

# *Ringwood Public Schools Board of Education*

## **Business Meeting**

Monday, May 24, 2010

7:30 PM

Martin J. Ryerson Middle School Media Center

## **AGENDA**

### **I. CALL TO ORDER**

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

*Special Presentation:* Art and Music Enrichment Program

### **II. PUBLIC PARTICIPATION I**

### **III. EXECUTIVE SESSION**

### **IV. SUPERINTENDENT'S REPORT**

- A. Results from QSAC monitoring of the Ringwood School District

### **V. BOARD PRESIDENT'S REPORT**

### **VI. SBA/BOARD SECRETARY'S REPORT**

### **VII. CORRESPONDENCE**

**Board of Education May 24, 2010 Business Meeting Agenda**

**VIII. DISCUSSION ITEMS/CONSENT AGENDA MOTIONS**

**A. Minutes**

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

Work Session	April 12, 2010
Executive Session I	April 12, 2010
Executive Session II	April 12, 2010
Reorganization/Business Meeting	April 26, 2010
Executive Session	April 26, 2010

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, and/or were discussed in depth at the prior meeting. 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, D1, D2, D3, D4, D5, D6, D7, D8, D9, D10, D11, D12, D13, D14, D15, D16, D17, D18, D19, D20, F1, F2, F3, F4, F5, F6, F7, F8, F9, F10, F11, F12, F13, F14, F15, F16, F17, G1, G2, G3, G4.

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).

## Board of Education May 24, 2010 Business Meeting Agenda

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

District Bills	for May 2010	in the amount of \$368,499.61
Supplemental Bills	for February 2010	in the amount of \$160,274.88
General Ledger	for February 2010	in the amount of \$126,354.91
Cafeteria Bills	for April 2010	in the amount of \$ 36,455.35

3. Approve the Ringwood School District **Payroll** in the amounts listed.

	for April 15, 2010	in the amount of \$691,746.45
	for April 30, 2010	in the amount of \$666,175.44

4. Approve **Transfers** for the month of April 2010, as attached.

5. Approve the **decline of payment** by Dr. Patrick W. Martin, Superintendent of \$495.00 to cover materials and processing fees for a one-year scholarship program to study nutrition as it relates to child development for which the superintendent was selected. Dr. Martin has resigned as superintendent; therefore, will not be able to bring to the district facts of his study of nutrition, which relates to the school lunch program.

### 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 pursuant to N.J.S.A. 18A: 6-7.2 et seq.

#### County Certified Substitute Teachers

Ivette Siegal

2. Approve, with regret, the acceptance of the resignation for the purpose of *retirement* of **Mary Kunert** from her current position as an 8th Grade Social Studies Teacher at M. J. Ryerson, effective the end of the 2009-2010 school year.
3. Approve, with regret, the acceptance of the resignation for the purpose of *retirement* of **Lesley Anne Mushalla** from her current position as a 6th Grade Language Arts/Literature/Reading Teacher at M. J. Ryerson, effective the end of the 2009-2010 school year.
4. Approve, with regret, the acceptance of the resignation for the purpose of *retirement* of **Gary Struble** from his current position as an 8th Grade Language Arts/Literature/Reading Teacher at M. J. Ryerson, effective the end of the 2009-2010 school year.
5. Approve, with regret, the acceptance of the resignation for the purpose of *retirement* of **Nicholas Tamargo** from his current position as a 7th and 8th Grade Creative Math Teacher at M. J. Ryerson, effective the end of the 2009-2010 school year.

