

# *Ringwood Public Schools Board of Education*

## **Work Session Meeting**

Tuesday, January 17, 2012

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* by Erik Felton, REF President, regarding REF donations.

#### **II. EXECUTIVE SESSION**

#### **III. SUPERINTENDENT'S REPORT**

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

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

#### **VI. CORRESPONDENCE**

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

**A. Minutes**

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

Work/Business Meeting      December 19, 2011  
Executive Session            December 19, 2011

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

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

**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**: D4, D5, D6, E1, E2, F2.

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 2011-2012 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**.

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

for December 15, 2011	in the amount of \$620,546.38
for December 23, 2011	in the amount of \$619,304.71

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### D. Personnel

1. Approve, upon the recommendation of the Superintendent, the appointment of the following as **Substitute Personnel** for the 2011-2012 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 SUBSTITUTE TEACHERS

Alyssa Ercan  
John Mazzoni  
Lisa Pisano  
Kaitlyn Ruhl  
Rebecca Scanlon  
Debbie Schwartz  
Gina Swedin

#### SUBSTITUTE ABA TRERAPISTS

Casey Reno

#### SUBSTITUTE PARAPROFESSIONALS

Nargis Riffard  
Lisa Romanowski

#### SUBSTITUTE SECRETARIES

Nargis Riffard

2. Approve an unpaid leave of absence under the NJFLA and FMLA for **Jessica Crum**, 7th Grade Science Teacher at M. J. Ryerson School effective on, or about, May 4, 2012 through the end of the 2011-2012 school year. Ms. Crum will be utilizing her personal and current/accumulated sick days prior to her unpaid leave of absence.
3. Approve the continuation of an unpaid leave of absence under the NJFLA and FMLA for **Jessica Crum**, 7th Grade Science Teacher at M. J. Ryerson School effective September 1, 2012 utilizing her personal and current/accumulated sick days prior to her unpaid leave of absence. At the end of her statutory leaves, Ms. Crum is requesting a Child Rearing Leave, as written per the REA Agreement, Article XIV Section 1A, to continue through the end of the 2012-2013 school year, with the intent to return September 1, 2013.
4. Approve, upon the recommendation of the Superintendent, the appointment of **Daina Wagner**, Shared Access Paraprofessional at E. G. Hewitt School, at Step 1 \$11.17 per hour, 3 hours/day, 5 days/week, no medical benefits, effective January 6, 2012, for a ninety (90) day probationary period (April 4, 2012) for the 2011-2012 school year, pending completion of all State and Board employment requirements and approvals. Ms. Wagner is a replacement for Mariann Groth who has assumed responsibility in the Language Arts resource room. Ms. Wagner is taking her place in the area of Language Arts in-class support.
5. Approve, upon the recommendation of the Superintendent, the appointment of **Nalan Nuralis**, Bus Paraprofessional, at Step 1 \$11.17 per hour, 2 ¼ hours/day, 5 days/week, no medical benefits, effective January 2, 2012, for a ninety (90) day probationary period (March 31, 2012) for the 2011-2012 school year, pending completion of all State and Board employment requirements and approvals. Ms. Nuralis has been assigned to the route of Heather Romanowski who was transferred to Lisa Romanowski's route effective December 7, 2011.

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6. Approve the increase in hours for **Diane Morici**, Bus Paraprofessional, from 3 ¼ hours per day to 3 ½ hours per day effective January 2, 2012 due to the actual driving time of Ms. Morici's route.
7. Approve, upon the recommendation of the Superintendent, from a sixty-day (60) probationary appointment, the appointment of **James Morreale**, to the permanent position as a Bus Driver, at Step 1, \$18.72/hour, 4 ¾ hours/day, no medical benefits, effective January 12, 2012, for the 2011-2012 school year.
8. Approve, with regret, the acceptance of the resignation, for the purpose of retirement, of **Richard Morgan**, District Maintenance Repairperson effective May 1, 2012. Mr. Morgan's last day worked is April 30, 2012.
9. Approve, with regret, the acceptance of the resignation of **Casey Reno**, ABA Therapist at M. J. Ryerson School, effective January 16, 2012. Ms. Reno's last day worked is January 13, 2012.
10. Approve, with regret, the acceptance of the resignation of **Judi Davidson**, 6<sup>th</sup> Grade Social Studies Teacher, effective the end of the 2011-2012 school year.
11. Approve the job description for **Facilitator for the Academic Coaching Academy Before and After School Programs**, as attached. This program is to improve the proficiency level of students Grades 4 – 8 who are in need of additional basic skills instruction, but are not eligible for this instruction during regular school hours.
12. Approve **movement on the guide** for the employee listed for the 2011-2012 school year effective February 1, 2012.

