

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

**ACTION/WORK SESSION MINUTES**

September 9, 2019

District Conference Room

Roll Call – Executive Session

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

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

A motion was made by Mr. Butto and seconded by Mr. Kinney and unanimously carried to move into Closed Executive Session for the purpose of discussing personnel, litigation, and negotiations. Information from the Closed Executive Session will be made public at the discretion of the Board, as per Board Bylaw 0166, Executive Sessions, or as otherwise authorized by law. The Closed Executive Session was adjourned at 8 P.M.

Roll Call – Action/Work Session

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

The meeting was called to order by the Board president at 8 P.M. Mr. Becker announced that adequate notice of the meeting has been posted and published as required by law. He read a public statement advising the public to be aware that employees of the Ramapo Indian Hills Regional High School District retain the right of privacy and shall retain all rights regarding defamation and slander according to the laws of New Jersey. Mr. Becker further stated that the Board shall not be held liable for comments made by members of the public and, in order to protect the privacy rights of employees in the District, the Board shall not respond to statements made by the public of or about District employees.

**BOARD PRESIDENT'S REPORT**

Mr. Ceurvels administered the Oath to Mr. Michael Ferro, RHS, Student Board Representative. The members of the Board welcomed Mr. Ferro to the Board of Education as the RHS Student Board Representative.

Mr. Becker invited Mr. Ilardi, IHHS, Student Board Representative, and Mr. Ferro, RHS, Student Board Representative and to present their reports as follows: Mr. Ilardi stated: 1) the IHHS Student Council is beginning to plan the Homecoming event; 2) Fall sports teams are doing well; 3) members of the IHHS NHS will serve as Guides for the Back-to-School Night; and 4) IHHS Guidance Counselors are meeting with seniors to discuss college applications. Mr. Ferro stated: 1) Fall sports teams are doing well; 2) RHS Clubs are hosting interest meetings this week; 3) a Pep Rally is scheduled on September 27; 4) a Student Government Meeting is scheduled on September 10; 5) Student climate in the building is great; 6) a Freshman Parent Night is scheduled on September 10; and 7) Back to School Night is scheduled on September 19.

Mr. Becker stated that Mr. Matt Lee, NJSBA Field Representative, will be facilitating the Board Training Session on Ethics. Mr. Becker invited Mr. Lee to present the Board's Training. A brief question and answer session immediately followed the presentation.

**SUPERINTENDENT'S REPORT**

Mrs. MacKay reported that student enrollment for the 2019-20 School Year is as follows: RHS: 1,272 and IHHS: 970.

She also stated that a survey was sent to District parents asking how parents and students determine which high school students attend. Mrs. MacKay will send the survey again to parents in the near future.

Mrs. MacKay stated that the IHHS Back-to-School Night is scheduled on September 12, and the RHS Back-to-School Night is scheduled on September 19.

Mrs. MacKay commented that the two athletic fields are completed and look beautiful.

**BUSINESS ADMINISTRATOR’S REPORT**

Mr. Ceurvels reported on District capital projects/initiatives as follows: 1) change orders for the fields are being processed; 2) the IHHS track project is in progress, and students will be permitted to use the track by the end of the day tomorrow; and 3) the Franklin Lakes Board seat will be reposted tomorrow with a deadline of September 20; interviews will be scheduled on September 23 during Executive Session.

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

**PUBLIC DISCUSSION OF AGENDA AND NON-AGENDA ITEMS**

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

No discussion.

B. Moved by BUTTO Seconded BECKER to close public discussion of agenda items and to re-enter the Action/Work Session.

**ACTION ITEMS - ✓ = Yes**

The following motions were approved by roll call: **P1 – PO1**

Moved by: KILDAY Seconded: BECKER

**PERSONNEL**

P1. 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 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.