## Board of Education May 24, 2010 Business Meeting Agenda

6. Approve, with regret, the acceptance of the resignation for the purpose of *retirement* of **Barbara Morgan** from her current position as a Paraprofessional, effective the end of the 2009-2010 school year.
7. Approve, with regret, the acceptance of the resignation for the purpose of *retirement* of **Phyllis Andrese** from her current position as a teacher of 7th Grade Computer and Math and 7th and 8th Grade Pre-Algebra at M. J. Ryerson, effective the end of the 2009-2010 school year.
8. Approve, with regret, the acceptance of the resignation for the purpose of *retirement* of **Walter Leonard** from his current position as teacher of 6th and 7th Grade Social Studies and 7th Grade Flex at M. J. Ryerson, effective the end of the 2009-2010 school year.
9. Approve, with regret, the acceptance of the resignation for the purpose of *retirement* of **Kenneth Pecharsky** from his current position as an 8th Grade Science Teacher at M. J. Ryerson, effective the end of the 2009-2010 school year.
10. Approve, with regret, the acceptance of the *resignation* of **Nancy O'Donnell** from her current position as a part-time Speech Therapist at Robert Erskine School, effective the end of the 2009-2010 school year.
11. Approve, upon the recommendation of the Superintendent, the transfer of **Meredith Nicholls** from the position as teacher (“assignment to be determined”) to the Vice-Principal position at the M. J. Ryerson Middle School, at MA+45 Step 8 \$99,913 plus benefits, effective the 2010-2011 school year.
12. Approve, upon the recommendation of the Superintendent, the transfer of **Alicia Citro** from full-time teacher (“assignment to be determined”) to part-time Guidance Counselor for the elementary and intermediate schools, at MA Step 13 \$79,975 prorated (\$31,990), 2 days per week (.4), no medical benefits, effective the 2010-2011 school year.
13. Approve, upon the recommendation of the Superintendent, the transfer of **Eileen Camporeale** from part-time teacher (“assignment to be determined”) to full-time Elementary School Teacher at the Peter Cooper Elementary School, at BA+15 Step 4 \$51,725 plus benefits, effective the 2010-2011 school year.
14. Approve, upon the recommendation of the Superintendent, the transfer of **Jennifer Pape** from part-time teacher (“assignment to be determined”) to full-time 6th Grade Language Arts Teacher at the M. J. Ryerson Middle School, at BA Step 3 \$50,325 plus benefits, effective the 2010-2011 school year. Ms. Pape is replacing Ms. Mushalla who is retiring.
15. Approve, upon the recommendation of the Superintendent, from a ninety-day (90) probationary appointment, the appointment of **Theresa Kovac**, to the permanent position as a ABA Therapist for the R.E.A.L.M. Programs at Peter Cooper School, 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, benefits per contract will be prorated, f 29.9 hours/week, no medical benefits, effective May 29, 2010 for the remainder of the 2009-2010 school year.

**Board of Education May 24, 2010 Business Meeting Agenda**

16. Approve, upon the recommendation of the Superintendent, from a ninety-day (90) probationary appointment, the appointment of **Lynn San Filippo**, to the permanent position as a Personal Bus Paraprofessional at Step 1, \$10.72/hour, 3 hrs./day, 5 days/week, for a total of 15 hrs./week, salary to be reimbursed by Wanaque School District through jointure, no medical benefits, effective June 1, 2010 for the remainder of the 2009-2010 school year.
17. Approve, upon the recommendation of the Superintendent, from a ninety-day (90) probationary appointment, the appointment of **Lauren Sergi**, to the permanent position as a Paraprofessional at Robert Erskine School at Step 1, \$10.72/hour, 29.9 hours/week, no medical benefits, effective May 17, 2010 for the remainder of the 2009-2010 school year.
18. Approve, upon the recommendation of the Superintendent, an increase in hours for **Suzanne Tanajewski** from 3 hrs./day 5 days/week to 5 ¼ hrs./day, 5 days/week for a total of 26.25 hrs./week, no medical benefits, due to the immediate need for a Special Education Paraprofessional for the P.I.E. Program at Peter Cooper School, effective the first day the student enters into the program, for the remainder of the 2009-2010 school year.
19. Approve, upon the recommendation of the Superintendent, the appointment of **Carolyn Ploger** as a district Home Instructor at the rate of \$35.00/hour, for the remainder of the 2009-2010 school year.
20. Approve the appointment of the following to work in the **2010 R.E.A.L.M. Extended School Year Programs**, which are federally mandated per IEP. The programs are in session for 30 days effective July 6 to August 16, 2010. (ESY summer tuition charged to sending districts.) Hours worked will be documented by time sheets.

