

**THE MINUTES OF THE WORK/BUSINESS MEETING OF THE
BOARD OF EDUCATION, BOROUGH OF RINGWOOD, NEW JERSEY
HELD AT MARTIN J. RYERSON ON JANUARY 24, 2011**

I. The meeting was called to order by President Tassitano at 7:31 P.M.

- A. President Tassitano led everyone in the flag salute.
- B. Board Secretary Mitchell read the Sunshine Law Statement as required under the Open Public Meetings Act.
- C. *Roll Call*

Janet Citrango	- present	Sam Nastory	- present
Gina Donatien	- present	Richard Schaefer	- present
Melissa Griegel	- present	Ronald Schiavello	- present
Lynne Klosowski	- present	President Tassitano	- present
Katy McKeever	- present		

Also present:
Warren C. Mitchell, SBA/BS
Hugh E. Beattie, Superintendent

II. PUBLIC PARTICIPATION I

PUB.PART.I

No comments

III. EXECUTIVE SESSION

Executive Session was postponed to the end of the meeting

IV. SUPERINTENDENT'S REPORT

SUPT. RPT.

Superintendent Beattie commented that the Ryerson School will be extending the marking period by two days. This is due to the school closings we have had due to the inclement weather. The report cards, however, will still be distributed on February 4th. The faculty and secretaries were commended for their efforts in completing their assignments for this marking period in the time available.

Mr. Beattie commented on the workshops that will be presented on the staff development day which is set up for February 18th.

Superintendent Beattie mentioned that we will be investigating district wide writing programs for possible implementation in September.

Superintendent Beattie has been conducting non-tenured observations for all the non-tenured staff throughout the district. He has been learning a lot about our teachers and our students. He has been meeting with the administrators and discussing a number of our programs and finding out about them firsthand. He's looking to see in which way we may be able to improve upon those programs in the future.

V. BOARD PRESIDENT'S REPORT

BD.PRES.RPT.

President Tassitano commented on the following items:

1. Mr. Beattie's mentoring program has started. He has submitted his goals which will be on the Board's agenda for February for review and approval.
2. Paul Breda is being contacted in order to meet with us at the February 23rd Board meeting to discuss our review process for board self-evaluation.
3. School Calendar for this year 2010-2012. If we utilize all our allotted snow days, where will we take any extra days we may need. She asked for suggestions from the Board. It was general knowledge that we usually take the days from the end of the Spring Break. President Tassitano suggested that we start by taking February 22. Several options were discussed. By a show of hands, all Board members were in agreement by adding February 22nd as a snow day if need be, and then starting back by taking away from our Spring break, starting with April 8th.
4. The School Calendar for 2011-2012 was discussed.

VI. SBA/BOARD SECRETARY'S REPORT

BD.SECY.RPT

Board Secretary Mitchell presented a letter from Pomptonian indicating that they were successful in obtaining a grant, in which they would be receiving new salad bar equipment for M. J. Ryerson School.

He also reviewed a letter he received pertaining to Governor Christie signing into law advertising on school buses. It cautioned us, however, not to do anything as yet until the State Board of Education can put together all the regulations that governs this area.

Board Secretary Mitchell reviewed the Budget cycle for this year. The election will be held on April 27, 2011. He commented that an itemized budget is due to be submitted to the Executive County Superintendent of Schools on March 4th. The earliest date for the public hearing is March 22nd and the last date for public hearing is March 29th. Last year, we had to change our budget hearing date. This year, the date for our budget hearing should be fine.

This past week he had met with the Executive County Business Administrator concerning one of the requirements of the new regulations. The County office holds mid-year budget reviews with all school districts. Ringwood was in very good shape. They used indicators from the Comparative Spending Guide. Except for two items, we were under all of those indicators. The meeting went very well. He would email the board members a copy of these documents for their file.

VII. CORRESPONDENCE

CORRES.

VIII. DISCUSSION ITEMS/CONSENT AGENDA MOTIONS

A. Minutes

MINUTES

Motion was made by **Trustee Citrango**, seconded by **Trustee Donatien** to review and approve the **minutes** of the listed meeting, as attached.

Work/Business Meeting December 13, 2010

Motion was unanimously approved by roll call vote by members present.

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.

Motion was made by **Trustee Citrango**, seconded by **Trustee Klosowski** to approve the following items:

1. Motion to approve the following **consent agenda items**: C1, C2, C3, C4, C5, C6, C7, D1, D2, D3, D4, D5, F1, F2, F3, F4, G1, H1, H2.

Motion was unanimously approved by roll call vote by members present.

