

Ringwood Public Schools Board of Education

Business Meeting

Monday, May 9, 2011

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

II. PUBLIC PARTICIPATION I

III. EXECUTIVE SESSION

IV. SUPERINTENDENT'S REPORT

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.

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

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, D1, D2, D3, D4, D5, D6, D7, D8, D9, D10, E1, E2, E3, E4, E5, E6, E7, E8, E9, E10, E11, E12, F1, F2, F3, F4, F5, F6, F7, F8, F9, F10, F11, F12, F13, F14, F15, F16, G1, G2, G3.

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 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).

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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

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

Cafeteria Bills for April 2011 in the amount of \$ 64,269.36

4. Approve, upon the recommendation of the Business Administrator, the Board approve the following transfer of funds on the 2009-2011 **IDEA ARRA Grant** (Basic) totaling \$34,019.85.

Transfer from line # 100-600 \$11,677.57
Transfer from line # 200-300 \$12,342.28
Transfer from line # 200-600 \$10,000.00

To: line #400-731 (to cover purchase of instructional equipment and supplies.)

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

Substitute Secretary

Candace Vitulano

Substitute Paraprofessional

Candace Vitulano

2. Approve, upon the recommendation of the Superintendent, the **renewal of the teachers** listed for the 2011-2012 school year, **which will grant them tenure** effective September 2, 2011. Assignments to be determined.

Katherine Davis
Laura Flandera
Therese Mc Clachrie
Philip Seyfried
Jennifer Susin

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3. Approve, upon the recommendation of the Superintendent, the **renewal of the tenured professional staff members** listed for the 2011-2012 school year. Assignments to be determined.

Judy Asaro	Margaret Gianfrancesco	Carolyn Ploger
Pamela Baldisserotto	Kristine Gilson	Patricia Querrazi
Jennifer Bariso	Katherine Goerke	Donna Radino
Gigi Bognar-Doherty	Melanie Grabarits	Geralyn Recchia
Kimberly Bollettino	Tara Green	Elizabeth Redner
Susan Boyan	Mariann Groth	Wendy Rothlauf
Joan Bredin	Kimberly Gurrieri	Patricia Rudolph
Susan Buchwalter	Maureen Harris	Luan Sabani
Eileen Camporeale	Maureen Hauch	Susan Salamone
Greta Carafello	Olivia Hrasdzira	Leslie Schmidt
Charles Wayne Carroll	Kristine Johnson	Christine Schouten-Leave of Absence
Cheryl Cator	Marguerite Karner	Lisa Sciortino
Cynthia Ciscon	Nancy Keyes	Donna Sicilian
Alicia Citro	Mary Kirkegard	Donna Simoni
Donna Clutton	Jacqueline Leslie	Leon Smith
Joanne Cording	Dina Lewis	Eileen Specia
Jessica Crum	Anita Liggett	Linda Swedin
Katherine Cuneo	Jan Lori – Leave of Absence	Deborah Terhune
Kimberly Dalton	Jenna Lorie – Leave of Absence	Maryann Tomaszewski
Judith Davidson	Lisa Malfatto	Nicole Traylor
Kenneth DePree	Carolyn Matson	Marsha Turner
Laura Devlin	Ellen Mayer	Susan Valentine
Cynthia Devries	Francine McKay	Donald Van Teyens
Suzanne Eccleston	Laurie Moris	Donna Vion-Fisher
Denise Emolo	Jamie Nicholls	Patrice Vogt
Rosina Fiore	Christine Nichols	Dana Volpe–Leave of Absence
Rosanne Fleischl	Carrie Odgers	Carlyn Walsh
Anne Marie Forfia	Rhonda Paliga-Tanzola	Carolyn Weiss
Holly Fritzky	Pamela Parrill	Alexander Wright

4. Approve, upon the recommendation of the Superintendent, the **renewal of the non-tenured professional staff** members listed for the 2011-2012 school year. Assignments to be determined.

Marija Bubalo	Cristina Martino
Kristen De Jager	Jaclyn Merclean
Steven Fiedeldey	Krystina Mongelli
Lauren Giordano	Tracy Mutz
Chelsea Grant	Jennifer Nebel
Lisa Hroncich	Jennifer Pape
Peter Jablonski	Erin Parmigiano
Jennifer Janis	Hayley Romano
Lauren La Greca	Erin White-Fomin
Bridget Lander	Jennifer Zaccardi
Karen Lavin	Bridget Zachgo

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5. Approve, upon the recommendation of the Superintendent, the **renewal of Paraprofessionals** listed for the 2011-2012 school year. Assignments to be determined.