<u>Teachers</u> (5 days/week, 5 hours/day- 8:00am – 1:00pm)			<u>Per Diem Rate</u>
Denise Emolo	–	E R.E.A.L.M. I (at Cooper)	\$ 270.13
Kimberly Isakson	–	K-3 R.E.A.L.M.(at Cooper)	\$ 258.63
Jennifer Sadosky	–	I. R.E.A.L.M.(at EGH)	\$267.00
Greta Carafello	–	Teen R.E.A.L.M.(at MJR)	\$ 382.00

<u>Speech Therapist</u>	<u>Days Worked</u>	<u>Per Diem Rate</u>
Donna Radino	11 days	\$ 409.00
Patricia Rudolph	19 days	\$ 432.88

<u>Occupational Therapist</u>	<u>Days Worked</u>	<u>Per Diem Rate</u>
Erin White	10 days	\$ 354.00

**Board of Education May 24, 2010 Business Meeting Agenda**

**ABA Therapists** (5 days/week, 5 hours/day- 8:00am – 1:00pm)

NAME	RATE OF PAY	NAME	RATE OF PAY
Desaree Barker	\$21.82	Diane LeGault	\$23.75
Virginia Cibenko	\$26.79	Alice Letsche	\$23.75
Karen Costanza	\$27.87	Croceann Moreira	\$24.78
Lisette de La Torre	\$21.82	Diane Morino	\$24.78
Coleen Demarest	\$21.00	Jane Sblendorio	\$23.75
Joan Diamond	\$27.87	Elizabeth Steussing	\$21.82
Kathleen Felten	\$24.78	Wende Tempe	\$21.82
Margaret Hushon	\$23.75	Cheryl Terracino	\$23.75
Sharon Jacobson	\$23.75	Lori Tierney	\$21.00
Theresa Kovach	\$21.00	Cathy Weller	\$24.78
Jolanta Kwiatkowska	\$21.82	Alisa Wilson	\$23.75

**Substitute ABA Therapists** Rate of Pay: \$21.00/hour

Kristie Ash-Dwyer	Denise Salvesen
Kaitlin Cibenko	Sarah Stevens
Amy Cook	Kim Walsh
Karen Feola	Shanon Walsh
Kevin Fontanazza	

**Nurse** (5 days/week, 4 ½ hours/day - 8:30am – 1:00pm – no benefits)

	<u>Per Diem Rate</u>
Karen Lomascola	\$100.00

**Substitute Nurse** – Per Diem Rate: \$100.00/day

(4½ hours/day - 8:30am – 1:00pm)

**Home Program Coordinator** Rate of Pay: \$45.00/hour

Denise Emolo

**Home Programmers** – Rate of Pay: \$25.00/hour

Kathleen Felten	Croceann Moreira
Sharon Jacobson	Cheryl Terracino
Diane LeGault	

**E. Curriculum/Instruction**

1. Approve CompNet, Inc., Computer Consulting Group yearly **maintenance renewal plan for Project Special™** (Special Education Data Base & IEPs) 7/1/2010-6/30/2011 which includes software updates, telephone support, \$3,025.00 + nine (9) users (\$190.00 per user) + 250.00 (FM Server) for an amount not to exceed \$4,985.00 for the 2010-2011 school year.
2. Approve the appointment of **Gregory Zaleski** as a Home Program Coordinator at the rate of \$45.00/hour, not to exceed 8 hours/month, for the 2010 ESY REALM Program.

**Board of Education May 24, 2010 Business Meeting Agenda**

3. Approve the appointment of the listed **Related Services Providers** to work in the 2010 ESY REALM program, which is federally mandated per students' IEP, effective July 6, 2008 – August 16, 2010.

<u>Provider</u>	<u>Service</u>	<u>Work Schedule</u>	<u>Amount Paid</u>
Amy Burgess	O.T.	74 hours	\$80.00/hr. - not to exceed \$5,920.00
Judith Bauer	P.T.	27 hours	\$75.00/hr. - not to exceed \$2,025.00
John Foley	Music Therapy	24 sessions(4/wk.)	\$75.00/session - not to exceed \$1,800.00

**F. District Operations**

1. Approve the following **403B Plan Providers** for the **2010-2011** school year:

AXA Equitable  
 Lincoln Investment Planning Inc.  
 AIG Retirement – The Variable Annuity Life Insurance Co.  
 Metropolitan Life

2. Approve the Ringwood Board of Education to participate in the **award of bid for Natural Gas Supply Service Purchase and Sales Agreement** through the Alliance for Competitive Energy Services (ACES) Cooperative Pricing System #E88-01-ACESCPS, the New Jersey School Boards Association, Lead Agency, for the **2010-2012 school years**, in an amount not to exceed the **NYMEX+\$1.25832 upcharge \$/Dth**, Hess Corporation, Supplier, Public Service Electric & Gas, LDC Service Territory.