C. Finance

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

DIST.BILLS

District Bills	for December 29, 2010 - January 24, 2011	in the amount of \$442,553.27
Supplemental Bills	for October 2010	in the amount of \$161,389.83
General Ledger	for October 2010	in the amount of \$125,184.24
Cafeteria Bills	for December 2010	in the amount of \$ 42,718.17

Sheet # 4 – Work/Business Meeting, January 24, 2011

Finance continued

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|----|--|----------------------------|
| 3. | Approve the Ringwood School District Payroll in the amounts listed.

for December 15, 2010 in the amount of \$ 613,854.36
for December 23, 2010 in the amount of \$ 613,891.10 | PAYROLL |
| 4. | Approve the Board Secretary's Report for October and November 2011, as attached. | BD.SECY RPT
10 -11/2011 |
| 5. | Approve the Treasurer's Report for October and November 2011, as attached. | TREAS.RPT
10 -11/2011 |
| 6. | Approve the account line item Transfers for the month of December 2010, as attached. | TRANSFERS
DEC. 2010 |
| 7. | Approve the following transfers to cover the board's share of principal and interest payment for the M. J. Ryerson Roof Replacement Project . | ROOF PAYMT
TRANSFERS |

Transfer from the Bond Referendum Account \$49,500.00 (Board share of principal payment).
 Transfer from the Capital Reserve Account \$17,600.75 (Board share of interest payment).
 State share of principal and interest payment is \$34,568.00
 Total principal and interest payment is \$101,668.75.

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. | SUB.PER. |
|----|---|----------|

COUNTY SUBSTITUTE TEACHERS
 Pamela Barker
 Keri Kershaw

STATE SUBSTITUTE TEACHERS
 Pamela deWaal

SUBSTITUTE SECRETARIES
 Danata Leenas

SUBSTITUTE NURSES
 Eileen Pricken

- | | | |
|----|---|-----------------------|
| 2. | Approve, upon the recommendation of the Superintendent, the unpaid extended leave of absence for Jann Lori , Sixth Grade Math Teacher at M. J. Ryerson School, as written per the REA contract per Article XIV, section E, #1, effective January 11, 2011 through June 30, 2011. Ms. Lori's last day worked will be January 10, 2011. | LORI
UNPAID
LOA |
| 3. | Approve, upon the recommendation of the Superintendent, the appointment of Pamela deWaal as a long-term Substitute Sixth Grade Math Teacher at M. J. Ryerson School, at BA Step 1, \$49,325 prorated, plus medical benefits, effective January 10, 2011 through the remainder of the 2010-2011 school year. Ms. deWaal will be replacing Jann Lori who is taking an unpaid extended leave of absence, and will have one day with Ms. Lori to facilitate a smooth transition. | DEWAAL
SUBSTITUTE |

Sheet # 5 – Work/Business Meeting, January 24, 2011

Personnel continued

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|----|--|---------------------|
| 4. | Approve, with regret, the acceptance of the resignation for the purpose of retirement of Deborah Van Dunk from her current position as a Bus Driver, effective January 1, 2011. | VAN DUNK
RESIGN. |
| 5. | Approve <i>movement on the guide</i> for the teacher listed, as per Article XVII, J, retro back to September 1, 2010. | GUIDE
MOVEMENT |
| | Krystina Mongelli – 2010 – 2011 School Year | MONGELLI |
| | FROM: BA Step 3 \$50,325.00 | |
| | TO: BA+15 Step 3 \$51,025.00 | |

E. Curriculum/Instruction

F. District Operations

- | | | |
|----|---|----------------------------|
| 1. | Approve the rate of pay for School Board Election workers at a rate of \$9.00/hour and so confirm to the Office of Passaic County Board of Elections, for the 2011 School Board and Budget Election to be held on April 27, 2011, at Robert Erskine and Peter Cooper Elementary Schools, between the hours of 3:00pm and 9:00pm. | RATE OF
PAY
ELECTION |
| 2. | Approve payment to the following individuals for the Opt-Out of Family Medical and Prescription coverages for the period of January 1, 2011 through June 30, 2011: | OPT OUT
MEDICAL |
| | Eileen Camporeale Prescription \$ 532.50
Medical \$1597.50 | |
| | Suzanne Eccelston Prescription \$ 485.00 | |
| | Margaret Gianfrancesco Prescription \$ 532.50
Medical \$1597.50 | |
| | Patricia Querrazzi Prescription \$ 532.50
Medical \$1597.50 | |
| | Greta Carafello Prescription \$ 485.00
Medical \$1457.50 | |
| | Maryann Tomaszewski Prescription \$ 532.50
Medical \$1597.50 | |
| 3. | Approve the contract with Essex Regional Educational Services Commission to provide IDEA-B Services to the nonpublic schools as needed with the proportionate share of the IDEA-B ARRA funds for the 2010-2011 school year, as attached. | ERESC
IDEA-B
ARRA |

Sheet # 6 – Work/Business Meeting, January 24, 2011

District Operations continued

4. Approve the **YMCA Before School Program** to be conducted at the E. G. Hewitt School during the 2011-2012 school year. This is a continuation of a program, which was originally approved by the Board of Education for the 2007-2008 school year. This is a parent supported program and there is no cost to the Ringwood Board of Education. YMCA PROGRAM HEWITT
5. Approve **Sports, Leisure & Entertainment RPG** to operate an after school Zumbatonic program in the E. G. Hewitt School for the 2010-2011 school year. This program will be paid for through parent tuition and will not require any Board of Education funds. Proper insurance for this program will be provided by the Sports, Leisure & Entertainment RPG organization. SPORTS LEISURE ENTERMT RPG HEWITT

