilitate the training session.

Mrs. MacKay also stated that District administrators will participate in a Legal Training session facilitated by Mr. Fogarty on September 11.

BUSINESS ADMINISTRATOR'S REPORT

Mr. Ceurvels reported on District capital projects/initiatives as follows: 1) a meeting will be scheduled with representatives of the NJDEP to discuss the Sewage Treatment Plant Report; 2) the IHHS and RHS athletic field projects are in progress; in mid-August the installation of the fields is scheduled at both high schools; and 3) the RHS lower parking lot project is re-scheduled to a future date.

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

PUBLIC DISCUSSION OF AGENDA AND NON-AGENDA ITEMS

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

No discussion

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

ACTION - ✓ = Yes

The following motions were approved by roll call:

Moved by: KILDAY Seconded: BECKER

To approve Closed and Action/Work Session Minutes of June 10, 2019.

RC): Becker ✓, Bunting ✓, Butto ✓, Kinney ✓,
Laforgia ABSENT, Lax ✓, Rukaj ABSENT, Kilday ✓, Becker ✓

To approve Closed and Regular Public Meeting Minutes of June 27, 2019.

RC): Becker ✓, Bunting ✓, Butto ABSTAIN, Kinney ✓,
Laforgia ABSENT, Lax ✓, Rukaj ABSENT, Kilday ✓, Becker ✓

The following motions were approved by roll call: P1 – F12

Moved by: KILDAY Seconded: KINNEY

PERSONNEL

P1. To approve the resolution as follows:

WHEREAS, the Ramapo Indian Hills Regional High School District Board of Education (hereinafter referred to as the "Board") submitted merit pay criteria for the 2018-19 School Year for Mrs. Beverly MacKay to the Bergen County Interim Executive Superintendent for review on August 16, 2018; and

WHEREAS, the Bergen County Interim Executive Superintendent approved the merit pay criteria for Mrs. MacKay on September 17, 2018; and

NOW, THEREFORE BE IT RESOLVED that the Board hereby certifies that the following qualitative and quantitative criteria that was submitted and approved by the Bergen County Interim Executive Superintendent have been satisfactorily completed by Mrs. MacKay:

Quantitative

1. The Superintendent will schedule four Government Leaders/Career Speakers to attend and discuss their positions with the Student Council Leadership of Ramapo and Indian Hills High Schools in October, January, March, and May. The Superintendent will facilitate these meetings to provide meaningful conversations for students to gain an increased understanding of municipal government as well as other career opportunities. Value 3.33% of base salary - \$5,817.14
2. The Superintendent will improve communication with the local municipalities of Franklin Lakes, Oakland, and Wyckoff by attending three Municipal Government Meetings and organizing two FLOW Leadership Consortium Meetings which will include all leadership stakeholder groups to discuss shared crisis planning and options for additional shared services. Value 3.33% of base salary - \$5,817.14
3. The Superintendent will conduct two comprehensive book study groups with administrators from Ramapo and Indian Hills High Schools. *The Power of A Positive Team* (Jon Gordon) will be studied during the Fall with three scheduled meetings and *What School Could Be* (Ted Dintersmith) will be

studied in the Spring with three scheduled meetings. Value 3.33% of base salary - \$5,817.14

Qualitative

1. The Superintendent will work with building administrators and security director to develop detailed crisis plans to be added to the Continuity of Operations Plan including guidelines for an emergency necessitating the use of one high school on split sessions. These plans will include room use, teacher schedules, student schedules, and parent direction and guidelines. Value 2.5% of base salary - \$4,367.23
2. The Superintendent will oversee the implementation of Frontline Central and Time and Attendance as we move forward with our "Green Initiative". All contracts and / or employment letters will be delivered electronically during the 2018-19 School Year and pay vouchers will be online during the 2018-19 School Year. Value 2.5% of base salary - \$4,367.23

BE IT FURTHER RESOLVED that Mrs. MacKay is entitled to, and shall receive, a merit pay bonus of \$26,185.88, which is equal to 14.99% of her base salary of \$174,689; and

BE IT FURTHER RESOLVED, that the Board shall submit the within resolution to the Bergen County Interim Executive Superintendent for review and approval prior to payment being made to Mrs. MacKay.

- P2. To approve the resolution as follows:

WHEREAS, the Ramapo Indian Hills Regional High School District Board of Education (hereinafter referred to as the "Board") submitted merit pay criteria for the 2018-19 School Year for Mr. Frank Ceurvels to the Bergen County Interim Executive Superintendent for review on August 29, 2018; and

WHEREAS, the Bergen County Interim Executive Superintendent approved the merit pay criteria for Mr. Ceurvels on October 1, 2018; and

NOW, THEREFORE BE IT RESOLVED that the Board hereby certifies that the following qualitative and quantitative criteria that was submitted and approved by the Bergen County Interim Executive Superintendent have been satisfactorily completed by Mr. Ceurvels:

Qualitative

1. Obtain Certified School Risk Manager (CSRM) Designation from the National Alliance for Insurance Education and Research. Value 1.0% of base salary - \$2,052.09.

