

Ringwood Public Schools Board of Education

Business Meeting

Monday, October 26, 2009

7:30PM

Martin J. Ryerson Middle School Media Center

AGENDA

I. CALL TO ORDER

- A. Flag Salute
- B. Open Public Meetings Act
- C. Roll Call

II. PUBLIC PARTICIPATION I

III. EXECUTIVE SESSION

IV. SUPERINTENDENT'S REPORT

- A. Report on the effectiveness of the Harassment, Intimidation, and Bullying Policy in the Ringwood School District
- B. Evidence of progress in meeting equity goals.
- C. Enrichment Program – a new look at entrance criteria?

V. BOARD PRESIDENT'S REPORT

VI. SBA/BOARD SECRETARY'S REPORT

VII. CORRESPONDENCE

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VIII. DISCUSSION ITEMS/CONSENT AGENDA MOTIONS

A. Minutes

1. Approve the **minutes** of the listed meetings.

Work Session	September 21, 2009
Business Meeting	September 29, 2009
Executive Session	September 29, 2009

B. Consent Agenda Motions

The following items which will be acted upon at the Board's next regular business meeting are deemed to be non-controversial and/or confirmation of negotiated contractual obligations or other state-mandated deadline actions. The Superintendent will highlight key information. Items of concern may be pulled from this portion of the agenda and voted upon separately, or may be considered in the Discussion/Action section if any Board member so wishes.

1. Motion to approve the following **consent agenda items**: C1, C2, C3, D1, D2, D3, D4, D5, D6, D7, D8, D9, E1, E2, E3, E4, E5, E6, E7, E8, E9, E10, F1, F2, F3, F4, F5, F6, F7, F8, F9, F10, F11, F12, F13, G1, G2, G3, H1, H2.

Moved by: _____ Seconded by: _____

ACTION: _____

C. Finance

1. Approve the **Certification Resolution** as follows:

The School Business Administrator and the Board of Education having certified that, to best of their knowledge, no major budget account nor other funds have been over expended and that sufficient funds will be available to meet all financial obligations for the 2009-2010 school year, pending receipt of approved anticipated budgeted monies, accept said report in accordance with N.J.A.C. 6:20-2.12(c).

2. Authorize the payment of the **District Bills** in the amounts listed.

District Bills	for October 2009	in the amount of \$178,024.80
Supplemental Bills	for July 2009	in the amount of \$425,350.64
General Ledger	for July 2009	in the amount of \$ 36,417.81

3. Approve **Transfer Schedule** dated October 9, 2009.

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D. Personnel

1. Approve, upon the recommendation of the Superintendent, the appointment of the following as **Substitute Personnel** for the 2009-2010 school year, pending completion of all State and Board employment requirements and approval of application to the County Superintendent for emergent hiring pursuant to N.J.S.A. 18A: 6-7.2 et seq.

County Certified Substitute Teachers

Katherine Telschow

State Certified Substitute Teachers

Mary Fernandez

Peter Ruccione

Substitute Paraprofessionals

Denise Marcotulio

Jeannine Sheerin

2. Approve the following as **Volunteers** in the schools listed, for the 2009-2010 school year.

Peter Cooper School

Kim LiDestri

Michele Phalon

Robert Erskine School

Dawn Curran

JoAnn Fusaro

Sherry Hennessy

Lia Knowles

Denise Marcotulio

Lynn Rayot

Jeannine Sheerin

Debbie Sullivan

E. G. Hewitt School

Barbara Donohue

Pam Field

Sarah Freeman

Dana Joyce

Sue Kogan

Gisella Mallure

Dixiana Rodriguez

Patti Zartman

3. Approve the revised amount for **movement on the guide**, as per the REA contract, as follows. This was incorrectly stated on the September 29, 2009 Agenda.

Susan Valentine

From: 2008-2009 School Year MA+30 Step 14 \$86,675.00 + \$2,850.00 longevity

To: 2009-2010 School Year MA+45 Step 14 \$93,225.00 + \$3,025.00 longevity

4. Approve the appointment of **Janet Cahayla-Wynne** as a district **Home Instructor** at the rate of \$35.00/hr. for the 2009-2010 school year.
5. Approve the appointment of **Luan Sabani** as a Mentor for first year teacher Jennifer Sadosky, I. R.E.A.L.M. Teacher at E. G. Hewitt School, for the 2009-2010 school year. There is no cost to the district.

