

Ringwood Public Schools Board of Education

Monday, January 23, 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 “Ringwood Pride” Presentation to sixth grade students who participated in a Quiz Bowl competition.

Special Presentation by Meredith Nicholls, Wellness Committee Chairperson, regarding food in the schools.

II. PUBLIC PARTICIPATION I

III. EXECUTIVE SESSION

- A. Discussion of Legal and Personnel Matters – this discussion should take approximately ninety (90) minutes.

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.

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

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, D7, D8, D9, D10, D11, D12, D13, D14, E3, F1, F3, G1, G2, G3, H1, H2.

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** in the amounts listed, as attached.

District Bills for Dec 20, 2011 – Jan 23, 2012 in the amount of \$885,456.04
Cafeteria Bills for December 2011 in the amount of \$ 30,939.97

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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

4. Approve the listed **transfers** as of July 31, 2011. These transfers exceed the 10% transfer limit as established by S-1701. These transfers are needed to reallocate medical benefits costs for the 2011-2012 school year.

FROM	TO	AMOUNT
11-190-100-270-31-0000	11-000-251-270-31-0000	\$14,350.78
11-204-100-270-31-0000	11-000-251-270-31-0000	8,146.70
11-214-100-270-31-0000	11-000-251-270-31-0000	15,372.87
11-230-100-270-31-0000	11-000-251-270-31-0000	3,782.89
		TOTAL \$41,653.24

5. Approve the listed **transfers** as of November 30, 2011. These transfers exceed the 10% transfer limit as established by S-1701. These transfers are needed to reallocate budgeted funds to administrative salaries.

FROM	TO	AMOUNT
11-000-240-105-31-2000	11-000-240-103-31-0000	\$ 5,000.00
11-130-100-101-04-0000	11-000-240-103-31-0000	103,909.00
11-190-100-270-31-0000	11-000-240-103-31-0000	7,669.00
11-190-100-270-31-0000	11-000-240-103-31-0000	32,534.00
		TOTAL \$149,112.00
11-130-100-101-04-0000	11-000-251-104-22-0000	\$ 30,000.00

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	SUBSTITUTE ABA TRERAPISTS
Nicholas Caporusso	Casey Reno
Lauren DeWilde	
Alyssa Ercan	
John Mazzoni	
Lisa Pisano	SUBSTITUTE PARAPROFESSIONALS
Kaitlyn Ruhl	Nargis Riffard
Rebecca Scanlon	Lisa Romanowski
Debbie Schwartz	
Gina Swedin	
SUBSTITUTE SECRETARIES	
Nargis Riffard	

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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.
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 for the purpose of retirement of **Judi Davidson**, 6th 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**. 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

13. Approve, upon the recommendation of the Superintendent, the appointment of **Anne Marie Buhowski** as a Long Term Substitute First Grade Teacher at Robert Erskine School, effective January 30, 2012 through the end of the 2011-2012 school year, at the State Certified rate of \$90.00 a day, beginning January 30, 2012 for the first 20 days of employment. On the 21st day of employment Ms. Buhowski will move to BA Step 1 \$50,825 prorated, no medical benefits. Ms. Buhowski is replacing Kimberly Dalton who is on a leave of absence.

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- 14. Approve an unpaid leave of absence under the FMLA for **Richard Morgan**, District Maintenance Employee, effective January 19, 2012, utilizing his vacation, personal and floater days prior to his unpaid leave of absence.

E. Curriculum/Instruction

- 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.
- 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):

DATE OF DRILL	TIME	SCHOOL	LOCATION	Vendor	SUPERVISOR OF DRILL
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

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

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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
Beattie, H.	2-6-12	Learning About the Four Teacher Evaluation System, Monroe Township, NJ	75.00	-0-	39.99		114.99
Beattie, H.	3-21-12	iPAD Workshop for School Leaders, Monroe Township, NJ	825.00	-0-	39.99		864.99
Carafello, G.	1-26-12	NJ Alternative Assessment, Ringwood, NJ	-0-	-0-	-0-	-0-	Sub pay
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
Lypowy, D.	2-3-12	School Trans. Supervisors Meeting, Denville, NJ	10.00	-0-	31.08	-0-	41.08
Beattie, H. OR Nicholls, M.	TO BE DETERMINED	Commissioner's Convocation, Union, NJ	5.00	-0-	28.83		33.83
Scutti, P.	3-22-12	iPAD Workshop for School leaders, Monroe Township, NJ	825.00	-0-	44.95	-0-	869.95
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
Tassitano, C.	2-11-12	Analyzing and Constructing Salary Guides, Monroe Township, NJ	207.00	-0-	44.02	-0-	251.02
Vogt, P.	1-23-12	ALEKS Math Program, Passaic, NJ	-0-	-0-	12.95	-0-	12.95 + sub pay

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

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2. Approve the **NCLB 2010-2011** Grant submission to the New Jersey Department of Education of the **Final Report/Carry-Over Application** as listed below:

Title 1 A	Non Public
200-300	\$1,620.00

Title II D	Non Public
200-300	\$ 11.00

Title IV	Non Public
200-300	\$ 4.00

3. Approve the **IDEA 2010-2011** Grant submission to the New Jersey Department of Education of the **Final Report/Carry-Over Application** as listed below:

IDEA BASIC	Non-Public
200-300	\$ 494.00

IDEA PRE-SCHOOL	Non Public
200-300	\$ 5.00

H. Policy

1. Approve the *second reading and adoption* of the **policy** listed.

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

2. Discretionary **Policy Discussion** and approval of the revisions.

<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

IX. SPECIAL REPORTS

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

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X. OLD BUSINESS

XI. NEW BUSINESS

A. Results of the Before/After School Survey

XII. PUBLIC PARTICIPATION II

XIII. ADJOURNMENT