

**THE MINUTES OF THE WORK SESSION MEETING OF THE
BOARD OF EDUCATION, BOROUGH OF RINGWOOD, NEW JERSEY
HELD AT MARTIN J. RYERSON ON MARCH 21, 2011**

I. The meeting was called to order by President Tassitano at 7:30 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 Citranglo	- present	Sam Nastory	- present
Gina Donatien	- present	Richard Schaefer	- present
Melissa Griegel	- present	Ronald Schiavello	- present
Lynne Klosowski	- absent	President Tassitano	- present
Katy McKeever	- present (arrived 8:34 PM)		

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

II. PUBLIC PARTICIPATION I

PUB.PART.I

No comment

Motion was made by **Trustee Schaefer**, seconded by **Trustee Citranglo** to adjourn to Executive Session at 7:32 P.M.

Motion was unanimously approved by voice vote.

III. EXECUTIVE SESSION

Reconvened in Public Session at 8:24 P.M.

IV. SUPERINTENDENT'S REPORT

SUPT.RPT.

Superintendent Beattie commented that he had met with the principals to discuss the budget and ways to promote it. He had meetings scheduled Thursday with the PTO Presidents to get their input. He also met with the Teacher's union today to get their input. President Tassitano commented that part of the Board's function is to help to pass the school budget. She mentioned that the Board's focus currently has been on promoting the Hewitt Referendum and she gave kudos to all those members who have been involved in this. However, she stated that we also have a school budget to pass. She stressed that she needs just as much enthusiasm from the remaining members of the Board as well as the Referendum Committee to go out there and promote our budget as well as the Referendum. Part of our goals is to pass a budget for our school district; to go out there and get the community to support our school budget. It means budget meetings, and as the superintendent stated, getting the administrators on board with this, as well as the teachers, in order to do everything in their power to pass this budget. Mr. Beattie is going to be working on getting some meetings scheduled after the presentation of the budget hearing. Superintendent Beattie commented that there will be a budget notice going out to the residents of the town. He commended Mr. Mitchell for the work he has done on the budget. It is a very responsible budget. He commended the Audio Visual Club at Ryerson for the video they created highlighting all that is positive in and around our schools.

Sheet # 2 – Work Session, March 21, 2011

SUPERINTENDENT’S REPORT continued

Superintendent Beattie stated we had a fabulous Read Across America week. The teachers were phenomenal and the programs were great.

The *Jump Rope for Heart* group at Ryerson did a phenomenal job. They raised \$1050 which they donated to the American Cancer Society.

The program at Erskine where the children read to the dog was reported by Channel 11 and will be on as a special feature. We will let everyone know the date it will appear as soon as we are informed.

The students are gearing up for NJASK, which is the first week in May. Our administrators have been informed of the changes that have occurred on this test for this year. There is a lot of class work involved in preparing the children for this test.

Superintendent Beattie commented that he had some concerns over our Basic Skills program as to who it addresses and who is doesn’t address. He would like to make some very serious changes for next year to make sure that we are getting the children the help that they need.

V. BOARD PRESIDENT'S REPORT

BD.PRES.RPT

President Tassitano announced that the REF Tricky Tray is on April 21st this year. She thought it would be nice if all the Board members could attend and sit at the same table. She commented that the St. Patrick’s Day Parade was on March 26th, and wanted to know if any board members would be marching. Trustee Citranglo and Superintendent Beattie will be carrying our Banner and support us.

President Tassitano commented that the District Musical and Art Festival will be presented on Tuesday, March 29th from 7 to 8:15 PM in case any of the Board members are able to attend.

President Tassitano reminded everyone that next week’s meeting would start at 7 PM.

VI. SBA/BOARD SECRETARY'S REPORT

BD.SECY.RPT

Board Secretary Mitchell reported on the Ballot Position Drawing:

Mary Kunert	1 st position
Janet Citranglo	2 nd position
Cynthia Tassitano	3 rd position

Mr. Mitchell commented that last Friday he met with a representative from FEMA regarding putting in a claim for the snow fall cleanup over the Christmas break. We will put in a claim for our labor and use of equipment.