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6. Approve, upon the recommendation of the Superintendent, the appointment of **Coleen Demarest**, as an ABA Therapist for the R.E.A.L.M. Programs at Peter Cooper School, effective October 27, 2009, at the rate of \$21.00/hr, for 5.98 hrs./day, 5 days/week, for a total of 29.9 hrs/week, no medical benefits, for a probationary period of 90 days (January 24, 2010), for the 2009-2010 school year.
7. Approve an unpaid New Jersey Family Leave of absence for **Jenna Lorie**, 3rd Grade Teacher at Robert Erskine School, effective March 31, 2010 through June 30, 2010. Ms. Lorie will be utilizing her current and accrued sick days prior to the New Jersey Family Leave of absence begins.
8. Approve an unpaid New Jersey Family Leave of absence for **Kimberly Gurrieri**, 4th Grade Teacher at E. G. Hewitt School effective March 29, 2010. Ms. Gurrieri will be utilizing her current and accrued sick days prior to the New Jersey Family leave of absence begins.
9. Approve a six day unpaid leave of absence (October 8, 9, 13, 14, 15, & 16, 2009) for **Valerie Longo**, Playground/Cafeteria and Classroom Paraprofessional at Robert Erskine School, due to personal business reasons.

E. Curriculum/Instruction

1. Approve **Douglass Outreach to provide Consultation to School-Based Applied Behavior Analysis Program** to the R.E.A.L.M. Programs effective September 1, 2009 through June 30, 2009 as listed.

<u>Program</u>	<u>Hours/Month</u>	<u>Hourly Rate</u>	<u>Cost/Month</u>	<u>Yearly Cost</u>
E. R.E.A.L.M. I	8	\$140.00	\$1,120.00	\$11,200
R.E.A.L.M. K-3	16	\$140.00	\$2,240.00	\$22,400
I. R.E.A.L.M.	16	\$140.00	\$2,240.00	\$22,400
Teen R.E.A.L.M.	16	\$140.00	\$2,240.00	<u>\$22,400</u>
		TOTAL		\$78,400

Additional services will be billed at \$140.00/hour. Mileage will be billed at a rate of \$.31/mile as per Rutgers University Policy, for the 2009-2010 school year.

The above resolution, which was approved on July 27, 2009, has been revised to include the following wording.

Per our Director of Autism Programs, our in-district autism programs utilize Applied Behavior Analysis as its primary educational methodology, which is based on the scientific principles of human behavior. Because of this highly specialized approach, we require consultation services from Rutgers Douglass Developmental Disabilities Center, Outreach Services.

2. Approve special education **student #2501** to attend Skylands School for the Exceptional at the prorated tuition amount of \$53,386.68, effective September 23, 2009, for the 2009-2010 school year.

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3. Approve special education **student #2501** to receive the services of a one-on-one aide at Skylands School for the Exceptional at the prorated amount of \$27,219.50, effective September 23, 2009, for the 2009-2010 school year.
4. Approve special education **student #2069** to receive tutoring provided by Wendy Rothlauf, per the IEP, three (3) times per week for forty-minute (40) sessions, at the rate of \$35.00 per session for the 2009-2010 school year. Hours worked will be documented by time sheets.
5. Approve special education **student #2519** to receive tutoring in the Wilson Program provided by Pamela Baldisserotto, per the IEP, two (2) times a week for sixty-minute (60) sessions at the amount of \$35.00 per session for the 2009-2010 school year. Hours worked will be documented by time sheets.
6. Approve special education **student #2034** to receive tutoring provided by Wendy Rothlauf, per the IEP, five (5) times per week, for sixty-minute (60) sessions at the rate of \$35.00 per session for the 2009-2010 school year. Hours worked will be documented by time sheets.
7. Approve special education **student #2228** to receive tutoring provided by Pamela Parrill, per the IEP, two (2) times per week, for sixty-minute (60) sessions at the rate of \$35.00 per session, for the 2009-2010 school year. Hours worked will be documented by time sheets.
8. Approve special education **student #2728** to receive PROMPT Speech Therapy and Sign Language Instruction provided by Miracles in Communication effective September 1, 2009 through June 25, 2010, as per the IEP, for five (5) sessions per week, thirty (30) minutes per session, at the rate of \$96.00 per session, for an amount not to exceed \$17,952.00 for the 2009-2010 school year.
9. Approve the **disposal of outdated testing materials** that are no longer being used by the Child Study Team.
10. Approve the *revised* resolution approving **Nancy Minunni** to provide speech therapy for the R.E.A.L.M. program for up to 6 1/2 hours per week, for forty (40) weeks, at a rate of \$85.00 per hour, for an amount not to exceed \$22,100, for the 2009-2010 school year. Ms. Minunni was previously approved in July 2009 to provide speech for the Teen R.E.A.L.M. program only. Ms. Minunni will be utilized to provide speech in all R.E.A.L.M. programs.

F. District Operations

1. Approve the **revised transportation contract** for special education student #2102 provided by Lakeland Regional High School Board of Education (Route CALA) to the Calais School, Whippany, New Jersey, in the amount of \$8,426.33 plus a one time surcharge of \$253.00 for a total cost of \$8,679.33 for the 2009 – 2010 school year.