Lois Appel	Marilyn Hall	Kathleen Rivers
Patricia Arias	Maria Holland	Lisa Romanowski
Ann Babbitt	Rickey Hnath	Janet Rossi
Brittany Bogdon	Susan Kapsis	Lori Ryan
Mary Bluze	Wendy Koenig	Eva Shellhammer
Yorladys Cabarcas	Patricia Kusnic	Joanne Smith
Carolann Caporoso	Maryann Lockwood	Anna Sorrentino
Lynn Casaleggio	Valerie Longo	Mari Ann Sudell
Jean Caughey	Sandra Magoulis	Suzanne Tanajewski
Susan Clark	Roxanne Marsala	Marie Weiss
Dawn Curran	Joan McDonagh	Regina Zerrenner
Diane Eibert	Barbara Mollenkott	
Randi Frassa	Diane Morici	
Linda Galioto	Susan Ranone	

6. Approve, upon the recommendation of the Superintendent, the **nonrenewal of employment**, for the employees listed for the 2011-2012 school year.

Morgan Carroll
Liza Cordiero
Pamela Jones

7. Approve, upon the recommendation of the Superintendent, the appointment of **Stacy Bierwas** as a Part-Time (.5) Substitute Kindergarten Teacher at Robert Erskine School, at the State Certified Substitute Teacher rate of \$90.00/day prorated (FTE .5 = \$45.00/day) effective May 31, 2011 through the end of the 2010-2011 school year. Ms. Bierwas will be replacing Jenna Lorie who was approved for an unpaid leave of absence.
8. Approve **Jenna Lorie** to extend her Child Rearing Leave as written per the REA Agreement, Article XIV Section 1A, for the 2011-2012 school year. Ms. Lorie has indicated that she is returning September 2012.
9. 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

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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.
2. 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 Bower 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

3. Approve **John Foley** to provide music therapy services for the R.E.A.L.M. programs, per the IEP, for 4 sessions/week, for a total of 160 sessions, at a rate of \$75.00/session, for an amount not to exceed \$12,000 for the 2011-2012 school year, pending attainment and verification of all New Jersey Department of Education and Board requirements needed for certification. (RFP's were solicited for this service to ensure the District receives the highest quality service at a fair and competitive price.)
4. Approve **Christine Lisa** to provide speech therapy services for the Teen R.E.A.L.M. program for up to 10 hrs/week., for 40 weeks, at a rate of \$75.00/hour, for an amount not to exceed \$30,000, for the 2011-2012 school year, pending attainment and verification of all New Jersey Department of Education and Board requirements needed for certification. (RFP's were solicited for this service to ensure the District receives the highest quality service at a fair and competitive price.)
5. Approve the appointment of **Gregory Zaleski as a Home Program Coordinator** for the R.E.A.L.M. Program, at a rate of \$45.00/hour, not to exceed 12 hours/month, for an amount not to exceed \$5,400.00, for the 2011-2012 school year.
6. Approve the **Community Base Instruction** for the **R.E.A.L.M.** programs and amounts listed for one time weekly shopping trips while school is in session, for the 2011-2012 school year. The district pays for purchases and provides transportation.

Teen R.E.A.L.M.	\$200.00/year
I. R.E.A.L.M.	\$200.00/year
R.E.A.L.M. K-3	\$200.00/year

7. Approve **Judith Bower** to perform Physical Therapy Evaluations only as needed by the Child Study Team to complete Child Study Team referrals during the months of July and August 2011 at the rate of \$72.00 per hour.
8. Approve the appointment of **Judith Bower** to provide physical therapy services for the R.E.A.L.M. and Special Services programs, at an hourly rate of \$72.00/hour, not to exceed twenty-six (26) hours/week, for thirty-eight (38) weeks, for a total amount not to exceed \$71,136.00, for the 2011-2012 school year. (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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9. Approve **Amy Burgess** to perform Occupational Therapy Evaluations only as needed by the Child Study Team to complete Child Study Team referrals during the months of July and August 2011 at the rate of \$75.00 per hour.
10. Approve the appointment of **Amy Burgess** to provide occupational therapy services for the R.E.A.L.M. and Special Services programs, at an hourly rate of \$75.00/hour, not to exceed thirty (30) hours/week, for 37.4 weeks, for a total amount not to exceed \$84,150.00, for the 2011-2012 school year. (RFP's were solicited for this service to ensure the District receives the highest quality service at a fair and competitive price.)
11. Approve the appointment of **Beth Battista** to provide occupational therapy services, at an hourly rate of \$80.00/hour, not to exceed nineteen (19) hours/week, for thirty-eight (38) weeks, for a total amount not to exceed \$57,760.00, for the 2011-2012 school year. (RFP's were solicited for this service to ensure the District receives the highest quality service at a fair and competitive price.)
12. Approve **S & S Therapeutics, Inc.** to provide both home based physical therapy and home based occupational therapy services for the Ringwood Board of Education at an hourly fee of \$110.80, not to exceed \$25,000, effective July 1, 2011 through June 30, 2012. (RFP's were solicited for this service to ensure the district receives the highest quality service at a fair and competitive price.)