BE IT FURTHER RESOLVED that Mr. Ceurvels is entitled to, and shall receive, a merit pay bonus of \$2,052.09, which is equal to 1.0% of his base salary of \$205,209; and

BE IT FURTHER RESOLVED, that the Board shall submit the within resolution to the Bergen County Interim Executive Superintendent for review and approval prior to payment being made to Mr. Ceurvels.

- P3. That as recommended by the Superintendent of Schools, the following persons be appointed to fill the positions for the length of time and with the compensation noted, subject to all federal, state, county, and local regulations, governing said employment; and further that the president and secretary, as proper officers of the Board of Education, be authorized and directed to issue the proper contracts 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 applicable. Further move to approve the assignment of the appropriate Unique Position Code as required by State Statute.

<u>Name</u>	<u>Position</u>	<u>Degree</u>	<u>Basis of Employment</u>	<u>Employment Date</u>	<u>Annual Salary</u>
Xin Cai	.4 World Languages/ District	MA+30/ Step 18	10 months	9/1/19 - 6/30/20	\$37,898.40 ¹
Olivia de Diego	World Languages/ IHHS	MA+15/ Step 17	10 months	9/1/19 - 6/30/20	\$85,416 ²
Lisa Estrella	Athletic Trainer/ RHS	N/A	10 months	8/10/19 - 6/10/20	\$65,000
Danielle Ferrara	.542 Social Studies Supplemental/ IHHS	MA/ Step 1	10 months	9/1/19 - 6/30/20	\$29,795 ³
Amy Fezza	Guidance/ IHHS	MA/ Step 2	10 months	9/1/19 - 6/30/20	\$55,723 ⁴
Chris George	.6 Science & .4 Special Education/ IHHS	BA+15/ Step 17	10 months	9/1/19 - 6/30/20	\$78,834 ⁵
Karen Karosy	Athletic Trainer/ IHHS	N/A	10 months	8/10/19 - 6/10/20	\$77,000
Heather Yaros-Ramos	Science/ IHHS	MA+30, Step 16	10 months	9/1/19 - 6/30/20	\$84,331 ^{7/8}
Jorgelina Moya	Admin. Asst./ RHS	Grade II, Step 7	10 months	9/3/19 - 6/30/20	\$48,348 ⁶

- ¹Replacement for Wenjie Liu
- ²Replacement for Eva Velez
- ³Replacement for Michael Verdon
- ⁴Replacement for Andrea Saladino
- ⁵Replacement for Ethan Crump
- ⁶Replacement for Denise Pellegrino
- ⁷Plus Doctorate Stipend, \$1,871
- ⁸Replacement for Thomas Gemborys

- P4. To approve the change in assignment for Erica Vitale, RHS, from .5 Math, BA, Step 3, \$27,096, and .47425 Math Supplemental, BA, Step 3, \$25,701, to full-time Math, BA, Step 3, \$54,192, effective for the 2019-20 School Year.
- P5. To approve the change in assignment for Kevin Weydig, RHS, from .542 Math Supplemental, BA, Step 2, \$29,372, to .5 Math, BA, Step 2, \$27,096, and .47425 Math Supplemental, BA, Step 2, \$25,701, effective for the 2019-20 School Year.
- P6. To approve the appointment, as recommended by the Superintendent of Schools, of Amanda Cuffe, IHHS, .542 English Supplemental Teacher, BA, Step 1, \$28,966 conditional upon receipt of appropriate New Jersey certification, (replacement for Jennifer Levine) to fill the position for the length of time and with the compensation noted, subject to all federal, state, county, and local regulations, governing said employment; and further that the president and secretary, as proper officers of the Board of Education, be authorized and directed to issue the proper contract 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 et seq.*, and *N.J.S.A. 18A:12-1 et seq.*, as applicable. Further move to approve the assignment of the appropriate Unique Position Code as required by State Statute.

