

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

REGULAR PUBLIC MEETING MINUTES

January 27, 2020
Ramapo High School, Library

Roll Call – Executive Session

Upon roll call at 7 P.M., the Board members responded as follows: Mmes. Kilday, Laforgia, Sullivan, and Zammitti Shaw. Messrs. Becker (ABSENT), 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 7 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 (ABSENT), 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 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. Kinney further stated that the Board shall not be held liable for comments made by members of the public and, in order to protect the privacy rights of employees in the District, the Board shall not respond to statements made by the public of or about District employees.

BOARD PRESIDENT’S REPORT

Mr. Kinney invited Mr. Ilardo, IHHS, Student Board Representative, and Mr. Ferro, RHS, Student Board Representative, to present their reports as follows: Mr. Ilardo stated: 1) the members of the IHHS Student Council attended a State meeting on the Standards of Excellence; 2) a Blood Drive was held today; 3) the new Pizza Oven and Toaster are big hits with the IHHS student body; 4) a new Driver Ed mural to promote safe driving is finished; 5) Winter Sports are doing well; 7) the UP Human Rights Day was held on December 10 and students presented a Human Rights presentation to create awareness and activism outside of school; 8) the Electives Fair was held recently for the student body; and 9) Mr. Indian Hills is scheduled on February 12. Mr. Ferro stated: 1) Winter Sports are doing well; 2) a FLOW Concert is scheduled on January 30 and the FLOW Band Festival is scheduled on February 5; 3) plans for Pochella and the Spring Spirit Week are in process; 4) the RHS Winter Concert was held on December 17; and 5) a Service Project is being planned by the members of the Student Council.

Mr. Kinney invited Mr. Anello to introduce the coaches of the RHS Football Team, RHS Girls’ Soccer Team, and the RHS Cross Country Team to discuss the highlights of the 2019 seasons and to introduce the coaches and members of the RHS Football, Girls’ Soccer, and Cross Country Teams. Certificates of Achievement were presented to the RHS student athletes.

Mr. Kinney congratulated the student athletes on their accomplishments.

Recess

Upon motion of Mr. Butto, seconded by Mrs. Kilday and carried the Board recessed the Action/Work Session at 8:30 P.M.

Reconvene

Upon motion of Mrs. Kilday, seconded by Mr. Carolan the Action/Work Session was reconvened at 8:40 P.M. by Mr. Kinney.

Mr. Kinney discussed the Search Process for the Interim Superintendent. He reviewed the search timeline and stated that the deadline for applications is Friday, February 14, 2020. He also stated he is leading this process with the support of both Mrs. MacKay and Mr. Ceurvels.

Board discussion followed regarding when the Board will conduct interviews with the candidates. The Board will meet on February 27, March 2, March 9, and March 10 (if necessary) to conduct interviews.

SUPERINTENDENT'S REPORT

Mrs. MacKay invited Mr. Sutherland to discuss the District's Graduation Pathways data. Mrs. MacKay thanked Mr. Sutherland for his report.

Mrs. MacKay discussed the District's 2020-21 Student Calendar. The draft of the 2020-21 Student Calendar will be posted to the District's webpage and a resolution for Board approval will be placed on the February 10 Action/Work Session Agenda.

BUSINESS ADMINISTRATOR'S REPORT

Mr. Ceurvels reported on District capital projects/initiatives as follows: 1) Resolution OP2 on tonight's Board Agenda is for Board approval of the IHHS Window Replacement Project; and 2) Resolutions OP4 – OP6 on tonight's Board Agenda are for Board approval for architectural services for the RHS Girls' Bathroom, IHHS & RHS Roof Recoating Projects.

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 CAROLAN Seconded BUTTO to open the meeting to public discussion.

A member of the public addressed the Board regarding her concerns about the District's Strategic Plan, the Agreement with the Consultant for the Special Services Review, and an alleged ethics violation.

A member of the public addressed the Board regarding her concerns regarding District's suspension policy.

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

ACTION ITEMS - ✓ = Yes

The following motion was approved by roll call:

Moved by: KILDAY Seconded: CAROLAN

To approve Closed and Work Session/Regular Public Meeting Minutes of December 9, 2019.