F. District Operations

1. Approve the **acceptance of tuition student #3025ER1** from the sending district of Wanaque to attend the E. REALM 1 Program effective May 16, 2011, at a *prorated* tuition rate and *prorated* cost of an aide, for the remainder of the 2010-2011 school year, as follows:

	Tuition	Aide
11 days May 2011	\$ 3,578.74	\$1,532.30
18 days June 2011	<u>5,921.10</u>	<u>2,535.20</u>
TOTAL	\$ 9,499.84	\$4,067.50

GRAND TOTAL: \$13,567.34

2. Approve the **contract with Essex County Educational Services Commission** to provide the services embodied within the Chapter 192-193, Title I, Public School Home Instruction, and requirements and funding, for the 2011-2012 school year, including IDEA-B, Nonpublic School Nursing and Public School Child Study Team, as needed.

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3. Approve the **second renewal of food service management services** for the **2011-2012** school year as follows:

The FSMC shall receive, in addition to the costs of operation, an administrative/management fee of \$.1218 per reimbursable meal and meal equivalent to compensate the FSMC for administrative and management costs. This fee shall be billed monthly as a cost of operation. The LEA guarantees the payment of such costs and fee to the FSMC.

Total meals are calculated by adding reimbursable meal pattern meals (breakfast, lunch and after school snack meals) served and meal equivalents. The number of School Breakfast Program, After School Snack Program, and National School Lunch program meals served to the children shall be determined by actual count. Cash receipts, other than from Sales of National Lunch Program and School Breakfast Program meals and After School Snack Program meals served to the children, shall be divided by \$1.00 to arrive at an equivalent meal count.

The per meal administrative/management fee of \$.1218 will be multiplied by total meals.

The FSMC guarantees the LEA a no cost of operation to the district for school year 2011-2012.

4. Approve the **reimbursable student lunch price** (complete meal) for the 2011-2012 school year as listed:

Student Middle School Lunch	\$2.25	\$.40 for Reduced
Student Elementary Lunch	\$2.10	\$.40 for Reduced

5. Approve the **Faculty Lunch price** of \$2.90 for the 2010-2011 school year.
6. Approve the Ringwood Board of Education participation in the **Passaic County Sheriff's Labor Assistance Program (S.L.A.P.)**, for the 2011-2012 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

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7. Approve the **Award of Contract for the District Operations and Maintenance Repairs/Supplies/Services** listed to the lowest responsible quoters, as attached, for the 2011–2012 School Year, as attached.

Q12-01	Boiler Inspection/Cleaning/Repair
Q12-03	Café Equipment Repair
Q12-04	Clock and Intercom Services
Q12-05	Custodial/Maintenance Uniforms
Q12-07	Elevator Repair/Inspection
Q12-08	Fire Extinguisher
Q12-09	Glass Repair
Q12-10	Gym Inspection/Repair
Q12-12	IPM
Q12-15	Septic
Q12-16	Water Treatment
Q12-17	Custodial Supplies
Q12-18	AHERA – Asbestos Hazard Emergency Response Act

8. Approve the Award of Contract for the **District Operations and Custodial Maintenance Supplies** to the lowest responsible quoters listed, for the 2011 – 2012 school year.

APP Janitorial	\$ 3,061.35
Atra Janitorial	\$24,442.95
John A. Earl, Inc.	\$ 5,290.00
	\$32,794.27

9. 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 2011– 2012 school year.
10. Approve the award of contract to the **Valley Health Work Place Connection** to provide the Ringwood transportation personnel DOT Physicals (history and physical conducted by a Board Certified Physician) at the rate of \$70.00/physical effective July 1, 2011 through June 30, 2012.
11. Approve the award of contract to **Software Advantage** for 2011-2012 TRIPS/microTRIPS maintenance contract and micro TRIPS Software License Agreement in an amount not to exceed \$4,000.00 for the 2011-2012 school year.

