

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

I. The meeting was called to order by President Tassitano at 7:02 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	Katy McKeever	- present
Gina Donatien	- present	Sam Nastory	- present
Melissa Griegel	- present	Lynne Klosowski	- absent
Mary Kunert	- present	President Tassitano	- present

Also present:

Warren C. Mitchell, SBA/BS

Hugh E. Beattie, Superintendent

C. Vacant Board Seat Interviews

President Tassitano announced that we would be starting tonight's meeting by interviewing the candidates for the vacant board seat. Mr. Kevin Dunn and Mr. Robert Stiers were interviewed by the Board members at this time. After a question and answer period, President Tassitano announced that the board members would be going into Executive Session for discussion.

BOARD  
INTERVIEWS

Motion was made by **Trustee Citrango**, seconded by **Trustee Nastory** to adjourn to Executive Session at 7:30 P.M.

Motion was unanimously approved by voice vote.

D. **EXECUTIVE SESSION**

**Reconvened in Public Session at 8:45 P.M.**

President Tassitano thanked both candidates for their interest and dedication in wanting to serve on the Ringwood Board of Education. She informed them that it was a very hard decision for the trustees to make this evening. She encouraged the individual who would not be appointed this evening to seek a Board position in the upcoming April election as there will be three seats that will be coming due at that time.

Board Secretary Mitchell then announced that the Board would like to entertain a motion to approve the following board candidate to fill the vacant board seat, and after careful deliberation and consideration by the Ringwood Board of Education, Mr. Kevin Dunn was elected to fill the vacant board seat.

Motion was made by **Trustee Citrango**, seconded by **Trustee Griegel** to approve the final board candidate **Mr. Kevin Dunn**, to fill the vacant board seat.

Motion was unanimously approved by roll call vote.

President Tassitano congratulated Mr. Dunn and also thanked Mr. Stiers, and hoped that he would come out in April for the Board. She then asked Mr. Mitchell to administer the Oath of Office to Mr. Dunn.

**Sheet # 2 – Work Session, November 21, 2011**

- E. Board Secretary administered the Oath of Office to Mr. Kevin Dunn to complete the vacant seat term of the office to April 30, 2011

**II. SUPERINTENDENT'S REPORT**

SUPT.RPT.

- A. Suspensions  
Superintendent Beattie reported on the five suspensions during the months of September and October.

He also commented that last week was American Education Week. Our schools celebrated by opening our doors and showing the miracles that take place everyday in our classrooms. He commended our staff and administration.

**III. BOARD PRESIDENT'S REPORT**

BD.PRES.RPT

President Tassitano commented that Paul Breda is no longer with New Jersey School Boards. As soon as she finds out who our new field representative will be, she will invite him/her to our Board meeting. She also wanted to thank Debbie Lypowy, Steve Evans, Chief Lombardo, and Mr. Beattie for all the work they did after the October 29<sup>th</sup> snow storm, especially the town in working as fast as possible to clear the roads with the power line situation to make it safe for our school buses to run and to transport our children.

President Tassitano commented that everyone received an invitation in their packet for the Winter Holiday Concert which starts on Wednesday, December 7<sup>th</sup>. She encouraged the Board to try to attend one of these concerts to show our support and appreciation for our students as well as our teachers who are behind these concerts.

President Tassitano informed the Board that we received two letters of appreciation from residents of our community for the outstanding work and cooperation of our custodial staff and our building and grounds personnel, as well as a thank you to Mr. Evans and to Mr. Mitchell. She just wanted to recognize Mr. Evans, Mr. Mitchell, our custodians and our building and grounds for everything that they do for our schools and our communities.

She again welcomed Mr. Dunn to the Board and she wished everyone at the meeting a Happy Thanksgiving.

**IV. SBA/BOARD SECRETARY'S REPORT**

BD.SECY.RPT

Board Secretary Mitchell commented on the following items.

1. Hewitt School - We received Final Determination of Educational Adequacy approved for the Hewitt Project by the Office of School Facilities.
2. We also received a Final Determination of Education Adequacy for the conversion of the custodial maintenance room to a Reading Room.
3. He informed the Board that we received approval of our Long Range Facility Plan and the amendment. The State has now changed the requirement for districts submitting their Long Range Facility Plan. The approval now is five years. It would then be five years from the date of this letter, or until we make other changes that would affect our Long Range Facilities Plan.
4. He commented that last Tuesday he met at the office of our Architect of Record, DiCara/Rubino. The Superintendent, our Buildings and Grounds Supervisor, and our Project Manager were also in attendance. We were there for a Design meeting. They are still in the process of tweaking the drawings. The mechanical engineer, civil engineer, and structural engineer were also in attendance. We are still in the process of obtaining a few more permits from various agencies. The plan is coming along very well.