3. Approve the **reimbursable student lunch price** (complete meal) for the 2010-2011 school year as listed:

Student Middle School Lunch	\$2.10	\$.40 for Reduced
Student Elementary Lunch	\$2.00	\$.40 for Reduced

4. Approve the **Faculty Lunch price** for the 2010-2011 school year, as listed:

Faculty Lunch price                      \$2.75

5. Approve the Ringwood Board of Education participation in the Passaic County Sheriff's Labor Assistance (**S.L.A.P.**) **Program** for the 2010-2011 School Year, for completion of the following school work projects:

Painting of classrooms, doors, and building exteriors  
 Painting of curbing and line striping of parking lots  
 Power washing of exterior soffits, entrances and walkways  
 Refinish classroom doors  
 Weeding beds, turning over mulch, trimming hedges and trees  
 Exterior window washing  
 Moving of furniture

**Board of Education May 24, 2010 Business Meeting Agenda**

6. Approve the **Award of Contract** for the 2010-2011 School Year **District Operations and Maintenance Repairs/Supplies/Services** listed below, to the lowest responsible quoters, as attached.

- Q11-01 Boiler Inspection/Cleaning/Repair
- Q11-03 Café Equipment Repair
- Q11-04 Clock and Intercom Services
- Q11-05 Custodial/Maintenance Uniforms
- Q11-07 Elevator Repair/Inspection
- Q11-08 Fire Extinguisher
- Q11-09 Glass Repair
- Q11-10 Gym Inspection/Repair
- Q11-12 IPM
- Q11-13 Locksmith
- Q11-15 Septic
- Q11-16 Water Treatment
- Q11-17 Custodial Supplies
- Q11-18 AHERA – Asbestos Hazard Emergency Response Act

7. Approve the **award of contract for the district operations and custodial maintenance supplies** for the 2010–2011 school year as listed below, to the lowest responsible quoters:

APP Janitorial	\$ 832.32
Atra Janitorial	\$17,463.70
John A. Earl, Inc.	<u>\$ 798.00</u>
	\$19,094.02

8. Approve the **award of contract to Drugcheck Consulting** to provide the Transportation Department random drug and alcohol testing, pre-employment testing and post-accident testing, in an amount not to exceed \$1,500.00 for the 2010–2011 school year.
9. Approve the Ringwood Transportation Department to **transport Ringwood Senior Citizens** from the Old Forge Parking Lot, Ringwood for the Festa Della Vita at the Brownstone House, Paterson on Monday, October 25, 2010 from 10:00 a.m. and return at 4:00 p.m. All expenses will be paid for by the Borough.
10. Approve the Ringwood Transportation Department to **transport Ringwood Senior Citizens** from the Old Forge Parking Lot, Ringwood to their Christmas Party at Portobello’s Restaurant, Oakland, on Tuesday, December 7, 2010 from 11:15 a.m. and return at 4:30 p.m. All expenses will be paid for by the Borough.
11. Approve the **disposal of the obsolete Shoninger upright piano**, Asset Number 00458, at the Erskine School, as it is uneconomical to repair.
12. Approve the **disposal of the obsolete items listed** at the Cooper School, as it is uneconomical to repair.

Shoninger upright piano  
Melodigrand small upright piano

## Board of Education May 24, 2010 Business Meeting Agenda

13. Approve the **non-acceptance of the Nonpublic Nursing and Nonpublic Textbook Entitlement** for the 2009-2010 school year for the Cradles To Crayons Childcare Center, which no longer is in existence.
14. Approve the execution of the **school bus emergency evacuation drills** conducted at each of the following schools in accordance with the New Jersey Administrative Code (NJAC 6A:27-11.2):

<u>Date of Drill</u>	<u>Time</u>	<u>School Name</u>	<u>Location</u>	<u>Route #'s</u>	<u>Supervisor of Drill</u>
5/4/2010	8:45am	Peter Cooper	Main Driveway	C1, C2, C3, C4 C5, C6, S10A, S10B	J. Michael Sutcliffe, Principal
5/5/2010	8:50am 12:15pm	Robert Erskine	Upper Parking Lot	E1,E2,E3,E4,E5 E6,E7, S20 E11,E12	Nancy Dondero, Principal
4/30/2010	9:00am	E.G.Hewitt	Rear School Parking Lot	H1,H2,H3,H4, H5,H6,H7,H8	Tim Johnson, Principal
4/15/2010	7:00am	Lakeland H.S.	Driveway behind old and new buildings	502,503,505,506, 509,510, LC1, LC2,LC3, 512, 513, SPED1,SPED2	Michael Leary, BA
5/4/2010	2:00pm	M.J. Ryerson	School front driveway	R1,R2,R3,R4,R5, R6,R7,R8,R9,R10, R11,R12	Paul N. Scutti, Principal
4/20/2010	8:00am	Ringwood Christian	Main Bldg. Parking Lot	RC1	Donna Furrey, Principal
4/30/2010	9:00am	St. Catherine's Of Bologna	Upper Church	P1,P2,P3,P4, P5,WSTC	Sister Theresa Firenze, Principal
4/20/2010	7:45am	St. Francis of Assisi	Father Hayes Rd.	SF1/SM1	Nina Glacken
4/20/2010	8:00am	St. Mary's	Pompton Ave.	SF1/SM1	Joanne Ottens
4/20/2010	8:35am	Wanaque Elementary	Exit Driveway	W-70	Celia Morales, Principal