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12. 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):

DATE OF DRILL	TIME	SCHOOL	LOCATION	ROUTE #	SUPERVISOR OF DRILL
4/19/2011	8:45 a.m.	St. Catherines of Bologna	Upper Parking Lot	P-1, P-2, P-3, P-4, P-5, WSTC	Ms. M. Zepponi,
4/21/2011	8:15 a.m.	Ringwood Christian School	Driveway	RC-1	Dr. Donna Furrey, Mrs. Anna Rocando
4/21/2011	8:45 a.m. & 12:15 p.m.	Peter Cooper Elementary School	Driveway	C-1, C-2, C-3, C-4, C-5, C-6, S-10A, S-10B, S-10M(12:15), PC-11 (12:15)	Michael Sutcliffe, Principal
4/21/2011	9:00 a.m. & 12:15 p.m.	Robert Erskine Elementary School	Upper Parking Lot	E-1, E-2, E-3, E-4, E-5, E-6, E-7, E-11 (12:15), E-12 (12:15)	Nancy Dondero Principal
4/21/2011	2:15 p.m.	Martin J. Ryerson Middle School	Side Parking Lot	#27 FSZ Transport	Paul Scutti, Principal Jose Medina, Driver
4/25/2011	2:10 p.m.	Martin J. Ryerson Middle School	Driveway in Front of School	R-1, R-2, R-3, R-4, R-5, R-6, R-7, R-8, R-9, R-10	Paul Scutti, Principal
4/25/2011	8:35 a.m.	Wanaque Elementary School	Exit Driveway	W-70	Mr. Paul Stark
4/25/2011 & 4/29/2011	6:55 a.m. – 7:10 a.m.	Lakeland Regional High School	Rear Driveway behind School	502, 503, 505, 506, 509, 510, LC1, LC2, LC3	Mr. Michael Leary, BA/BS

13. Approve the following **403B Plan Providers** for the **2011-2012** school year:

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

14. **BE IT RESOLVED**, that the Ringwood Board of Education approve the authorization for the Business Administrator to **advertise for the solicitation of sealed bids** for the following: (1) type "C" 54 Passenger School Bus, 2012 Model or newer, Diesel Engine, Conventional to replace Bus #70 and (2) type "B" 24 Passenger Vans, 2012 Model or newer, Gasoline Engine, for the 2010 – 2011 school year.

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15. Approve the acknowledgement of the **receipt of all bids for the purchase of one school bus** submitted at the public bid opening conducted on Tuesday, May 3, 2011 at 1:00 P.M. in the district's Administration Building conference room as follows:

Bid #11-01	H.A. De Hart & Son, LLC Thorofare, NJ 08086	\$80,195
Bid #11-01	Wolfington Body Company, Inc. Hainesport, NJ 08036	\$86,900
Bid #11-01	Truck King International Keansburg, NJ 07734	\$82,500

16. ***And Be It Resolved*** that the Ringwood Board of Education approves the **award of Bid #11-01** for one school bus to Truck King International, the qualified bidder, for the 2010 – 2011 school year as follows:

(1) 2011, Type "C" Conventional School Bus, 54 Passenger, Diesel Vehicle at \$82,500. Initial payment of \$15,097.84 to Truck King International, Keansburg, NJ with five (5) year subsequent lease/purchase payments to Wells Fargo Equipment Finance in the annual amount of \$15,097.84 includes APR 3.90%.

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 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:

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EMPLOYEE NAME	WORKSHOP DATE	WORKSHOP NAME & LOCATION	REG. \$	LODGING \$	TRAVEL \$	EST. TOTAL \$
Crum, J.	6-3-11	PC Consortium, Hawthorne	-0-	-0-	43.55	43.55 + sub pay
Janis, Jennifer	6-9-11	Transitioning students, Ringwood	-0-	-0-	4.46	4.46

*** Depending on availability, "sub pay" can be \$80 to \$246 for the school day.**

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 2011-2012 school year.
3. Approve the **submission of the 2009-2010 (FY2010) Carryover No Child Left Behind (NCLB) Grant Application** to the N.J. Department of Education and also approve the acceptance of the grant funds listed upon the subsequent approval of the 2009-2010 application by the N.J. Department of Education.

Title IA	\$2,292
Title IIA	\$5,106
Title IID	\$ 482
Title IV	\$ 404
Total	\$8,284

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