Board Secretary Mitchell then commended Mr. Steve Evans, our Building and Grounds Supervisor. He is worth his weight in gold. He always has input concerning these drawings and continually questions why things are being done a certain way, especially with the HVAC work. He is very knowledgeable and the district is very lucky to have him.

He commented that we still have a lot of planning to do concerning the Hewitt project. Mr. Beattie, Mr. Evans and he will be getting together with the Project Manager to go over the pre-planning of this project. He will be sending out e-mails as to when they will be meeting so that the Facilities Committee will be aware of the scheduled meetings in the event they are able to attend. There is a lot of planning to be done. On Tuesday, November 15, 2011, at 2 PM, Mr. Beattie, Mr. Evans, Mr. Pellecchia, or Mr. Delgado, Mr. Rubino, and Mr. Mitchell will be meeting with Garden State Environmental to review and discuss the asbestos report that they had prepared. One of the pieces of this project is to get all the abatement out of the way first, before the demolition is started.

**SBA/BOARD SECRETARY'S REPORT** continued

He had also distributed to the Board information from the Passaic County Improvement Authority concerning the Renewable Solar Energy Project. No bids were received on this project. He also updated everyone on where the SREC market was in the State of NJ. He spoke with representatives from Gabel Associates. They are in the process of talking with developers getting feedback from them concerning the RFP to see what are some of the things they can do to make this RFP more attractive. They do plan on going out again in Mid-December and they will keep everyone informed. The SREC market is really not that good. He will keep the Board updated on this process. Board Secretary Mitchell informed the Board that he will be following up on our ESIP. He has not heard anything on that as yet. Fall is a busy time of the year, with Fall reports and starting the Budget. Also, Mr. Rubino has informed him that they are looking to go out in late January or beginning of February for Bids on the project.

**V. CORRESPONDENCE**

CORRES.

- A. A letter was received from Donna Marie Furrey, EdD, Ringwood Christian School Administrator, commending our Transportation Department for an outstanding job in ensuring the safety of all the children.

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

**A. Minutes**

MINUTES

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

Work/Business Session	October 17, 2011
Executive Session	October 17, 2011

Board Secretary Mitchell commented that there were revisions to the minutes which he handed out to the Board. Trustee Griegel had submitted these revisions to him earlier in the day. Mr. Mitchell stressed that it is very important that one person who has the floor is the only person who speaks at that time. It is very hard to listen and transcribe the minutes when there is lot of chatter. It is hard to decipher who is speaking and who has the floor. If we can just allow the person who has the floor to finish their statement, and then you could make a comment, deferring to the Board President to control who is speaking. President Tassitano suggested that whoever wants to speak should raise their hand, and she will recognize them. This will make it easier when transcribing the minutes. Mr. Mitchell also commented that when it comes to reporting, if a committee chair is doing a report on their committee, this report should be given to Mr. Mitchell at that meeting as an attachment, and it will become an integral part of the minutes. President Tassitano had handed out this report form to the Board members which they should complete whenever they are going to give a report to the Board.

**Sheet # 5 – Work Session, November 21, 2011**

Trustee Griegel had a question on the minutes concerning a statement she read that there had not been any facilities meetings. Mr. Mitchell commented that when we say facilities committee, it was pointed out that it was a meeting concerning all the facilities. Trustee Griegel commented that anything related to facilities is a facilities meeting, so that when we had a meeting on solar, that was a facilities meeting, when we talked about ESIP, that was a facilities meeting. Mr. Mitchell commented that we would listen to the minutes again and do the necessary revisions.

**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.

Motion was made by **Trustee Donatien**, seconded by **Trustee Citranglo** to approve the following items:

1. Motion to approve the following consent agenda items: D4, D5, D6, D7, D8, D9, D19, D20, H1.

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

**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.

DISTRICT  
BILLS

for October 14, 2011 in the amount of \$629,376.96  
for October 28, 2011 in the amount of \$615,509.80

4. Approve the **Board Secretary's Final Report for June, 2011**, and the submission to the Passaic County Office of the N.J. Department of Education, as attached.
5. Approve the **Board Secretary's Report** for July and August, 2011.
6. Approve the **Treasurer's Final Report for June, 2011**, and the submission to the Passaic County Office of the N. J. Department of Education, as attached.