Sheet # 3 – Work Session, March 21, 2011

SBA/BOARD SECRETARY’S REPORT continued

Mr. Mitchell announced that the 2011-2012 Budget was approved by the Executive County Superintendent for advertising in the newspaper.

Board Secretary Mitchell also commended the maintenance staff for the work that they do. He mentioned that Steve Evans and Bill Steussing will be attending an asbestos workshop which will give them certification to do at least three lineal feet of any type of project with asbestos which will save the district quite a bit of money. It is very expensive when you start bringing in contractors to do work vs having our own staff complete the work. Our maintenance staff is very willing to hone their skills so they can save the district some expenses

VII. CORRESPONDENCE

CORRES.

None

VIII. DISCUSSION ITEMS/CONSENT AGENDA MOTIONS

A. Minutes

MINUTES

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

February 23, 2011	Work Session Meeting
February 23, 2011	Executive Session
February 28, 2011	Business Meeting
February 28, 2011	Executive Session

B. Consent Agenda Motions

CONSENT
ITEMS

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 was made by **Trustee Citranglo**, seconded by **Trustee Donatien** to approve the following **consent agenda items**: F1, G1, G3.

Extensive Board discussion ensued concerning item F1. The wording of the Resolution will be approved with the revisions noted in the minutes.

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

For February 15, 2011	in the amount of \$611,649.41
For February 28, 2011	in the amount of \$608,712.96
4. Approve the **Board Secretary's Report** for February 2011, as attached.
5. Approve the **Treasurer's Report** for February 2011, as attached.
6. Approve **Transfers** for the month of February 2011, as attached.

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. SUBSTITUTE PERSONNEL

COUNTY SUBSTITUTE TEACHERS

David Bright
Jonathan Lackey
Michael Maskileyson

STATE SUBSTITUTE TEACHERS

Amanda Lokoi
Donn Reeves
Jordanna Spaulding
Dana Ann Swartz-Brown

PARAPROFESSIONALS

Alicia Downey
Dana Ann Swarts-Brown

ABA THERAPISTS

Dana Ann Swarts-Brown

SECRETARY

Alicia Downey

2. Approve, with regret, the acceptance of the resignation, of **Mary Robin Unger** from her current position as a Paraprofessional at Robert Erskine School, effective March 7, 2011. Ms. Unger's last day worked was March 4, 2011. UNGER RESIGN.

Sheet # 5 – Work Session, March 21, 2011

E. Curriculum/Instruction

1. Approve special education **student #2903** to receive four (4) 60-minute sessions/ week of physical therapy, per the IEP, provided by S&S Therapeutics, Inc., at the rate of \$110.80/session, in an amount not to exceed \$7,534.40, effective March 7, 2011 through June 30, 2011. #2903
PT
S & S
2. Approve special education **student #2903** to receive four (4) 60-minute sessions/ week of occupational therapy, per the IEP, provided by S&S Therapeutics, Inc., at the rate of \$110.80/session, in an amount not to exceed \$7,534.40, effective March 7, 2011 through June 30, 2011. #2903
OT
S & S
3. Approve special education **student #2903** to receive four (4) 60-minute sessions/week of speech therapy, per the IEP, provided by Nancy Minunni, at the rate of \$90.00/session, in an amount not to exceed \$6,120.00, effective March 7, 2011 through June 30, 2011. #2903
SPEECH
MINUNNI
4. Approve special education student **#2903** to receive twelve (12) compensatory sessions of Physical Therapy, as per the IEP, provided by S&S Therapeutics, Inc., at the rate of \$110.80/session, at an amount not to exceed \$1,329.60, effective March 7, 2011 through June 30, 2011, due to loss of prior services as a result of an injury. #2903
COMPEN
PT
S & S