- P7. To approve, as recommended by the Superintendent of Schools, the appointment of Michael Smagula, RHS, Guidance Counselor, Long-term, Temporary Replacement, Maternity Leave Replacement, for Diana Silva, a non-tenured position, not accruing tenure in the position, MA, Step 7, \$60,523, effective for the period September 1, 2019 - June 30, 2020, subject to all federal, state, county and local regulations, governing said employment; 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.*, or *N.J.S.A. 18A:6-4.13 et seq.*, as applicable. Further move to approve the assignment of the appropriate Unique Position Code as required by State Statute.
- P8. To amend, as recommended by the Superintendent of Schools, the appointment of David Hesselgrave, IHHS, Math, Long-term, Temporary Replacement, Maternity Leave Replacement, for Hanna Cantwell, a non-tenured position, not accruing tenure in the position, BA+15, Step 13, \$67,499, effective for the period September 1, 2019 - June 30, 2020, subject to all federal, state, county and local regulations, governing said employment; 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.*, or *N.J.S.A. 18A:6-4.13 et seq.*
- P9. To approve the change in assignment for Cassidy Kologrivov, RHS, from .79 Instructional Aide, Step 4, \$23,112, to .64 Instructional Aide, Step 4, \$18,723.84, effective for the 2019-20 School Year.
- P10. To confirm the 2019-20 salary guide placement for Cesar Baldi, RHS, Custodian, Step 9, \$62,428, plus longevity, \$3,100, Black Seal License, \$500, and Second Shift Stipend, \$250.
- P11. To approve the summer employment of Jennifer Dinan, IHHS, during the months of July and August 2019, to organize the August 2019 IHHS Freshman Orientation Program, not to exceed three (3) days, eight (8) hours / day, at the approved contractual hourly rate of pay.
- P12. To approve the resolution as follows:
- WHEREAS, at all relevant times hereto, the Ramapo Indian Hills Regional High School District Board of Education (hereinafter referred to as the "Board") and the Ramapo Indian Hills Education Association (hereinafter referred to as the "Association") were parties to a Collective Negotiations Agreement (hereinafter referred to as the "CNA"); and
- WHEREAS, it is recognized that the Association is the sole bargaining representative for teachers employed by the Board; and
- WHEREAS, the Association initiated a Grievance claiming that the Board withheld a member's insurance waiver payment in direct violation of the CNA per Article CI.H.1 and 2; and
- WHEREAS, the Grievance was denied at Levels One, Two, and Three; and
- WHEREAS, the Association has invoked Level Four of the Grievance Procedure by submitting the Grievance for binding arbitration; and
- WHEREAS, the parties proceeded to arbitration and reached a mutually agreeable resolution, the terms and conditions of which are outlined in the Settlement Agreement which is attached hereto and made a part hereof.
- NOW, THEREFORE, BE IT RESOLVED, that the Board President and the Business Administrator / Board Secretary are hereby authorized and directed to execute any documents necessary to effectuate the terms of the Settlement Agreement.
- P13. To approve, as recommended by the Superintendent of Schools, the appointment of Scott Dempster, to serve as a One-to-One Instructional Aide for the RHS Band

Camp, at the daily rate of \$272.00, effective for the period August 3 - 8, 2019, and further 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 applicable.

- P14. To approve the appointment of Chemical Hygiene Officers effective for the 2019-20 School Year as follows:

<u>Name</u>	<u>Building</u>
Lisa Martone	Ramapo High School
Angela Manzi	Indian Hills High School

And further, move to approve six hours each during the month of August 2019 for Lisa Martone and Angela Manzi, at the approved contractual hourly rate, to review and update the District’s Chemical Hygiene Plan.

- P15. To approve, as recommended by the Superintendent of Schools, the appointment of the following individuals listed below as substitute teachers for the 2019-20 School Year, beginning September 1, 2019 and ending June 30, 2020; 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 applicable:

<u>Name</u>	<u>Name</u>
Rosemary Bencivenga	Thomas Manobianco
Josif Benfeld	Jeffrey Moss
Cassandra Blomquist	Allyson Mucha
Lynn Bohm	Eileen O’Brien
Nina Calvin	Marwin Rapkin
Daniel D’Amico	Maria Riba-Slutsky
David Deyo	Lindsay Rock
Nancy Diehl	Kelley Rowe
Sarah Francini	Mark Ryan
Alexandra Franke	Matthew Salisbury
Joseph Frodella	Nancy Shaver
Karen Galinko	Jodi Steinhart
Andrew Garlick	Michael Swanson
Nicolae Gheta	Eric Tashji
Greta Goodman	Ester Vierheilig
Taylor Grbelja	Sally Vigna
Nancy Hafers	Catherine Vincent
Gloria Kirwan	Sandy White
Mikel Krasts	Joan Wilkinson
Lance Leibowitz	Joseph Wolfson

Jonathan Leroux

Brianne Wolman

P16. To approve, as recommended by the Superintendent of Schools, the appointment of the following individuals listed below as bedside instructors for the 2019-20 School Year, beginning September 1, 2019 and ending June 30, 2020; 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 applicable:

<u>Name</u>	<u>Name</u>
Marilyn Bartholme	Annie Solomon
Charles Epstein	Charlene Taormina
Jennifer Mawhinney	

P17. To approve, as recommended by the Superintendent of Schools, the appointment of the following individuals listed below as Substitute Nurses, for the 2019-20 School Year, beginning September 1, 2019 and ending June 30, 2020; and move to approve the 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., or N.J.S.A. 18A:6-4.13 et seq.*:

<u>Name</u>
Ruta Ayers
Lois Craumer

P18. 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:

Ramapo High School

<u>Name</u>	<u>Position</u>	<u>Certification</u>	<u>Step</u>	<u>Stipend</u>
Steven Griffiths	Girls’ Fencing	Standard	4	\$8,437
Darren White	Softball	Standard	4	8,437

Indian Hills High School

<u>Name</u>	<u>Position</u>	<u>Certification</u>	<u>Step</u>	<u>Stipend</u>
Katherine Yosif	Asst. Girls’ Gymnastics	Substitute	1	\$3,572

P19. To approve the leadership activities (a minimum of 300 hours) at Indian Hills High School, a requirement of the Educational Leadership Intern Program and based on the National Educational Leadership Preparation (NLEP) Program Standards, planned by Samantha Janiszak, IHHS Special Education Teacher and a William Paterson University Student, during the 2019-20 School Year.