6/BD SECY  
FINAL RPT

BD.SECY  
JULY-AUG  
6/TREAS  
FINAL RPT

Sheet # 6 – Work Session, November 21, 2011

Finance continued

7. Approve the **Treasurer's Report** for July and August, 2011.

TREAS  
JULY-AUG

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.

SUBSTITUTE  
PERSONNEL

**County Substitute Teachers**

Michael DiChiarra  
Audrey Lidskey  
Paul Rolfe  
Catherine Thorne  
Jaclyn Turi

**State Substitute Teachers**

Michele Adams  
Robert Anfang

**Substitute Paraprofessionals**

Audrey Lidskey

**SUBSTITUTE NURSE**

Florence Buonomo

**SUBSTITUTE SECRETARY**

Debbie Garrison  
Audrey Lidskey

**SUBSTITUTE CUSTODIANS**

James Morreale

2. Approve the *reappointment* of the following **Substitutes** for the 2011-2012 school year.

**CUSTODIANS**

Richard Buurman  
Juan Cazorola  
George Halbohm  
Carolyn Flynn  
Tina Stephens  
Stephen Steussing  
Mark VanDerLaan

**COUNTY SUB TEACHERS**

David Bright

3. Approve **movement on the guide** for the 2011-2012 school year as listed. Payment will be delayed until March 1, 2012 retroactive to September 1, 2011, per Article XVII, J MOVEMENT of the REA agreement with the Ringwood Board of Education.

GUIDE  
MOVEMENT

**Pamela Baldisserotto**

FROM: Step 14 MA \$89,075 + Longevity \$1, 875 = \$90,950  
TO: Step 14 MA+30 \$93,135 + Longevity \$1,985 = \$95,120

4. Approve the **job description** for *District Piano Accompanist*, as attached. This will be a stipend position of eighty-five (\$85.00) per hour, not to exceed \$2,000 per school year. This position is to accompany scheduled student rehearsals and performances in conjunction with the musical/dramatic performances. The previous accompanist *donated* her time for many years and has now retired from the district.

DIST.  
PIANO

**Sheet # 7 – Work Session, November 21, 2011**

**Personnel continued**

- |                  |   |                                     |                  |                 |                  |               |              |  |
|------------------|---|-------------------------------------|------------------|-----------------|------------------|---------------|--------------|--|
| 5.               | Approve the <b>job description</b> for <i>Coordinator of Parent Training/Extended School Day (ESD)</i> , as attached. This service is required to be in compliance with students' IEP and required by federal IDEA.   | PARENT<br>TRNG                      |                  |                 |                  |               |              |  |
| 6.               | Approve the <b>job description</b> for <i>Parent Training/Extended School Day (ESD) Provider</i> , as attached. This service is required to be in compliance with students' IEP and required by federal IDEA.   | PARENT<br>TRNG.                     |                  |                 |                  |               |              |  |
| 7.               | Approve the ABA Therapists listed as <b>Parent Training/Extended School Day Providers</b> at the rate of \$25.00 per hour for the 2011-2012 school year. Hours will be documented by time sheets.   | ABA<br>THERAPIST                    |                  |                 |                  |               |              |  |
|                  | <table border="0" style="width: 100%;"> <tr> <td style="width: 50%;">Virginia Cibenko</td> <td style="width: 50%;">Croceann Moreira</td> </tr> <tr> <td>Kathleen Felten</td> <td>Cheryl Terracino</td> </tr> <tr> <td>Diane LeGault</td> <td>Alysa Wilson</td> </tr> </table>   | Virginia Cibenko                    | Croceann Moreira | Kathleen Felten | Cheryl Terracino | Diane LeGault | Alysa Wilson |  |
| Virginia Cibenko | Croceann Moreira  |                                     |                  |                 |                  |               |              |  |
| Kathleen Felten  | Cheryl Terracino  |                                     |                  |                 |                  |               |              |  |
| Diane LeGault    | Alysa Wilson  |                                     |                  |                 |                  |               |              |  |
| 8.               | Approve <b>Teen R.E.A.L.M. ABA Therapists</b> to attend after school, evening activities (such as dances) with Student #2925TR, at their hourly rate of pay, for the 2011-2012 school year. Hours work will be documented by time sheets. Ringwood will be reimbursed by Pompton Lakes for this cost.   | ABA<br>REALM<br>ACTIVITIES          |                  |                 |                  |               |              |  |
| 9.               | Approve <i>increase in days worked per week</i> for <b>Erin White-Fomin</b> , part-time Occupational Therapist for the R.E.A.L.M. Programs, from 3 days/week to 3 ½ days/week (FTE .7) at BA Step 13 \$76,400 prorated (\$53,480), no medical benefits, effective November 7, 2011, for the 2011-2012 school year. Hours are being increased due to remain in compliance of students' IEP.                                    | WHITE<br>REALM<br>INCREASE<br>HOURS |                  |                 |                  |               |              |  |
| 10.              | Approve, upon the recommendation of the Superintendent, from a ninety-day (90) probationary appointment, the appointment of <b>Richard Ballard</b> , to the permanent position as a Bus Paraprofessional, at Step 1, \$11.17/hour, 2 ¼ hours/day, 5 days/week, no medical benefits, effective December 4, 2011, for the 2011-2012 school year.  | BALLARD<br>BUS PARA                 |                  |                 |                  |               |              |  |
| 11.              | Approve, upon the recommendation of the Superintendent, from a ninety-day (90) probationary appointment, the appointment of <b>Diane Brunda</b> , to the permanent position as a Personal Paraprofessional, requiring ABA experience, at E. G. Hewitt School at an hourly rate of \$21.00/hour, 5.98 hrs./day, for a total of 29.9 hrs./week, no medical benefits, effective December 4, 2011, for the 2011-2012 school year. | BRUNDA<br>PER PARA                  |                  |                 |                  |               |              |  |
| 12.              | Approve, upon the recommendation of the Superintendent, from a ninety-day (90) probationary appointment, the appointment of <b>Karen Feola</b> , to the permanent position as an ABA Therapist for the R.E.A.L.M. program, at Peter Cooper School at an hourly rate of \$21.00/hour, 5.98 hrs./day, for a total of 29.9 hrs./week, no medical benefits, effective December 9, 2011, for the 2011-2012 school year.            | FEOLA<br>ABA<br>REALM               |                  |                 |                  |               |              |  |