### **Carrie Odgers**

FROM:	Step 9 MA	\$64,065.00
TO:	Step 9 MA+30	\$67,285.00

## **E. Curriculum/Instruction**

1. Approve, upon the recommendation of the Superintendent, Shelley Harrison, a Fordham University Student, to complete an **internship**, assigned to Steven Fiedeldej, district School Psychologist, for two (2) afternoons per week, effective January 19, 2012 – May 19, 2012.
2. Approve **Tuition Audit Undercharge** to The Children's Therapy Center for Student #2815 in the amount of \$5,784.00 as per the New Jersey Department of Education Audit for the period of July 1, 2008—June 30, 2009, as attached.

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3. Approve, upon the recommendation of the Superintendent, the institution of the **Academic Coaching Academy Before/After School Program**. The goal of this program is to improve the proficiency level of students in Grades 4-8 who are in need of additional basic skills instruction, but are not eligible for this instruction during the regular school hours. Funded through Title I.

**F. District Operations**

1. Approve the adoption of a **Respiratory Protection Program** as required by PEOSHA for the 2011-2012 school year, as attached.
2. Approve the following resolution to request a **waiver** of compliance with respect to the district’s participation in the **Special Education Medicaid Initiative (SEMI) Program**:

*WHEREAS*, NJAC 6A:23A-5.3 provides that a school district may request a waiver of compliance with respect to the district’s participation in the Special Education Medicaid Initiative (SEMI) Program for 2012-13 and

*WHEREAS*, the Ringwood Board of Education desires to apply for this waiver due to the fact that it projects having fewer than 40 Medicaid eligible classified students for the 2012-2013 budget year.

*NOW THEREFORE BE IT RESOLVED*, that the Ringwood Board of Education hereby authorizes the Chief School Administrator to submit to the Executive County Superintendent of Schools in the County of Passaic an appropriate waiver of the requirements of NJAC 6A:23A-5.3 for the 2012-2013 school year.

3. Approve the execution of the **School Bus Emergency Evacuation Drills** conducted at the following school in accordance with the New Jersey Administrative Code (NJAC 6A:27-11.2):

<b>DATE OF DRILL</b>	<b>TIME</b>	<b>SCHOOL</b>	<b>LOCATION</b>	<b>Vendor</b>	<b>SUPERVISOR OF DRILL</b>
11/7/11	2:15pm	M. J. Ryerson Middle School	Side Parking Lot	Jordan Trans.	Paul Scutti, Principal
11/7/11	2:15pm	M. J. Ryerson Middle School	Side Parking Lot	Lenoir Trans.	Paul Scutti, Principal

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### 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:

EMPLOYEE NAME	WORKSHOP DATE	WORKSHOP NAME & LOCATION	REG. \$	LODGING \$	TRAVEL \$	MEALS \$	EST. TOTAL \$
Beattie, H.	1-20-12	Common Core Standards & Implications for School Leaders, Parsippany, NJ	-0-	-0-	21.70		21.70
Dondero, N.	2-14-12	Drive Student Success w/CAR, Monroe Township, NJ	147.00	-0-	40.61	-0-	187.61
Dondero, N.	3-21-12	iPAD Workshop for School Leaders, Monroe Township, NJ	825.00	-0-	40.61	-0-	865.61
Jackson, D.	1-11-12	Maximizing Language Therapy, Parsippany, NJ	225.00	-0-	17.05		242.05
Beattie, H. OR Nicholls, M.	TO BE DETERMINED	Commissioner's Convocation, Union, NJ	5.00	-0-	28.83		33.83
Specia, E.	3-5-12	Practical Strategies to Address Challenges of School Nurse, Parsippany, NJ	225.00	-0-	26.64		251.64 + sub pay
Sutcliffe, M.	1-31-12	Learning About Teacher Evaluation Models, Monroe Twsp., NJ	75.00	-0-	33.79		108.79
Sutcliffe, M.	2-23-12	Advanced I PAD Training, Monroe Twsp., NJ	147.00	-0-	33.79	-0-	180.79

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

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### H. Policy

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

<u>Number</u>	<u>Title</u>
5141.7	Hearing Aid Policy

2. *Discretionary Policy Discussion*

<u>Number</u>	<u>Title</u>
4118.3/4218.3	Grievances
4119.3/4219.3	Workplace Harassment
4135.2/4235.2	Employment Contracts
4142/4242	Payroll Authorization/Salary Checks and Deductions
5113.1	Educational Opportunity for Military Children
5141.20	Food Allergies

### VIII. SPECIAL REPORTS

- A. Budget Committee
- B. Facilities Committee
- C. Public Communications Committee
- D. Tri-District Shared Services
- E. Liaisons

### IX. OLD BUSINESS

### X. NEW BUSINESS

### XI. PUBLIC PARTICIPATION I

### XII. ADJOURNMENT