

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

**REGULAR PUBLIC MEETING MINUTES**

May 27, 2020

Electronic Public Meeting

Roll Call – Executive Session

Upon roll call at 6:30 P.M., the Board members responded as follows: Mmes. Kilday, Laforgia, Sullivan, and Zammitti Shaw. Messrs. Becker, Butto, Carolan, Fortunato, and Kinney. Mrs. Beverly MacKay, Superintendent of Schools; Mr. Frank C. Ceurvels, Business Administrator / Board Secretary; Mr. Stephen Fogarty, Board Counsel; were also present.

The meeting was called to order by the Board president at 6:30 P.M. Mr. Kinney announced that adequate notice of the meeting has been posted and published as required by law.

A motion was made by Mrs. Kilday 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 – Regular Public Meeting

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

**SUPERINTENDENT'S REPORT**

Mrs. MacKay stated that an in-person Graduation ceremony is permitted any time after July 6. The date for the IHHS and RHS Graduation ceremonies will be July 29 – the

IHHS Graduation Ceremony will be scheduled at 5 P.M. and the RHS Graduation Ceremony will be scheduled at 7 P.M. Both Graduation Ceremonies will be live streamed on YouTube and each graduate will be permitted two guests to attend the ceremony. District administrators will continue to meet to discuss the graduation ceremonies. The rain date will be July 30.

Mrs. MacKay stated that the Guidance Departments continue to plan for the upcoming Decision Day scheduled on June 1.

Mrs. MacKay provided a status report on the 2019-20 Superintendent Merit Goals. She reported that all goals were successfully completed.

### **BUSINESS ADMINISTRATOR'S REPORT**

Mr. Ceurvels reported on District capital projects/initiatives as follows: 1) a resolution to approve the Apple Lease will be placed on the June 8 Action/Work Session; and 2) Resolutions OP2 and OP3 are contract renewals on the Agenda for Board approval.

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 KILDAY to open the meeting to public discussion.

No discussion.

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

### **ACTION ITEMS - ✓ = Yes**

The following motion was approved by roll call:

Moved by: BUTTO Seconded: KILDAY

To approve Action/Work Session Minutes of April 13, 2020.

To approve Closed and Budget Public Hearing/Regular Public Meeting Minutes of April 27, 2020.

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

The following motions were approved by roll call: P1 – F9

Moved by: BECKER Seconded: ZAMMITTI SHAW

**PERSONNEL**

- P1. To amend, as recommended by the Superintendent of Schools, the reappointment of Jenna Calderon, RHS, from .3 Special Education, BA, Step 4, \$16,754, to .6 Special Education, BA, Step 4, \$33,508, effective for the 2020-21 School Year.
- P2. To amend, as recommended by the Superintendent of Schools, the reappointment of Danielle Ferrara, IHHS, from .542 Social Studies Supplemental Teacher, MA, Step 2, \$30,719, to .2 Special Education, MA, Step 2, \$11,336, and .4065 Social Studies Supplemental Teacher, MA, Step 2, \$23,040, effective for the 2020-21 School Year.
- P3. To amend, as recommended by the Superintendent of Schools, the request for a paid Maternity Leave of Absence (Presumptive Period of Disability), utilizing unused sick leave as allowed by law, for Kimberly Batti Valovina, IHHS, Art, effective on or about May 8 - June 17, 2020.
- P4. To accept, as recommended by the Superintendent of Schools, the resignation of Steve Every, RHS, Asst. Boys' Soccer, effective immediately.

**EDUCATION**

- E1. To approve, as recommended by the Superintendent of Schools, the resolution as follows:

Whereas, the Ramapo High School and Indian Hills High School are hereby authorized by the Board of Education to:

- enroll as a member of the New Jersey State Interscholastic Athletic Association, a nonprofit association of the public and parochial high schools of the State of New Jersey, and to participate in the approved athletic activities sponsored by the NJSIAA; and
  - the Board of Education hereby adopts the provisions of the Constitution, By-laws, Rules and Regulations of the NJSIAA as rules of the Board of Education and further agrees to enforce and abide by such rules.
- E2. To accept, as recommended by the Superintendent of Schools, a tuition-free student (Student No. 422613) into the Ramapo Indian Hills Regional High School District for the 2020-21 School Year as per Policy 5111, Eligibility of Resident/ Nonresident Students.
- E3. To accept, as recommended by the Superintendent of Schools, a tuition-free student (Student No. 422669) into the Ramapo Indian Hills Regional High School District for the 2020-21 School Year as per Policy 5111, Eligibility of Resident/ Nonresident Students.
- E4. To accept, as recommended by the Superintendent of Schools, a tuition-free student (423569) into the Ramapo Indian Hills Regional High School District for the 2020-21 School Year as per Policy 5111, Eligibility of Resident/ Nonresident Students.

