

Ringwood Public Schools Board of Education
Reorganization / Work Session Meeting

Monday, May 2, 2011

7:00 PM

Martin J. Ryerson Middle School Media Center

REORGANIZATION AGENDA

I. CALL TO ORDER – Mr. Mitchell, Board Secretary

- A. Flag Salute
- B. Sunshine Statement
- C. Announcement of the results of the Annual School Election by Mr. Mitchell.
- D. Administer Oath of Office to the Newly Elected Board Members conducted by Board Secretary:

Janet Citranglo 3 year term

Mary Kunert 3 year term

Cynthia Tassitano 3 year term

- E. Roll Call

II. NOMINATIONS for BOARD PRESIDENT: ELECTION

III. NOMINATIONS for BOARD VICE-PRESIDENT: ELECTION

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IV. DISCUSSION ITEMS/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**: B1, B2, B3, B4, B5, B6, B7, B8, B9, B10, B11, B12, B13, B14, B15, B16, B17, B18, B19, B20, B21, B22, B23, B24, B25, B26, B27, B28, B29, B30, B31, B32, B33, B34, B35, B36, B37, B38.

Moved by: _____ Seconded by: _____

ACTION: _____

2. *Re-adopt* all present **Policies and By-laws** of the Ringwood Board of Education for the 2011-2012 school year.
3. *Re-adopt* all ongoing **curricula and textbooks** for the 2011-2012 school year, as attached.
4. *Re-adopt* the Ringwood School District **Code of Student Conduct** (CSC) for the 2011-2012 school year.
5. *Re-adopt* the **Intervention and Referral Services (I & R S) Guidelines and Procedures** for the 2011-2012 school year.
6. *Re-adopt* the **Crisis Intervention procedures and forms** for the 2011-2012 school year.
7. *Re-adopt* the **Comprehensive Substance Abuse Prevention Program** for the 2011-2012 school year.
8. *Re-appoint* Hugh E. Beattie, Superintendent, to serve as the representative who will participate in the **Ringwood Chamber of Commerce** meetings and activities for the 2011-2012 school year.
9. *Re-appoint* Hugh E. Beattie, Superintendent, as the **Board representative to serve on the Passaic County Educational Services Commission Board** for the 2011-2012 school year.
10. *Re-appoint* *Hugh E. Beattie*, Superintendent of the Ringwood Public Schools to serve as the **DYFUS Liaison** for the Ringwood School District for the 2011-2012 school year.
11. *Re-appoint* *Warren Mitchell* as **School Business Administrator/Board Secretary** for the Ringwood Public School District, for the 2011-2012 school year, at a salary to be determined.

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12. *Re-appoint Warren Mitchell* to serve as the **Qualified Purchasing Agent** for the 2011-2012 school year.
13. *Re-appoint Warren Mitchell* as the **Custodian of Records** for the 2011-2012 school year.
14. *Re-appoint Warren Mitchell* as the **Open Public Records Act (OPRA) Officer** for the 2011-2012 school year.
15. *Re-appoint Warren Mitchell* as **Designated Public Agency Compliance Officer**, for the 2011-2012 school year.
16. *Re-appoint Warren Mitchell* as **District Health and Safety Officer**, for the 2011-2012 school year.
17. *Re-appoint Warren Mitchell* as **District Investment Officer**, for the 2011-2012 school year.
18. *Re-appoint Gail Bado* as **Treasurer of School Monies**, at an annual salary of \$4,720.00, for the 2011-2012 school year.
19. *Re-appoint Dr. Anthony M. Ventimiglia* as **School Physician**, for an annual fee of \$5,800.00 for the 2011-2012 school year.
20. *Re-appoint Michael Sutcliffe* as District **Affirmative Action Officer**, for the 2011-2012 school year, along with *Ellen Mayer and Elizabeth Redner* as the **Affirmative Action Team**. Responsibilities of this team will be to conduct a needs assessment through the use of a checklist, which the results will be used to formulate the Comprehensive Equity Plan.
21. *Re-appoint Michael J. Sutcliffe* as district **Anti-Bullying Coordinator** for the 2011-2012 school year.
22. *Re-appoint Meredith Nicholls* as **District 504 Compliance Officer**, for the 2011-2012 school year.
23. *Re-appoint Paul Scutti*, Ryerson School Principal, as the **Board alternate representative to serve on the Passaic County Educational Services Commission Board**, for the 2011-2012 school year.
24. *Re-appoint the following* as designated individuals for the disposition of **Petty Cash Funds** for the 2011-2012 school year:

Central Office	Superintendent/SBA	\$500.00
M. J. Ryerson School	Building Principal/Vice Principal	\$500.00
Peter Cooper School	Building Principal	\$300.00
Robert Erskine School	Building Principal	\$300.00
E. G. Hewitt School	Building Principal	\$300.00
Special Services	Supervisor of Special Services	\$300.00

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25. Re-appoint the Superintendent, School Business Administrator/Board Secretary, Administrative Assistant to the Superintendent, Executive Secretary to the SBA/BS, Board President, Board Negotiations Chairperson and the Special Services Director to have the **authority to request legal services or advice from Board approved attorneys** in any matter pertaining to the Ringwood Public School System for the 2011-2012 school year. This is in compliance with the July 2008 Accountability Regulations to ensure the prudent use of legal services by employees.
26. Re-appoint *Steve Evans*, Supervisor of Buildings and Grounds as the **Integrated Pest Management Coordinator** for the 2011-2012 school year.
27. Re-appoint *Steve Evans*, Supervisor of Buildings and Grounds, as the **Right to Know Officer** for the 2011-2012 school year.
28. Designate *The Record and The Suburban Trends* as the **official newspapers** and *The Star Ledger* as the **official alternate newspaper** for the purpose of advertising, notification of meetings, public bidding, etc., for the 2011-2012 school year.
29. Designate *Wachovia Bank, Bank of America, TD Bank, Lakeland State Bank, Valley National Bank, and New Jersey Cash Management Fund* as **Investment Depositories**. Authorize the SBA to make additions and deletions as may be appropriate for district finances, for the 2011-2012 school year.
30. Designate *Polaris Galaxy Insurance, LLC* as **Insurance Agent of Record** for all non-medical insurances, for the 2011-2012 school year, pursuant to N.J.S.A. 19:44A-20.26.
31. Designate *UHY Advisors* as the **insurance broker** with respect to the group health insurance program, effective July 1, 2011 – June 30, 2012, pursuant to N.J.S.A. A.19:44A-20.26.
32. Designate the law firm of *Adams, Stern, Gutierrez & Lattiboudere, LLC* as **Labor Negotiation Counsel, General Counsel, and Special Education Counsel**, for the 2011-2012 school year, for an hourly rate of \$150.00 for all attorneys and \$90.00/hour for paralegal services. (RFP's were solicited for this service to ensure the District receives the highest quality service at a fair and competitive price.)
33. Designate the firm of *Ferraioli, Wielkotz, Cerullo & Cuva*, as **District Auditors**, at an annual fee of \$21,150 for the 2011-2012 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.)
34. Designate **DiCara/Rubino Architects** to provide architect/engineering services including but not limited to the review of current facilities and recommendation for potential facilities' needs for the 2011-2012 school year, pursuant to N.J.S.A. 19:44A-20.26. (RFP's were solicited for this service to ensure the District receives the highest quality service at a fair and competitive price.)

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- 35. Designate *Computer Solutions, Inc.* as the **Financial Accounting and Personnel Software** provider in an amount not to exceed \$24,797.16 for the 2011-2012 school year, pursuant to N.J.S.A. 19:44A-20-26.
- 36. Appoint _____ and _____ as **PCSBA Delegate and Alternate**, respectively, for the 2011-2012 school year.
- 37. Appoint _____ and _____ as **NJSBA Legislative Delegate/Network Representative and Alternate**, respectively, for the 2011-2012 school year.
- 38. Appoint **Board Committees/Liaisons** for the 2011-2012 school year as follows:

Negotiations Committee: Chairperson: _____

Policy Committee: Chairperson: _____

Facilities Committee: Chairperson: _____

Tri-District Shared Services: Superintendent: Mr. Hugh E. Beattie

Board President: _____

Budget Committee: Chairperson: _____

Affirmative Action Committee Liaison: _____

Curriculum Committee Liaison: _____

Liaison to the Custodial Unit: _____

Liaison to the REA: _____

School Garden Liaison: _____

Technology Liaison: _____

WORK SESSION AGENDA

I. PUBLIC PARTICIPATION I

II. EXECUTIVE SESSION

A. Personnel Matters

III. SUPERINTENDENT'S REPORT

IV. BOARD PRESIDENT'S REPORT

V. SBA/BOARD SECRETARY'S REPORT

VI. CORRESPONDENCE

A. Letter received from Board Attorney

VII. DISCUSSION ITEMS/CONSENT AGENDA MOTIONS

A. Minutes

1. Review the **minutes** of the listed meetings, as attached.

April 11, 2011	Work Session
April 11, 2011	Executive Session
April 20, 2011	Special Meeting
April 25, 2011	Business Meeting
April 25, 2011	Executive Session I
April 25, 2011	Executive Session II

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**.