**Sheet # 8 – Work Session, November 21, 2011**

**Personnel continued**

13. Approve, upon the recommendation of the Superintendent, from a ninety-day (90) probationary appointment, the appointment of **Heather Romanowski**, to the permanent position as a Bus Paraprofessional, at Step 1, \$11.17/hour, 2 hours/day, 5 days/week, no medical benefits, effective December 4, 2011, for the 2011-2012 school year. ROMANOWSKI  
BUS PARA
14. Approve, upon the recommendation of the Superintendent, from a ninety-day (90) probationary appointment, the appointment of **Chelsea Schubart**, to the permanent position as an ABA Therapist for the R.E.A.L.M. program, at Peter Cooper School at an hourly rate of \$21.00/hour, 5.98 hrs./day, for a total of 29.9 hrs./week, no medical benefits, effective November 29, 2011, for the 2011-2012 school year. SCHUBART  
ABA  
REALM
15. Approve, upon the recommendation of the Superintendent, from a ninety-day (90) probationary appointment, the appointment of **LeAnne Young**, to the permanent position as a Playground/Cafeteria Paraprofessional at M. J. Ryerson School at Step 1, \$11.17/hour for 2.5 hours/day, 12.5 hours/week, no medical benefits, effective December 5, 2011, for the 2011-2012 school year. YOUNG  
PLAY/CAFE  
PARA
16. Approve, upon the recommendation of the Superintendent, from a ninety-day (90) probationary appointment, the appointment of **Jessica Zwerin**, to the permanent position as a Personal Paraprofessional, requiring experience with the visually impaired and Braille fluency, at Robert Erskine School at an hourly rate of \$25.27/hour, 5.98 hrs./day, for a total of 29.9 hrs./week, no medical benefits, effective December 5, 2011, for the 2011-2012 school year. ZWERIN  
PER PARA
17. Approve, the *reimbursement of unused sick leave*, for **Sharon Cole**, Bus Driver, in the total amount of \$500 for 12.5 unused sick days @ \$40.00/day per the Ringwood Bus Drivers Association Agreement, Article X, Section 1.b. Ms. Cole resigned from her position effective August 20, 2011. UNUSED  
SICK LEAVE  
COLE
18. Approve, upon the recommendation of the Superintendent, the appointment of **David Cook** as a Bus Driver effective November 9, 2011 at Step 1, \$18.72 per hour, minimum of 4 ¾ hours/day, 5 days/week, no medical benefits, for a sixty (60) day probationary period (February 15, 2012), for the 2011-2012 school year, pending completion of all State and Board employment requirements and approvals. Mr. Cook is replacing Roberta Milligan who retired. COOK  
BUS  
DRIVER