P20. To approve the summer employment of Gina Huerta-Caro, IHHS, Athletics & Student Activities Office, Administrative Asst., during the months of July and/or August 2019, not to exceed ten (10) days, at the approved contractual rate.

P21. To approve the appointment, as recommended by the Superintendent of Schools, 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. 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, as follows:

<u>Name</u>	<u>Position</u>
Scott Finan	Football/RHS
Jon-Paul Francini	Girls' Soccer/RHS

P22. To accept retirement, with regret, effective October 1, 2019, as follows:

WHEREAS, Judith Bagar has dedicated herself to the Ramapo Indian Hills Regional High School District for 15 years as an Administrative Assistant; 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 Judith Bagar 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 Judith Bagar in recognition of her exemplary service to our school district.

P23. To accept, with regret, the resignations of District staff as follows:

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Carrie Ann Wylie	Science, IHHS	July 3, 2019
Ariel Villegas	Math, RHS	July 16, 2019
James Donohue	Instructional Aide, IHHS	July 18, 2019
Lisa Hogan	Coordinator of Staffing, District	August 16, 2019
Heidi Enslin-Velez	Science, RHS	September 24, 2019

P24. To accept, with regret, the resignations of District Athletic Coaches as follows:

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Mickey Hunt	Baseball/RHS	effective immediately
Steve Jaskot	Asst. Boys' Lacrosse/RHS	effective immediately
Maria LaBarbiera	Asst. Volleyball/IHHS	effective immediately
Richard Ohren	Asst. Girls' Tennis/IHHS	effective immediately

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 students listed below to attend the school indicated at the tuition costs indicated for the 2019-20 School Year as follows:

<u>Student No.</u>	<u>Placement</u>	<u>Tuition</u>
422632	Windsor School	\$77,700.00 ¹
417720	Phoenix Center	75,477.51 ¹
419217	Legacy Treatment Service The Mary Dobbins School	78,836.10 ¹
419217	Legacy Treatment Service The Mary Dobbins School 1:1 Aide	38,724.00 ¹
419207	ECLC of New Jersey	59,550.00 ¹
418685	ECLC of New Jersey	58,348.00 ¹
421087	ECLC of New Jersey	58,348.00 ¹
421087	ECLC of New Jersey 1:1 Aide	31,000.00 ¹
418683	ECLC of New Jersey	58,348.00 ¹
420622	ECLC of New Jersey	58,348.00 ¹
420215	Barnstable Academy	47,500.00
422236	Barnstable Academy	47,500.00
420623	Barnstable Academy	54,500.00
421655	Chapel Hill Academy	61,020.00
424657	SAGE DAY	62,415.00
422622	SAGE DAY	62,415.00
421652	Craig School	54,290.00
420424	Holmstead School	56,784.60
421146	Holmstead School	56,784.60
020905	Academy 360 - Upper School	68,742.12
421651	Morris-Union Jointure Commission	94,066.00
421651	Morris-Union Jointure Commission 1:1 Aide	72,320.00
422625	The Community School	48,666.60
420755	The Community School	48,666.60
422631	The Community School	48,666.60

¹Extended 2019-20 School Year Included

E2. To approve the Annual Contract for Hospital Instruction between the Ramapo Indian Hills Regional High School District and Bergen County Special Services School District for the provision of Hospital Instruction for the 2019-20 School Year.

E3. To approve the request for a District textbook for the 2019-20 School Year as follows:

<u>Title</u>	<u>Author(s)</u>	<u>Publication & Copyright Date</u>	<u>Courses</u>
<i>Multivariable Calculus, Eighth Edition</i>	James Stewart	Cengage, 2016	Multivariable Calculus

E4. To approve the disposal of obsolete District textbooks no longer in use or included in the World Languages Department’s Course of Study as follows:

<u>Title</u>	<u>Quantity</u>	<u>Author/ Copyright</u>	<u>Publisher</u>	<u>ISBN No.</u>
<i>Oggi in Italia, Eighth Edition</i>	50	Merlonghi, Merlonghi, Tursi, O’Connor / 2007	Heinle / Cengage	13:978-0-618-67812-9
<i>Discovering French 3</i>	50	Valette Valette / 2004	McDougal Littell	0-395-87486-6
<i>Discovering French 3</i>	28	Valette Valette / 2007	McDougal Littell	13:978-0-618-65653-0
<i>Discovering French 1</i>	42	Valette Valette / 2007	McDougal Littell	13:978-0-618-65651-6

E5. To authorize the submission of the District’s IDEA Application for the Fiscal Year 2020 and further move to accept the Grant Award of Funds in the amount of \$430,529.

E6. To approve the Agreement between J & B Therapy and the Ramapo Indian Hills Regional High School District Board of Education for Related Services effective July 1, 2019 through June 30, 2020.

E7. To approve a District student field trip and transportation cost 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	October 17, 2019	\$0

OPERATIONS

OP1. To approve 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:

Ramapo High School

Staffs Prep SAT Prep Class; Classroom; August 5, 7, 12, 14, 19 & 21, 2019; 1 - 4 P.M.

