

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

**ACTION/WORK SESSION MINUTES  
March 9, 2020  
District Conference Room**

Roll Call – Executive Session

Upon roll call at 7:08 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; and Mr. Frank C. Ceurvels, Business Administrator/Board Secretary; were also present.

The meeting was called to order by the Board president at 7:08 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 – Action/Work Session

Upon roll call at 8:03 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 8:03 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 stated that Mr. Lee, NJSBA Field Representative, will be facilitating the Board Training Session on Ethics. Mr. Kinney invited Mr. Lee to present the Board's Training. A brief question and answer session immediately followed the presentation.

Mr. Kinney stated that second-round interviews are scheduled on Tuesday, March 10.

**SUPERINTENDENT'S REPORT**

Mrs. MacKay stated that information regarding COVID-19 has been distributed to staff and parents. District staff is currently developing a Student Learning Plan and the Business Office is setting up remote access to District systems for processing of payroll and purchase orders.

All Districts will be submitting their public health statement plans to the Executive Interim Superintendent.

Mrs. MacKay discussed the student field trips that are scheduled during March. She stated that if schools are shut down by the State, then all District field trips will be cancelled, unless the Board of Education decides to cancel student field trips prior to a State-declared shut down. Board discussion followed regarding District student field trips.

The following motion was approved by roll call:

Moved by:       BECKER                               Seconded:   KILDAY

To continue the scheduled student field trips to Virginia, Florida, and Tennessee unless circumstances change the Board’s decision.

RC): Becker ✓, Butto ✓, Carolan NO, Fortunato ✓, Laforgia ✓,  
 Sullivan NO, Zammitti Shaw ✓, Kilday ✓, Kinney ✓

Board discussion followed regarding staff travel. The members of the Board agreed that unless circumstances warrant a change, staff travel is permitted.

**BUSINESS ADMINISTRATOR’S REPORT**

Mr. Ceurvels reported on District capital projects/initiatives as follows: 1) the District’s cleaning efforts have been increased and District custodial staff are going through training to ensure all cleaning efforts are effective; 2) First Student will increase its cleaning protocols; and 3) the approval of the District’s 2020-21 Proposed Budget is included in tonight’s Agenda; the District’s Public Budget Hearing is scheduled on April 27. Mr. Ceurvels discussed the proposed budget and stated that the District received approximately \$300,000 in additional State aid.

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.

No discussion.

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

**ACTION ITEMS - ✓ = Yes**

Board discussion followed regarding revising Resolution PO1 to remove Policies 2431.3 and 7440 and Resolution PO2 to remove Regulations 2431.2 and 7440 for further review and discussion by the members of the Policy Committee.

The following motions were approved by roll call: **PO1 & PO2**

Moved by: BECKER Seconded: CAROLAN

**POLICY**

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

<u>Policy Title</u>	<u>Policy No.</u>
Earned Sick Leave Law	1642
Practice & Pre-Season Heat-Acclimation for Interscholastic Athletes	2431.3
School District Security	7440

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

<u>Regulation Title</u>	<u>Regulation No.</u>
Earned Sick Leave Law	1642



- P4. To accept, as recommended by the Superintendent of Schools, the resignation of Radon Belarmino, RHS, Asst. Track Coach, effective immediately.

**EDUCATION**

- E1. 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>
Holiday Inn, Hasbrouck Heights	IHHS & RHS Rotary Club Leadership	March 18, 2020	\$0
Eisenhower Middle School	RHS Heroes & Cool Kids	March 24, 2020	160
Franklin Lakes Middle School & Valley Middle School	IHHS Heroes & Cool Kids	March 25, 2020	160
Mt. Olive High School	IHHS Student Council	March 27, 2020	360
West Point	IHHS West Point Leadership	April 23, 2020	640
Passaic County Community College	IHHS Robotics	May 12, 2020	320
Passaic County Community College	IHHS Robotics	May 14, 2020	320

**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

Oakland Recreation	Softball Practice; Gymnasium; March 11, 12, 18, 19, 25 & 26, 2020; 7:30 - 9 P.M.
Oakland Recreation	Softball Games & Practice; Athletic Fields; April 1 - July 24, 2020; Monday - Friday, as available; 5:30 - 8 P.M. & August 24 - November 2, 2020; Monday - Friday, as available; 5 - 7:30 P.M., & April 6 - July 18, 2020; Saturdays & Sundays, as available, & August 29 - November 8, 2020; Saturdays & Sundays, as available; 1 - 8 P.M.