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

The following motions were approved by roll call: P1 – P2 & P4 – PO2

Moved by: KILDAY Seconded: BUTTO

PERSONNEL

- P1. To approve, as recommended by the Superintendent of Schools, the salary adjustments for achieving a higher degree level for District staff as follows:

<u>Name</u>	<u>Degree</u>	<u>Salary</u>	<u>Effective Date</u>
Lauren Gibson	MA+15 to MA+30	\$68,730 to \$70,588	February 1, 2020
Michelle Gramazio	BA+15 to MA	\$60,527 to \$62,615	February 1, 2020
Michael Ivanov	BA to BA+15	\$56,192 to \$56,972	February 1, 2020

- P2. To approve, as recommended by the Superintendent of Schools, the *Agreement between the Ramapo Indian Hills Supervisors' Association and the Ramapo Indian Hills Regional High School District Board of Education* effective for the period July 1, 2019 through June 30, 2021.
- P4. To confirm, as recommended by the Superintendent of Schools, the reappointment of Denise Colaneri, RHS, CST Supervisor, MA+15, Step 20, \$98,976; \$2,400 & \$5,000 Longevity; SS Step 4, \$24,504; Summer Stipend, \$6,780; pro-rated, effective for the period September 1 - December 31, 2019, as per the terms and conditions of the *Agreement between the Ramapo Indian Hills Supervisors' Association and the Ramapo Indian Hills Regional High School District Board of Education*.
- P5. To amend, as recommended by the Superintendent of Schools, the employment date of Christina Berens, RHS, World Languages, from January 31 - June 30, 2020, to January 27 - June 30, 2020.
- P6. To approve, as recommended by the Superintendent of Schools, the change in assignment for Andrea Saladino, from RHS, Student Assistance Coordinator, to IHHS, Student Assistance Coordinator, effective for the period February 1 - June 30, 2020.
- P7. To approve, as recommended by the Superintendent of Schools, an unpaid Family Leave of Absence, utilizing The Family and Medical Leave Act (FMLA) for Ronald Rhodes, District, Bus Driver, effective for the period January 15 - 24, 2020.
- P8. To approve, as recommended by the Superintendent of Schools, the appointment of Catherine Copeland, RHS, SAT Testing Coordinator, effective for the period February 1 - June 30, 2020, at the approved contracted rate as per the terms and conditions of the *Agreement between the Ramapo Indian Hills Board of Education and the Ramapo Indian Hills Education Association*.
- P9. To approve, as recommended by the Superintendent of Schools, the appointment of Samantha Janiszak, IHHS, SAT Testing Coordinator, effective for the period February 1 - June 30, 2020, at the approved contracted rate as per the terms and conditions of the *Agreement between the Ramapo Indian Hills Board of Education and the Ramapo Indian Hills Education Association*.
- P10. To approve the appointment, as recommended by the Superintendent of Schools, of Kimberly Marino, IHHS, Drama Club Awards Night Staff, at a stipend in the amount of \$500, for the 2019-20 School Year, subject to all federal, state, county, and local regulations, governing said employment; 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.*
- P11. To amend, as recommended by the Superintendent of Schools, the resignation date of Lisa Ingrasselino, RHS, Administrative Assistant, from February 17, 2020, to February 10, 2020.
- P12. To approve, as recommended by the Superintendent of Schools, the appointment of Philana Otruba-Fhal, IHHS, Special Education, Long-term, Temporary Replacement, Maternity Leave Replacement, for Michelle Gramazio, a non-tenured position, not accruing tenure in the position, MA, Step 6, \$58,502, pro-rated,

effective for the period February 3 - June 30, 2020, subject to all federal, state, county and local regulations, governing said employment; 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.*, 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.

- P13. To approve, as recommended by the Superintendent of Schools, the sixth period teaching assignment for Timothy Walkowich, IHHS, Physics I AP (Period 1), at the contractual stipend of \$9,530, pro-rated, effective for the period January 8 – February 14, 2020.
- P14. To approve, as recommended by the Superintendent of Schools, the sixth period teaching assignment for Ron Petherbridge, IHHS, Physics CPE (Period 3), at the contractual stipend of \$9,530, pro-rated, effective for the period January 8 – 31, 2020.
- P15. To approve, as recommended by the Superintendent of Schools, the 1/2 sixth period teaching assignment for Chris George, IHHS, Physics CPE (Period 5B), at the contractual stipend of \$4,765, pro-rated, effective for the period January 8 – February 14, 2020.
- P16. To approve, as recommended by the Superintendent of Schools, the sixth period teaching assignment for Christopher Cornetto, IHHS, Physics CPE (Period 6), at the contractual stipend of \$9,530, pro-rated, effective for the period January 8 – February 14, 2020.