- E5. To accept, as recommended by the Superintendent of Schools, a tuition-free student (424103) into the Ramapo Indian Hills Regional High School District for the 2020-21 School Year as per Policy 5111, Eligibility of Resident/Nonresident Students.
- E6. To accept, as recommended by the Superintendent of Schools, a tuition-free student (TBD) into the Ramapo Indian Hills Regional High School District for the 2020-21 School Year as per Policy 5111, Eligibility of Resident/Nonresident Students.
- E7. To accept, as recommended by the Superintendent of Schools, a regular tuition student (421713) into the Ramapo Indian Hills Regional High School District for the 2020-21 School Year as per Policy 5111, Eligibility of Resident/Nonresident Students.
- E8. To approve, as recommended by the Superintendent of Schools, the Summer Curriculum Workshops and authorize the review and development of new and revised Curriculum for the 2020-21 School Year as follows:

<u>Department</u>	<u>Course Title</u>	<u>Staff</u>	<u>Hours Per Staff Member</u>
Applied Technology	Robotics 1	2 Participants	12
		1 Presenter	2
	Robotics 2	2 Participants	12
		1 Presenter	2
	Applied Technology & Design	2 Participants	12
		1 Presenter	2
	Engineering	2 Participants	12
		1 Presenter	2
	Architectural Modeling	2 Participants	12
		1 Presenter	2
	CAD	2 Participants	12

		1 Presenter	2
	Architecture and Design 1	2 Participants	12
		1 Presenter	2
	Architecture and Design 2	2 Participants	12
		1 Presenter	2
	Wood Processing Technology 1	2 Participants	12
		1 Presenter	2
	Wood Processing Technology 2	2 Participants	12
		1 Presenter	2
	SLE	2 Participants	12
		1 Presenter	2
	Introduction to Engineering	2 Participants	12
		1 Presenter	2
Art	Fine Arts (Painting, Drawing, Sculpture, & Ceramics)	4 Participants	6
		2 Presenters	2
	Digital Arts	4 Participants	6
		1 Presenter	2
English	Philosophy of Knowledge	2 Participants	12
		1 Presenter	2
	English 1 CP, CPE,	6 Participants	15

H	2 Presenters	6
English 2 CP, CPE, H	6 Participants	15
	2 Presenters	6
English 3 CP, CPE	4 Participants	15
	2 Presenters	4
English 3 H	2 Participants	8
	2 Presenters	2
English 4 CP, CPE	4 Participants	21
	2 Presenters	4
English for Other Languages	2 Participants	12
	2 Presenters	2
Dystopian Literature	2 Participants	6
	2 Presenters	2
Sports Literature	2 Participants	6
	2 Presenters	2
Film and Literature	2 Participants	6
	2 Presenters	2
The Imaginative World of Science Fiction	2 Participants	6
	2 Presenters	2
Myth and Culture	2 Participants	6
	2 Presenters	2

	English Seminar	2 Participants	6
		2 Presenters	2
	Performing Arts (Theater/Dance)	4 Participants	6
		2 Presenters	2
Music	Music	4 Participants	6
		1 Presenter	2
Social Studies	US History 1 CP, CPE, H	4 Participants	6
		2 Presenters	2
	US History 2 CP, CPE, H	4 Participants	6
		2 Presenters	2
	Western Civilizations CP, CPE, H	4 Participants	6
		2 Presenters	2
Science	Biology 1 CP, CPE, H	4 Participants	6
		2 Presenters	2
	Chemistry CP, CPE, H	4 Participants	6
		2 Presenters	2
	Physics CP, CPE, H	4 Participants	6
		2 Presenters	2

- E9. To approve, as recommended by the Superintendent of Schools, the renewal of the 192/193 Service Agreement for Non-Public Schools with Bergen County Technical Schools/Special Services effective for the 2020-21 School Year.