OP2. To amend Resolution OP3, approved by the Board of Education at its June 10, 2019 Action/Work Session Meeting, as follows:

WHEREAS, the Ramapo Indian Hills Regional School District Board of

Education (hereinafter referred to as the “Board”) advertised for bids for student transportation services for the 2019-2020 school year (hereinafter referred to as the “Transportation Services”); and

WHEREAS, on May 31, 2019, the Board received three (3) bids for the various routes as reflected on the attached bid tabulation sheet; and

WHEREAS, First Student, Inc. (hereinafter referred to as “First Student”) submitted the lowest responsible overall bid, with a base bid in the following amounts:

<u>Route No.</u>	<u>Route Cost</u>	<u>Increase/Decrease Adjustment</u>	<u>Per Diem Aide Cost</u>
301	\$225.50	\$0.94	\$40.00
303	\$225.50	\$0.94	\$40.00
304	\$225.50	\$0.94	\$40.00
305	\$225.50	\$0.94	\$40.00
306	\$225.50	\$0.94	\$40.00
307	\$225.50	\$0.94	\$40.00
308	\$225.50	\$0.94	\$40.00
62	\$236.50	\$0.94	\$40.00
400	\$236.50	\$0.94	\$40.00
401	\$236.50	\$0.94	\$40.00
402	\$236.50	\$0.94	\$40.00
403	\$236.50	\$0.94	\$40.00
405	\$236.50	\$0.94	\$40.00
407	\$236.50	\$0.94	\$40.00
408	\$236.50	\$0.94	\$40.00
410	\$236.50	\$0.94	\$40.00
412	\$236.50	\$0.94	\$40.00

Total Per Diem Bid \$3,943.50 Bulk Bid – 10% deduction

WHEREAS, the bid submitted by First Student is responsive to the specifications in all material respects and it is the Board’s desire to award the bid to First Student.

NOW, THEREFORE, BE IT RESOLVED that the contract for the Transportation Services is hereby awarded to First Student for the following amounts:

<u>Route No.</u>	<u>Route Cost</u>	<u>Increase/Decrease Adjustment</u>	<u>Per Diem Aide Cost</u>
301	\$225.50	\$0.94	\$40.00
303	\$225.50	\$0.94	\$40.00
304	\$225.50	\$0.94	\$40.00
305	\$225.50	\$0.94	\$40.00

306	\$225.50	\$0.94	\$40.00
307	\$225.50	\$0.94	\$40.00
308	\$225.50	\$0.94	\$40.00
62	\$236.50	\$0.94	\$40.00
400	\$236.50	\$0.94	\$40.00
401	\$236.50	\$0.94	\$40.00
402	\$236.50	\$0.94	\$40.00
403	\$236.50	\$0.94	\$40.00
405	\$236.50	\$0.94	\$40.00
407	\$236.50	\$0.94	\$40.00
408	\$236.50	\$0.94	\$40.00
410	\$236.50	\$0.94	\$40.00
412	\$236.50	\$0.94	\$40.00

BE IT FURTHER RESOLVED that because the Board is accepting all routes a 10% deduction shall be applied to each route and aide cost, where applicable.

BE IT FURTHER RESOLVED that the Board President and the School Business Administrator/Board Secretary are hereby authorized to execute any and all documents necessary to effectuate this Resolution. The School Business Administrator/Board Secretary shall submit all required documents to the Executive County Superintendent in accordance with the regulations governing student transportation.

OP3. To amend Resolution OP4, approved by the Board of Education at its June 10, 2019 Action/Work Session, as follows:

WHEREAS, the Ramapo Indian Hills Regional School District Board of Education (hereinafter referred to as the "Board") advertised for bids for school related activity student transportation services for the 2019-2020 school year (hereinafter referred to as the "Transportation Services"); and

WHEREAS, on May 31, 2019, the Board received two (2) bids for the various routes as reflected on the attached bid tabulation sheet; and

WHEREAS, First Student, Inc. (hereinafter referred to as "First Student") submitted the lowest responsible overall bid, with a base bid in the following amounts:

	Up to 16 Passenger Vehicle per mile	17-24 Passenger Vehicle per mile	25-35 Passenger Vehicle per mile	36-54 Passenger Vehicle per mile
Adjustment	\$0.94	\$0.94	\$0.94	\$0.94
2-hour min.	160	160	160	160
4-hour min.	320	320	320	320
6-hour min.	480	480	480	480
Add'l Half Hour	40	40	40	40
Per Aide				

(if applicable) 30 30 30 30

WHEREAS, the bid submitted by First Student is responsive to the specifications in all material respects and it is the Board’s desire to award the bid to First Student;

NOW, THEREFORE, BE IT RESOLVED that the contract for the Transportation Services is hereby awarded to First Student for the following amounts:

	Up to 16 Passenger Vehicle per mile	17-24 Passenger Vehicle per mile	25-35 Passenger Vehicle per mile	36-54 Passenger Vehicle per mile
Adjustment	\$0.94	\$0.94	\$0.94	\$0.94
2-hour min.	160	160	160	160
4-hour min.	320	320	320	320
6-hour min.	480	480	480	480
Add’l Half Hour	40	40	40	40
Per Aide (if applicable)	30	30	30	30

BE IT FURTHER RESOLVED that each award is expressly conditioned upon the successful vendor furnishing the requisite insurance certificate and performance bond as required in the specifications and executing a contract in accordance with the terms of the specifications.