EDUCATION

- E1. That, as recommended by the Superintendent of Schools, home instruction for District students, at the approved hourly rate, be approved as follows:

<u>Student No.</u>	<u>School</u>	<u>Grade</u>
423508	IHHS	9
423514	IHHS	9
422680	IHHS	10
422503	IHHS	10
422137	IHHS	10
421496	IHHS	11
421023	RHS	11
420402	IHHS	12

- E2. To approve, as recommended by the Superintendent of Schools, the Harassment, Intimidation, & Bullying student consequences imposed during the 2019-20 School Year as a result of the HIB Investigation for RHS-HIB 2019-004.
- E3. To approve, as recommended by the Superintendent of Schools, District student field trips and transportation costs for the 2019-20 School Year as follows:

<u>Location</u>	<u>Group</u>	<u>Date(s)</u>	<u>Cost</u>
Skylands Arena	RHS Ice Hockey	February 4, 2020	\$320
Museum of Natural History	RHS Anthropology	February 7, 2020	0
Camp YDP	IHHS Interact	March 4, 2020	0
TopGolf, Edison	IHHS Wellness	March 6, 2020	0
Lincoln Center	IHHS Orchestra/Choir	March 19, 2020	320

PEZ Factory, Orange, CT	RHS Marketing	March 26, 2020	0
NY Stock Exchange	RHS Business Principles/ Management	April 2, 2020	0
Yankee Stadium	RHS Accounting	April 16, 2020	0
Pequest Trout Hatchery, Oxford	IHHS UP Biology	May 5, 2020	520
Hershfield Park, Pompton Lakes	IHHS UP Biology	May 7, 2020	160
Thomas Edison National Park	IHHS Social Studies	May 20, 2020	320

E4. To approve, as recommended by the Superintendent of Schools, the approval (for insurance purposes only and at no additional cost to the Board of Education) of student field trips scheduled for the 2019-20 School Year, as per District Policy and Regulation 5200, Attendance, as follows:

<u>Location</u>	<u>Group</u>	<u>Date(s)</u>
Reach the Beach Nationals Competition, Ocean City, MD	IHHS Cheerleading Team	February 21-23, 2020
World Wide Sports Complex, Orlando, FL	IHHS Softball Team	March 20-24, 2020

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

IHHS PTSO	Project Graduation Fundraiser /Mortons Masterpieces; Cafeteria; February 27, 2020; 6 - 10 P.M.
King Centre for the Performing Arts	Dance Recital Set-up and Rehearsals; Auditorium, June 1, 3, 4, & 5, 2020; 3 - 10:30 P.M.
King Center for the Performing Arts	Dance Recital; Auditorium; Cafeteria, Senior Room, Faculty Lounge and Classrooms; June 6, 2020; 8:30 A.M. - 8 P.M.
King Center for the Performing Arts	Dance Recital; Auditorium, Cafeteria, Senior Room, Faculty Lounge and Classrooms; June 7, 2020; 10 A.M. - 9 P.M.
Oakland Recreation	Summer Football Camp; Athletic Fields; July 13 - 16, 2020; Gymnasium; Rain Date; July 17, 2020; 9 A.M. - 12 P.M.
Bergen’s Best Soccer Camp, Inc.	Soccer Camp; Athletic Fields; July 20 - 24, 2020; 8:30 A.M. - 2:30 P.M.

Ramapo High School

STAFFS Prep, LLC.	SAT Crash Course; Classroom; February 25, March 3, April 15, & 22, 2020; 6 - 9 P.M.
Torpedoes Soccer Club	Soccer Games and Related Activities; Athletic Fields; March 15, 22, & 29; April 5, 19, & 26, May 3, 10, 17, & 31; June 7, 2020; 12 - 9 P.M.
Lloyd Winkler Allied Wealth Partners, LLC.	Financial Planning Retirement Seminar; Classroom; March 24 & March 31, 2020; 6:30 - 9:30 P.M. & March 28 & April 4, 2020; 9 A.M. - 12 P.M.
Franklin Lakes Elementary School Music Department	District Instrumental Music Concerts; Auditorium & Classrooms; June 4, 2020; 3 - 9 P.M.
Bill Manzo's Tornado Track Camp	Youth Track and Field Camp; Athletic Fields and Concession Stand and Restrooms; June 29 - July 3, 2020; 8:30 A.M. - 12:30 P.M. (Gymnasium for Emergency Evacuation only)
David Van Hook DBA: Set & Spike Volleyball Camp	Volleyball Camp; Gymnasiums and Boys' Locker Room; July 20 - 24, 2020; 8:30 A.M. - 12:30 P.M.
Bergen's Best Soccer Camp, Inc.	Soccer Camp; Athletic Fields; July 20 - 24, 2020; 8:30 A.M. - 2:30 P.M.