E10. To approve, as recommended by the Superintendent of Schools, the resolution as follows:

WHEREAS, the Ramapo Indian Hills Regional High School District Board of Education’s (“the Board”) current Administrative Management Operating Software Programs (“Management Software Programs”) is through Frontline Education; and

WHEREAS, the Board desires to renew its contracts with Frontline to maintain and support its current Management Software Programs; and

WHEREAS, pursuant to N.J.S.A. 18A:18A-5, the awarding of contracts for the provision of performance of goods or services for the support or maintenance of proprietary computer hardware and software are exempt from the bidding requirements of the Public School Contract Law; and

WHEREAS, the School Business Administrator has determined that these renewals are necessary for the maintenance and support of the Board’s Management Software Programs.

WHEREAS, the Board is desirous of awarding the contract to Frontline.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby accepts Frontline proposals and awards the contracts to Frontline for the 2020-21 School year for a total contract sum of \$72,174.54.

BE IT RESOLVED that the Board President and Board Secretary are hereby authorized to execute such Agreement(s), subject to the review of the Agreement(s) by the Board Attorney, and any other documents necessary to effectuate the terms of this Resolution.

**OPERATIONS**

OP1. To approve, as recommended by the Superintendent of Schools, Change Order No. 006, dated March 10, 2020, from ML, Inc., Passaic, New Jersey, for the *Visitor & Home Bleacher Upgrades at Indian Hills High School* to include the following:

<u>Change Order No.</u>	<u>Description</u>	<u>Amount</u>
006	For replacement of concrete and asphalt north of the drainage grate to provide positive drainage.	\$ 1,617.00

The Original Contract Sum is \$1,290,000.00. (The net change by previously authorized Change Orders was \$112,466.54, the Contract Sum prior to this Change Order was \$1,402,466.54. The Contract Sum will be increased by \$1,617.00; New Contract Sum total \$1,404,083.54.)

- OP2. To approve, as recommended by the Superintendent of Schools, the contract extension with Interstate Waste Services of New Jersey, Inc., Teaneck, New Jersey, for Refuse and Recyclables Services at the rate of \$28,453.34 annually, effective for the 2020-21 School Year. This rate represents a 3% increase, per CPI, increase over the 2019-20 rates awarded June 27, 2019.
- OP3. To approve, as recommended by the Superintendent of Schools, the contract extension with Lyons Environmental Services, LLC, Neptune, New Jersey, for the operation and maintenance of the Wastewater/Sewage Treatment Plant at Indian Hills High School, at the rate of \$3,296/month; \$39,522 annually, effective for the 2020-21 School Year. This rate represents a 3% increase, per CPI, over the original request for proposal awarded May 30, 2019.
- OP4. To authorize, as recommended by the Superintendent of Schools, the Business Administrator/Board Secretary to renew the contract with Educational Data Systems, Inc., a New Jersey Cooperating Bidding Program, in the amount of \$14,132, effective for the 2020-21 School Year.
- OP5. To approve, as recommended by the Superintendent of Schools, the renewal of the Agreement between US Omni and the Ramapo Indian Hills Regional High School District for third party administrative services relative to Employer-sponsored Tax Sheltered Annuity Plans (403(b), 457(b) and Vanguard Accounts) for employees of the Ramapo Indian Hills Board of Education, in the amount of \$31.00 per contributing participant, effective for the period July 1, 2020 - June 30, 2021.
- OP6. To approve, as recommended by the Superintendent of Schools, the renewal of the Transportation Contract with Panorama Tours for transportation services for Athletics and Student-related Activities, with an allowable CPI 1.7%, for the 2020-21 School Year as follows:

<u>Contract No.</u>	<u>Two-Hour Minimum</u>	<u>Each Add'l Half Hour</u>
RIH COACH 49-Passenger Coach Bus	\$314.20 <sup>1</sup>	\$45.00
RIH COACH 55-Passenger Coach Bus	\$392.75 <sup>1</sup>	\$45.00
RIH COACH	\$832.62 <sup>1</sup>	\$45.00

<sup>1</sup>\$4.00 per mile, whichever is greater.