BE IT FURTHER RESOLVED that the Board President and the School Business Administrator /Board Secretary are hereby authorized to execute any and all documents necessary to effectuate this Resolution. The School Business Administrator /Board Secretary shall submit all required documents to the Executive County Superintendent in accordance with the regulations governing student transportation.

OP4. To amend Resolution OP6, approved by the Board of Education at its May 30, 2019 Regular Public Meeting, as follows:

WHEREAS, the Ramapo Indian Hills Regional High School District Board of Education (hereinafter referred to as the “Board”) advertised for bids for On Call Time and Materials Services (hereinafter referred to as the “Work”); and

WHEREAS, on May 16, 2019, the Board received bids for the Work, as reflected on the attached bid tabulation sheets; and

WHEREAS, the Board received one (1) bid for this contract.

Contract 005 BOILER SERVICE CONTRACT

Lowest Responsible Bidder: CJ VANDERBECK & SON, INC.

Labor Rate Charge: Journeyman/Mechanic	Per Hour: \$110.00	At 250 Hours: \$27,500.00
Material Charges Contractor’s Cost - \$10,000.00	Mark-up: 10%	\$1,000
Fixed Cost: Safety Inspections & Preventive	Ramapo High School	\$15,000

Maintenance at each school	Indian Hills High School	\$14,400
Fixed Cost: Hot Water Heaters/Boilers Delimin	Ramapo High School	\$2,000
	Total:	\$64,900

WHEREAS, the bid submitted by the lowest responsible bidder identified above is responsive in all material aspects and it is the Board’s desire to award the contract for the Work as indicated; and

NOW, THEREFORE, BE IT RESOLVED that the Board awards the contract for the On-Call Time and Material Services as follows:

CONTRACT 005 BOILER SERVICE CONTRACT awarded to CJ VANDERBECK & SON, INC.;

BE IT FURTHER RESOLVED that this award is expressly conditioned upon the Contractor furnishing the requisite insurance certificate as required in the project specifications, together with an AA201-Project Manning Report and an executed agreement, as prepared by the Board Attorney, within ten (10) days of the date hereof.

BE IT FURTHER RESOLVED that the Board Attorney is hereby directed to issue the agreement to the successful bidder consistent with the resolution and with the terms contained in the bid documents approved by the Board for the Project. The Board President and the Board Secretary are hereby authorized to execute such agreement and any other documents necessary to effectuate the terms of the resolution.

OP5.To approve Change Order No. 001, dated June 13, 2019, from Walkill Group, Inc., 3505 Route 94, Hamburg, New Jersey, 07419, for *Bathroom Renovations in Rooms 802F and 802W at Indian Hills High School*, to include the following:

<u>Change Order No.</u>	<u>Description</u>	<u>Amount</u>
001	Cost of additional masonry for walls due to abatement contractor removing walls outside the scope of work.	\$2,502.57

The Original Contract Sum is \$163,000.00. (The net change by previously authorized Change Orders was \$00.00; the Contract Sum prior to this Change Order was \$163,000.00. The Contract Sum will be increased by \$2,502.57; New Contract Sum total \$165,502.57.)

OP6. To approve the resolution as follows:

WHEREAS, the Ramapo Indian Hills Regional High School District Board of Education has a need to retain the professional services of an Architect/Engineer in conjunction with various projects specifically authorized by the Owner as a Professional Services contract pursuant to the provisions of N.J.S.A. 18A:18A-5(a)(1); and

WHEREAS, the Business Administrator/Board Secretary has determined and certified in writing that the value of the acquisition will exceed \$40,000.00; and

WHEREAS, Di Cara Rubino Architects (hereinafter referred to as “Di Cara Rubino”) has submitted a proposal indicating they will provide architectural and engineering services for the Ramapo Indian Hills Regional High School District Board of Education.

WHEREAS, Di Cara Rubino has met all statutory requirements related to the provisions of N.J.S.A. 18A:18A-5(a)(1); and

NOW, THEREFORE, BE IT RESOLVED that Di Cara Rubino shall be appointed to provide architectural and engineering services for various projects specifically authorized by the Owner and that a contract for such services shall be awarded for the following reasons:

1. The fee structures proposed are most advantageous to the Board, price and other factors considered.
2. Experience and resources necessary to perform the contract have been demonstrated.
3. Reputation and responsibility of professional contractor are satisfactory.

BE IT FURTHER RESOLVED that:

1. The Board hereby awards a master contract to Di Cara Rubino to provide architectural and engineering services for various projects specifically authorized by the Owner by separate proposal in accordance with the terms of the agreement between the Board and Di Cara Rubino dated July 29, 2019. DiCara Rubino is hereby authorized to prepare plans and specifications for the projects and to submit same for approval to the governmental authorities with jurisdiction over this project.
2. The Board President and the Board Secretary/Business Administrator are hereby authorized to execute the agreement and all other documents necessary to effectuate the terms of this resolution.