F. District Operations

SPECIAL
BALLOT

1. **RESOLUTION OF THE BOARD OF EDUCATION OF THE BOROUGH OF RINGWOOD IN THE COUNTY OF PASSAIC, NEW JERSEY PROVIDING FOR THE SUBMISSION OF A SPECIAL BALLOT QUESTION TO THE RINGWOOD BOROUGH VOTERS AT THE ANNUAL SCHOOL DISTRICT ELECTION TO BE HELD WEDNESDAY, APRIL 27, 2011;**

WHEREAS, the Board of Education (the "Board" when referring to the governing body and the "School District" when referring to the territorial boundaries governed by the Board) of the Borough of Ringwood in the County of Passaic, New Jersey (the "State") desires to undertake a school facilities renovation and expansion project at the Hewitt School, consisting of the repair of exterior stairs; installation of a new roof, stair railings, windows, boilers and unit ventilators; electrical, security and technology upgrades; exterior repointing/sidewalk improvements; replacement of doors and HVAC controls; upgrade of the gymnasium air handler; and the construction of an addition to replace existing modular units which currently house the library, computer lab, and special education classrooms (the "Project"); and

WHEREAS, to accomplish the same, the Board seeks to authorize the submission of a special question (the "Proposal") at the annual School District election to be held Wednesday, April 27, 2011 (the "Election") and to authorize certain actions required to be taken in connection with the conduct of the Election and the undertaking of the Project.

NOW THEREFORE, BE IT RESOLVED by The Board of Education of the Borough of Ringwood in the County of Passaic, New Jersey (not less than a majority of the full membership of the Board concurring) as follows:

District Operations continued

1. The following Explanatory Statement and Proposal (the "Proposal") shall be submitted to the legal voters of the School District at the Election:

EXPLANATORY STATEMENT

As set forth in the Proposal below, the Board is seeking authorization to undertake the renovation of and expansion of the Hewitt School, including the repair of exterior stairs; installation of a new roof, stair railings, windows, boilers and unit ventilators; electrical, security and technology upgrades; exterior repointing/sidewalk improvements; replacement of doors and HVAC controls; upgrade of the gymnasium air handler; and the construction of an addition to replace existing modular units, which currently house the library, computer lab, and special education classrooms all at a cost not to exceed \$11,195,950. The Board anticipates financing such cost through the issuance of school bonds over a 20-year period.

Currently, the State is not releasing any State funding for school facilities projects. Furthermore, the State has not made any definitive statement as to when, if ever, such funding may be available. As a result of the lack and uncertainty of State funding, in order to proceed with this project at this time, the Board is seeking to undertake this project without any State support.

PROPOSAL

The Board of Education of the Borough of Ringwood in the County of Passaic, New Jersey is authorized to (A) undertake the renovation of and expansion of the Hewitt School, including the repair of exterior stairs; installation of a new roof, stair railings, windows, boilers and unit ventilators; electrical, security and technology upgrades; exterior repointing/sidewalk improvements; replacement of doors and HVAC controls; upgrade of the gymnasium air handler; and the construction of an addition to replace existing modular units, which currently house the library, computer lab, and special education classrooms; (B) expend on such project an amount not to exceed \$11,195,950, which expenditure shall be funded with bonds of the School District in an aggregate amount not to exceed \$11,195,950. The project to be funded herein was potentially eligible for State support, in whole or in part, at a minimum amount of 40 percent for eligible components of the project. However, the Board determined not to seek State support for the project.

Please see the "Explanatory Statement" above for the reasons why the Board is proceeding without State funding.

