

# *Ringwood Public Schools Board of Education*

## **Work/Business Meeting**

Monday, December 14, 2009

6:30PM

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. G & T Art...G & T Music...G & T Physical Education...for Grades 1-5?
- B. Proposed Enhancement of the P.I.E. (Pre-School Handicapped) Program to include student interface with general education students.

#### **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. Review and approve the **minutes** of the listed meetings, as attached.

Work Session            October 19, 2009 (Revised Sheet #15)  
Work Session            November 16, 2009  
Business Meeting        November 23, 2009

Moved by: \_\_\_\_\_            Seconded by: \_\_\_\_\_

ACTION: \_\_\_\_\_

**B. Consent Agenda Motions**

The following items 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, C4, C5, C6, C7, D1, D2, D3, D4, D5, D6, D7, D8, E1, E2, E3, E4, E5, E6, E7, E8, F1, F2, G1, H1.

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).

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

District Bills	for December 2009	in the amount of \$297,140.13
Supplemental Bills	for September 2009	in the amount of \$207,684.30
General Ledger	for September 2009	in the amount of \$ 75,494.35
Cafeteria Bills	for October 2009	in the amount of \$ 36,912.80

3. Approve the Ringwood School **District Payroll** for the following dates:

October 15, 2009	\$684,484.86
October 30, 2009	\$672,385.30
November 13, 2009	\$681,916.95
November 30, 2009	\$679,829.58
December 15, 2009	\$672,123.89

4. Approve **Transfer Schedule** dated December 4, 2009 for the month of November 2009, as attached.
5. Approve the **Board Secretary’s Final Report for June 2009**, and the submission to the Passaic County Office of the N.J. Department of Education, as attached.
6. Approve the **Treasurer’s Report for June 30, 2009** and the submission to the Passaic County Office of the N.J. Department of Education, as attached.
7. Approve the **mileage allowance** at a rate authorized by the annual State Appropriations Act of \$0.31 per mile. In accordance with the Office of Management and Budget circular, if any condition in an existing negotiated contract is in conflict with the circular, such as the mileage reimbursement rate, the provision of the contract will prevail. Those contracts which include the IRS Standard mileage rate, *effective January 1, 2010, the IRS Standard mileage rate will be \$0.50 per mile.*

**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 Teacher**

Shannon Dahse

**State Certified Substitute Teacher**

Joli Specia

**Substitute Paraprofessional**

Denise Marcotulio

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2. Approve, upon the recommendation of the Superintendent, the appointment of **Linda Leccese**, as part-time Personnel Secretary, at Step 3, \$36,100.00 (part-time prorated at Step 3 = \$30,842.40 of the REA salary guide for Secretaries) no medical benefits, for 29.9 hours/week (9:00 a.m. – 2:55 p.m. daily) effective December 8, 2009, for a ninety day (90) probationary period (March 7, 2009), 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. Ms. Leccese will replace Ellen Lordi who resigned as of December 11, 2009. Ms. Leccese will have three days of training with Ms. Lordi.
3. Approve payment for four (4) unused vacations days for **Ellen Lordi**. Ms. Lordi resigned from her position as Personnel Secretary as of December 11, 2009.
4. Approve, upon the recommendation of the Superintendent, from a ninety-day (90) probationary appointment, the appointment of **Lori Tierney** to the permanent position as an ABA Therapist for the R.E.A.L.M. Program at Peter Cooper School at \$21.00/hr., 5 days/week, for a total of 29.9 hours/week effective January 2, 2010.
5. Approve, upon the recommendation of the Superintendent, from a ninety-day (90) probationary appointment, the appointment of **Coleen Demarest**, to the permanent position as an ABA Therapist for the R.E.A.L.M. Program at Peter Cooper School at \$21.00/hr., 5 days/week, for a total of 29.9 hours/week, effective January 24, 2010.
6. Approve, with regret, the acceptance of the resignation, for the purpose of retirement, of **Diane Branning**, Bus Driver, effective January 1, 2010. Ms. Branning will be utilizing her sick and personal days.
7. Approve, upon the recommendation of the Superintendent, the appointment of **Marija Bubalo** as a long-term third grade substitute teacher at Robert Erskine School, at BA Step 1 \$47, 800, prorated, no medical benefits, effective on or about February 1, 2010. Ms. Bubalo will be replacing Jenna Lorie who has been approved for a family leave of absence. Ms. Bubalo will have one day with Ms. Lorie to facilitate a smooth transition.
8. Approve, upon the recommendation of the Superintendent, the appointment of **Cristina Martino** as a part-time teacher of English as a Second Language for 3 1/2 hrs./day, 5 days/week, at BA+15 Step 1 48,500 prorated (1/2 of \$48,500 = \$24,250), no medical benefits, effective January 4, 2010. This is a new position due to increased enrollment of students requiring English as a Second Language services.