**Sheet # 9 – Work Session, November 21, 2011**

**Personnel continued**

- |     |  |                                   |
|-----|--|-----------------------------------|
| 19. | Approve, upon the recommendation of the Superintendent, the appointment of <b>Michele Adams</b> as a Shared Access Paraprofessional at M. J. Ryerson School at Step 3, \$11.38/hour, for 5.98 hours/day, 29.9 hours per week, no medical benefits, effective November 14, 2011 for a ninety (90) day probationary period (February 10, 2012), for the 2011-2012 school year, pending completion of all State and Board employment requirements and approvals. Ms. Adams is replacing Marilyn Hall, who resigned. | ADAMS<br>SHARED<br>ACCESS<br>PARA |
| 20. | Approve, with regret, the acceptance of the resignation of <b>Rickey Hnath</b> , Bus Paraprofessional effective the end of the workday of November 18, 2011.   | HNATH<br>RESIGN.                  |

**E. Curriculum/Instruction**

- |  |   |  |   |  |
|--|---|--|---|--|
| 1.   | Approve, upon the recommendation of the Superintendent, the appointment of the listed <b>parents</b> as <b>volunteers</b> in the schools listed, for the 2011-2012 school year.   | PARENTS<br>VOLUNTEERS  |   |  |
|  | <table border="0" style="width: 100%;"><tr><td style="width: 50%;"><b>Robert Erskine School</b><br/>Heather Caldwell<br/>Tami-Jo Faller<br/>Kathryn Grant<br/>Erika Haedo</td><td style="width: 50%;"><b>E. G. Hewitt School</b><br/>Bernadette Callahan</td></tr></table>  | <b>Robert Erskine School</b><br>Heather Caldwell<br>Tami-Jo Faller<br>Kathryn Grant<br>Erika Haedo | <b>E. G. Hewitt School</b><br>Bernadette Callahan |  |
| <b>Robert Erskine School</b><br>Heather Caldwell<br>Tami-Jo Faller<br>Kathryn Grant<br>Erika Haedo | <b>E. G. Hewitt School</b><br>Bernadette Callahan   |  |   |  |
| 2.   | Approve the <i>increase in hours worked</i> for <b>Patti Bahoosh-Binko</b> , part-time Certified Occupational Therapy Assistant (COTA), for a maximum of twelve (12) hours per week (from ten hours/week previously approved) when school is in session, for the 2011-2012 school year. This increase is due to remain in compliance of students' IEP. (RFP's were solicited for this service to ensure the District receives the highest quality service at a fair and competitive price.) | BINKO<br>COTA<br>INCREASE<br>HOURS   |   |  |

Sheet # 10 – Work Session, November 21, 2011

**F. District Operations**

1. 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):

BUS  
EVAC  
DRILLS

DATE OF DRILL	TIME	SCHOOL	LOCATION	ROUTE #	SUPERVISOR OF DRILL
10/17/2011	8:45 a.m.	St. Catherines of Bologna	Upper Parking Lot	P-2, P-3, P-4, P-5, P-6	Sr. Theresa Firenze, Principal
10/20/2011	2:00 p.m.	Martin J. Ryerson Middle School	Driveway in Front of School – Normal Bus Lineup	R1, R2, R3, R4, R5, R6, R7, R8, R9	Mr. Paul Scutti, Principal
10/21/2011	6:50 a.m./ 7:10 a.m.	Lakeland Regional High School	Back Driveway Behind Both Buildings	502, 503, 505, 506, 509, 510, LC1, LC2, LC3	Mr. Michael Leary, BA/BS
10/24/2011	8:44 a.m.	Skylands School	Side Parking Lot at Martin J. Ryerson M.S.	S10J	Ms. Rosemarie Lakawicz, Coordinator
10/25/2011	7:45 a.m.	St. Francis of Assisi	Father Hayes Side of Exit Driveway	SF1/SM1	Ms. Madeline Dietz
10/25/2011	8:00 a.m.	Ringwood Christian School	Parking Lot of Church/School	RC1	Dr. Donna Furrey, Principal
10/25/2011	8:00 a.m.	St. Mary's School	Street in Front of St. Mary's	SM1	Mrs. Carol LaSalle, Principal
10/25/2011	8:35 a.m.	Wanaque Elementary School	Side Parking Lot Where Ringwood Busses Line Up for Drop Off and Pick Up	W70/STF	Mr. Paul Stark, Teacher-in-Charge
10/25/2011	8:45 a.m./12:15 p.m.	Peter Cooper Elementary School	Driveway in Front of School	C1, C2, C3, C4, C5, C6, S10J-S10B-S10P (PIE/REALMS); PC11	Mr. Michael Sutcliffe, Principal
11/8/2011	8:45 a.m./9:15 a.m./ 12:15 p.m.	Robert Erskine Elementary School	Upper Parking Lot	E1, E2, E3, E4, E5, E6, PE11, PE12	Ms. Nancy Dondero, Principal