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2. Approve the **Emergency Bus Stops** for the 2009 – 2010 School Year for delayed opening/early dismissal due to inclement weather.

3. Approve the *revised* **Bus Route Cost Analysis/ Transportation Jointure Agreement** for the Windsor School, Pompton Lakes, Route S-40 for the 2009 –2010 school year, due to the addition of another Wanaque student to the route, effective October 12, 2009 as follows:

3 Ringwood Students	for 26 miles for 26 days	for a cost of \$4,264.12
2 Wanaque Students	for 10 miles for 26 days	for a cost of \$2,842.75
TOTAL Cost for 26 days		\$7,106.87
3 Ringwood Students	for 26 miles for 154 days	for a cost of \$23,484.76
3 Wanaque Students	for 13 miles for 154 days	for a cost of \$19,214.81
TOTAL Cost for 154 days		\$42,699.57
Total Cost for the 2009 -2 010 School Year		
Ringwood		\$27,748.88
Wanaque		\$22,057.56
Total Route Cost		\$49,806.44

4. Approve, as per the **Shared Services Inter-Local Agreement between Lakeland Regional Board of Education and the Ringwood Board of Education**, whenever Lakeland Regional High School cannot transport its students for any school related activities (trips), the Ringwood Board of Education will provide transportation at a cost of \$60.00 per hour for weekday activities, and \$65.00 per hour for weekend activities. Activities are varying, documented and calculated by trip forms and time sheets, then submitted to Lakeland Regional High School for payment on a monthly basis.

5. Approve the **Bus Route Cost Analysis for transportation of student # 2504** to and from the Early Childhood Learning Center (E.C.L.C.), Ho-Ho-Kus; and for student #'s 2810 and 2632 from the Intermediate Realm Program (I-Realm) at Hewitt, pm only, Route SS-65 E.S.Y. for 20 days for the 2009-2010 school year as follows:
3 Ringwood Students for 76 miles for a cost of \$7,034.42 with Aide

6. Approve the **Bus Route Cost Analysis for transportation of student # 2815** to and from the Children's Therapy Center, Fairlawn, Route SS-60 E.S.Y. for 20 days for the 2009-2010 school year as follows:
1 Ringwood Student for 85 miles for a cost of \$7,509.24 with Aide

7. Approve the **Bus Route Cost Analysis for transportation of student # 2607** to and from the CPNJ Horizon School, Livingston, Route SS-50 E.S.Y. for 30 days for the 2009-2010 school year as follows:
1 Ringwood Student for 132 miles for a cost of \$10,445.98 with Aide

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8. Approve the **Bus Route Cost Analysis for transportation of K-8 grade students** to and from Peter Cooper School, Route SS-25B E.S.Y. for 20 days for the 2009-2010 school year as follows:
22 Ringwood Students for 61 miles for a cost of \$5,480.49
9. Approve the **Bus Route Cost Analysis for transportation of K-8 grade students** including special needs to and from Peter Cooper School, Route SS-25A E.S.Y. for 20 days for the 2009-2010 school year as follows:
24 Ringwood Students for 48 miles for a cost of \$7,001.26 with Aide
10. Approve the **Bus Route Cost Analysis for transportation of P.I.E. students (2 sessions), and E. R.E.A.L.M. and K-3 R.E.A.L.M. students** to and from Peter Cooper School, Route SS-15A E.S.Y. for 20 days (July 6-July 31, 2009) for the 2009-2010 school year as follows:
24 Ringwood Students for 118 miles for a cost of \$9,344.51 with Aide
11. Approve the **Bus Route Cost Analysis for transportation of E. R.E. A.L.M. and K-3 R.E.A.L.M. students** to and from Peter Cooper School, Route SS-15A E.S.Y. for 10 days (August 3-August 14, 2009) for the 2009-2010 school year as follows:
8 Ringwood Students for 50 miles for a cost of \$3,299.79 with Aide
12. Approve the **Bus Route Cost Analysis for transportation of P.I.E. and E. R.E.A.L.M. and K-3 R.E.A.L.M. students** to and from Peter Cooper School, Intermediate Realm Program (I Realm) students to E.G. Hewitt School, am only, Route SS-15A E.S.Y. for 30 days (July 6-August 14, 2009) for the 2009-2010 school year as follows:
14 Ringwood Students for 54 miles for a cost of \$11,659.22 with Aide
13. Approve/accept the **Sales Agreement with Ferrellgas to install a 1,000 gallon bulk propane tank** at the district's bus garage facility. Ferrellgas will also supply propane for the heating of the Transportation Office and the Bus Garage. Ferrellgas will also be the supplier for the district's propane purchase. The agreement will cover a 5 year period from the date of our first delivery.