OP7. To approve the resolution as follows:

WHEREAS, The Ramapo Indian Hills Regional High School District Board of Education (the "Board") has determined a need to undertake the following Projects:

*Exterior Window Replacement at Indian Hills High School
Girls' Locker Room at Indian Hills High School
Girls' Locker Room at Ramapo High School*

(the "Projects"), and;

WHEREAS, the District is desirous of moving forward with a Proposal for Architectural and Engineering Services for these Projects, and;

WHEREAS, the Board desires to retain Di Cara Rubino Architects (the "Architect") to provide Architectural and Engineering Services in connection with the Projects, and authorizes the Architect to submit project applications and schematic plans to the State for these Projects, and;

WHEREAS, the school administration and such other officers and agents of the board have received a proposal for these Projects from Di Cara Rubino Architects in the amount of \$281,000 for Architectural and Engineering Services; and

WHEREAS, the Board believes that the proposal from Di Cara Rubino Architects best meets the needs of the District; and

WHEREAS, the agreement with Di Cara Rubino Architects may be awarded without public bidding as a contract for professional services pursuant to N.J.S.A. 18A:18A-5(a)(1), and;

WHEREAS, the Board intends to finance the total cost of the Projects through the use of capital funds as part of the District's Long Range Facilities Plan ("LRFP"), and;

WHEREAS, the school administration and such other officers and agents of the Board as are necessary, including the Board attorney and architect, are hereby

authorized to perform such other acts, to execute such other documents and to do such other things as are necessary to implement the determinations of the Board set forth in this Resolution, including the submission of Information to the New Jersey Department of Education.

NOW, THEREFORE, BE IT RESOLVED by the Ramapo Indian Hills Regional High School District Board of Education that the Board President and Secretary are hereby authorized and directed to enter into an Agreement with Di Cara Rubino Architects and to execute any other documents necessary to effectuate the terms of this resolution, and;

BE IT FURTHER RESOLVED that this authorization is contingent upon the District entering into a satisfactory master agreement and that the terms and conditions of the master agreement will govern the work outlined in this proposal, and;

BE IT FURTHER RESOLVED that a brief notice of this action shall be printed once in the Board's official newspaper stating its nature, service, and amount, and that the resolution and contract shall be on file and available for public inspection in the Board Office in the following form:

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

PLEASE TAKE NOTICE that the Ramapo Indian Hills Regional High School District Board of Education took action at its July 29, 2019 Regular Public Meeting to appoint Di Cara Rubino Architects with offices at 30 Galesi Drive, Wayne, New Jersey, to provide Architectural and Engineering Services for the following projects: Exterior Window Replacement at Indian Hills High School, Girls' Locker Room at Indian Hills High School and Girls' Locker Room at Ramapo High School. This contract in the amount of \$281,000 is being entered into and approved as a professional service. This resolution and contract are on file and available for public inspection at the Board of Education Office located at 131 Yawpo Avenue, Oakland, New Jersey.

OP8. To approve the resolution as follows:

WHEREAS, the Ramapo Indian Hills Regional High School District Board of Education has determined the need for a Feasibility Study for the following Projects:

Cafeteria at Indian Hills High School
Cafeteria at Ramapo High School

WHEREAS, the Board has received a proposal for these services from Di Cara Rubino Architects in an amount not to exceed \$7,000 for a Feasibility Study, and;

WHEREAS, the Board believes that the proposal from Di Cara Rubino Architects best meets the needs of the District, and

WHEREAS, the contract with Di Cara Rubino Architects may be awarded without public bidding as a contract for Professional Services pursuant to N.J.S.A. 18:18A-5(a)(1), and;

NOW, THEREFORE, BE IT RESOLVED by the Ramapo Indian Hills Regional High School District Board of Education that the Board President and Secretary are hereby authorized and directed to enter into an agreement with Di Cara Rubino Architects, and;

BE IT FURTHER RESOLVED that this authorization is contingent upon the District entering into a satisfactory master agreement and that the terms and conditions of the master agreement will govern the work outlined in this

proposal, and;

BE IT FURTHER RESOLVED that a brief notice of this action shall be printed once in the Board's official newspaper stating its nature, service, and amount, and that the resolution and contract shall be on file and available for public inspection in the Board Office in the following form:

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

PLEASE TAKE NOTICE that the Ramapo Indian Hills Regional High School District Board of Education took action at its July 29, 2019 Regular Public Meeting to appoint Di Cara Rubino Architects with offices at 30 Galesi Drive, Wayne, New Jersey, to provide Feasibility Studies for the Cafeterias at Indian Hills High School and Ramapo High School. This contract in an amount not to exceed \$7,000 is being entered into and approved as a professional service. This resolution and contract are on file and available for public inspection at the Board of Education Office located at 131 Yawpo Avenue, Oakland, New Jersey.