OP2. 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 (hereinafter referred to as the "Board") advertised for bids for the Window Replacement Project at Indian Hills High School (hereinafter referred to as "Project"); and

WHEREAS, on January 16, 2020, the Board received five bids for the Project; and

WHEREAS, the low bidder, D&E Window and Door, LLC ("D&E") submitted a base bid in the amount of \$896,000, together with Alternate No. 1 in the amount of \$238,000, Alternate No. 2 in the amount of \$138,700, Alternate No. 3 in the amount of \$45,800, Alternate No. 4 in the amount of \$10,600, and Alternate No. 5 in the amount of \$7,400, for a total contract sum of \$1,336,500; and

WHEREAS, the bid submitted by D&E is responsive in all material respects and it is the Board desire to award the contract for the Project to D&E.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. The Board hereby awards the contract for the Project to D&E in a total contract amount of \$1,336,500.
2. This award is expressly conditioned upon the contractor furnishing the requisite insurance certificate and labor and materials performance bond as required in the project specifications, together with and AA201-Project Manning Report, an executed A-101-Standard Form of Agreement between Owner and Contractor, A-201- General Conditions of the Contract for Construction, 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 draft the agreement with the successful bidder consistent with this 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 this Resolution.

OP3. 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 will be submitting applications to the New Jersey Department of Education for the approval of capital improvement projects as follows:

Girls Bathroom Renovations at Ramapo High School
Partial Roof Recoating at Ramapo High School
Partial Roof Recoating at Indian Hills High School

WHEREAS, these projects are not included in the 2005 Long-Range Facilities Plan list of capital projects to be completed, and therefore, the Long-Range Facilities Plan needs to be amended; and

NOW, THEREFORE BE IT RESOLVED that the Ramapo Indian Hills Regional High School District Board of Education approves amending the School District's Long-Range Facilities Plan to include these projects.

OP4. 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 (the "Board") has determined a need to undertake the following Project:

Girls Bathroom Renovations at Ramapo High School

(the "Project"), and;

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

WHEREAS, the Board desires to retain LAN Associates ("Architect") to provide Architectural and Engineering Services in connection with the Project, and authorizes the Architect to submit a project application and schematic plans to the State for this Project, and;

WHEREAS, the school administration and such other officers and agents of the board have received a proposal for this Project from LAN Associates in the amount of \$13,700 for Architectural and Engineering Services; and

WHEREAS, the Board believes that the proposal from LAN Associates best meets the needs of the District; and

WHEREAS, the agreement with LAN Associates 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 Board Secretary / Business Administrator are hereby authorized and directed to enter into an Agreement with LAN Associates 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 January 27, 2020 Regular Public Meeting to appoint LAN Associates with offices at 445 Godwin Avenue, Midland Park, New Jersey, to provide Architectural and Engineering Services for the following project: Girls Bathroom Renovations at Ramapo High School. This contract in the amount of \$13,700 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.

OP5. 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 (the "Board") has determined a need to undertake the following Project:

Partial Roof Recoating at Indian Hills High School

(the "Project"), and;

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

WHEREAS, the Board desires to retain LAN Associates ("Architect") to provide Architectural and Engineering Services in connection with the Project, and authorizes the Architect to submit a project application and schematic plans to the State for this Project, and;

WHEREAS, the school administration and such other officers and agents of the board have received a proposal for these Project from LAN Associates in the amount of \$19,500 for Architectural and Engineering Services; and

WHEREAS, the Board believes that the proposal from LAN Associates best meets the needs of the District; and

WHEREAS, the agreement with LAN Associates 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 Board Secretary / Business Administrator are hereby authorized and directed to enter into an Agreement with LAN Associates 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 January 27, 2020 Regular Public Meeting to appoint LAN Associates with offices at 445 Godwin Avenue, Midland Park, New Jersey, to provide Architectural and Engineering Services for the following project: Partial Roof Recoating at Indian Hills High School. This contract in the amount of \$19,500 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.