<u>Name</u>	<u>Position</u>	<u>Degree</u>	<u>Basis of Employment</u>	<u>Employment Date</u>	<u>Annual Salary</u>
Angela Demetriou	Admin. Asst., Grade II/ District <sup>2</sup>	Step 7	12 months	9/17/19 - 6/30/20	\$57,188 <sup>1</sup>
Anna Egan	One-to-One Instructional Aide/IHHS <sup>3</sup>	Step 4	10 months	9/23/19 - 6/30/20	\$29,256 <sup>1</sup>

<sup>1</sup>Pro-rated

<sup>2</sup>Replacement for Judith Bagar

<sup>3</sup>Replacement for James Donohue

P2. To approve 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>
Scott Jackson	BA+15 to MA	\$81,979 to \$87,424	September 1, 2019
Samantha Janiszak	MA to MA+15	\$62,615 to \$63,857	September 1, 2019
Danielle McCartan	MA+15 to MA+30	\$65,992 to \$67,581	September 1, 2019

- P3. To amend the employment date for Rocco Galante, RHS, Science, from October 25, 2019 - June 30, 2020 to September 1, 2019 - June 30, 2020.
- P4. To approve the change in assignment, as recommended by the Superintendent of Schools, for Catherine Copeland, RHS, from .542 English Supplemental Teacher, BA, Step 4, \$29,372, 1/2 extra teaching assignment, \$2,582.50, and .3 Instructional Aide, Step 4, \$8,776.80, to .542 English Supplemental Teacher, BA Step 4, \$29,372, 1/2 extra teaching assignment, \$2,582.50, and .39 Instructional Aide, Step 4, \$11,409.84, effective for the 2019-20 School Year.
- P5. To approve the appointment of District staff to serve as mentors for the 2019-20 School Year in accordance with the Agreement between the RIHEA and the Board of Education, stipend to be pro-rated up to \$450 for the full term of the mentorship, as follows:

<u>Staff Member/Department</u>	<u>Mentor</u>
<u>Ramapo High School</u>	
Jenna Calderon/Special Services	Kim Angerson
Catherine Copeland/Special Services	Corrin Manzo
Ting Liu/World Languages	Angela Rodriguez
Kevin Weydig/Math	Alexandra Tomaselli
<u>Indian Hills High School</u>	
Amanda Cuffe/Special Services	Lauren Bergrin
Danielle Ferrara/Special Services	Maryann Kopp
Owen Ross/Special Services	Samantha Janiszak
Heather Yaros-Ramos/Science	Chris Jolin

- P6. To amend the summer employment, approved by the Board of Education at its June 27, 2019 Regular Public Meeting, Resolution P14, for Jennifer Perry, RHS, Guidance, from four days - August 12 - 15, 2019, to five days - August 12 - 16, 2019, at the approved contractual hourly rate.
- P7. To approve the appointment, as recommended by the Superintendent of Schools, of a Volunteer Coach, effective for the 2019-20 School Year. Authorization for employment is based on prior verification of background check pursuant to the provisions of N.J.S.A. 18A:6-7.1 et seq., N.J.S.A. 18A:39-17 et seq., N.J.S.A. 18A:6-4.13 et seq., and N.J.S.A. 18A:12-1 et seq., as applicable, as follows:

<u>Name</u>	<u>Position</u>
Elliott Osafo	Boys' Soccer/RHS

- P8. To approve the Library Media Specialist Job Description.

- P9. To approve the placement of Cassidy Kologrivov, a Caldwell University student, to complete her School Counseling Internship in the Guidance Department, Ramapo High School, effective for the 2019-20 School Year.
- P10. To approve the placement of Andrew Imperatore, a Kean University student, to complete his School Counseling Internship in the Guidance Department, Ramapo High School, effective for the 2019-20 School Year.
- P11. To accept, with regret, the resignation of Yonit Malina, IHHS, .4 Social Worker, effective September 15, 2019.
- P12. To amend the resignation date of Heidi Enslin-Velez, RHS, Science, from September 24, 2019 to August 31, 2019.

**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 schools indicated at the tuition costs indicated for the 2019-20 School Year as follows:

<u>Student No.</u>	<u>Placement</u>	<u>Tuition</u>
122398	Morris-Union Jointure Commission	\$94,066.00
419463	Bergen County Special Services - New Bridges	\$82,620.00
418681	Bergen County Special Services - New Bridges	82,620.00

- E2. To approve the disposal of obsolete District textbooks no longer in use or included in the Social Studies Departments’ Course of Study as follows:

<u>Title</u>	<u>Quantity</u>	<u>Author/ Copyright</u>	<u>Publisher</u>	<u>ISBN No.</u>
<i>Modern World History: Patterns of Interaction</i>	542	2007	McDougal Littell	978-0-618-69012-1
<i>Contemporary’s World History</i>	113	2008	Wright Group/ McGraw Hill	0-07-704447-9
<i>Myers’ Psychology for AP</i>	268	2011	Worth	978-1-4292-4436-7
<i>Understanding Psychology</i>	238	2003	McGraw-Hill	0-07-828571-2
<i>Mirror for Man</i>	38	1965	McGraw-Hill	
<i>The Navaho</i>	26	1962	American Museum of Natural History	
<i>The Forest People: A Study of the Pygmies of the Congo</i>	8	1962	American Museum of Natural History	
<i>The Lonely African</i>	6	1962	Anchor Books	

*Culture, People, Nature: An Introduction to General Anthropology, Fifth Edition*      29      1988      Harper & Row      0-06-042697-7

**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:

Indian Hills High School

Bergen County Coaches Association (BCWA)      Girls’ Soccer Tournament/Quarterfinal Round; Athletic Field; October 13, 2019; 10 A.M. - 8 P.M.

Bergen County Coaches Association      Bergen County Soccer Tournament; Athletic Field; October 26, 2019; 6 - 9 P.M.

Ramapo High School

STAFFS Prep, LLC      SAT and ACT Classes; Classrooms; September 16, 18, 23, & 25 and October 2, 2019; 6 - 9 P.M.

Grace & Truth Chapel      Bible Conference; Cafeteria and two (2) adjoining rooms; January 4, 2020; 8 A.M. - 7 P.M.

**FINANCE**

F1. 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 employees’ current work responsibilities; and

WHEREAS, the Board has previously authorized such work-related travel, and the District’s school business administrator or designee has reviewed the documentation submitted by the employee and found same to be in compliance with the Board’s policy provisions and approval requirements; and

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

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

<u>Req. No.</u>	<u>Employee</u>	<u>Conference</u>	<u>Date</u>	<u>Expenses</u>
IH19-14	Zielenkiewicz	NJECC	September 20, 2019	\$13.37
IH19-15	Kamper	Mental Health First Aid Refresher	December 31, 219	29.95
R19-04	Burton	NJ Leaders Summit	September 14-15, 2019	191.20
R19-05	Harvey	QuickBooks Online Fundamentals Certification Program	October 1 - December 10, 2019	599.00

R19-06	Martone	Developing Modern Powerful Learners	October 21 – 22, 2019	499.00
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## **POLICY**

PO1. To approve the second and final reading of Policy No. 5600, Student Discipline/ Code of Conduct.

### **P1 – PO1**

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

## **COMMITTEE REPORTS**

Mrs. Laforgia reported that a Crisis Management Committee is scheduled on September 13, 7:30 A.M.

Mr. Butto reported that members of the Facilities Committee met earlier this evening to discuss agenda items as follows: 1) the IHHS building walk through conducted earlier and the RHS building walk through will be scheduled on September 23; 2) the athletic field projects are complete and the fields look great; 3) the Sewer Strip test that the District failed and the District is awaiting DEP's response; and 4) the status of Capital Projects.

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

Mrs. Kilday reported that a Policy Committee Meeting is scheduled on September 23.

Mr. Bunting reported that a Finance Committee Meeting is scheduled on September 17.

Mr. Kinney reported that members of the Negotiations Committee met with representatives of the RIHSA to discuss the terms and conditions of a successor agreement. A Negotiations Committee Meeting will be scheduled at the end of September.

## **BOARD COMMENTS**

Mrs. Becker stated that she attended the RHS Football Game and stated that game was great and the cheerleaders did a great job supporting the team.

## **PUBLIC DISCUSSION**

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

No discussion.

B. Moved by BUTTO Seconded KINNEY to re-enter the Action/Work Session.

## **ANTICIPATED FUTURE MEETING DATES**

Mr. Becker announced anticipated future meeting dates as follows:

Monday, September 23, 2019 Regular Public Meeting, Ramapo High School, 8 P.M.

## **ADJOURNMENT**

Moved by BECKER Seconded: KILDAY to adjourn at 9:46 P.M.

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Eric David Becker  
Board President

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Frank C. Ceurvels  
Business Administrator/Board Secretary