G. General

1. **APPROVAL OF WORKSHOP/CONFERENCE ATTENDANCE AND REIMBURSEMENT OF RELATED TRAVEL EXPENSES**

RESOLVED, that the Ringwood Board of Education approves the following employees to attend the conferences/workshops which are being held on the dates and in the locations indicated below; and

WHEREAS, the attendance at stated functions was previously approved by the Superintendent of Schools, Dr. Patrick W. Martin, as work related and within the scope of the work responsibilities of the attendees and the school district's professional developmental plan; and

WHEREAS, the attendance at the functions was approved as promoting delivery of instruction or furthering efficient operation of the school district and is deemed fiscally prudent, and

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WHEREAS, the travel and related expenses particular to attendance at these functions will be in compliance with state travel payment guidelines established by the Department of Treasury and the federal Office of Management and Budget;

THEREFORE BE IT RESOLVED, that upon the recommendation of the Ringwood Township Board of Education approves these attendances; and

THEREFORE, BE IT FURTHER RESOLVED, that the reimbursement of the related travel expenses shall be in accordance with the above-mentioned guidelines:

EMPLOYEE NAME	WORKSHOP DATE	WORKSHOP NAME & LOCATION	REG. Cost	LODGING Cost	TRAVEL Cost	EST. TOTAL
G. Carafello	10-28-09	APA Training, MJR School, Ringwood	-0-	-0-	-0-	Sub pay
A. Citro	12-8-09	Aspergers Disorder & Autism, Suffern, NY	149.00	-0-	19.75	168.25
L. Cordeiro	12-4-09	Building Blocks of Language, Wayne, NJ	135.00	-0-	11.00	146.00
K. Davis	10-28-09	APA Training, MJR School, Ringwood	-0-	-0-	-0-	Sub pay
S. Evans	10-23-09	Direct Install for Gov't Facilities & Solar 4 All, Totowa, NJ	-0-	-0-	12.71	12.71
R. Fiore	11-4-09	Teaching Green Conference, Paramus, NJ	-0-	-0-	-0-	Sub pay
K. Isakson	10-28-09	APA Training, MJR School, Ringwood, NJ	-0-	-0-	-0-	-0-
W. Leonard	10-27-09	The Role of Social Studies....., Piscataway, NJ	50.00	-0-	53.90	103.90
Dr. Martin	10-16-09	PCASA Ex. Meeting, Wayne, NJ	-0-	-0-	10.54	10.54
W. Mitchell	10-23-09	Direct Install for Gov't Facilities & Solar 4 All, Totowa, NJ	-0-	-0-	12.71	12.71
W. Mitchell	11-17-09	A Closer Look at Accountability Regs., Mt. Olive, NJ	100.00	-0-	28.24	128.24
T. Mutz	9-25-09	Novice Induction Seminar, Edison, NJ	100.00	-0-	35.20	135.20+ sub pay
J. Parsils	TBD	Native Am. Art & Culture, Newark, NJ	50.00	-0-	38.50 + 6.00 parking	94.50 + sub pay
J. Sadosky	10-28-09	APA Training, MJR School, Ringwood, NJ	-0-	-0-	-0-	Sub pay
M. Sutcliffe	11-12-09 & 3-22-10	Kindergarten Supervisor Workshops, Wayne, NJ	-0-	-0-	9.30	9.30
M. Sutcliffe	TBD	NJPSA-State Technology Comm., Monroe Twsp, NJ	-0-	-0-	100.44	100.44

* **Depending on availability, "sub pay" can be \$80 to \$231 for the school day.**

2. Approve the appointment of Dr. Patrick W. Martin, Superintendent of the Ringwood Public Schools to serve as the **DYFUS Liaison** for the Ringwood School District for the 2009-2010 school year.
3. Approve/accept the Whitehall Associates, Inc. proposal to complete a **Demographic Study** for the Ringwood Board of Education for an amount of \$3,000.00, for the 2009-2010 school year.

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H. Policy

1. Approve the *second reading and adoption* of the **policies** listed.

ADOPT

<i>Number</i>	<i>Title</i>
3542	Food Service
4119.26/4219.26	Staff Use of Internet Social Networks and Other Forms of Electronic Communications

RENUMBER

<i>Number</i>	<i>Title</i>
3324	Contracts - new number is 3324.1

RENUMBER and RENAME

3542	Food Service - new name: Local Wellness/Nutrition new number is 3542.1
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REVISE

<i>Number</i>	<i>Title</i>
3326	Payment for Goods and Services
3327	Relations with Vendors
3510	Operation and Maintenance of Plant
6142	Subject Fields
9321	Time/Place Notification of Meetings

2. Approve the *first reading* of the **revised policy** listed.

Adopt

<i>Number</i>	<i>Title</i>
3516R	Safety Regulations

IX. SPECIAL REPORTS

X. OLD BUSINESS

XI. NEW BUSINESS

XII. PUBLIC PARTICIPATION II

XIII. ADJOURNMENT