OP6. 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 (the "Board") has determined a need to undertake the following Project:

Partial Roof Recoating at Ramapo High School

(the "Project"), and;

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

WHEREAS, the Board desires to retain LAN Associates ("Architect") to provide Architectural and Engineering Services in connection with the Project, and authorizes the Architect to submit a project application and schematic plans to the State for this Project, and;

WHEREAS, the school administration and such other officers and agents of the board have received a proposal for these Project from LAN Associates in the amount of \$12,100 for Architectural and Engineering Services; and

WHEREAS, the Board believes that the proposal from LAN Associates best meets the needs of the District; and

WHEREAS, the agreement with LAN Associates 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 Board Secretary/Business Administrator are hereby authorized and directed to enter into an Agreement with LAN Associates 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 January 27, 2020 Regular Public Meeting to appoint LAN Associates with offices at 445 Godwin Avenue, Midland Park, New Jersey, to provide Architectural and Engineering Services for the following project: Partial Roof Replacement at Ramapo High School School. This contract in the amount of \$12,100 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, as recommended by the Superintendent of Schools, the financial reports of the business administrator and the treasurer of school monies for the month of November 2019, including a cash report for that period, be approved and ordered filed.
- F2. To authorize approval, as recommended by the Superintendent of Schools, of the *Committed Purchase Order Status Report* for the months of November and December 2019 having been duly audited by the business administrator and the chairperson of the Finance Committee be approved by the Board.
- F3. That, as recommended by the Superintendent of Schools, the following bills drawn on the current account in the total amount of \$3,709,686.5, including the January 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 be approved by the Board.
- F4. To ratify, as recommended by the Superintendent of Schools, the December 15 and 20, 2019 Payrolls in the amount of \$3,404,469.80, having been duly audited by the business administrator and the chairperson of the Finance Committee, and previously paid, approved by the Board. (*Amount was not available for the December 9, 2019 Work Session/Regular Public Meeting.*)
- F5. That, as recommended by the Superintendent of Schools, the additional bills paid in December 2019 and drawn on the current account in the total amount of \$140,890.68 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. Move that, as recommended by the Superintendent of Schools, bills in the District Cafeteria Fund in the total amount of \$149,760.91 having been duly audited and approved by the business administrator/board secretary, and previously paid, be approved by the Board as follows:

RIH District Cafeteria Fund	\$962.00	December Student Lunches
ARAMARK	\$144,909.44	December Operations
ARAMARK	\$3,889.47	Balance November Operations

F7. 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 months of November and December 2019.

F8. To approve, as recommended by the Superintendent of Schools, the 10% Transfer Report that represents transfers made during the period July 1 – December 31, 2019.

F9. That pursuant to *N.J.A.C. 6A:23A-16.10(c)4*, we certify that as of November 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. 6:23A-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 adopt the resolution as follows:

Receipt of Certification from Board Secretary

Pursuant to *N.J.A.C. 6A:23A-16.10(c)4*, I, Frank C. Ceurvels, certify that as of November 30, 2019 and December 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, the District employees have submitted requests for reimbursement for work-related travel that is directly related to and within the scope of each 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 each employee and found same to be in compliance with the Board's policy provisions and approval requirements; and

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

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

<u>Req. No.</u>	<u>Employee</u>	<u>Conference</u>	<u>Date</u>	<u>Expenses</u>
R19-46	Shemon	DECA State Competition	March 2-4, 2020	\$475.90
R19-47	Vita	DECA State Competition	March 2-4, 2020	357.00
R19-48	Caulfield	AP Computer	June 1-9, 2020	18.76