G. General

1. **APPROVAL OF WORKSHOP/CONFERENCE ATTENDANCE AND REIMBURSEMENT OF RELATED TRAVEL EXPENSES** TRAVEL

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:

Sheet # 7 – Work/Business Meeting, January 24, 2011

General continued

EMPLOYEE NAME	WORKSHOP DATE	WORKSHOP NAME & LOCATION	REG. \$	LODGING \$	TRAVEL \$	EST. TOTAL \$
Beattie, H.	2-7-11	Anti-Bullying Forum, Montclair, NJ	-0-	-0-	13.64	13.64
Beattie, H.	2-10-11	New Superintendents' Academy, Trenton, NJ	195.00	-0-	54.25	249.25
Crum, J.	1-27-11	Science Curriculum Consortium, Hawthorne, NJ	-0-	-0-	43.86	43.86 + sub pay
Donatien, G.	1-31-11 thru 3-31-11	Governance IV, Web-Based	50.00	-0-	-0-	50.00
Fiore, R.	2-25-11	Common Core Standars in J, Teaneck, NJ	-0-	-0-	-0-	Sub pay
Lorie, J.	2-25-11	NJ Kindergarten Teachers' Conf., Atlantic City, NJ	219.00	-0-	-0-	219.00+sub pay
Mitchell, W.	2-3-11	State Aid & Budget Preparation, Rockaway, NJ	75.00	-0-	23.99	98.99
Nastory, S.	1-31-11 thru 3-31-11	Governance IV, Web-Based	50.00	-0-	-0-	50.00
Rothlauf, W.	2-1-11	So You Can Teach Writing, New Providence, NJ	115.00	-0-	37.74	152.74
Schaefer, R.	2-26-11	Driving Student Achievement, Plainsboro, NJ	150.00	-0-	41.85	191.85
Schweiker, J	2-17-11	Managing ADHD, Fair Lawn, NJ	119.99	-0-	11.50	131.49 + sub pay
Terhune, D.	1-27-11	Science Curriculum Consortium, Hawthorne, NJ	-0-	-0-	-0-	Sub pay
Walsh, C.	2-3-11	Trauma, PTSD & Grief, Parsippany	189.00	-0-	15.51	204.51

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

Sheet # 8 – Work/Business Meeting, January 24, 2011

H. Policy

POLICY

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

ADD

Number	Title
3542.2	Celebration in Schools

2. Approve to readopt **the reformatted Bylaws** of the Ringwood Board of Education **9000 policy series**. Also **approve the revised** Ringwood Board of Education **9000 policy series**, and to delete the **policies** listed.

Re-adopt and Revised Policies: These policies have been reformatted for consistency and to include Legal References in the body of the policy. Content was not changed.

DELETE:

Number	Title
9200A	Code of Ethics
9320	Meetings

IX. SPECIAL REPORTS

SPECIAL REPORTS

- A. Budget Committee – Rescheduled for February 1, 2011 at 6:30 P.M., if cancelled due to snow, the meeting will be on February 2, 2011 at 6:30 P.M.
- B. Curriculum Committee – Committee is still looking at Technology programs that aren't too expensive. The administrators will meet and discuss topics we have brought up at our meetings. Items will be addressed with the Budget committee. We are looking to see how our teachers can teach each other new ideas that they have learned at workshops.
- C. Facilities Committee - Trustee Schaefer reviewed the Solar Feasibility Study which was put together by our architect, DiCara/Rubino. Extensive Board discussion ensued.
- D. Public Communications Committee – Working on communicating with the public in small groups and going to the different clubs and organizations in the community to get the message out about the referendum. Requested volunteers from the Board to be in attendance at these meetings. A public forum will also be on the agenda in the future. Board discussion ensued.
- E. Tri-District Shared Services – No report
- F. Liaisons – No report

Sheet # 9 – Work/Business Meeting, January 24, 2011

X. OLD BUSINESS

OLD
BUSINESS

No report

XI. NEW BUSINESS

NEW
BUSINESS

A. How is the Board progressing toward District goals?

Superintendent's goals will be on the agenda for February.

XII. PUBLIC PARTICIPATION II

PUB.PART II

Mr. Botino spoke with the Board concerning cell phone use.

Ms. Odgers commented on her concerns about the school calendar and snow days. She suggested that we use the days at the end of June to make up the snow days.

Mrs. Dondero commented on the Hewitt Referendum.

Mr. Michelin commented on the school year, teacher's contract, and the Referendum.

Motion was made by **Trustee Citranglo**, seconded by **Trustee Klosowski** to adjourn to Executive Session at 9:59 P.M.

Motion was unanimously approved by voice vote.

Reconvened in Public Session at 11:02 P.M.

XIII. Motion was made by **Trustee Citranglo**, seconded by **Trustee Nastory** to adjourn from Public Session at 11:03 P.M. **ADJOURN.**

Motion was unanimously approved by voice vote.

Respectfully submitted,

WARREN C. MITCHELL
Board Secretary

WCM/jm