2. The Board hereby approves and adopts the Proposal and, subject to the approval of the legal voters of the School District, hereby determines to carry out the same.
3. The Business Administrator/Board Secretary is hereby authorized and directed, in conjunction with Bond Counsel, to deliver a certified copy of this resolution and such other information as shall be necessary to comply with applicable provisions of the Education Law and Election Law, to the Passaic County Superintendent of Schools, Passaic County Clerk, Passaic County Board of Elections, and to the Clerk of the Borough of Ringwood, and to request such persons to undertake their respective functions under the Education Law and the Election Law, as applicable, in connection with the Election. The Business Administrator/Board Secretary is hereby authorized to amend the Proposal and the Explanatory Statement to conform same to statutory requirements.

Sheet # 7 – Work Session, March 21, 2011
District Operations continued

4. The Board hereby acknowledges and confirms that, in accordance with the requirements of Sections 24-16 and 24-17 of the Education Law, a Supplemental Debt Statement has been prepared as of the date of this resolution by the Chief Financial Officer of the Borough of Ringwood, giving effect to the proposed total authorization of School Bonds of the School District in the maximum amount provided for in the Proposal, and that such Supplemental Debt Statement has been filed in the offices of the Clerk of the Borough of Ringwood, and in the office of the Business Administrator/Board Secretary prior to the adoption of this resolution. The Board hereby directs the Business Administrator/Board Secretary to cause such Supplemental Debt Statement to be filed in the office of the Director of the Division of Local Government Services, New Jersey Department of Community Affairs prior to the date of the Election.
 5. The School Administration and such other officers, professionals and agents of the Board as are necessary, including Wilentz, Goldman & Spitzer, P.A., Bond Counsel and the Architect for the Project, are each hereby authorized and directed to perform such acts, execute such documents and do such things as are necessary and proper for the submission of the Proposal to the voters of the School District at the Election.
 6. This resolution shall take effect immediately.
2. Approve the Touch Football League of Ringwood to use the **Hewitt School Field** for four home game dates on Sundays during the months of April, May and June, 2011 to This League (made up of Ringwood residents 18 years and older) has prior approval from the Ringwood Recreation Board for athletic activities at the Hewitt School pending Board of Education approval. A Certificate of Liability will be on file prior to the first game.

G. General

1. **APPROVAL OF WORKSHOP/CONFERENCE ATTENDANCE AND TRAVEL 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

Board of Education March 21, 2011 Work Session Agenda

Sheet # 8 – Work Session, March 21, 2011

General continued

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 \$	EST. TOTAL \$
Baldisserotto, P.	4-1-11	Bullying in our time, Mahwah, NJ	-0-	-0-	-0-	Sub pay
Beattie, H.	3/17; 5/2; 5/10; 5/12; 5/18; 5/20; 5/25; 6/7; 6/15/11	PassaicCounty professional Development Board Member Meetings, Paterson,NJ	-0-	-0-	106.02	106.02
Beattie, H.	6-9-11	Anti-Bullying Conference, Piscataway, NJ	99.00	-0-	39.68	138.68
Citro, A.	3-15-11	Anti-bullying, Kinnelon, NJ	-0-	-0-	30.60	30.60
Crum, J.	3-29-11	Science Curriculum Consortium, Hawthorne, NJ	-0-	-0-	43.55	43.55 + sub pay
Dondero, N.	3-21-11	Administering the 2011 NJ ASK, Parsippany, NJ	-0-	-0-	13.82	13.82
Evans, S.	4-18&19-11	Asbestos Operations, Ocean, NJ	295.00	-0-	-0-	295.00
Hauch, M.	3-25-11	Boys vs Girls as Bullies, Kinnelon, NJ	-0-	-0-	16.63	16.63
Johnson, T.	3-21-11	NJ Ask Training, Parsippany, NJ	-0-	-0-	-0-	-0-
McKay, F.	3-29-11	Science Curriculum Consortium, Hawthorne, NJ	-0-	-0-	12.75	12.75 + sub pay