Sheet # 11 – Work Session, November 21, 2011

District Operations continued

2. Approve the **Bus Route Cost Analysis/Transportation Jointure Agreement** for Lakeland Regional Board of Education for the 2011 - 2012 school year as listed. LAKELAND JOINTURES

Route #	Students	Miles	Total
502	111	29	\$ 27,923.43
503	59	18	\$ 23,102.51
505	76	16	\$ 23,111.80
506	62	9	\$ 22,539.04
509	68	11	\$ 22,696.30
510	70	13	\$ 22,879.60
PC-2	65	55	\$ 38,527.73
TOTAL ROUTE COSTS			\$180,780.41

3. Approve, as per the **Shared Services Inter-Local Agreement between Lakeland Regional Board of Education and the Ringwood Board of Education**, whenever Lakeland Regional High School cannot transport its students for any school related activities (trips), the Ringwood Board of Education will provide transportation at a cost of \$60.00 per hour for weekday activities, and \$65.00 per hour for weekend activities, for the 2011 – 2012 school year. Activities are varying, documented and calculated by trip forms and time sheets, then submitted to Lakeland Regional High School for payment on a monthly basis. SHARED SERVICES INTER LOCAL LAKELAND

4. Approve the **Bus Route Cost Analysis/Transportation Jointure Agreement** for the Inter-Local Agreement with the Borough of Ringwood to provide courtesy busing for the local high school students due to safety reasons for the 2011–2012 school year. RT LC 1-2-3

Route #	Students	Miles	Total
LC-1	73	10	\$22,976.10
LC-2	62	8	\$22,821.30
LC-3	57	6	\$22,752.00
TOTAL ROUTE COSTS			\$68,549.40

5. Approve the **Bus Route Cost Analysis/Transportation Jointure Agreement** for St. Francis, and Wanaque Elementary, **Route #SF1** for the 2011-2012 school year as follows: RT SF1

5 Ringwood Students	for 9 miles	for a cost of	\$ 4,964.93
10 Wanaque Parochial	for 4 miles	for a cost of	\$ 7,765.66
24 Wanaque Public	for 12 miles	for a cost of	\$12,730.59
TOTAL COST TO WANAQUE			\$20,496.25
TOTAL ROUTE COST			\$25,461.19