Science Reading				
R19-49	Eustice	Bookcon	May 30-31, 2020	\$114.00
R19-50	Loccke	LCR-Podcasts as Literature	February 3, 2020	170.00
R19-51	C. VanderMolen	AR VR for Education	February 25, 2020	200.00
R19-52	Elias	Today's School Nurse	February 27, 2020	279.00
R19-53	Ferro	Bookcon	May 30-31, 2020	114.00
R19-54	Perry	Everyday Mindfulness	January 30, 2020	219.00
R19-55	Whaley	SUPA-Creative Writing	May 1, 2020	51.00
R19-56	Reitter	ACDA Conference	March 4-7, 2020	557.22
R19-57	Wiese	AOPA Aviation STEM Curriculum Training	April 24-25, 2020	953.72
IH19-51	Baratta	DAANJ	March 17-19, 2020	1,818.88
IH19-52	Boltzer	NJSBGA Expo	March 23-25, 2020	738.01
IH19-53	George	AOPA Aviation STEM Curriculum Training	March 20-22, 2020	854.20
IH19-54	Johnson	The Choices Program	March 3, 2020	75.00
IH19-55	DiBlasi-Funk	DECA State Competition	March 2-4, 2020	357
IH19-56	LaBarbiera	Council for Exceptional Children	March 16, 2020	125.00

F12. To ratify, as recommended by the Superintendent of Schools, the reimbursement to the Current Account from the District Cafeteria Account for repairs and maintenance expenditures in the amount of \$20,167.93.

POLICY

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

<i>Policy</i>	<i>Policy No.</i>
Unsafe School Choice Option	2415.06
Standards-Based Instructional Priorities	2428.1
Athletic Competition	2431
Use, Possession, or Distribution of Substances	3218
Evaluation of Teachers	3221
Evaluation of Teaching Staff Members, Excluding	3222

Michele Hill Thomas, Family & Consumer Science and World Languages	MA+30, Step 20, \$103,561; \$2,400 & 5,000, Longevity; SS Step 4, \$24,504; Summer Stipend, \$7,020
<i>Indian Hills High School</i>	
Linda Bergrin, Special Services	MA+30, Step 20, \$103,561; \$2,400 & \$6,000, Longevity; SS Step 4, \$24,504; Summer Stipend, \$7,070
Karen Davidson, English & Media Center	MA+30, Step 18, \$94,746; \$2,400 & \$5,500, Longevity; SS Step 2, \$19,869; Summer Stipend, \$6,350
Keely Leggour, UP & Social Studies	MA+30, Step 16, \$84,331; \$2,400 & \$5,000, Longevity; SS Step 4, \$24,504; Summer Stipend, \$6,020
Angela Manzi, UP & Science	MA+30, Step 20, \$103,561; \$2,400 & \$6,000, Longevity; SS Step 4, \$24,504; Summer Stipend, \$7,070
Erika McGavin, Family & Consumer Science and World Languages	MA+30, Step 20, \$103,561; \$2,400 & \$5,000, Longevity; SS Step 4, \$24,504; Summer Stipend, \$7,020
Kathleen Robinson, Guidance	MA+30, Step 18, \$94,746; \$1,625, Longevity; SS Step 4, \$24,504; Summer Stipend, \$6,260
Amanda Zielenkiewicz, Business & Math	MA+30, Step 12, \$72,544; \$1,625, Longevity; SS Step 4, \$24,504; Summer Stipend, \$5,110
<i>District</i>	
Richard Burton, Physical Education & Art	MA+30, Step 20, \$103,561; \$1,625, Longevity; SS Step 4, \$24,504; Summer Stipend, \$10,080

P3

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

COMMITTEE REPORTS

Mr. Kinney stated that the Board Committees have been established and shared with the members of the Board. He asked the chairpersons to begin to schedule Committee Meetings.

BOARD COMMENTS

Members of the Board congratulated the student athletes for their outstanding seasons.

Mr. Carolan stated that it is important that the Board has a Strategic Plan in place to serve as a guide regardless if it changes each year.

Mr. Butto stated that the Finance Committee Meeting dates will be share with the Committee members.

Mrs. Fortunato stated that, as the Facilities Committee Chairperson, he would like to schedule building tours.

Ms. Sullivan stated that she attended the APTS and PTSO Meetings.

PUBLIC DISCUSSION

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

No discussion.

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

ANTICIPATED FUTURE MEETING DATES

Mr. Kinney announced anticipated future meeting dates as follows:

Monday, February 10, 2020, Action/Work Session, 8 P.M., District Conference Room
Monday, February 24, 2020, Regular Public Meeting, 8 P.M., Ramapo High School,
Library

ADJOURNMENT

Moved by CAROLAN Seconded: BUTTO to adjourn at 9:59 P.M.

John Kinney
Board President

Frank C. Ceurvels
Business Administrator/Board Secretary