- OP7. To approve, as recommended by the Superintendent of Schools, the renewal of the Transportation Contracts for daily to/from school routes and student-related activities with the allowable CPI 1.7% increase over the 2019-20 costs with First Student, Inc., for the 2020-21 School Year, as follows:

<u>Route No.</u>	<u>Route Cost</u>	<u>Per Diem Aide Cost</u>	
301	\$206.40	\$40.00	
303	\$206.40	\$40.00	
304	\$206.40	\$40.00	
305	\$206.40	\$40.00	
306	\$206.40	\$40.00	
307	\$206.40	\$40.00	
308	\$206.40	\$40.00	
62	\$216.47	\$40.00	
400	\$216.47	\$40.00	
401	\$216.47	\$40.00	
402	\$216.47	\$40.00	
403	\$216.47	\$40.00	
405	\$216.47	\$40.00	
407	\$216.47	\$40.00	
408	\$216.47	\$40.00	
410	\$216.47	\$40.00	
412	\$216.47	\$40.00	

	<u>Up to 16 Passenger Vehicle</u>	<u>17-24 Passenger Vehicle</u>	<u>25-35 Passenger Vehicle</u>	<u>36-54 Passenger Vehicle</u>
2 hour min.	\$162.72	\$162.72	\$162.72	\$162.72
4 hour min.	\$325.44	\$325.44	\$325.44	\$325.44
6 hour min.	\$488.16	\$488.16	\$488.16	\$488.16
Add'l hour	\$40.00	\$40.00	\$40.00	\$40.00
Per Aide (if applicable)	\$30.00	\$30.00	\$30.00	\$30.00

OP8. To approve, as recommended by the Superintendent of Schools, the resolution as follows:

WHEREAS, to fulfill its reporting and filing requirements under its Continuing Disclosure Agreement(s), the Ramapo Indian Hills Regional High School District (“Issuer”) desires to engage the professional services of a continuing disclosure agent (the “Disclosure Agent”); and

WHEREAS, it is beneficial for the Issuer to have access to and to engage the professional services of a Financial Advisor who is a Registered “Municipal Advisor” with the Securities and Exchange Commission and the Municipal Securities Rulemaking Board to advise the Issuer in connection with, inter alia, the issuance of bonds, notes, and matters relating to fiscal management; and

WHEREAS, Phoenix Advisor provides such Disclosure Agent services and Financial Advisor services, and is a Municipal Advisor registered with the Securities and Exchange Commission and the Municipal Securities Rulemaking Board.

WHEREAS, the parties desire hereby to set forth the terms and conditions under which Phoenix Advisors will provide Disclosure Agent and professional Financial Advisor services to the Issuer.

NOW, THEREFORE BE IT RESOLVED, by the Ramapo Indian Hills Regional High School District Board of Education that it hereby authorizes the District’s School Business Administrator to enter into an agreement with Phoenix Advisors as the Disclosure Agent for a fee of \$1,000.00 for the Fiscal Year ending June 30, 2021.

OP9. To approve, as recommended by the Superintendent of Schools, health insurance rates for Horizon Blue Cross Blue Shield, BeneCard Services, and Delta Dental for the period July 1, 2020 - June 30, 2021 as follows:

<u>Type</u>	<u>Single</u>	<u>Parent/Child</u>	<u>Husband/Wife</u>	<u>Family</u>
Horizon Direct Access Design 8 (\$10 copay)	\$1,083.57	\$1,578.79	\$2,339.97	\$2,804.00
Horizon Direct Access Design 8 (\$15 copay)	1,003.54	1,481.79	2,233.47	2,598.63
Horizon POS Design 1 (\$5 copay)	946.73	1,397.97	2,107.05	2,451.54
Horizon OMNIA 10	744.35	1,099.08	1,656.61	1,927.45
Horizon H.S.A.	754.12	1,113.51	1,678.37	1,952.77
BeneCard Services	143.52	178.02	303.71	303.71

Delta Dental Plan	47.69	[REDACTED]	125.95
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**FINANCE**