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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 2010-2011 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. Approve the Ringwood School District **Payroll** in the amounts listed.

for April 15, 2010	in the amount of \$625,111.64
for April 29, 2010	in the amount of \$606,248.86

D. Personnel

1. Approve, upon the recommendation of the Superintendent, the appointment of the following as **Substitute Personnel** for the 2010-2011 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

Linda Ferraro

2. Approve the appointment of the following to work in the **2011 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 1 to August 12, 2011. (ESY summer tuition charged to sending districts.) Hours worked will be documented by time sheets.

<u>Teachers</u> (5 days/week, 5 hours/day)			<u>Per Hour</u>
Denise Emolo	–	E R.E.A.L.M. I (at Cooper)	\$40.52
Kimberly Isakson	–	K-3 R.E.A.L.M.(at Cooper)	\$38.59
Jennifer Sadosky	–	I. R.E.A.L.M.(at EGH)	\$39.64
Greta Carafello	–	Teen R.E.A.L.M.(at MJR)	\$60.13

<u>Speech Therapist</u>	<u>Days Worked</u>	<u>Per Hour</u>
Patricia Rudolph	15	\$63.63

<u>Occupational Therapist</u>	<u>Days Worked</u>	<u>Per Hour</u>
Erin White	15	\$54.57

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

NAME	RATE OF PAY	NAME	RATE OF PAY
Kristie Ashe-Dwyer	\$21.84	Theresa Kovach	\$21.00
Desaree Barker	\$22.69	Jolanta Kwiatkowska	\$22.69
Alyssa Bono	\$21.84	Diane LeGault	\$24.70
Virginia Cibenko	\$27.86	Croceann Moreira	\$25.77
Karen Costanza	\$28.98	Dianne Morino	\$25.77
Lisette de la Torre	\$22.69	Jane Sblendorio	\$24.70
Coleen Demarest	\$21.84	Wende Tempe	\$22.69
Joan Diamond	\$28.98	Cheryl Terracino	\$24.70
Kathleen Felton	\$25.77	Lori Tierney	\$21.84
Margaret-Lynne Hushon	\$24.70	Cathy Weller	\$25.77
Sharon Jacobson	\$24.70	Alisa Wilson	\$24.70

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

Kaitlin Cibenko	Alice Letsche	Dana Ann Swarts-Brown
Amy Cook	Beverly Mather	
Karen Feola	Denise Salvesen	
Kevin Fontanazza	Chelsea Schubart	

Nurse - Per Diem Rate: \$100.00 (5 days/week, 4 ½ hours/day)

Ann Marie Forfia

Substitute Nurse – Per Diem Rate: \$100.00 (4½ hours/day - 8:30am – 1:00pm)

Cynthia DeVries

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

Kathleen Felten	Croceann Moreira
Sharon Jacobson	Cheryl Terracino
Diane LeGault	

E. Curriculum/Instruction

1. 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 2011 ESY REALM Program.
3. Approve the appointment of the listed **Related Services Providers** to provide the services listed, per students’ IEP, for the 2011 ESY REALM program, effective July 1, 2011 – August 12, 2011.

<u>Provider</u>	<u>Service Work Schedule</u>	<u>Amount Paid</u>
Amy Burgess O.T.	(not to exceed) 75 hours	\$75.00/hr. - not to exceed \$5,625.00
Judith Bauer P.T.	(not to exceed) 24 hours	\$72.00/hr. - not to exceed \$1,728.00
John Foley Music Therapy	24 sessions (4/wk.)	\$75.00/session - not to exceed \$1,800.00

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F. District Operations

G. General

H. Policy

IX. SPECIAL REPORTS

X. OLD BUSINESS

XI. NEW BUSINESS

A. How is the Board progressing toward District goals?

XII. PUBLIC PARTICIPATION II

XIII. ADJOURNMENT