**FINANCE**

- F1. To approve, as recommended by the Superintendent of Schools, the resolution as follows:

WHEREAS, District employees have submitted requests for reimbursement for work-related travel that is directly related to and within the scope of the employees' current work responsibilities; and

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

WHEREAS, the travel requests listed below specifies for each item of reimbursement the specific promotion of delivery of instruction or furtherance of

the efficient operation of the school district, and the amount of each listed reimbursement does not exceed State travel reimbursement guidelines;

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

<u>Req. No.</u>	<u>Employee</u>	<u>Conference</u>	<u>Date</u>	<u>Expenses</u>
D19-15	Ceurvels	NJASBO	6/2-5/20	\$1,080.00
IH19-61	Fanale	DECA Int’1 Career Dev Conf	4/28-5/3/20	2,485.50
IH19-62	Davidson	SUPA Conference	5/1/20	65.00
IH19-63	Kamper	Holocaust Conference	5/20/20	4.20
IH19-64	Mulieri	CPR Workshop	3/17/20	33.40
IH19-65	Zielenkievicz	Math Supervisor Roundtable	4/3/20	5.46
R19-62	Astorina	IACE/ LaScuola Conference	3/21/20	27.27
R19-63	Berens	FLENJ Conference	3/27/20	195.00
R19-64	Caulfield	SUPA Spring Conference	4/24/20	19.53
R19-65	Schwarz	SUPA Spring Conference	4/23/20	21.00
R19-66	Schwarz	SUPA Spring Conference	5/1/20	21.00

F2. To approve, as recommended by the Superintendent of Schools, the resolution as follows:

BE IT RESOLVED to approve the tentative FY21 School District Budget for submission to the Interim Executive County Superintendent as follows:

	<u>Budget</u>	<u>Local Tax Levy</u>
Total General Fund	\$56,425,646	\$51,818,384
Total Special Revenue Fund	\$374,460	N/A
Total Debt Service Fund	\$1,559,050	\$1,559,050
TOTAL	\$58,359,156	\$53,377,434

F3. To approve, as recommended by the Superintendent of Schools, the resolution as follows:

WHEREAS, District Policy 9250 and N.J.A.C. 6A:23B-1.2(b) provides that the Board of Education shall establish in the annual budget a maximum expenditure amount that may be allotted for such travel and expense reimbursement for 2020-21;



Mrs. Laforgia reported that the Public Relations Committee continues its work on the District's website, and she stated that she has received the Board members' bios.

Mr. Carolan reported that the members of the Negotiations Committee met to discuss agenda items as follows: 1) Scope of Work for the District's Long-Range Strategic Plan. A final draft will be presented to the full Board of Education for its review.

### **BOARD COMMENTS**

Members of the Board wished Mr. Kinney a very happy birthday.

Mrs. Kilday stated that she attended the Indian Hills High School Hall of Fame event and stated it was a great event.

Mr. Butto thanked the members of the Board for their kind words of sympathy with the passing of his mother-in-law.

### **PUBLIC DISCUSSION**

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

No discussion.

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

### **ANTICIPATED FUTURE MEETING DATES**

Mr. Kinney announced anticipated future meeting dates as follows:

Tuesday, March 10, Executive Session, District Conference Room, 6:30 P.M.

Monday, March 23, 2020, Regular Public Meeting, Ramapo High School, Library, 8 P.M.

### **ADJOURNMENT**

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

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John Kinney  
Board President

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Frank C. Ceurvels  
Business Administrator/Board Secretary