- F1. That the financial report of the business administrator and the treasurer of school monies for the month of March 2020, including a cash report for that period, be approved and ordered filed.
- F2. To approve, as recommended by the Superintendent of Schools, the *Committed Purchase Order Report* for the month of April 2020, having been duly audited by the business administrator and the chairperson of the Finance Committee.
- F3. To authorize, as recommended by the Superintendent of Schools, approval of bills drawn on the current account in the total amount of \$ 5,189,982.79 including the May 15, 2020 Payroll, for materials received and /or services rendered, having been duly audited by the business administrator and the chairperson of the Finance Committee.
- F4. To ratify, as recommended by the Superintendent of Schools, the April 30, 2020 Payroll in the amount of \$1,409,401.76 having been duly audited and previously paid. (Amount was not available for the April 27, 2020 Regular Public Meeting.)
- F5. That, as recommended by the Superintendent of Schools, the additional bills paid in April 2020 and drawn on the current account in the total amount of \$1,841.17 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.
- 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 April 2020.
- F7. That pursuant to *N.J.A.C. 6:23A-16.10(c)4*, we certify that as of April 30, 2020 after review of the Secretary’s monthly financial report (Appropriations Section) and upon consultation with the appropriate District officials, to the best of our knowledge no major account or fund has been over expended in violation of *N.J.A.C. 6A:23A-16.10(b)* and that sufficient funds are available to meet the District’s financial obligations for the remainder of the fiscal year.
- F8. To approve the resolution as follows:

Receipt of Certification from Board Secretary

Pursuant to *N.J.A.C. 6:23A-16.10(c)4*, I, Frank C. Ceurvels, certify that as of April 30, 2020, no budgetary line item account has obligations or payments (contractual orders) which in total exceeds the amount appropriated by the District Board of Education pursuant to *N.J.S.A. 18A:22-8* and *N.J.S.A. 18A:22-8.1*.

F9. To approve, as recommended by the Superintendent of Schools, the resolution as follows:

BE IT RESOLVED that the amount of District taxes needed to meet the obligations of this Board from July to December 2020 is \$25,639,654 divided as follows:

\$9,211,581 Borough of Franklin Lakes

\$6,122,031 Borough of Oakland

\$10,306,042 Township of Wyckoff

and that the governing bodies are hereby requested to place in the hands of the custodian of school monies that amount in accordance with the statutes relating thereto and prepared schedule.

**P1 – F9**

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

**COMMITTEE REPORTS**

Mr. Becker stated that an Education Committee Meeting is scheduled on June 4.

Mr. Fortunato stated that a Facilities Committee Meeting is scheduled on June 8. He reported that the IHHS and RHS Girl's Locker Room Project is in progress.

Ms. Sullivan reported that the members of the Extracurricular Committee met on May 19 to discuss agenda items as follows: 1) the handbook for District activities and clubs; and 2) a joint play with both Indian Hills High School and Ramapo High School. An Extracurricular Committee Meeting is scheduled on June 16.

Mr. Carolan reported that the members of the Strategic Planning/Negotiations Committee will conduct interviews with four consultants who submitted RFPs for consideration.

Mrs. Laforgia stated that a Public Relations Committee Meeting is scheduled on June 8.

Mr. Butto reported that the members of the Finance Committee met to review agenda items as follows: 1) Apple Lease; and 2) the refund to parents for bus services not received since mid-March.

Mrs. Kilday reported that the members of the Personnel/Goals/Evaluation Committee met to review the Superintendent's 2019-20 Merit Goals.

**BOARD COMMENTS**

Mrs. Kilday thanked Mrs. MacKay for the work she completed on her 2019-20 Merit Goals. Mrs. Kilday also thanked the members of the Negotiations Committee for their work and thanked the District administrators and staff for their work on the plans for the 2020 graduation ceremonies.

**PUBLIC DISCUSSION**

A. Moved by CAROLAN Seconded ZAMMITTI SHAW to open the meeting to public discussion.

No discussion.

B. Moved by KILDAY Seconded FORTUNATO to re-enter the Regular Public Meeting.

**ANTICIPATED FUTURE MEETING DATES**

Mr. Kinney announced anticipated future meeting dates as follows:

Monday, June 8, 2020, Action/Work Session, Electronic Meeting, 8 P.M.

Monday, June 29, 2020, Regular Public Meeting, Electronic Meeting, 8 P.M.

**ADJOURNMENT**

Moved by BUTTO Seconded: CAROLAN to adjourn at 9:02 P.M.

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John Kinney  
Board President

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Frank C. Ceurvels  
Business Administrator/Board Secretary