OP9. To approve the resolution as follows:

WHEREAS, the Ramapo Indian Hills Regional High School District Board of Education has determined the need for a Feasibility Study for the following Projects:

Collaboration Spaces at Indian Hills High School
Collaboration Spaces at Ramapo High School

WHEREAS, the Board has received a proposal for these services from Di Cara Rubino Architects in an amount not to exceed \$6,000 for a Feasibility Study, and;

WHEREAS, the Board believes that the proposal from Di Cara Rubino Architects best meets the needs of the District, and

WHEREAS, the contract with Di Cara Rubino Architects may be awarded without public bidding as a contract for Professional Services pursuant to N.J.S.A. 18:18A-5(a)(1), and;

NOW, THEREFORE, BE IT RESOLVED by the Ramapo Indian Hills Regional High School District Board of Education that the Board President and Secretary are hereby authorized and directed to enter into an agreement with Di Cara Architects, and;

BE IT FURTHER RESOLVED that this authorization is contingent upon the District entering into a satisfactory master agreement and that the terms and conditions of the master agreement will govern the work outlined in this proposal, and;

BE IT FURTHER RESOLVED that a brief notice of this action shall be printed once in the Board's official newspaper stating its nature, service, and amount, and that the resolution and contract shall be on file and available for public inspection in the Board Office in the following form:

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

PLEASE TAKE NOTICE that the Ramapo Indian Hills Regional High School District Board of Education took action at its July 29, 2019 Regular Public Meeting to appoint Di Cara Rubino Architects with offices at 30 Galesi Drive, Wayne, New

Jersey, to provide Feasibility Studies for Collaborative Spaces at Indian Hills High School and Ramapo High School. This contract in an amount not to exceed \$6,000 is being entered into and approved as a professional service. This resolution and contract are on file and available for public inspection at the Board of Education Office located at 131 Yawpo Avenue, Oakland, New Jersey.

FINANCE

- F1. That the financial report of the business administrator and the treasurer of school monies for the month of May 2019, including a cash report for that period, be approved and ordered filed.
- F2. To approve the *Committed Purchase Order Report* for the month of June 2019, having been duly audited by the business administrator and the chairperson of the Finance Committee.
- F3. That the additional bills paid in June 2019 and drawn on the current account in the total amount of \$578,616.45 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 of bills drawn on the current account in the total amount of \$3,392,807.35 for materials received and/or services rendered including the July 15, 2019 Payroll, having been duly audited by the business administrator and the chairperson of the Finance Committee.
- F5. That bills in the District Cafeteria Fund in the total amount of \$139,845.34 having been duly audited and approved by the business administrator/board secretary and previously paid, be approved by the Board as follows:

ARAMARK	\$138,607.09	June Operations
RIH District Cafeteria Fund	1,238.25	June Student Lunches

- F6. To approve 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 June 2019.
- F7. To approve the 10% Transfer Report that represents transfers made during the 2018-19 School Year.
- F8. That pursuant to *N.J.A.C. 6:23A-16.10(c)4*, we certify that as of June 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.
- F9. 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 June 30, 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*.

- F10. To approve 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 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 employees as set forth below:

<u>Req. No.</u>	<u>Employee</u>	<u>Conference</u>	<u>Date</u>	<u>Expenses</u>
D19-01	Keaney	AHERA	8/5/19	\$215
D19-02	MacKay	AASA Conference	2/12 - 15/20	3,000
IH19-01	Stanczak	National Conference for Teachers of English	11/22-26/19	1,200
IH19-02	Peller	National Conference for Teachers of English	11/22-26/19	1,200
IH19-03	LaChac	Brooklyn Book Fair	9/22/19	36.56
IH19-04	Davidson	Conference for English Leadership	11/24-26/19	834
IH19-05	Brooks	NCTE Convention	11/21-24/19	1,141.72
IH19-06	Wehran	ACTFL 2019	11/21-23/19	1,958.40
IH19-07	McLaughlin	ACTFL 2019	11/21-23/19	1,958.40
IH19-08	Peller	Brooklyn Book Fair	9/22/19	38.52
IH19-09	Haas- Wasserman	Mental Health First Aid	7/30/19	50
R19-01	Crossley	NJ FACS EDCamp	10/14/19	20.58

F11. To accept the donation from the Ramapo High School Band Parents of a Golf Cart for use by the Ramapo High School Band in the amount of \$5,495.

F12. To accept the donation from Patricia Redulla, FEMA Region II Youth Preparedness Council Member, and the New Jersey Office of Emergency Management of two (2) Emergency Kits for use by Ramapo High School in the amount of \$750.

P1 – F12

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

COMMITTEE REPORTS

Mr. Butto reported that members of the Facilities Committee met on June 23 to discuss agenda items as follows: 1) the RHS Student Parking Lot, 2) Capital Projects scheduled

during the 2019-20 School Year; 3) Tree Assessment; 4) electronic signs for both high schools; and 5) parking lot gates.

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

Mrs. Kilday reported that an Education Committee Meeting is scheduled on August 22.

Mr. Bunting reported that a Finance Committee Meeting will be scheduled in September.

Mr. Kinney reported that he has contacted Ms. Manzi to schedule a Negotiations Session during the last week in August with the representatives of the RIHSA.

PUBLIC DISCUSSION

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

A member of the public commended the Board members for their service to the District.

B. Moved by KINNEY 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, August 26, 2019, Work Session/Regular Public Meeting, District Conference Room, 8 P.M.

ADJOURNMENT

Moved by KINNEY Seconded: BECKER to adjourn at 8:19 P.M.