Sheet # 12 – Work Session, November 21, 2011

District Operations continued

6. Approve the **Bus Route Cost Analysis/Transportation Jointure Agreement** for St. Mary's, **Route #SM1** for the 2011-2012 school year as follows: RT SM1
- |                       |                |               |             |
|-----------------------|----------------|---------------|-------------|
| 5 Ringwood Students   | for 22.0 miles | for a cost of | \$10,560.96 |
| 34 Wanaque Parochial  | for 18.0 miles | for a cost of | \$24,642.23 |
| TOTAL COST TO WANAQUE |                |               | \$24,642.23 |
| TOTAL ROUTE COST      |                |               | \$35,203.18 |
7. Approve the **Bus Route Cost Analysis/Transportation Jointure Agreement** for Wanaque Elementary School, **Route #W70** for the 2011-2012 school year as follows: RT W70
- |                       |              |               |             |
|-----------------------|--------------|---------------|-------------|
| 24 Wanaque Public     | for 20 miles | for a cost of | \$19,033.39 |
| TOTAL COST TO WANAQUE |              |               | \$19,033.39 |
8. Approve the **Bus Route Cost Analysis/Transportation Jointure Agreement** for St. Catherine's of Bologna, **Route #P6** for the 2011-2012 school year as follows: RT P6
- |                       |                |               |             |
|-----------------------|----------------|---------------|-------------|
| 32 Ringwood Students  | for 20.0 miles | for a cost of | \$19,859.73 |
| 9 Wanaque Parochial   | for 10.0 miles | for a cost of | \$ 5,601.46 |
| TOTAL COST TO WANAQUE |                |               | \$ 5,601.46 |
| TOTAL ROUTE COST      |                |               | \$25,461.19 |
9. Approve the **Bus Route Cost Analysis/ Transportation Jointure Agreement** for the Windsor Learning Center, Pompton Lakes, **Route S-40J** for the 2011–2012 school year as follows: RT S 40J
- |                                |              |               |             |
|--------------------------------|--------------|---------------|-------------|
| 3 Ringwood Students            | for 20 miles | for a cost of | \$37,512.46 |
| 2 Wanaque Students             | for 12 miles | for a cost of | \$16,853.42 |
| Bus Aide for 1 Wanaque Student |              | for a cost of | \$ 5,984.58 |
| TOTAL COST TO WANAQUE          |              |               | \$22,838.00 |
| TOTAL ROUTE COST               |              |               | \$60,350.46 |
10. Approve the **Bus Route Cost Analysis/ Transportation Jointure Agreement** for the Windsor Learning Center, Pompton Lakes, **Route SS45J** for the 2011–2012 EXTENDED SCHOOL YEAR a total of 30 days as follows: RT SS45J
- |                                |              |               |            |
|--------------------------------|--------------|---------------|------------|
| 2 Ringwood Students            | for 20 miles | for a cost of | \$3,897.03 |
| 2 Wanaque Students             | for 12 miles | for a cost of | \$3,897.03 |
| Bus Aide for 1 Wanaque Student |              | for a cost of | \$1,483.57 |
| TOTAL COST TO WANAQUE          |              |               | \$5,380.60 |
| TOTAL ROUTE COST               |              |               | \$9,277.64 |

**District Operations** continued

11. Approve the **Bus Route Cost Analysis/Transportation Jointure Agreement** with the Sussex County Regional Cooperative for the Skylands School, Ringwood, **Route SS15J** for the 2011–2012 EXTENDED SCHOOL YEAR as follows: RT SS15J
- |                            |             |               |            |
|----------------------------|-------------|---------------|------------|
| 1 Montague Student         | for 6 miles | for a cost of | \$1,496.02 |
| 1 Ringwood Student         | for 6 miles | for a cost of | \$1,496.02 |
| TOTAL ROUTE COST with Aide |             |               | \$2,992.04 |
12. Approve the **Bus Route Cost Analysis/Transportation Jointure Agreement** with the Sussex County Regional Cooperative for the Skylands School, Ringwood, **Route S10J** for the 2011–2012 school year as follows: RT S10J
- |                            |              |               |             |
|----------------------------|--------------|---------------|-------------|
| 1 Montague Student         | for 6 miles  | for a cost of | \$ 4,282.76 |
| 13 Ringwood Students       | for 32 miles | for a cost of | \$49,251.75 |
| TOTAL ROUTE COST with Aide |              |               | \$53,534.51 |
13. Approve the **Emergency Bus Stops and Routes** for the 2011–2012 School Year for delayed opening/early dismissal due to inclement weather, as attached. EMERG BUS STOPS
14. Approve to **participate in** the Lakeland Regional High School, Wanaque, **NJ Work Study Program** “Structured Learning Experience” (SLE) whereas interns are placed in the Ringwood schools as volunteers, for the 2011-2012 school year. NJ WORK STUDY

**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

Sheet # 14 – Work Session, November 21, 2011

District Operations 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 \$	MEALS \$	EST. TOTAL \$
Bariso, J.	12/9/11	Ed. Tech. Conf., Wayne, NJ	65.00	-0-	9.44	-0-	65.44+ sub pay
Beattie, H.	1/26&27/12	NJASA Techspo, Atlantic City	369.00	122.86	100.83	-0-	592.69
Mitchell, W.	11/29/11	FSA Reg. & Implementation, Robbinsville, NJ	-0-	-0-	46.25	-0-	46.25
Mitchell, W.	12/19/11	Sp. Ed. & What BA Should Know, Rockaway, NJ	75.00	-0-	23.81	-0-	98.81
Mitchell, W.	1/24/12	403b Regs.–IRS, Rockaway	75.00	-0-	23.81	-0-	98.81
Scutti, P.	10/27/11	PC Math Curriculum Consortium, Paterson	-0-	-0-	11.16	-0-	11.16
Smith, L.	10/27/11	Adapted Health & PE Conf., Lawrenceville, NJ	50.00	-0-	60.50	-0-	111.05 + sub pay