15. Approve the **agreement between the Ringwood School District and Center for Family Resources-Head Start** for the period of September 2010 to June 2011. The purpose of this agreement is to establish working procedures between the Ringwood School District and Center for Family Resources-Head Start in the provision of services to preschool children eligible for special education in compliance with federal and New Jersey state laws and regulations.

## Board of Education May 24, 2010 Business Meeting Agenda

16. Designate the firm of Ferraioli, Wielkocz, Cerullo & Cuva, as **District Auditors**, at an annual fee of \$18,400 for audit retainer, for the 2010-2011 school year, pursuant to N.J.S.A. 19:44A-20.26.26 (RFP's were solicited for this service to ensure the District receives the highest quality service at a fair and competitive price.)
17. Approve, upon the recommendation of the Business Administrator, to **accept Benecard** (district prescription drug provider) **option to extend dependent coverage** effective June 1, 2010 to those dependents under age 26 that are currently enrolled and covered as a dependent.

### 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

**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 \$
Buurman, R.	6-2 & 3-10	Propane School Bus Training, Keasbey, NJ	-0-	-0-	146.00	146.00
Carafello, G.	5-19-10	The Children's Place, Pompton Lakes	-0-	-0-	-0-	-0-
Evans, S.	8-6-10	PEOSH Training, New Brunswick	-0-	-0-	62.50	62.50
Griegel, M.	5-28-10	Best Practices Workshop, New Brunswick	-0-	-0-	36.27	36.27
Logan, J.	6-2 & 3-10	Propane School Bus Training, Keasbey, NJ	-0-	-0-	114.50	114.50
Dr. Martin	6-2-10	Race to the Top, Neptune, NJ	-0-	-0-	53.01	53.01
Dr. Martin	6-18-10	American Red Cross Annual Heroes Breakfast, Englewood Cliffs	25.00	-0-	11.47	36.47
C. Schouten	5-28-10	Best Practices Workshop, New Brunswick	-0-	-0-	29.55	29.55 + sub pay
Sutcliffe, M.	5-25-10	NJPSA State Technology Committees, Monroe Township	-0-	-0-	33.48	33.48
Tassitano, C.	6-2-10	Race to the Top Town Hall Meeting, Wayne	-0-	-0-	8.37	8.37

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

## Board of Education May 24, 2010 Business Meeting Agenda

2. Approve the **submission of the Comprehensive Equity Plan Statement of Assurance as well as the Affirmative Action Report** to the New Jersey Department of Education and will support full implementation in the 2010-2011 school year.
3. Approve the appointment of the following listed to serve as **committee members** to review the cost savings **in the transportation area of Courtesy Busing**, for the 2010-2011 school year.

_____	An employee of the Ringwood Transportation Department
Board Member	A member from the Ringwood Police Department
_____	A member from the Ringwood Town Council
Board Member	Mr. Robert Gilmartin, Ex. County Supt. of Schools
_____	
Board Member	

4. Approve the appointment of following listed to serve as **Superintendent Search Committee Members**, for the 2010-2011 school year.

_____	_____
Board Member	Staff Member
_____	_____
Board Member	Staff Member
_____	_____
Board Member	Staff Member
_____	_____
Board Member	Staff Member

### H. Policy

### IX. SPECIAL REPORTS

### X. OLD BUSINESS

- A. General discussion of plans for the Communications Committee

### XI. NEW BUSINESS

- A. How is the Board progressing toward District goals?

### XII. PUBLIC PARTICIPATION II

### XIII. ADJOURNMENT