Sheet # 9 – Work Session, March 21, 2011

General continued

Nicholls, J.	3-21-11	NJ ASK Training, Parsippany, NJ	-0-	-0-	-0-	-0-
Radino, D.	4-28-11	Social Skills for Autistic Children , Rockaway, NJ	169.00	-0-	26.52	195.52
Rudolph, P.	4-28-11	Social Skills for Autistic Children , Rockaway, NJ	169.00	-0-	23.48	193.48
Steussing, B.	4-18&19-11	Asbestos Operations, Ocean, NJ	295.00	-0-	-0-	295.00
Terhune, D.	3-29-11	Science Curriculum Consortium, Hawthorne, NJ	-0-	-0-	-0-	sub pay
Walsh, C.	3-15-11	Anti-bullying, Kinnelon, NJ	-0-	-0-	-0-	-0-
Walsh, C.	3-25-11	Boys vs Girls as Bullies, Kinnelon, NJ	-0-	-0-	-0-	-0-

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

2. Approve the acceptance of the **Agreement between the Ringwood Board of Education and the Ringwood Bus Drivers Association**, including the salary guides, for the period of July 1, 2010 – June 30, 2013.
3. Approve the 2011-2012 school **calendar**, as attached.

RINGWOOD
BUS DRIVERS
AGREEMENT

H. Policy

POLICY

IX. SPECIAL REPORTS

SPECIAL
REPORTS

- A. Budget Committee – The committee will be meeting on Wednesday at 8 P.M. The presentation of the budget is on Monday, March 28, at 7 P.M.
- B. Curriculum Committee – No report

Sheet # 10 – Work Session, March 21, 2011

SPECIAL REPORTS continued

- C. Facilities Committee – Trustee Schaefer commented that the open houses are going well. The next Referendum Committee meeting is Thursday night. Discussion ensued on the presentations, along with the open houses that will occur at Hewitt School.

Board Secretary Mitchell addressed the fact that a Public Forum should be held where the public can address their questions to the Board, the Bond Counsel and the Architect. The Board agreed with this and a meeting would be scheduled.

President Tassitano brought up the topic of grants.

It was suggested that the Public Form be held on April 11th during the Work Meeting. The meeting time would be revised to 7 P.M.

- D. Public Communications Committee – Trustee McKeever updated the Board on communications with the Public.
- E. Tri-District Shared Services – A meeting will be scheduled in the future.
- F. Liaisons – Updated report on the Garden.

It was suggested that the Reorganization and Business meeting be consolidated into one meeting.

X. OLD BUSINESS

**OLD
BUSINESS**

Trustee Schiavello discussed the possibility of televising our Board meetings on Channel 77. People do not show up at the Board meetings and see what we are doing. He felt that if people saw what we are doing at these Board meetings, they would change their attitudes toward the Board.

President Tassitano agreed with Trustee Schiavello, and thought it would be a good idea to broadcast the meetings so the Public would know what we are trying to accomplish. Board discussion ensued.

XI. NEW BUSINESS

**NEW
BUSINESS**

- A. How is the Board progressing toward District goals?

Trustee Schiavello mentioned that he worked for a local radio station in Pompton Lakes. It targets all of Passaic County which includes Ringwood. He wanted to present an idea to the Board to place Ads on the radio. He thought it would be a good way to inform the general population of Ringwood that they should get out and vote on April 27th. WGHT has a special promotion to accomplish that. He discussed this promotion with the Board and what the fees would be. He suggested that possibly the PTO might be in a position to help the promotion of the budget with these Ads, if the Board was not permitted to do this. Board discussion ensued and New Jersey School Boards would be contacted on this matter before anything was further decided.

Sheet # 11 – Work Session, March 21, 2011

XII. PUBLIC PARTICIPATION II

PUB.PART.II

No comment

XIII. Motion was made by **Trustee Citrango**, seconded by **Trustee Donatien** to adjourn from Public Session at 9:45 P.M.

ADJOURN.

Motion was unanimously approved by voice vote.

Respectfully submitted,

WARREN C. MITCHELL
Board Secretary

WCM/jm