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

2. Approve the **Nursing Services Plan** for the 2011-2012 school year and its submission to the New Jersey State Department of Education Passaic County Office, as attached. NURSING SERVICES PLAN

**H. Policy**

POLICY

1. Approve the **revised policies** listed.

<i>Number</i>	<i>Title</i>
3541.1	Transportation Routes and Services
3541.2	Nonschool use of District Vehicles
4211	Recruitment, Selection and Hiring
6142.4	Physical Education and Health

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

<i>Number</i>	<i>Title</i>
5141.8	Sports Related Concussion and Head Injury

**VII. SPECIAL REPORTS**

**SPECIAL  
REPORTS**

- A. Budget Committee – Trustee Citranglo informed the Board that they met on November 7<sup>th</sup> and will be meeting again on Monday, December 12<sup>th</sup> at 7 PM.  
This was a general meeting at this time. No numbers were discussed at this time.
- B. Curriculum Committee – Trustee McKeever and Superintendent Beattie updated the Board on curriculum issues.
- C. Facilities Committee – Trustee Griegel reported on the workshops she attended in Atlantic City. Topics such as how to use your capital reserve fund and ESIP were discussed. She walked the floor with Mr. Rubino and met several vendors. She met with window vendors, air conditioning unit vendors, flooring companies, and people who oversee ESIPs. It was a very useful workshop.  
  
Trustee Griegel met with Mr. Rubino in Livingston to look at the modular units on her way down to Atlantic City. She described the units to the Board members. Superintendent Beattie also discussed the options that we had with the modulars. Board discussion ensued.
- D. Public Communications Committee – Trustee McKeever has been working on Happy Thanksgiving facebook items. She has had a lot of positive feedback. She and Trustee Griegel are working on the newsletter at this time.
- E. Tri-District Shared Services – President Tassitano commented that there was a meeting in October. She wanted to follow up about advertising for substitute nurses.
- F. Liaisons – No report

**VIII. OLD BUSINESS**

**OLD  
BUSINESS**

- A. Board Re-Certification- President Tassitano commented that in April she had informed the Board when she went to apply for an award for the Board that we were no longer a certified Board, not since 2008. Our certification had lapsed. The reason that we had lapsed is that you need to have so many credits to be a certified Board. In order to get recertified, we have to do a group process, a board retreat on a Saturday, and we have to have 7 out of 9 board members in attendance at this retreat. If we want to be recertified by April, we need to do this retreat within the next couple of months. She explained the different types of retreats to the Board. The Superintendent must also attend this retreat. She felt that the Board would most benefit from a team work retreat. We would have to have 7 Board members commit to a Saturday. Once we decide what we want, New Jersey School Boards will provide a representative for us. It would have to be a minimum of four hours on a Saturday. She was asking for a commitment from 7 Board members to attend. The certification would be good for 3 years. It is a decision that the Board would have to make. She asked everyone to think about it and get back to her next week so that a decision could be made.

**Sheet # 16 – Work Session, November 21, 2011**

**OLD BUSINESS** continued

President Tassitano commented on the revised minutes and that it stated that she would ride the school bus. She commented that she did ride the school bus on November 7<sup>th</sup>, in the morning and in the afternoon. She was going to ask the Board that for next Monday's meeting, to review the Kradles to Kindergarten issue and the approximate costs to reroute and review our decision.

Trustee Kunert commented on the Emergency Bus Routes and the delayed opening time. Superintendent Beattie commented that we were unable to do a two hour delay, so the 90 minute delay would remain in effect for a delayed opening.

Trustee Griegel had a question on the ending balance. Board Secretary Mitchell confirmed the ending balance for her. Trustee Griegel also wanted to get a list of everyone who worked on the Hewitt Reading Room in order to thank them in the next newsletter. She also requested that she and Trustee Nastory be notified when the meetings with the Architect take place so that they may attend.

**IX. NEW BUSINESS**

NEW  
BUSINESS

Trustee Kunert commented on the letters of thanks that we have received from the community. It is Thanksgiving and she commented that we should be grateful to everyone, the custodians, maintenance, bus drivers, cafeteria workers, and teachers.

**X. PUBLIC PARTICIPATION I**

PUB.PART.I

No comments

**XI. Motion was made by Trustee Dunn, seconded by Trustee Citranglo to adjourn from Public Session at 10:07 P.M.**

ADJOURN.

Motion was unanimously approved by voice vote.

Respectfully submitted,

WARREN C. MITCHELL  
Board Secretary