### E. Curriculum/Instruction

1. Approve the *extension of services* effective January 1, 2010 through June 25, 2010 for **student #2903** to receive three (3) sessions of occupational therapy per week, per the IEP, provided by S&S Therapeutics, at \$111.80/session, for an amount not to exceed \$8,385.00.

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2. Approve the *extension of services* effective January 1, 2010 through June 25, 2010 for **student #2903** to receive three (3) sessions of physical therapy per week, per the IEP, provided by Pediatric Rehabilitation of N. J., at \$110.00/session, for an amount not to exceed \$8,250.00.
3. Approve the *extension of services* effective January 1, 2010 through June 25, 2010, for **student #2903** to receive three (3) sessions of speech therapy per week, per the IEP, provided by Nancy Minunni, at \$90.00/session, for an amount not to exceed \$6,750.00.
4. Approve Tuition Audit Undercharge to Banyan School in the amount of \$1,000.00 for **student #2320** and **student #2133** as per the New Jersey Department Audit for 2008-2009 school year.
5. Approve Tuition Audit Undercharge to New Beginnings in the amount of \$8,726.50 for **student(s) #2528, #2120** and **#2314** as per the New Jersey Department Audit for the 2007-2008 school year.
6. Approve Audit Undercharge for one-on-one aide to New Beginnings in the amount of \$2,969.00 for **student #2314** as per the New Jersey Department Audit for the 2007-2008 school year.
7. Approve special education student **#2034** to attend Banyan School at the prorated tuition amount of \$22,991.20 effective December 14, 2009, for the 2009-2010 school year.
8. Approve the **Job Description for Teacher of ESL** (English as a Second Language).

### F. District Operations

1. Approve the adoption of the **Corrective Action Plan** for the district annual audit of School Year 2008-2009, ending June 30, 2009, as attached.
2. Approve the attached resolution binding the **Ringwood School District** to purchase **Natural Gas Services** through **The Alliance for Competitive Energy Services (“ACES”)** Bid Cooperative Pricing System ID#E8801-ACESCPS.

### 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

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**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

**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. \$	LODGING \$	TRAVEL \$	EST. TOTAL \$
Andrese, P.	1-5-10	Strengthening Math, Towowa, NJ	199.00	-0-	40.70	40.70 + sub pay
Clutton, D.	1-12 & 14-10	Notebook Certification Event, New York, NY	1,799	-0-	27.50	1,826 + sub pay
Cuneo, K.	12-11-09	Differentiating Instruction, Parsippany, NJ	165.00	-0-	44.00	209.00 + sub pay
Dondero, N.	11-23-09	Garden Poster Contest Awards Ceremony, Trenton, NJ	-0-	-0-	53.01	53.01
Martin, P.	1-12-10	NJASA Meeting, Trenton, NJ	-0-	-0-	47.12	47.12
Scutti, P.	3-25-10	Rethinking Grades & Homework, Flanders, NJ	85.00	-0-	24.80	109.80
Swedin, L.	1-20-10	Assisting Students with Reading, New Brunswick, NJ	-0-	-0-	35.14	35.14 + sub pay
Tamargo, N.	9-9,9-17,11-4, 11-9, 11-16-09	QSAC Committee Meetings, MJR School, Ringwood, NJ	-0-	-0-	-0-	sub pay

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

### H. Policy

1. Approve the *first reading* of the **policies** listed.

#### ADD

<u>Number</u>	<u>Title</u>
6171.4E	NJDOE Assurance Statement

#### REVISE

<u>Number</u>	<u>Title</u>
1330.1E	Request for Use of School Facilities
5113	Attendance, Absences and Excuses
6142.13	HIV Prevention Education
6171.3	At-Risk and Title I
6171.4	Special Education
6173	Home Instruction

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**IX. SPECIAL REPORTS**

**X. OLD BUSINESS**

**XI. NEW BUSINESS**

- A. How is the Board progressing toward District goals?
- B. Possible Parent/Student evening workshop regarding Sexting?

**XII. PUBLIC PARTICIPATION II**

**XIII. ADJOURNMENT**